

AGENDA

Commuter Rail & Transit Committee Meeting

March 12, 2015

9:00 AM

Location

SANBAG

First Floor Lobby

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

Commuter Rail & Transit Committee Membership

Chair

Mayor Paul Eaton
City of Montclair

Mayor L. Dennis Michael
City of Rancho Cucamonga

Vice Chair

Supervisor James Ramos
County of San Bernardino

Mayor Ray Musser
City of Upland

Mayor Pro Tem Jon Harrison
City of Redlands

Council Member Richard Riddell
City of Yucaipa

Mayor Pro Tem Bill Jahn
City of Big Bear Lake

Mayor Pro Tem Alan Wapner
City of Ontario

Council Member Mike Leonard
City of Hesperia

Mayor Deborah Robertson
City of Rialto

Mayor Larry McCallon
City of Highland

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

AGENDA

Commuter Rail & Transit Committee Meeting

**March 12, 2015
9:00 AM**

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

CALL TO ORDER

(Meeting Chaired by Paul Eaton)

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

Possible Conflict of Interest Issues

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.

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 Members.

Consent - Transit/Rail

2. Construction Contract Change Orders to on-going SANBAG Construction Contracts with Shimmick and Kemp Bros Construction

Receive and File Change Orders.

Mitch Alderman

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

3. January 2015 Right-of-Way Grants of Use Report

That the Commuter Rail and Transit Committee receive January 2015 Right-of-Way Grants of Use Report.

Monica Morales

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

DISCUSSION ITEMS

Discussion - Administrative Matters

4. Review Financial Audit for Transit Operator

That the Committee recommend the Board review and receive the financial report for Barstow Area Transit for Fiscal Year 2012/2013.

Hilda Flores

This item is scheduled for review by Mountain/Desert Policy Committee on March 20, 2015.

5. Review Financial Audits for Transit Operators

That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2013/2014:

- Mountain Area Regional Transit Authority
- Morongo Basin Transit Authority
- Valley Transportation Services
- Barstow Area Transit
- Victor Valley Transit Authority
- Omnitrans

Hilda Flores

This item is scheduled for review by Mountain/Desert Policy Committee on March 20, 2015. Each Operator has or is scheduled to present the financial reports to their respective board.

6. SANBAG Fiscal Year 2015/2016 Budget – Commuter Rail and Transit Task Review

That the Commuter Rail and Transit Committee recommend the Board review and provide direction relative to proposed tasks to be included in the Fiscal Year 2015/2016 Budget.

Mitch Alderman

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

Discussion - Transit/Rail

7. SANBAG Short Range Transit Plan

That the Commuter Rail and Transit Committee receive and consider the first four chapters of the SANBAG's Short Range Transit Plan (SRTP), including the public comments received and the draft goals and objectives, and to also provide input to staff.

Monica Morales

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

8. Amendment 3 to Contract No. C12077 with HDR Engineering, Inc.

That the Committee recommend the Board, acting in its capacity as the San Bernardino County Transportation Authority:

Approve Amendment No. 3 to Contract No. C12077 with HDR Engineering, Inc. for additional design services on the San Bernardino Transit Center Project, increasing the contract amount by \$292,636 for an amended not-to-exceed amount of \$4,910,933, and contingent on approval of an amendment to Contract No. R14070 with Omnitrans for the funding required for these additional design services.

Mitch Alderman

This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel has reviewed this item and the draft contract amendment.

9. Amendment to the San Bernardino Transit Center Funding Agreement with Omnitrans

That the Committee recommend the Board, acting in its capacity as the San Bernardino County Transportation Commission:

A. Approve Amendment No.1 to Contract No. R14070 with Omnitrans for the San Bernardino Transit Center, increasing Omnitrans' contribution amount by \$1,900,000 for an amended not-to-exceed amount of \$21,669,690, with such revisions as may be approved by the Executive Director in consultation with General Counsel.

B. Approve a Fiscal Year 2014/2015 budget amendment to increase Task No. 0322, San Bernardino Transit Center by \$1,900,000 to be funded by Omnitrans.

Mitch Alderman

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

10. Diesel multiple unit purchase options with TEX-Rail for the Redlands Passenger Rail Project

That the Committee recommend the Board authorize the Director of Transit and Rail to submit a letter to TEX Rail requesting they include a procurement option of diesel multiple units (DMