

AGENDA

General Policy Committee Meeting

December 10, 2014

9:00 AM

Location

SANBAG

First Floor Lobby

1170 W. 3rd Street, San Bernardino, CA 92410

General Policy Committee Membership

Chair – SANBAG Vice President

Mayor Pro Tem Ryan McEachron
City of Victorville, *MDC Chair*

SANBAG President

Mayor L. Dennis Michael
City of Rancho Cucamonga

SANBAG Past President

Council Member Bill Jahn
City of Big Bear Lake

Mt./Desert Representatives

Vacancy

Supervisor Robert Lovingood
County of San Bernardino

East Valley Representatives

Council Member Dick Riddell
City of Yucaipa

Mayor Pro Tem Larry McCallon
City of Highland

Mayor Rhodes (Dusty) Rigsby
City of Loma Linda

Supervisor James Ramos
County of San Bernardino

West Valley Representatives

Mayor Paul Eaton
City of Montclair, *Chair CRTC*

Council Member Michael Tahan
City of Fontana, *MVSS Chair*

Supervisor Janice Rutherford
County of San Bernardino

Ray Wolfe
Executive Director

Eileen Monaghan Teichert
SANBAG Counsel

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

AGENDA

General Policy Committee Meeting

December 10, 2014

9:00 AM

Location

**SANBAG First Floor Lobby
1170 W. 3rd Street, San Bernardino, CA 92410**

CALL TO ORDER

(Meeting Chaired by: Ryan McEachron)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications – Diane Greve

Possible Conflict of Interest Issues for the General Policy Committee Meeting of December 10, 2014

Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

1. Information Relative to Possible Conflict of Interest

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

Duane Baker

This item is prepared monthly for review by SANBAG Board and Committee members.

CONSENT CALENDAR

Items listed on the Consent Calendar are expected to be routine and non-controversial. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Member Request.

Consent - Administrative Matters

2. October/November 2014 Procurement Report

Pg. 7

That the General Policy Committee receive the October/November 2014 Procurement Report.

Hilda Flores

This item is not scheduled for review by any other policy committee or technical advisory committee.

3. Budget Fiscal Year 2015/2016 Assessment Dues

Pg. 18

That the General Policy Committee recommend the Board adopt San Bernardino Associated Government's Fiscal Year 2015/2016 Assessment Dues.

Hilda Flores

This item is not scheduled for review by any other policy committee or technical advisory committee.

4. Budget to Actual Report for fourth quarter ending September 30, 2014

Pg. 20

Receive and file Budget to Actual Report for fourth quarter ending September 30, 2014.

Bill Stawarski

This item is not scheduled for review by any other policy committee or technical advisory committee.

DISCUSSION ITEMS

Discussion - Administrative Matters

5. Insurance Premium Update

Pg. 24

That the General Policy Committee recommend the Board receive and file insurance premium update report.

Hilda Flores

This item is not scheduled for review by any other policy committee or technical advisory committee.

Discussion - Air Quality/Traveler Services

6. Cooperative Agreement Amendment with Orange County Transportation Authority (OCTA) for Call Answering Center (CAC) services for the Call Box Program Pg. 27

That the General Policy Committee recommend the Board acting as the San Bernardino County Service Authority for Freeway Emergencies approve Amendment No. 1 to Contract No. R12140 with OCTA for reimbursement of OCTA's share of the Call Box Call Answering Center (CAC) services. This action shall increase the contract by \$110,000 for a new not-to-exceed total of \$373,000.

Nicole Soto

This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel and Procurement Manager have reviewed this item and a draft of the Amendment.

Discussion - Council of Governments

7. Request for Proposals for SANBAG's Federal Advocacy Services Pg. 32

That the General Policy Committee recommend the Board approve the release of Request for Proposal 15-1001161 for Federal Advocacy Services to be provided through December 31, 2016.

Wendy Strack

This item is not scheduled for review by any other policy committee or technical advisory committee. This item has not been reviewed by General Counsel.

Discussion - Transportation Programming and Fund Administration

8. Amended Fiscal Year 2014/2015 State Transit Assistance Fund Allocation for City of Needles Pg. 39

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Commission:

Approve an increase of \$100,000 to the Fiscal Year 2014/2015 State Transit Assistance Fund - Population allocation for the City of Needles for the construction of office space and a transit maintenance facility, increasing the total allocation from \$82,664 to \$182,664.

Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee.

9. Valley Transportation Services Fiscal Year 2014/2015 Budget Pg. 42

That the Committee recommend the Board approve Valley Transportation Services Fiscal Year 2014/2015 Budget pursuant to the terms of Contract No. C11174 Section 3(d).

Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee.

Comments from Board Members

Brief comments from Board members

Public Comment

Brief comments by the General Public

ADJOURNMENT

Additional Information

Attendance	Pg. 55
SANBAG Entities	Pg. 56
Meeting Procedures and Rules of Conduct	Pg. 57
General Practices for Conducting Meetings	Pg. 58
Acronym List	Pg. 59
Mission Statement	Pg. 61

The next General Policy Committee will be January 14, 2015

Complete packages of the SANBAG agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 1

Date: December 10, 2014

Subject:
 Information Relative to Possible Conflict of Interest

Recommendation:
 Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

Background:
 In accordance with California Government Code 84308, members of the SANBAG Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Principals & Agents	Subcontractors
NONE		NONE	

Financial Impact:
 This item has no direct impact on the SANBAG budget.

Reviewed By:
 This item is prepared monthly for review by SANBAG Board and Committee members.

Responsible Staff:
 Duane Baker, Director of Management Services

Approved
 General Policy Committee
 Date: December 10th, 2014

Witnessed: _____

Entity: CMA, COG, CTA, CTC, SAFE

Minute Action

AGENDA ITEM: 2

Date: *December 10, 2014*

Subject:

October/November 2014 Procurement Report

Recommendation:

That the General Policy Committee receive the October/November 2014 Procurement Report.

Background:

The Board of Directors adopted the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997, and approved the last revision on March 12, 2014. On February 6, 2013, the Board of Directors authorized the Executive Director, or designee, to approve: a) contracts and purchase orders up to \$100,000 and for purchase orders originally \$100,000 or more, increasing the purchase order amount up to 10% of the original purchase order value, not to exceed \$25,000; b) amendments with a zero dollar value; c) amendments to exercise the option term if the option term was approved by the Board of Directors in the original contract; and d) amendments that cumulatively do not exceed 50% of the original contract value or \$100,000, whichever is less and to release Request for Proposal (RFP), Request for Quote (RFQ) and Invitation for Bid (IFB) for proposed contracts from which funding has been approved in San Bernardino Associated Governments (SANBAG's) Annual Budget, and which are estimated not-to-exceed \$1,000,000. SANBAG staff has compiled this report that summarizes all contract actions approved by the Executive Director, or designee.

On July 11, 2012, the Board of Directors authorized SANBAG's General Counsel to award and execute legal services contracts up to \$50,000 with outside counsel as needed on behalf of SANBAG and its authorities organized under the umbrella of the Council of Governments. Also, periodically notify the Board after exercising such authority.

A list of all Contracts and Purchase Orders that were executed by the Executive Director and/or General Counsel during the months of October and November is presented herein as Attachment A, and all RFPs and IFBs are presented in Attachment B.

Financial Impact:

This item imposes no impact on the Fiscal Year 2014/2015 budget. Presentation of the monthly procurement report demonstrates compliance with the Contracting and Procurement Policy (Policy No. 11000).

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Hilda Flores, Chief of Accounting and Procurement

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Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

Attachment A

October/November Contract Actions

New Contracts Executed:

Contract No.	Description of Specific Services	Vendor Name	Dollar Amount	Description of Overall Program
15-1001046	Park & Ride Lot Lease	City of Chino Hills	\$26,880.00	Park & Ride Lot Lease offers commuters a place to park to allow for carpooling, van pooling, and ride share.
15-1001121*	Rideshare Program in South Coast Air Basin (CMAQ)	Caltrans	\$2,035,000.00	Develop, promote, and implement a three year rideshare program through the South Coast Air Basin in San Bernardino County.

*The Executive Director was authorized to execute Program Supplements associated with the Master Agreement between Caltrans and SANBAG on March 7, 2007. There are no dollar limits associated to the Executive Director's authorization for these Program Supplements.

Attachment A

October/November Contract Amendment Actions

Contract Amendments Executed:

Contract No. & Amendment No.	Reason for Amendment (include a description of the amendment)	Vendor Name	Previous Amendments & Dollar Values	Dollar Amount of Amendment	Amended Contract Total
C14125 Amendment 2	Added a second trip for a presentation to the full Board at the November meeting. Project: Employee Classification, Compensation and Benefits Study.	Koff & Associates	Original: \$34,940.00 Amend. 1: \$0.00	\$2,000.00	\$36,940.00
C13032 Amendment 2	Reduced the terms of retention to a total amount of \$80,000 until project completion. Project: Construction management services for Lenwood Road Grade Separation Project.	Simon Wong Engineering	Original: \$2,493,341.00 Amend. 1: \$0.00	\$0.00	\$2,493,341.00
C14011 Amendment 1	Added Extra work for emergency FSP service coverage along any of the Beats. Project: Freeway Services Patrol along Beat 5.	Airport Mobil Towing	Original: \$928,500.00	\$44,000.00	\$972,500.00
C14039 Amendment 1	Extended the contract to allow for sufficient review time by the local agencies. Project: Morongo Basin Area Transportation Study.	Fehr & Peers	Original: \$64,500.00	\$0.00	\$64,500.00
C14009 Amendment 1	Added Extra work for emergency FSP service coverage along any of the Beats. Project: Freeway Services Patrol along Beat 1.	Pomona Valley Towing	Original: \$561,180.00	\$44,000.00	\$605,180.00

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Attachment A

October/November Contract Task Order Actions

Contract Task Order (CTO) Executed:

Contract No. & CTO No.	Description of CTO	Vendor Name	Contract Amount	Previously Issued CTOs	Dollar Amount of CTO
C12238 CTO 10	Pre award audit for I-15 Express lane	Bazilio Cobb Associates	\$250,000.00	CTO 1 \$60,608.04 CTO 2 \$5,775.00 CTO 3 \$7,645.00 CTO 4 \$1,640.00 CTO 5 \$13,975.00 CTO 6 \$19,450.00 CTO 7 \$13,975.00 CTO 8 \$8,850.00 CTO 9 \$8,755.00	\$10,950.00
C12238 CTO 11	Pre award audit for I-10 University	Bazilio Cobb Associates	\$250,000.00	CTO 1 \$60,608.04 CTO 2 \$5,775.00 CTO 3 \$7,645.00 CTO 4 \$1,640.00 CTO 5 \$13,975.00 CTO 6 \$19,450.00 CTO 7 \$13,975.00 CTO 8 \$8,850.00 CTO 9 \$8,755.00	\$9,100.00

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Contract No. & CTO No.	Description of CTO	Vendor Name	Contract Amount	Previously Issued CTOs	Dollar Amount of CTO
C12238 CTO 12	Pre award audit for I-210 Pepper CM services	Bazilio Cobb Associates	\$250,000.00	CTO 1 \$60,608.04 CTO 2 \$5,775.00 CTO 3 \$7,645.00 CTO 4 \$1,640.00 CTO 5 \$13,975.00 CTO 6 \$19,450.00 CTO 7 \$13,975.00 CTO 8 \$8,850.00 CTO 9 \$8,755.00	\$4,260.00
C14086 CTO 6 Amendment 1	Additional Environmental Phasing for NEPA and CEQA	Parsons Brinkerhoff	20,000,000 shared with Hatch Mott MacDonald C14003	CTO 1 \$42,500 CTO 2 \$520,105 CTO 3 \$20,000 CTO 5 \$388,136 CTO 6 \$124,911 CTO 9 \$29,917 CTO 12B \$247,445 CTO 21 \$3,014.70	Original CTO \$124,911.00 Amendment to CTO \$10,985.00 New CTO Total \$135,896.00

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Contract No. & CTO No.	Description of CTO	Vendor Name	Contract Amount	Previously Issued CTOs	Dollar Amount of CTO
C14086 CTO 27	Mountain Area Regional Transit Radio system assessment phase 1	Parsons Brinkerhoff	20,000,000 shared with Hatch Mott MacDonald C14003	CTO 1 \$42,500 CTO 2 \$520,105 CTO 3 \$20,000 CTO 5 \$388,136 CTO 6 \$124,911 CTO 9 \$29,917 CTO 12B \$247,445 CTO 21 \$3,014.70	\$13,774.98

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Attachment A

October/November Purchase Order Actions

Purchase Orders:

PO No.	PO Issue Date	Vendor Name	Description of Services	PO Dollar Amount
4001218	09/10/2014	Sigmanet, Inc.	Design, configuration, support, and documentation for the implementation of Laserfiche. Estimated hours 44 at \$175 for Engineer and \$130 for Project Manager.	\$5,396.50
Total				\$40,980.31

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Attachment A

October/November Purchase Order Amendment Actions

Purchase Order Amendments Executed:

Purchase Order No. & Amendment No.	Description of Services and Reason for Amendment	Vendor Name	Previous Amendments & Dollar Values	Dollar Amount of Amendment	Amended PO Total
4000988 Amendment 1	Bandwith service auto renewed for one year to 7/10/15 due to change of SANBAG IT staff and Account Manager at Cogent. This service will be procured before auto renewal takes effect.	Cogent Communications	\$25,000.00	\$22,300.00	\$47,300.00

Attachment: GPC1412a1-wws (1453 : Procurement Report)

Attachment B

October/November RFPs and IFBs

Release of RFP's and IFB's

Release Date	RFP/IFB No.	Description of Services	Anticipated Dollar Amount	Anticipated Award Date	Description of Overall Program and Program Budget
11/5/14	RFP15-1001061	On-Call Internal Audit and Price Review Services	\$250,000.00	April 1, 2015	On-Call Internal Audit and Price Review Services for A&E contracts awarded by SANBAG.
11/13/14	RFP15-1001071	Insurance Compliance and Certificate Tracking Services	\$60,000.00	February 11, 2015	Insurance Compliance and Certificate Tracking Services to provide and manage all aspect of insurance verification and compliance using a web-based certificate of insurance tracking system.
10/17/14	RFP15-1001107	Disadvantaged Business Enterprise Consulting Services	\$100,000.00	February 18, 2015	Disadvantaged Business Enterprise Consulting Services to Review and update of DBE related materials including manuals and forms and Develop contract-specific DBE goals.

Attachment: GPC1412a2-wws (1453 : Procurement Report)

Release Date	RFP/IFB No.	Description of Services	Anticipated Dollar Amount	Anticipated Award Date	Description of Overall Program and Program Budget
10/27/14	RFP15-1001098	FY2012-2014 Transportation Development Act Triennial Performance Audits	\$127,000.00	February 4, 2015	FY2012-2014 Transportation Development Act Triennial Performance Audits of each of the six transit providers.
				Total	\$537,000.00

Attachment: GPC1412a2-wws (1453 : Procurement Report)



San Bernardino Associated Governments

1170 W. 3rd Street, 2nd Fl, San Bernardino, CA 92410
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Web: www.sanbag.ca.gov



- San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
•San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 3

Date: December 10, 2014

Subject:

Budget Fiscal Year 2015/2016 Assessment Dues

Recommendation:

That the General Policy Committee recommend the Board adopt San Bernardino Associated Government's Fiscal Year 2015/2016 Assessment Dues.

Background:

San Bernardino Associated Governments (SANBAG) has collected general membership dues since its inception. The dues are assessed according to a formula based on 50% on population and 50% on assessed valuation of each member jurisdiction.

Since Fiscal Year 1999/2000, \$28,653 of general assessment dues has been budgeted in Task No. 0104, Intergovernmental Relations, as established by the Board of Directors. The remaining amount of dues collected is budgeted in Task No. 0490, Council of Governments New Initiative, to support new Council of Governments (COG) activities as approved by the Board. One such new initiative is Task No. 0492, Joint Solar Power Purchase Agreement, this Board approved project is partially funded with assessment dues.

Total assessment dues of \$104,946 budgeted for Fiscal Year 2015/2016 represent an increase of \$3,354 or 3.3% from the prior year, as shown in Attachment A.

Financial Impact:

This item establishes the Fiscal Year 2015/2016 Budget for Assessment Dues and related budgeted expenditures which will be included in the proposed budget for Fiscal Year 2015/2016.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Hilda Flores, Chief of Accounting and Procurement

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

Entity: CMA, COG, CTA, CTC, SAFE

**San Bernardino Associated Governments
General Assessment Dues Calculation
Fiscal Year 2015/2016**

<u>JURISDICTION:</u>	<u>POP.</u> <u>2014</u>	<u>% OF</u> <u>TOTAL</u> <u>POP.</u>	<u>ASSESSED VALUE</u> <u>BEFORE RDA</u> <u>2014/2015</u>	<u>% OF</u> <u>TOTAL</u> <u>VALUE</u>	<u>AVG. %</u> <u>POP. &</u> <u>VALUE</u>	<u>FY2015</u> <u>AMOUNT</u>	<u>FY2016</u> <u>AMOUNT</u>	<u>VA</u>
Adelanto	32,511	1.559%	\$1,658,036,857	0.928%	1.244%	1,263	1,305	\$
Apple Valley	70,755	3.392%	\$4,836,931,536	2.708%	3.050%	3,099	3,201	\$1
Barstow	23,292	1.117%	\$1,155,685,689	0.647%	0.882%	896	926	\$
Big Bear Lake	5,121	0.246%	\$3,006,682,566	1.683%	0.964%	980	1,012	\$
Chino	81,747	3.919%	\$9,880,538,036	5.532%	4.726%	4,801	4,959	\$1
Chino Hills	76,131	3.650%	\$9,956,263,319	5.574%	4.612%	4,686	4,841	\$1
Colton	53,057	2.544%	\$2,793,113,366	1.564%	2.054%	2,087	2,155	\$
Fontana	202,177	9.694%	\$15,224,456,851	8.523%	9.109%	9,254	9,560	\$3
Grand Terrace	12,285	0.589%	\$833,974,859	0.467%	0.528%	536	554	\$
Hesperia	91,506	4.387%	\$4,722,050,423	2.644%	3.516%	3,571	3,689	\$1
Highland	54,033	2.591%	\$2,966,566,900	1.661%	2.126%	2,160	2,231	\$
Loma Linda	23,614	1.132%	\$1,720,047,720	0.963%	1.048%	1,064	1,099	\$
Montclair	37,374	1.792%	\$2,719,869,503	1.523%	1.657%	1,684	1,739	\$
Needles	4,908	0.235%	\$305,520,741	0.171%	0.203%	206	213	
Ontario	167,382	8.025%	\$19,940,211,880	11.164%	9.594%	9,747	10,069	\$3
Rancho Cucamonga	172,299	8.261%	\$21,638,319,445	12.114%	10.188%	10,350	10,692	\$3
Redlands	69,882	3.351%	\$7,958,596,314	4.456%	3.903%	3,965	4,096	\$1
Rialto	101,429	4.863%	\$6,451,926,487	3.612%	4.238%	4,305	4,447	\$1
San Bernardino	212,721	10.199%	\$11,298,116,184	6.325%	8.262%	8,394	8,671	\$2
Twentynine Palms	26,576	1.274%	\$823,614,359	0.461%	0.868%	881	911	\$
Upland	75,147	3.603%	\$7,682,100,008	4.301%	3.952%	4,015	4,147	\$1
Victorville	120,590	5.782%	\$7,268,021,655	4.069%	4.925%	5,004	5,169	\$1
Yucaipa	52,654	2.525%	\$3,701,079,127	2.072%	2.298%	2,335	2,412	\$
Yucca Valley	21,053	1.009%	\$1,429,719,145	0.800%	0.905%	919	950	\$
County	297,425	14.260%	\$28,646,389,447	16.038%	15.149%	15,390	15,898	\$5
	2,085,669	100.000%	178,617,832,417	100.00%	100.00%	101,592	104,946	3,35

NOTES:

- 1) Population Source: Most recent Measure I population data, which is the Department of Finance estimate as of January 1 reconciled to the total population for San Bernardino County.
- 2) Net Assessed Value Source: Property Tax Section, County Auditor/Controller, 2014/2015.
- 3) These calculations are based on the most recent data received from the County of San Bernardino.
- 4) Assessed valuation of jurisdiction includes properties within redevelopment areas.

Attachment: FY2015-2016 GA Dues evaluation of increase (1455 : Fiscal Year 2015/2016 Assessment Dues)



San Bernardino Associated Governments

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- San Bernardino County Transportation Commission
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- Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 4

Date: December 10, 2014

Subject:

Budget to Actual Report for fourth quarter ending September 30, 2014

Recommendation:

Receive and file Budget to Actual Report for fourth quarter ending September 30, 2014.

Background:

SANBAG’s Budget for Fiscal Year 2014/2015 for new activity was adopted by the Board of Directors on June 4, 2014. This report provides a summary of program activity and task activity compared to Budget. Budgetary information includes the original and revised budgets, and year-to-date expenditures.

Financial Impact:

This item reports the status of expenditures against budget and imposes no financial impact on the Fiscal Year 2014/2015 Budget.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Bill Stawarski, Chief Financial Officer

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

Entity: CMA, COG, CTA, CTC, SAFE

**San Bernardino Associated Governments
Budget to Actual Report: July 2014 - Sept 2014
Fiscal Year 2014/2015**

AIR QUALITY & TRAVELER SERVICES PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0102	Air Quality Activities	533,342	-	-	533,342	19,889	513,453	3.73%
0406	Traveler Services	2,221,512	-	18,817	2,202,695	331,485	1,871,210	15.05%
0702	Call Box System	1,451,691	-	971	1,450,720	136,395	1,314,325	9.40%
0704	Freeway Service Patrol/State	2,749,293	-	7,318	2,741,975	305,285	2,436,690	11.13%
0706	Intelligent Transportation Systems	64,260	-	-	64,260	-	64,260	0.00%
TOTAL AIR QUALITY & TRAVELER SERVICES PROGRAM		7,020,098	-	27,106	6,992,992	793,055	6,199,937	11.34%

TRANSPORTATION PLANNING & PROGRAMMING PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0110	Regional Planning	543,056	-	-	543,056	88,647	454,409	16.32%
0203	Congestion Management	311,314	-	-	311,314	6,209	305,105	1.99%
0213	High Desert Corridor Studies	10,000	-	-	10,000	-	10,000	0.00%
0404	Subregional Planning	2,995,455	-	-	2,995,455	232,531	2,762,924	7.76%
0941	Mt./Desert Planning & Project Development	167,895	-	-	167,895	14,235	153,660	8.48%
TOTAL TRANSPORTATION PLANNING & PROGRAMMING PROGRAM		4,027,720	-	-	4,027,720	341,623	3,686,097	8.48%

GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0104	Intergovernmental Relations	508,103	-	-	508,103	62,049	446,054	12.21%
0490	Council of Governments New Initiatives	422,275	-	-	422,275	-	422,275	0.00%
0492	Joint Solar Purchase Agreement	647,237	-	-	647,237	739	646,498	0.11%
0495	Green House Gas	148,050	-	-	148,050	2,542	145,508	1.72%
0503	Legislation	575,069	-	-	575,069	72,394	502,675	12.59%
0601	County Transportation Commission-General	331,540	-	-	331,540	39,945	291,595	12.05%
0605	Publications & Public Outreach	796,303	-	-	796,303	46,642	749,661	5.86%
0708	Property Assessed Clean Energy	1,828,244	-	-	1,828,244	(168,784) *	1,997,028	-9.23%
0805	Building Operations & Maintenance	37,763	-	-	37,763	6,226	31,537	16.49%
0942	Financial Management	240,324	-	10,787	229,537	30,760	198,777	13.40%
TOTAL COUNCIL OF GOVERNMENTS SUPPORT PROGRAM		5,534,908	-	10,787	5,524,121	92,515	5,431,606	1.67%

TRANSIT & PASSENGER RAIL PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0309	General Transit	442,238	-	175	442,063	77,657	364,407	17.57%
0310	Transit Operating	8,832,028	-	7,787,699	1,044,329	1,044,329	0	100.00%
0311	Transit Capital	3,633,997	-	435,391	3,198,606	2,335,523	863,084	73.02%
0322	San Bernardino Transit Center	14,544,211	-	19,660	14,524,551	966,142	13,558,409	6.65%
0323	Downtown San Bernardino Passenger Rail	48,372,836	-	3,365,995	45,006,841	1,690,856	43,315,985	3.76%
0324	Redlands Passenger Rail	21,720,276	-	-	21,720,276	43,893	21,676,383	0.20%
0325	San Gabriel Subdivision Line Improvements	4,407,742	-	-	4,407,742	31,732	4,376,010	0.72%
0352	General Commuter Rail	2,082,616	-	175	2,082,441	66,878	2,015,563	3.21%
0377	Commuter Rail Operating Expenses	13,221,730	-	7,396,181	5,825,549	4,412,513	1,413,036	75.74%
0379	Commuter Rail Capital Expenses	1,051,217	-	-	1,051,217	-	1,051,217	0.00%
TOTAL TRANSIT & PASSENGER RAIL PROGRAM		118,308,891	-	19,005,276	99,303,615	10,669,522	88,634,094	10.74%

Attachment: SANBAG Exp Act v Budget (1454 : Budget to Actual Report fourth quarter ending

MAJOR PROJECT DELIVERY PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0701	Valley Signal Coordination	383,182	-	1,722	381,460	8,834	372,626	2.32%
0803	SR 210 Baseline Road Interchange	785,654	-	-	785,654	927	784,727	0.12%
0815	Measure I Program Management	5,704,352	-	-	5,704,352	454,814	5,249,538	7.97%
0817	SR 60 Sound Wall	5,405	-	-	5,405	-	5,405	0.00%
0820	SR 210 Final Design	20,000	-	-	20,000	-	20,000	0.00%
0822	SR 210 Right of Way Acquisition	1,005,405	-	-	1,005,405	(27,894) **	1,033,299	-2.77%
0824	SR 210 Construction	2,308,497	-	-	2,308,497	178,204	2,130,293	7.72%
0825	I-10 Corridor Project Development	7,036,212	-	-	7,036,212	450,079	6,586,133	6.40%
0826	I-10 Citrus/Cherry Interchanges	23,601,345	-	51,530	23,549,815	1,415,617	22,134,199	6.01%
0830	I-215 San Bernardino/Riverside Project Development	5,405	-	-	5,405	-	5,405	0.00%
0834	I-215 Final Design	25,405	-	-	25,405	88	25,317	0.35%
0836	I-215 Right of Way Acquisition	105,405	-	-	105,405	-	105,405	0.00%
0838	I-215 Construction	13,486,874	-	25,000	13,461,874	80,848	13,381,026	0.60%
0839	I-215 Bi- County HOV Gap Closure Project	21,392,576	-	-	21,392,576	350,006	21,042,570	1.64%
0840	I-215 Barton Road Interchange	17,167,249	-	-	17,167,249	38,308	17,128,941	0.22%
0841	I-10 Riverside Interchange	313,711	-	-	313,711	104,644	209,067	33.36%
0842	I-10 Tippecanoe Interchange	24,601,520	-	1,464	24,600,056	140,950	24,459,106	0.57%
0845	Mt. Vernon/Washington Interchange	5,947,492	-	-	5,947,492	142,248	5,805,244	2.39%
0850	Alternative Project Financing	2,207,436	-	-	2,207,436	11,855	2,195,581	0.54%
0851	I-10/Monte Vista Avenue Interchange	508,106	-	-	508,106	-	508,106	0.00%
0852	I-15 Corridor Improvement	3,395,264	-	-	3,395,264	26,833	3,368,431	0.79%
0853	I-215 University Pkwy/State Street Interchange	358,106	-	-	358,106	-	358,106	0.00%
0854	I-10 EB Truck Climb/Live Oak to County Line	575,133	-	-	575,133	-	575,133	0.00%
0862	I-10 Westbound Lane Addition - Yucaipa	147,311	-	-	147,311	3,187	144,124	2.16%
0869	Glen Helen Parkway Grade Separation	3,721,621	-	-	3,721,621	489	3,721,132	0.01%
0870	Hunts Lane Grade Separation	3,032,932	-	-	3,032,932	810,555	2,222,377	26.73%
0871	State St./University Parkway Grade Separation	6,905	-	-	6,905	-	6,905	0.00%
0874	Palm Avenue Grade Separation	12,327,659	-	-	12,327,659	1,017,595	11,310,064	8.25%
0876	South Milliken Avenue Grade Separation	5,974,306	-	-	5,974,306	3,762	5,970,544	0.06%
0877	Vineyard Avenue Grade Separation	8,078,053	-	-	8,078,053	2,149	8,075,904	0.03%
0879	Colton Crossing BNSF/UPRR Grade Separation	37,011	-	-	37,011	1,196	35,815	3.23%
0880	I-15/I-215 Devore Interchange	17,721,729	-	22,699	17,699,030	808,692	16,890,338	4.57%
0881	Lenwood Avenue Grade Separation	19,455,328	-	5,000	19,450,328	1,112,681	18,337,647	5.72%
0882	North Milliken Avenue Grade Separation	5,518,405	-	5,510,014	8,391	-	8,391	0.00%
0883	SR 210 Pepper Avenue Interchange	2,556,983	-	-	2,556,983	97,665	2,459,318	3.82%
0884	Laurel Avenue Grade Separation	20,923,859	-	24,704	20,899,155	563,828	20,335,327	2.70%
0885	9th Street Rail Improvements	3,032,432	-	-	3,032,432	1,255	3,031,177	0.04%
0886	Colton Quiet Zone Project	51,621	-	5,000	46,621	2,343	44,278	5.03%
0887	SR 210 Lane Addition	1,276,198	-	-	1,276,198	34,382	1,241,816	2.69%
0888	I-15 La Mesa/Nisqualli Interchange	130,811	-	-	130,811	348	130,463	0.27%
0890	I-15 Rancho Interchange	14,146,552	-	-	14,146,552	1,746,009	12,400,543	12.34%
0891	US 395 Widen SR-18/Chamberlaine/Adelanto	4,022,159	-	-	4,022,159	-	4,022,159	0.00%
0892	I-15 Baseline Interchange Improvement	30,056,203	-	-	30,056,203	39,148	30,017,055	0.13%
0893	State Route 60 Central Avenue Interchange	382,269	-	-	382,269	2,642	379,627	0.69%
0894	State Route 60 Archibald Avenue Interchange	345,538	-	-	345,538	3,349	342,189	0.97%
0895	I-10 Alabama Street Interchange	381,485	-	-	381,485	-	381,485	0.00%
0896	I-10 Pepper Avenue Interchange	564,698	-	-	564,698	39,676	525,022	7.03%
0897	I-10 Cedar Avenue Interchange	6,805,620	-	-	6,805,620	3,827	6,801,793	0.06%
0898	I-10 Mount Vernon Avenue Interchange	350,000	-	-	350,000	-	350,000	0.00%
0899	I-10 University Street Interchange	509,790	-	-	509,790	595	509,195	0.12%
TOTAL MAJOR PROJECT DELIVERY PROGRAM		292,497,212	-	5,647,133	286,850,079	9,671,734	277,178,345	3.37%

Attachment: SANBAG Exp Act v Budget (1454 : Budget to Actual Report fourth quarter ending

TRANSPORTATION FUND ADMINISTRATION PROGRAM

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0373	Federal/State Fund Administration	645,205	-	-	645,205	101,606	543,599	15.75%
0500	Transportation Improvement Program	378,748	-	-	378,748	43,449	335,299	11.47%
0501	Federal Transit Act Programming	134,777	-	-	134,777	27,823	106,954	20.64%
0502	TDA Administration	872,632	-	-	872,632	49,253	823,379	5.64%
0504	Measure I Administration	582,452	-	-	582,452	35,939	546,513	6.17%
0506	Local Transportation Fund	63,196,177	-	-	63,196,177	-	63,196,177	0.00%
0507	State Transit Assistance Fund	23,678,391	-	-	23,678,391	-	23,678,391	0.00%
0515	Measure I Valley Apportionment & Allocation	18,624,346	-	18,614,729	9,617	9,617	0	100.00%
0516	Measure I Mountain/Desert Apportionment & Allocation	18,730,337	-	15,898,907	2,831,430	60,441	2,770,988	2.13%
0609	Strategic Planning/Delivery Planning	490,857	-	-	490,857	37,959	452,898	7.73%
0610	Measure I 2010-2040 Project Advancement	11,397,102	-	51,724	11,345,378	7,992	11,337,386	0.07%
0615	Measure I Local Stimulus	-	-	-	-	-	-	0.00%
0918	Measure I Local Pass-through	40,031,700	-	-	40,031,700	2,577,113	37,454,586.90	6.44%
TOTAL TRANSPORTATION FUND ADMINISTRATION PROGRAM		178,762,724	-	34,565,360	144,197,364	2,951,192	141,246,172	2.05%

DEBT SERVICE

TASK#	TASK DESCRIPTION	ORIGINAL			REVISED		TASK	% OF BUDGET
		BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
0965	2012 A Sales Tax Revenue Bond	6,076,840	-	-	6,076,840	4,207,034	1,869,806	69.23%
0966	2014 A Sales Tax Revenue Bond	5,505,842	-	-	5,505,842	-	5,505,842	0.00%
TOTAL DEBT SERVICE PROGRAM		11,582,682	-	-	11,582,682	4,207,034	7,375,648	36.32%

GRAND TOTAL ALL PROGRAMS	617,734,235	-	59,255,661	558,478,574	28,726,675	529,751,899	5.14%
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CONSOLIDATED BY PROGRAM

PROGRAM DESCRIPTION	ORIGINAL			REVISED		PROGRAM	% OF BUDGET
	BUDGET	AMENDMENTS	ENCUMBRANCES	BUDGET	EXPENDITURES	BALANCE	EXPENDED
AIR QUALITY & TRAVELER SERVICES PROGRAM	7,020,098	-	27,106	6,992,992	793,055	6,199,937	11.34%
TRANSPORTATION PLANNING & PROGRAMMING PROGRAM	4,027,720	-	-	4,027,720	341,623	3,686,097	8.48%
GENERAL - COUNCIL OF GOVERNMENTS SUPPORT PROGRAM	5,534,908	-	10,787	5,524,121	92,515	5,431,606	1.67%
TRANSIT & PASSENGER RAIL PROGRAM	118,308,891	-	19,005,276	99,303,615	10,669,522	88,634,094	10.74%
MAJOR PROJECT DELIVERY PROGRAM	292,497,212	-	5,647,133	286,850,079	9,671,734	277,178,345	3.37%
TRANSPORTATION FUND ADMINISTRATION PROGRAM	178,762,724	-	34,565,360	144,197,364	2,951,192	141,246,172	2.05%
DEBT SERVICE PROGRAM	11,582,682	-	-	11,582,682	4,207,034	7,375,648	36.32%
GRAND TOTAL ALL PROGRAMS	617,734,235	0	59,255,661	558,478,574	28,726,675	529,751,899	5.14%

* Timing of deposits for PACE Program creates a temporary credit balance in expenditures.

** Reimbursement for legal fees as a credit to expenditure account, but expenditure was incurred in prior year.

NOTES: Certain budget appropriations represent timing of capital expenditures and can be expended over several years.
Measure I Local pass through includes reversal of prior Fiscal Year accruals.

Attachment: SANBAG Exp Act v Budget (1454 : Budget to Actual Report fourth quarter ending

Minute Action

AGENDA ITEM: 5

Date: December 10, 2014

Subject:

Insurance Premium Update

Recommendation:

That the General Policy Committee recommend the Board receive and file insurance premium update report.

Background:

SANBAG's risk management program includes a number of insurance policies that are renewed annually each December. SANBAG's broker, Keenan, provides consulting advice and recommendations to SANBAG on the appropriate insurance coverage. Keenan markets SANBAG's insurance requirements and negotiates with a number of carriers.

SANBAG staff has requested Keenan to renew insurance policies to June 30, 2015 to coincide with SANBAG's fiscal year-end. The following programs are included in the renewal:

<u>Carrier</u>	<u>Coverage</u>	<u>Cost</u>
National Assurance Company	General Liability	\$ 62,211
Allied World National Assurance	Umbrella Liability	33,643
The Hartford Insurance Group	Automotive	1,002
National Union Fire Insurance	Public Officials Liability	102,253
National Union Fire Insurance	Crime	5,861
Great American	Excess Crime	18,814
Affiliated FM	Property	24,400
Zenith	Workers Compensation	79,539
	Total	<u>\$ 327,723</u>

The total premium cost (including taxes) of \$327,723, represents a .74% or \$3,566 decrease from the previous year. Automobile, property, public officials, and crime rates remained flat. The general liability and workers compensation policies are based on estimated annual payrolls which increased. The excess liability, automobile, property, crime and excess crime are based on market conditions, losses, and underwriting. The public officials liability policy is based on estimated expenditures.

The following chart provides a four (4) year comparison of premium costs of the insurance policies. The total cost without Public Officials Liability decreased from \$305,854 in 2014 to \$302,992 for 2015. The total cost with Public Officials Liability decreased from \$481,849 in 2014 to \$478,283 for 2015.

Entity: CMA, COG, CTA, CTC, SAFE

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Premiums	12/01/2011-	12/01/2012-	12/01/2013-	12/01/2014-
	12/01/2012	12/01/2013	12/01/2014	06/30/2015
Policy				
Automobile (\$1K deductible)	\$ 1,439	\$ 1,502	\$ 1,722	\$ 1,718
Crime	2,699	3,635	3,687	3,702
Excess Crime	9,900	10,890	11,000	11,883
General Liability	82,672	88,149	105,264	106,647
Property (\$10K deductible)	38,249	43,589	41,829	41,829
Umbrella Liability	46,721	49,302	56,966	57,674
Workers Compensation	<u>59,311</u>	<u>60,304</u>	<u>85,386</u>	<u>79,539</u>
Total without Public Officials Liability	240,991	257,371	305,854	302,992
Public Officials Liability (\$100K self-insured retention)	<u>115,569</u>	<u>165,360</u>	<u>175,995</u>	<u>175,291</u>
Total with Public Officials Liability	<u>\$ 356,560</u>	<u>\$ 422,731</u>	<u>\$ 481,849</u>	<u>\$ 478,283</u>

Note: Amounts for 12/01/2014 to 06/30/2015 are annualized for comparison purposes.

Financial Impact:

This item is consistent with the approved Fiscal Year 2014/2015 Budget, Task 0105, Indirect Project Management.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Hilda Flores, Chief of Accounting and Procurement

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

**San Bernardino Associated Governments - Renewal Comparison
Moving to 7/1 Renewal Period**

	<u>Expiring Program</u> 12/1/13 - 12/1/14	<u>Renewal Program</u> 12/1/14 - 07/01/15	<u>Estimated Annual</u> 12/1/14 - 12/1/15	<u>%</u> <u>Change</u>
General Liability Program	12 Months	7 Months	12 Months	
Exposure Base (Annual Payroll)	\$ 4,491,000.00	\$ 2,653,000	\$ 4,548,000	1%
Rate	\$ 2.27	\$ 2.27	\$ 2.27	0%
Premium	\$ 102,000.00	\$ 60,282.00	\$ 103,340.57	
Terrorism - Optional	Included	Included	Included	
CA Surplus Lines Tax (3%)	\$ 3,060.00	\$ 1,808.46	\$ 3,100.22	
CA Stamping Fee (.2%)	\$ 204.00	\$ 120.56	\$ 206.68	
Total Annual Premium	\$ 105,264.00	\$ 62,211.02	\$ 106,647.47	1%
Rate remains flat, however there is an increase in exposure (payroll).				
Excess Liability Program	12 Months	7 Months	12 Months	
Premium:	\$ 55,200.00	\$ 32,600.00	\$ 55,885.71	1%
Terrorism - Optional	Included	Included	Included	
CA Surplus Lines Tax	\$ 1,656.00	\$ 978.00	\$ 1,676.57	
CA Stamping Fee	\$ 110.40	\$ 65.20	\$ 111.77	
Total Annual Premium	\$ 56,966.40	\$ 33,643.20	\$ 57,674.06	1%
Policy is based upon a flat premium. Slight increase due to market conditions.				
Automobile Liability	12 Months	7 Months	12 Months	
Total Annual Premium:	\$ 1,722.00	\$ 1,002.00	\$ 1,717.71	0%
Flat renewal				
Workers Compensation Program	12 Months	12 Months	12 Months	
Exposure Base (Estimated Payroll)	\$ 4,490,651	\$ 4,907,246	\$ 4,907,246	9%
Rate per \$100 Payroll				
8742: Salespersons	\$ 1.87	\$ 1.76	\$ 1.76	-6%
8810: Clerical	\$ 1.41	\$ 1.40	\$ 1.40	-1%
9410: Municipal Worker	\$ 4.57	\$ 4.41	\$ 4.41	-4%
Premium (Including surcharges)	\$ 82,886.00	\$ 77,039.00	\$ 77,039.00	
Intermediary Fee (Not Keenan)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Total Estimated Annual Premium:	\$ 85,386.00	\$ 79,539.00	\$ 79,539.00	-7%
Payroll increased, exmod and overall rates decreased.				
Property Program	12 Months	7 Months	12 Months	
Total Insurable Values (TIV)	\$ 25,005,838	\$ 25,005,838	\$ 25,005,838	0%
Rate per \$100 TIV	\$ 0.1673	\$ 0.0976	\$ 0.1673	0%
Premium:	\$ 41,829	\$ 24,400	\$ 41,829	0%
Flat renewal				
Public Officials Liability & EPL	12 Months	7 Months	7 Months	
Exposure Base (Expenditures)	\$ 433,000,000	\$ 252,583,333	\$ 433,000,000	
Total Annual Premium:	\$ 175,995	\$ 102,253	\$ 175,291	0%
Flat renewal				
Crime - 19 Month Policy Term 7/1/16	12 Months	19 Months	12 Months	
Total Annual Premium:	\$ 3,687.00	\$ 5,861.00	\$ 3,701.68	0%
Flat renewal, taxes and fees may be slightly increased.				
Excess Crime - 19 Month Policy Term 7/1/16	12 Months	19 Months	12 Months	
Total Annual Premium:	\$ 11,000.00	\$ 18,814.00	\$ 11,882.53	8%
8% rate increase due to exposure (payroll and employee count).				
Keenan Broker Fee	\$ 38,000.00	\$ 39,900.00	\$ 39,900.00	5%
Increase per contract. Entering into third year.				

Attachment: SANBAG_Renewal Comparison_Annualized (1451 : Insurance Premium Update)

Minute Action

AGENDA ITEM: 6

Date: *December 10, 2014*

Subject:

Cooperative Agreement Amendment with Orange County Transportation Authority (OCTA) for Call Answering Center (CAC) services for the Call Box Program

Recommendation:

That the General Policy Committee recommend the Board acting as the San Bernardino County Service Authority for Freeway Emergencies approve Amendment No. 1 to Contract No. R12140 with OCTA for reimbursement of OCTA's share of the Call Box Call Answering Center (CAC) services. This action shall increase the contract by \$110,000 for a new not-to-exceed total of \$373,000.

Background:

In February 2002, the San Bernardino County and Riverside County Service Authorities for Freeway Emergencies' (SAFEs) began to jointly operate a private CAC through a San Bernardino SAFE contract with Professional Communications Network (PCN). Since that time, PCN has responded to more than 425,000 call box calls and has provided an outstanding level of service to motorists traveling within these counties. The San Bernardino SAFE has been the lead in this contract process, releasing the Request for Proposal (RFP), contracting with PCN and then seeking reimbursement from RCTC for services provided by PCN for calls generated from the Riverside County call box network. In the summer of 2004, the Orange County Transportation Authority (OCTA) released a Request for Proposals (RFP) to seek call box CAC services. After a competitive procurement process, the OCTA Board awarded a contract to PCN for identical services as being provided to the Inland Empire. San Bernardino and Riverside SAFEs permitted PCN and OCTA to utilize the call box software and technology that was developed under San Bernardino SAFE's contract.

In August 2011, the SANBAG Board approved the release of an RFP for CAC Services for San Bernardino, Riverside and Orange County call boxes. On November 2, 2011, the Board approved Contract No. 12005 with PCN.

RCTC's and OCTA's reimbursement of their shares of CAC costs is based on actual costs incurred by PCN and actual call box calls generated from the Riverside County and Orange County call box systems. Other direct costs that are not related to the call taking activities are reimbursed at a 33.3% of the total of direct costs.

SANBAG is currently in the process of amending PCN's agreement to include an increase in OCTA's 511 call budget to accommodate the unexpected high volume of 511 calls through PCN, therefore staff is also requesting the approval of an increase in the revenue agreement with OCTA for reimbursement of the additional 511 calls.

Entity: *SAFE*

General Policy Committee Agenda Item
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Financial Impact:

Funds for the OCTA agreement have been programmed into the FY 2014/2015 Call Box Budget. Future funding will be programmed into the respective fiscal year budgets.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel and Procurement Manager have reviewed this item and a draft of the Amendment.

Responsible Staff:

Nicole Soto, Air Quality/Mobility Specialist

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

CONTRACT SUMMARY SHEET

Contract No. R 12140 Amendment No. 1

By and Between

San Bernardino County Service Authority for Freeway Emergencies (SAFE) and Orange County Transportation Authority (OCTA)

Contract Description Cooperative Agreement for Call Answering Center (CAC) services.

Board of Director's Meeting Date: 1/7/2015	
Overview of BOD Action: Approve Amendment No. 1 to Revenue Contract 12140 with OCTA for reimbursement for their share of the call box CAC services. Cooperative Agreement not-to-exceed amount amended to increase from \$263,000 to \$373,000, with Agreement ending January 1, 2018.	
Is this a Sole-Source procurement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

CONTRACT OVERVIEW					
Original Contract Amount	\$	263,000	Original Contingency Amount	\$	0
Revised Contract Amount <i>Inclusive of prior amendments</i>	\$	263,000	Revised Contingency Amount <i>Inclusive of prior amendments</i>	\$	0
Current Amendment Amount	\$	110,000	Contingency Amendment	\$	0
TOTAL CONTRACT VALUE	\$	373,000	TOTAL CONTINGENCY VALUE	\$	0
TOTAL BUDGET AUTHORITY (contract value + contingency)					\$ 373,000

Contract Start Date 12/7/11	Current Contract Expiration Date 1/1/18	Revised Contract Expiration Date
Has the contract term been amended? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - please explain.		

FINANCIAL INFORMATION				
<input checked="" type="checkbox"/> Budget authority for this contract currently exists in Task No. <u>702</u> .				
<input type="checkbox"/> A Budget Amendment is required.				
How are we funding current FY?				
<input type="checkbox"/> Federal Funds	<input checked="" type="checkbox"/> State Funds	<input type="checkbox"/> Local Funds	<input type="checkbox"/> TDA Funds	<input type="checkbox"/> Measure I Funds
<i>Provide Brief Overview of the Overall Funding for the duration of the Contract:</i>				
The California Department of Motor Vehicles collects the annual \$1 vehicle registration fee from vehicles registered in San Bernardino County for use in maintaining and operating the Call Box program.				
<input type="checkbox"/> Payable <input checked="" type="checkbox"/> Receivable				

CONTRACT MANAGEMENT INFORMATION
Check all applicable boxes:
<input type="checkbox"/> Retention? If yes, indicate % _____.
<input type="checkbox"/> Disadvantaged Business Enterprise (DBE) Goal _____ %

Project Manager (Print Name)	Signature	Date
Task Manager (Print Name)	Signature	Date
Dir. of Fund Admin. & Programming (Print Name)	Signature	Date
Contract Administrator (Print Name)	Signature	Date
Chief Financial Officer (Print Name)	Signature	Date

AMENDMENT NO. 1 TO

CONTRACT R12140

BETWEEN

**SAN BERNARDINO ASSOCIATED GOVERNMENTS ACTING IN ITS CAPACITY AS
THE SAN BERNARDINO COUNTY SERVICE AUTHORITY FOR FREEWAY
EMERGENCIES**

AND

ORANGE COUNTY TRANSPORTATION AUTHORITY

THIS AMENDMENT NO. 1 to Revenue Contract R12140, is made by and between the San Bernardino County Transportation Authority, acting in its capacity as the San Bernardino Service Authority for Freeway Emergencies (“SAN BERNARDINO COUNTY SAFE”) and Orange County Transportation Authority (“AUTHORITY”).

RECITALS:

WHEREAS, SAN BERNARDINO COUNTY SAFE has engaged PCN as the contractor to render services for the provision of call box call answering center services within the San Bernardino, Riverside County, and Orange County (“Project”), as set forth in the SAN BERNARDINO COUNTY SAFE Contract No. C12005, executed on November 2, 2011 (the “Primary Agreement”) Exhibit “A”; and

WHEREAS, SAN BERNARDINO COUNTY SAFE and PCN entered into Amendment No. 1 to the Primary Agreement on July 24, 2012, to provide additional insurance and indemnity requirements; and

WHEREAS, SAN BERNARDINO COUNTY SAFE AND PCN entered into Amendment No. 2 to the Primary Agreement on June 11, 2014, to exercise the first available option year through June 30, 2015; and

WHEREAS, SAN BERNARDINO COUNTY SAFE and the AUTHORITY, entered into a Cooperative Agreement (SANBAG Agreement No. R12140) effective November 2, 2011, hereinafter called “AGREEMENT”, for the purpose of allocating the costs of paying PCN for Services under the Primary Agreement in accordance with the call box phone calls serviced by PCN within the geographical areas of the respective Parties hereto; and

WHEREAS, SAN BERNARDINO COUNTY SAFE and the AUTHORITY, recognize the original AGREEMENT underestimated the maximum obligation due to the number of GO511 calls; and

NOW THEREFORE, SAN BERNARDINO COUNTY SAFE and AUTHORITY mutually agree to amend the AGREEMENT as follows:

- 1. Amend Section 3.4, "Maximum Obligation" to delete the section in its entirety and replace it with the following:

"Notwithstanding any provisions of this Agreement to the contrary, AUTHORITY and SAN BERNARDINO COUNTY SAFE mutually agree that AUTHORITY's maximum cumulative payment obligation shall be Three Hundred Seventy-Three Thousand Dollars (\$373,000) which shall include all amounts payable to the Contractor in payments as set forth in Exhibit "A.""

- 2. The Agreement is incorporated into this Amendment.
- 3. Except as amended by this Amendment, all other provisions of the AGREEMENT shall remain in full force and effect.
- 4. The Effective Date of this Amendment is the date SAN BERNARDINO COUNTY SAFE executes this Amendment No. 1.

**ORANGE COUNTY TRANSPORTATION
AUTHORITY**

SAN BERNARDINO COUNTY SAFE

By: _____
Darrell Johnson
Chief Executive Officer

By: _____
Raymond W. Wolfe, Ph.D.
Executive Director

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____
Kennard R. Smart, Jr.
General Counsel

By: _____
Robert D. Herrick
Asst. General Counsel

APPROVED:

CONCURRENCE:

By: _____
Beth McCormick
General Manager, Transit

By: _____
Jeffery Hill
Procurement Manager

Attachment: R12140-01 [Revision 1] (1409 : OCTA Amendment 2 - 511)

Minute Action

AGENDA ITEM: 7

Date: *December 10, 2014*

Subject:

Request for Proposals for SANBAG's Federal Advocacy Services

Recommendation:

That the General Policy Committee recommend the Board approve the release of Request for Proposal 15-1001161 for Federal Advocacy Services to be provided through December 31, 2016.

Background:

On January 10, 2007, the SANBAG Board of Directors (Board) approved an initial contract with Van Scoyoc Associates, Incorporated (VSA) for a four year term, ending December 31, 2011. The Board approved an additional four-year contract on November 2, 2011, with one two-year option term. The initial contract is set to expire on December 31, 2015. Should the Board exercise the option term, the new contract expiration date would be December 31, 2017.

At this time, staff is recommending that Board not exercise the option term and instead release a new Request for Proposals (RFP). This will allow SANBAG to evaluate service levels and providers following the November 2014 election. Beginning in January 2015, the U.S. Senate and House of Representatives will both have Republican majorities. This new dynamic, paired with a Democratic Administration, may require some re-evaluation of the existing federal advocacy service contract.

In addition, the contract was last procured prior to the arrival of the current Director of Legislative and Public Affairs. A revised Scope of Work, Attachment A, is provided for Committee review and comment. This revised Scope will help clarify roles and responsibilities, as well as improve accountability and responsiveness.

Upon Board approval of the RFP, SANBAG staff will (1) post and disseminate the RFP; (2) organize a selection committee; and (3) report back to the Board with a recommended contract award.

The selection committee will be comprised of individuals representing some or all of the following entities: Southern California transportation entities or councils of governments; the Executive Director, the Director of Legislative and Public Affairs; and Members of the SANBAG Legislative Ad Hoc Committee, if desired.

The recommended contract duration for this RFP is two years, with two, two-year option term extensions to match the federal congressional calendar and election cycle.

Entity: CMA, COG, CTA, CTC

General Policy Committee Agenda Item

December 10, 2014

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Financial Impact:

SANBAG has budgeted for Federal Advocacy Services contracts in the FY2014/2015 SANBAG Budget (4110.01.0503.52001)

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. This item has not been reviewed by General Counsel.

Responsible Staff:

Wendy Strack, Director of Legislative and Public Affairs

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

ATTACHMENT 1

General Statement – The Consultant will work to advance SANBAG’s policy, funding, and regulatory objectives in Washington, D.C., as outlined in the annual legislative platform, adopted by the Board of Directors. The Consultant will work to develop bi-partisan support, where possible, for the outlined objectives and Board approved priorities. The Director of Legislative and Public Affairs and/or his/her designee will be the key contact and will coordinate the work of the Consultant. Under the direction and coordination, the Consultant shall be responsible for implementing the objectives described below.

A. Program Development

- a. Assist with the development of SANBAG’s annual federal legislative platform by identifying potential policy issues, key anticipated funding and regulatory items, changing political dynamics, and pending proposals.
- b. Maintain a current awareness of SANBAG Board actions, programs, activities, policies.
- c. Develop and maintain knowledge of the technical and political aspects of transportation funding, as well as the priorities and issues affecting councils of governments.

Deliverables:

- *Electronically provide information, copies of introduced legislation, relevant testimony, analyses, as well as social media or news articles impacting SANBAG’s identified priorities.*
- *Monitor SANBAG Committee and Board Agendas*

B. Relationships

a. Possess strategic relationships and communicate SANBAG’s positions on major budgetary, regulatory, or policy issues with House and Senate leadership, Members, relevant House and Senate committee staff, and the Administration, as well as federal agencies such as the Office of Management and Budget and the U.S. Department of Transportation (US DOT), including the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Federal Railroad Administration (FRA), and the Federal Aviation Administration (FAA), and any other federal department, agency, board, or commission whose decisions impact SANBAG.

I. Make recommendations for when direct engagement by SANBAG Board Members and staff would be effective.

b. Routinely communicate and collaborate with the San Bernardino County Federal Delegation regarding SANBAG’s interests and priorities.

I. Make recommendations for when direct engagement of the delegation by SANBAG Board Members and staff would be effective.

c. Identify key partners, groups, and individuals to build alliances, partnerships and coalitions in order to advance SANBAG's interests. Coordinate efforts with other entities seeking common goals and outcomes including the America Public Transit Association (APTA), the American Association of State Highway and Transportation Officials (AASHTO), and other leading transportation advocacy organizations. Additionally, coordinate with other Southern California transportation agencies and councils of governments on areas of mutual concern.

Deliverables:

- *Electronic reports on the outcomes of meetings and issues impacting SANBAG.*
- *Participation in lobbying coalitions related to SANBAG's priorities.*

C. Advocacy

a. Make specific, pro-active recommendations with respect to appropriate timing and manner of engagement including providing strategic counsel on the development of, coordination of, and leadership on advocacy, strategy, and tactics to advance and achieve SANBAG's federal priorities.

b. Communicate SANBAG's positions on legislative, regulatory, budgetary, and policy items. Prepare materials, testimony, notes, letters, and other written communications to advance SANBAG's positions, as appropriate.

c. Identify and recommend positions on legislation, amendments to legislation, regulations, budget proposals, funding, regulatory, and other items of interest to or impacting SANBAG and provide analyses or supplemental information related to these items upon request.

d. Conduct activities necessary to carry out SANBAG's priorities with regard to the passage, defeat, or amendment of proposed legislative items.

e. Assist in the development and implementation of federal transportation policy that is favorable to SANBAG.

f. Maximize funding opportunities for SANBAG, including securing a stable and long-term surface transportation bill and annual appropriations bills, as well as position SANBAG to receive funding from discretionary programs and maintain at least current levels of funding for FHWA and FTA formula funding programs.

I. Develop a comprehensive strategy for ensuring SANBAG's priorities are included in the next transportation reauthorization and annual appropriations bills.

II. Secure funding from discretionary grant programs through the US DOT such as the Transportation Investments Generating Economic Recovery (TIGER) or other grant programs.

III. Guide SANBAG through FTA New and Small Starts funding processes, securing funding and executing Full Funding Grant Agreements.

g. Represent and advocate on behalf of SANBAG or with SANBAG Board Members or staff at meetings. This also includes testifying on behalf of or preparing/organizing testimony for SANBAG Board Members or staff and preparing legislative language and other materials to ensure SANBAG's goals and objectives are achieved.

h. Build agency image in Washington, D.C. including but not limited to: developing communications strategies to promote and support SANBAG's interests and image; building relationships between stakeholders and SANBAG Board Members and staff; and promoting SANBAG's visibility through clear and consistent representation of the agency.

i. Provide information related to financial, policy, or informational hearings on issues that impact SANBAG's priorities as well as SANBAG's projects, programs, and services. Arrange for participation in such events as appropriate for SANBAG Board Members and staff.

j. Coordinate project and area tours for relevant House and Senate Leaders, Key Committee Members and Staff, Members of the Administration or the San Bernardino County Federal Delegation.

k. Secure Member or Administration attendance at project related events and ceremonies.

l. Monitor Federal Register notices and other federal public comment notices. Provide input on the scope and timing of appropriate responses in order to support SANBAG's projects, programs, and services.

m. Undertake additional assignments that have been mutually agreed upon by both parties and are necessary to accomplish OCTA's objectives in Washington, D.C.

Deliverables:

- *Provide copies of regulations or legislative language along with a summary, analysis, and information related to sponsors, supporters, and opponents.*
- *Copies of draft or preliminary language allowing SANBAG to engage early in the development of language, policies and regulations impacting SANBAG, transportation funding, or other items of interest.*
- *Notification of hearings and securing of speaker spots, as appropriate.*
- *Analyses of budgetary proposals or legislative items impacting SANBAG.*
- *Oral or written briefings on major legislative/policy initiatives.*

- *Secure equitable share of funding for SANBAG projects, programs, services, and priorities.*
- *Achieving SANBAG legislative, funding, and regulatory advocacy objectives.*
- *Copies of all written correspondence, testimony, advocacy materials, and position papers given on behalf of SANBAG.*

D. Washington, D.C. Travel

a. Assist SANBAG with the planning and scheduling of meetings for Board Members and staff with key officials to advance SANBAG's priorities, along with the appropriate logistical support. As appropriate, lead the meeting and/or guide SANBAG in preparation for these meetings.

b. Assist with the development of an Annual Advocacy Trip to Washington, D.C. for SANBAG Board Members and staff, upon request. This includes securing meeting space, scheduling meetings, and identifying issues for consideration.

Deliverables:

- *Schedule of meetings with key stakeholders, Leadership and Key Members, and the Administration.*
- *Successful arrangement of a Washington, D.C. Advocacy Trip, if applicable.*

E. Administrative Issues

a. Maintain a Washington, D.C. Office and a visible presence in Washington, D.C. This office shall be available for use by Board Members and staff, as needed, while conducting SANBAG business in Washington, D.C.

b. Written and Oral Reports

I. Provide a monthly invoice for work performed on behalf of SANBAG, including a written update of activities engaged in on behalf of SANBAG during that time period including but not limited to: testimony before committees, individual meetings with Members or staff, written correspondence on behalf of SANBAG, and the status of SANBAG's key initiatives. The report should also contain any relevant information regarding activities/progress on major legislation, adopted a budget, and general activities or actions that could impact SANBAG's interests.

II. Provide oral updates to the Board of Directors regarding the pending actions, key issues, and the status of SANBAG priorities, upon request. These shall occur no less than one per year, but no more than four. These updates may also include one annual strategic planning session with SANBAG Board Members or staff.

III. Prepare memos on particular items of interest as requested or as major issues arise requiring supplemental background and context.

IV. Provide an annual end-of-year report to summarize activities made throughout the year, accomplishments towards SANBAGs goals, and ideas for further consideration.

c. Assist with the filing of lobbying disclosure forms, as appropriate.

d. The Consultant shall maintain close communication with SANBAG staff and Board of Directors.

Deliverables:

- *An office in Washington, D.C., convenient to the Capitol.*
- *A monthly invoice including a summary of activities engaged in on behalf of SANBAG.*
- *An annual end-of-year report of accomplishments.*

Minute Action

AGENDA ITEM: 8

Date: *December 10, 2014*

Subject:

Amended Fiscal Year 2014/2015 State Transit Assistance Fund Allocation for City of Needles

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Commission:

Approve an increase of \$100,000 to the Fiscal Year 2014/2015 State Transit Assistance Fund - Population allocation for the City of Needles for the construction of office space and a transit maintenance facility, increasing the total allocation from \$82,664 to \$182,664.

Background:

The City of Needles currently houses their Needles Area Transit (NAT) office and vehicles behind the Oil, Lube and Latte located in the City of Needles (Attachment 1). This area provides little protection for the vehicles and has limited office space for staff. The City of Needles staff has been working on a solution to these issues including building office space in the recently rehabilitated El Garces Intermodal Transit Facility and construction of an adjacent garage. The proposed office consists of a larger office space, crew room, storage area, unisex restroom, and fire protection system. The proposed garage is a 1,500 square foot pre-engineered metal building located approximately 330 feet from the new office.

The City obtained \$75,000 from the Proposition 1B Transit Security Grant Program (TSGP) and was allocated \$200,000 in State Transportation Assistance funds (STAF) by SANBAG in Fiscal Year (FY) 2013/2014 for this project. At the time, the City believed that \$275,000 would be enough to cover their project costs, but the bids came in higher than expected. SANBAG staff proposes to allocate an additional \$100,000 from Mountain/Desert STAF-Population funds, which will cover the cost of the project and allow for the City to have a 10% contingency.

Taking into account the \$100,000 allocation, the Mountain/Desert STAF-Population fund balance at the end of FY 2014/2015 is estimated at \$11.2 million. Historically, the Mountain/Desert STAF-Population funds are allocated on an as needed basis to the various Mountain/Desert transit operators.

Staff recommends an increase of \$100,000 to the FY 2014/2015 State Transit Assistance Fund - Population allocation for the City of Needles for the construction of a transit office and maintenance facility, increasing the total allocation from \$82,664 to \$182,664.

Financial Impact:

This item is consistent with the SANBAG Fiscal Year 2014/2015 Budget.

Entity: *CTC*

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Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

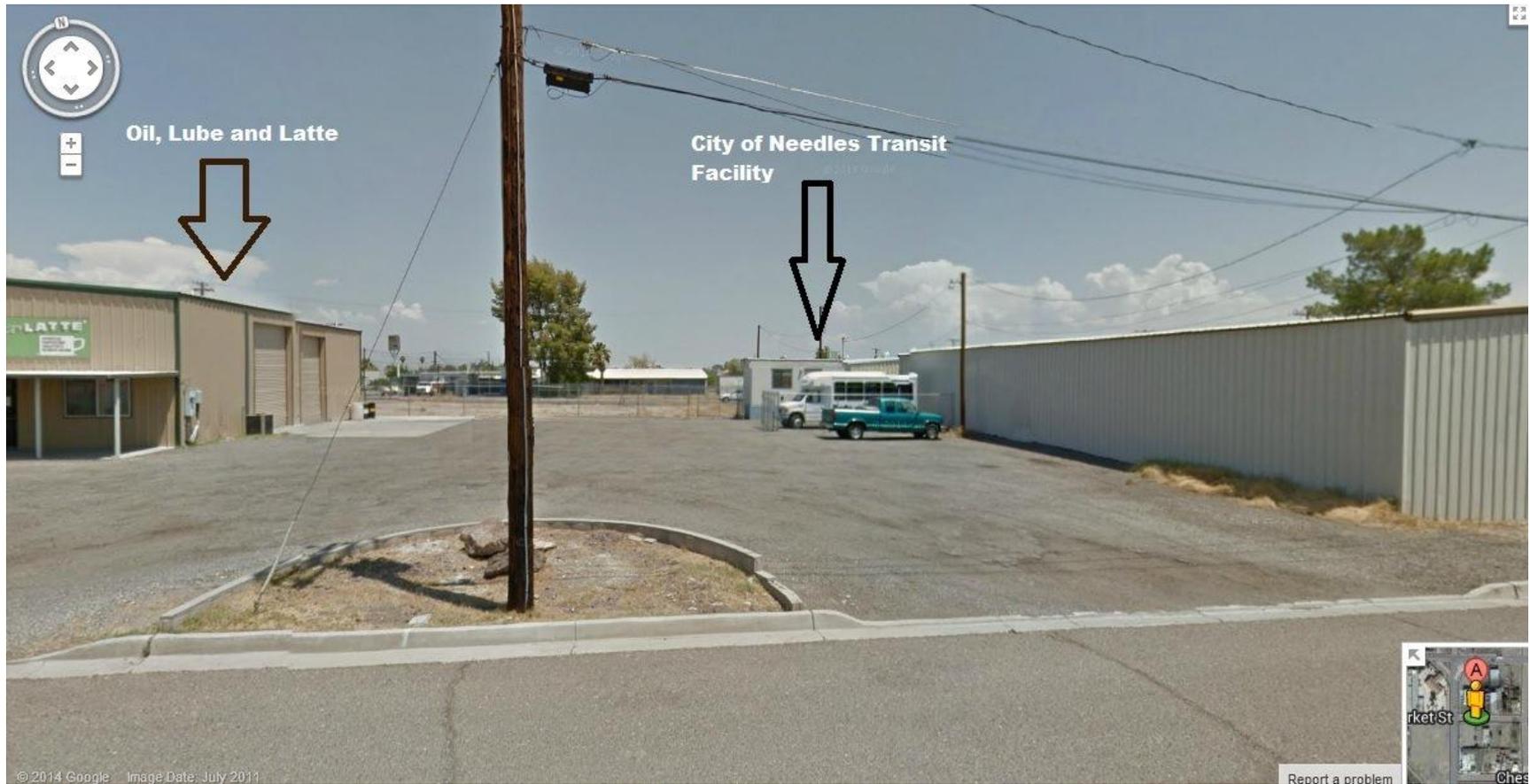
Nancy Strickert, Transit Analyst

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

Attachment 1

City of Needles Transit Facility
Behind the Oil, Lube and Latte
1714 W Broadway St, Needles, CA



© 2014 Google. Image Date: July 2011

From Google Maps

Attachment: Needles Transit Facility (1516 : Revised FY 2014-2015 STAF Pop allocation for City of

Minute Action

AGENDA ITEM: 9

Date: *December 10, 2014*

Subject:

Valley Transportation Services Fiscal Year 2014/2015 Budget

Recommendation:

That the Committee recommend the Board approve Valley Transportation Services Fiscal Year 2014/2015 Budget pursuant to the terms of Contract No. C11174 Section 3(d).

Background:

On May 4, 2011, the Board approved Contract No. C11174 with Valley Transportation Services, Inc. (VTrans). The contract with VTrans documented the requirements for the agency's receipt of Measure I funds for on-going annual programs of benefit to the San Bernardino Valley Senior and Disabled populations. The contract detailed the revenue allocation process, reporting, and auditing requirements.

As part of the contract in section 3(d), VTrans is required to submit their annual budget to the SANBAG Board for approval. Attachment 1 is the agenda item from VTrans Board of Directors as well as their budget that was approved during their May 2014 Board Meeting.

The highlights of VTrans budget includes commencing with a Taxi Voucher Program and Travel Reimbursement Program (TREP) in the Valley. A portion of these projects will be paid for by federal Job Access Reverse Commute (JARC) funds which were awarded to them through a competitive grant process by SANBAG in October 2013. Additionally, during this fiscal year their maintenance department should be fully operational which will allow social service and non-profit agencies to bring their paratransit vehicles to this location for all vehicle maintenance and repair. VTrans will also be adding a new staff position *Client Relations Coordinator*. This new employee will be working on the TREP and Taxi Voucher Program.

At the conclusion of the 2013 audits, VTrans had a fund balance of \$4,151,665. During this fiscal year VTrans will begin using \$624,446 of this balance. This funding will be used to continue their support to various non-profit and social service agencies by providing Measure I Senior and Disabled funds as a match to federal grants awarded to these agencies. Some of these agencies include, but are not limited to, Pomona Valley Workshop, Central City Lutheran Mission and OPARC.

At this time staff is requesting that the Committee recommend the Board approve the Valley Transportation Services Fiscal Year 2014/2015 Budget pursuant to the terms of Contract No. C11174 Section 3(d).

Entity: CTA, CTC

General Policy Committee Agenda Item

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Financial Impact:

This item has no direct impact on the Fiscal Year 2014/2015 SANBAG Budget. Contract No. C11174 provides for the amount and the mechanism for providing Valley Transportation Services Measure I funding. These funds have already been included in the SANBAG Fiscal Year 2014/2015 Budget under Task No. 0310.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Nancy Strickert, Transit Analyst

Approved
General Policy Committee
Date: December 10th, 2014

Witnessed: _____

Agenda Item: 7

DATE: May 28, 2014
TO: VTrans Board of Directors
FROM: Beth Kranda, CEO
RE: Fiscal Year 2014-2015 Operating & Capital Budgets

Discussion:

The FY 2014-15 Operating and Capital Budget represents a comprehensive plan of committing VTrans' Measure I Funds to fully operate existing programs, fund more of its Community Partner's operating and capital requirements, and to expand into new and exciting services for the community that it serves. The financial budget has been developed to include the new and existing programs discussed with the Board during the Strategic Plan Workshop and in line with the funding allocations from SANBAG. Staff believes the plan meets the directives of the Board of Directors and its mission statement to provide alternative transportation services to the senior citizens, persons with disabilities and persons of low-income of the western portion of San Bernardino County.

The VTrans Operating Department does not include any funding for additional staffing. Management believes that they can accomplish their goals with existing staff and contracted consulting services. New for FY 14-15 in the general consulting services line item is an increase to expand VTrans' service potential into the areas of "In-Person Eligibility and ADA Access Services". All other expense categories are in line with current spending requirements. The only capital item listed for the VTrans' Operating Department is computer equipment to enhance the presentation to the Board and interested parties in the board room at VTrans' headquarters.

The Maintenance Department is planned to be fully functional and staffed in FY 14-15. After delays in design, permitting and construction, staff is committed to begin operations in the next couple of months. Staffing for next year is planned to be only one manager and one mechanic. The proposed capital program consists of the equipment requirements that have been previously discussed with the Board, but were not acquired in FY 13-14 due to not having sufficient spacing to store and safeguard the new assets. The capital program additionally includes the procuring of specialized vans to use in meeting the requirements of its new customer base.

The Travel Training and TREP Department Budgets were developed to reflect the grants that have been approved for these programs. The Measure I match for the Travel Training budget is projected to be \$84,000 with JARC and New Freedom Funds covering the balance of the operating requirements. The TREP will be fully funded with New Freedom Funds. Staffing for TREP will be expanded to share 1/3 of the new "client relations coordinator" position that is planned to be added in FY 14-15.

Two new programs are planned to be operated in FY 2014-15, the TAXI Voucher Program and the Valley TREP Program. The Valley TREP is funded by a 50% match of Measure I Funds and a combination of \$120,000 of New Freedom Funds and \$30,000 of JARC Funds. Staffing for these programs will be provided by the existing TREP Manager for VTrans and the new proposed client relations coordinator.

VTrans' commitment to its Community Service Partners has been enhanced in FY 14-15 to meet their operating and capital requirements. Measure I funds have additionally been programmed for the OPARC and 211 Mobility Manager projects planned to be operational for the next fiscal year. VTrans' management is also proposing that \$175,000 be programmed for community Senior Services' operational and capital programs in FY 14-15.

This item has been reviewed by the Finance Committee.

Fiscal Impact:

The FY 2014-15 Operating and Capital Budget is a financial plan that will fully utilize VTrans' expected Measure I funding of \$2,204,100 and additionally allocate approximately \$625,000 of its carryover reserves.

Recommendations:

- a. Adopt VTrans' Fiscal Year 2014 – 2015 Operating and Capital Budgets

Attachment:

- a. Measure I Funding and Utilization Summary
- b. Operating Budget Worksheets by Department.
- c. Proposed Capital Budget

**Measure I Funding Summary
Fiscal Year 2014-15**

	<u>Allocation Amounts</u>	<u>Source</u>
Total Allocation Per SANBAG Forecast	<u>2,204,109</u>	Projected SANBAG Allocation
Valley Transportation Depts.		
VTS - Operations	908,950	VTS Operating Budget
VTS Capital Program	449,126	Capital Program Summary
Valley TREP	150,000	Per Board Approved Funding
Travel Training	84,787	"
Maintenance	83,918	"
Taxi Voucher	300,000	"
Total Valley Transportation Depts.	<u>1,976,781</u>	
Community Partners:		
PVW	50,766	Per Board Approved Funding
CCLM	65,696	"
CSS	50,000	"
OPARC	79,967	"
211 Mobility	30,345	"
Senior Services	375,000	New Program Spending Estimates
Potential	200,000	Unplanned New Partners
Total Community Partners	<u>851,774</u>	
Total Applications	<u>2,828,555</u>	
Balance From Reserves	<u>(624,446)</u>	

Attachment: Attachment 1 VTrans Budget (1506 : VTrans Budget)

Valley Transportation Services
 Fiscal Year 2014-15
 TREP
 Proposed Budget

	Fiscal Year 2013-14					Adopted Budget	FY 2014-15 Budget	Explanations
	Actual 7/13-3/14	Apr 14	May 14	June 14	FY 13-14			
Income								
409008 - New Freedom Operating Revenue	103,287	33,455	17,075	17,075	170,893	186,161		
Expense								
501001 - Payroll	39,270	4,300	4,300	4,300	52,170	54,000		
502001 - Payroll Taxes - Employer	3,375	370	370	370	4,485	5,400		
502002 - Workers Comp	307	310	310	310	1,237	400		
502003 - Medical Expense	2,751	300	300	300	3,651	3,600		
502007 - Employee Benefit- Insurance	101	15	15	15	146			
503001 - Professional Services	1,846	-	-	-	1,846			
5030015 - Marketing Services	1,846	-	-	-	1,846			
Total 503001 - Professional Services							2,500	
503005 - Facility	1,800	200	200	200	2,400	2,400		
5030051 - Facility Rent	1,800	200	200	200	2,400	2,400		
Total 503005 - Facility							2,400	
504008 - Office Supplies	983	100	100	100	1,283	2,000		
504009 - Postage	467	50	50	50	617	1,200		
504010 - Duplicating	-	65	65	65	669	500		
505001 - Telephone	474	77	77	77	300	300		
506021 - Computer Supp, Serv. & Software	77	-	-	-	77	1,000		
506052 - Minor Equip & Office Furniture	-	40	40	40	439	200		
509001 - Travel	319	150	150	150	1,845	8,000		
5090012 - Staff Travel	1,395	190	190	190	2,284	1,251		
5090013 - Employee Mileage Reimbursement	1,714	100	100	100	1,340	1,900		
Total 509001 - Travel								
509002 - Professional Development	1,040	11,000	11,000	11,000	97,806	108,110		
509008 - Mileage Reimbursement Stipend	64,806	75	75	75	880	1,000		
514001 - Miscellaneous	655	17,075	17,075	17,075	170,893	186,161		
Total Expense	119,688	17,075	17,075	17,075	170,893	186,161		
Net Income	(16,380)	16,380	-	-	-	-		

Valley Transportation Services
 Fiscal Year 2014-15
 Travel Training
 Proposed Budget

	Fiscal Year 2013-14						FY 2014-15		Explanations
	Actual Jul '13 - Mar '14	Apr '14	May '14	June '14	Jul '13 - Jun '14	Adopted Annual Budget	Proposed Budget		
Income									
409007 - JARC - Operating Revenue	75,150	17,335	8,803	8,553	109,840	205,589	211,968		
409008 - New Freedom Operating Revenue	45,090	10,401	5,282	5,132	65,904	123,353	127,181		
409200 - VTrans Match - Measure I	30,060	6,934	3,521	3,421	43,936	82,236	84,364		
Total Income	150,299	34,670	17,605	17,105	219,680	411,178	423,513		
Expense									
501001 - Payroll	124,275	13,900	13,900	13,900	165,975	238,342	245,492		
502001 - Payroll Taxes - Employer	11,280	1,250	1,250	1,250	15,038	98,614	101,573		
502002 - Workers Comp	1,203	150	150	150	1,653				
502003 - Medical Expense	10,585	850	850	850	13,135				
502007 - Employee Benefit-Insurance	76	10	-	-	86				
503001 - Professional Services	50	-	-	-	50				
5030011 - Accounting Services	128	-	-	-	128	15,450	15,914		
5030012 - Consulting Services	54	-	-	-	54	3,090	3,183		
5030013 - Legal Services	1,985	-	-	-	1,985				
5030015 - Marketing Services	2,216	-	-	-	2,216	18,540	19,096		
Total 503001 - Professional Services									
503002 - Payroll Processing Services	13	-	-	-	13				
504008 - Office Supplies	1,471	165	165	165	1,966	7,416	7,638		
504009 - Postage	125	15	15	15	170				
505001 - Telephone	4,647	525	525	525	6,222	15,450	15,914		
506021 - Computer Supp. Serv. & Software	983	100	100	100	1,283	6,180	6,365		
506052 - Minor Equip & Office Furniture	-	-	-	-	-	2,575	2,652		
509001 - Travel	431	100	100	100	731				
5090012 - Staff Travel	6,194	100	100	100	6,194	13,905	14,322		
5090013 - Employee Mileage Reimbursement	6,625	100	100	100	6,925	13,905	14,322		
Total 509001 - Travel									
509002 - Professional Development	2,901	-	500	-	3,401	3,090	3,183		
509008 - Mileage Reimbursement Stipend	1,447	50	50	50	1,597	7,066	7,278		
514001 - Miscellaneous	167,655	17,115	17,605	17,105	219,680	411,178	423,513		
Total Expense	(17,555)	17,555	-	-	-	-	-		
Net Income									

Valley Transportation
 Fiscal Year 2014-15
 Community Service Partners
 Proposed Budget

	Fiscal Year 2013-14					Adopted Annual Budget	FY 2014-15 Proposed Budget	Explanations
	Actual Jul '13 - Mar '14	Apr 14	May 14	June 14	Jul '13 - Jun '14			
Revenue:								
409002 - Measure t OP Revenue							851,774.00	
Expense								
503031 - Loma Linda	19,150.55				19,150.55	29,925.00	0.00	
503064 - Pomona Valley Workshop	46,782.12				46,782.12	54,900.00	50,766.00	
503066 - Central City Lutheran	16,829.70				16,829.70	21,600.00	65,696.00	
503068 - Community Senior Services	18,719.39				18,719.39	70,470.00	50,000.00	
503626 - OPARC							79,967.00	
503630 - 211 Mobility Manager							30,345.00	
503632 - Senior Programs (Capital - 20% Match)							75,000.00	
503632 - Senior Programs (Operating Grants)							300,000.00	
New Partner Funding							200,000.00	
Total Expense	101,481.76	0.00	0.00	0.00	101,481.76	176,895.00	851,774.00	

Attachment: Attachment 1 VTrans Budget (1506 : VTrans Budget)

Valley Transportation Services
 Fiscal Year 2014-15
 Maintenance Department
 Proposed Budget

	Fiscal Year 2013-14					FY 2014-15 Proposed Budget	Explanations
	Jul-Mar 14	Apr 14	May 14	June 14	Jul 13 - June 14 Annual Budget		
Income							
407002 - Maintenance Service Revenue	272.16	0.00	0.00	0.00	272.16	187,200	Based 40 hours billable at \$90/hour
407003 - Maintenance Parts Revenue	0.00	0.00	0.00	0.00	0.00	30,000	Based on 20% mark-up for start up
Total Income	272.16	0.00	0.00	0.00	272.16	217,200	
Expense							
501001 - Payroll	30,500.00	5,000.00	5,000.00	5,000.00	45,500.00	118,100	Based on Project Payroll (Mgr + Mechanic)
502001 - Payroll Taxes - Employer	2,949.26	483.49	483.49	483.49	4,399.73	9,802	Based on percentage of payroll (8.3%)
502002 - Workers Comp	2,454.59	440.20	440.20	440.20	3,775.19	11,220	Based on prior year payroll (.095%)
502003 - Medical Expense	1,618.81	300.00	500.00	500.00	2,918.81	12,000	Based on contract limits for 2 employees
502005 - Employer Pension Costs					0.00	2,000	Assume max allowable per employee
503001 - Professional Services	1,862.50	250.00	250.00	2,362.50	5,313.00	2,000	Estimate to assist with accounting interface
5030011 - Accounting Services	0.00	0.00	0.00	0.00	0.00	1,000	Contingency amount
5030012 - Consulting Services	3,974.00	0.00	500.00	4,974.00	0.00	2,000	Contingency amount
5030013 - Legal Services	1,984.77	0.00	0.00	1,984.77	0.00	2,000	To assist with marketing new dept.
5030015 - Marketing Services	7,821.27	250.00	500.00	9,321.27	9,813.00	7,000	
Total 503001 - Professional Services	15,858.00	3,169.20	3,169.20	25,365.60	32,000.00	38,400	Based on current contract
503005 - Facility	228.00	114.00	114.00	114.00	570.00	1,000	Estimate per year
5030051 - Facility Rent	16,086.00	3,283.20	3,283.20	3,283.20	25,935.60	39,400	
Total 503005 - Facility	122.16	0.00	0.00	122.16	0.00	25,000	Estimate of parts usage
504006 - Cost of Goods Parts	215.30	0.00	50.00	265.30	1,070.00	1,800	Projected to increase with more usage
504008 - Office Supplies	5.98	2.00	2.00	11.98	250	5,000	Based on full-year usage
504009 - Postage	60.78	33.00	33.00	159.78	2,400.00	12,000	Estimated at \$1000 a month
505001 - Telephone	1,085.33	243.00	243.00	1,814.33	3,753.00	12,000	Estimate per current quote
505002 - Utilities	205.00	0.00	0.00	205.00	505.00	6,500	Current software fees
506001 - Insurance Premiums	1,972.95	220.00	220.00	2,632.95	5,751.00	21,046	See supporting detail + \$500 mo contingency
506021 - Computer Supp. Serv. & Software	0.00	0.00	0.00	0.00	0.00	2,400	Contingency for training travel
506052 - Minor Equip & Office Furniture	518.83	0.00	500.00	1,018.83	1,899.00	1,200	Contingency amount
509001 - Travel	501.57	0.00	0.00	501.57	0.00	3,600	Contingency continuing education
5090012 - Staff Travel	1,020.40	0.00	500.00	1,520.40	2,144.00	2,400	Contingency amount
5090013 - Employee Mileage	1,965.48	0.00	500.00	2,465.48	2,900.00	1,500	Contingency amount
Total 509001 - Travel	2,174.41	0.00	0.00	2,174.41	988.00	2,500	Contingency amount
509002 - Professional Development	0.00	0.00	0.00	0.00	10,000.00	10,000	See capital program
509005 - Dues & Memberships	0.00	0.00	0.00	0.00	0.00	0.00	See capital program
514001 - Miscellaneous	0.00	0.00	0.00	0.00	0.00	301,118	
69800 - Operating Contingency	43,610.52	0.00	0.00	43,610.52	126,136.00		
69900 - Cap. Assets-Temp Holding Acct.	0.00	0.00	0.00	0.00	57,740.00		
69901 - Construction Contingency	111,911.24	10,254.89	11,254.89	144,875.91	356,892.00		
Total Expense	-111,639.08	-10,254.89	#####	-10,704.89	-144,603.75	-249,092.00	
Net Income							

Attachment: Attachment 1 VTrans Budget (1506 : VTrans Budget)

**Valley Transportation Services
Fiscal Year 2014-15
VALLEY TREP
Proposed Budget**

**Valley TREP Program
Fiscal Year 2014-15
Proposed Grant Program Spending**

	FY 2014-15 Proposed Budget
Income	
JARC - Operating Revenue	30,000.00
New Freedom Operating Revenue	120,000.00
VTrans Match - Measure I	150,000.00
Total Income	300,000.00
Expense	
Payroll	75,728.00
Benefits and Taxes	44,144.00
Employee Mileage	2,500.00
Telephone	1,200.00
Rent	2,400.00
Postage	2,400.00
Bank Charges	2,000.00
Mileage Stipends	162,228.00
Offices Furniture/Equipment	5,000.00
Marketing	2,400.00
Total Expense	300,000.00
Net Income	0.00

Valley Transportation Services
 Fiscal Year 2014-15
 TAXI Program
 Proposed Budget

Taxi Program
 Fiscal Year 2014-15
 Proposed Grant Program Spending

	<u>FY 2014-15</u> <u>Proposed Budget</u>
Income	
JARC - Operating Revenue	100,000.00
New Freedom Operating Revenue	0.00
VTrans Match - Measure I	300,000.00
Total Income	<u>400,000.00</u>
Expense	
Payroll	57,798.00
Benefits and Taxes	28,180.00
Employee Mileage	2,000.00
Telephone	2,400.00
Rent	1,500.00
Postage	10,000.00
Bank Charges	10,000.00
Mileage Stipends	279,122.00
Offices Furniture/Equipment	5,000.00
Marketing	4,000.00
Total Expense	<u>400,000.00</u>
Net Income	<u>0.00</u>

Valley Transportation Services
Capital Improvement Program
Fiscal Year 2014-15

	<u>Amount</u>
Valley Transportation Services	
Board Room Computer Equip	10,000
Total Valley Transportation	<u>10,000</u>
Maintenance Department	
Equipment	205,581
Furniture	16,446
Leasehold Improvements	217,099
Total Maintenance Dept.	<u>439,126</u>
Total Capital Projected Budget	<u><u>449,126</u></u>

Attachment: Attachment 1 VTrans Budget (1506 : VTrans Budget)

GENERAL POLICY COMMITTEE ATTENDANCE RECORD – 2014

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
R. Carey Davis City of San Bernardino	X	X		X	**	X	**					
Paul Eaton City of Montclair	X	X			**	X	**	X				
Ed Graham City of Chino Hills	X	X	X	X	**		**					
Jim Harris City of Twentynine Palms	X	X	X	X	**	X	**		X	X	X	
Bill Jahn City of Big Bear Lake	X	X	X	X	**	X	**	X	X	X	X	
Robert Lovingood Board of Supervisors			X		**		**		X	X		
Larry McCallon City of Highland		X	X	X	**		**	X	X	X	X	
L. Dennis Michael City of Rancho Cucamonga	X	X	X	X	**	X	**	X				
Ryan McEachron City of Victorville							**	X	X	X	X	
Patrick Morris City of San Bernardino	X	X			**		**					
Gary Ovitt Board of Supervisors		X	X	X	**	X	**					
Edward Paget City of Needles					**		**					
Dick Riddell City of Yucaipa	X	X	X	X	**	X	**	X				
Rhodes “Dusty” Rigsby City of Loma Linda							**			X	X	
Janice Rutherford Board of Supervisors	X	X	X	X	**	X	**	X	X	X		
James Ramos Board of Supervisors		X			**		**	X				
Michael Tahan City of Fontana							**	X	X	X	X	
Dennis Yates City of Chino		X	X	X	**	X	**					

X =Member attended meeting. Empty box = Member did not attend meeting. Crossed out box = Not a member at the time. ** =The General Policy Committee did not meet this month

Communication: Attendance (Additional Information)

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

*As a **Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting, Staff reports related to agenda items may be reviewed at the SANBAG offices located at 1170 W. 3rd Street, 2nd Floor, San Bernardino and our website: www.sanbag.ca.gov.

Agenda Actions – Items listed on both the “Consent Calendar” and “Items for Discussion” contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a “Request to Speak” form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under “Public Comment” may not be acted upon at that meeting. “Public Testimony on any Item” still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

SANBAG General Practices for Conducting Meetings of Board of Directors and Policy Committees

Attendance - The Chair of the Board or a Policy Committee (Chair) has the option of taking attendance by Roll Call or Self-Introductions. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name. If attendance is by Self-Introduction, the Member or Alternate will state his/her name and jurisdiction or supervisorial district.

- A Member/Alternate, who arrives after attendance is taken, shall announce his/her name prior to voting on any item.
- A Member/Alternate, who wishes to leave the meeting after attendance is taken but before remaining items are voted on, shall announce his/her name and that he/she is leaving the meeting.

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion, shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.

The Vote as specified in the SANBAG Bylaws - Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.) Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion - Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he/she would like to amend the motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion. Occasionally, a motion dies for lack of a second.

Call for the Question - At times, a Member of the Board/Committee may “Call for the Question.”

- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair - At all times, meetings are conducted in accordance with the Chair’s direction. These general practices provide guidelines for orderly conduct. From time-to-time circumstances require deviation from general practice. Deviation from general practice is at the discretion of the Chair.

Courtesy and Decorum - These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation. It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist SANBAG Board Members and partners as they participate in deliberations at SANBAG Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. SANBAG staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
S RTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments

San Bernardino Associated Governments



MISSION STATEMENT

To enhance the quality of life for all residents, San Bernardino Associated Governments (SANBAG) will:

- Improve cooperative regional planning
- Develop an accessible, efficient, multi-modal transportation system
- Strengthen economic development efforts
- Exert leadership in creative problem solving

To successfully accomplish this mission, SANBAG will foster enhanced relationships among all of its stakeholders while adding to the value of local governments.

Approved June 2, 1993
Reaffirmed March 6, 1996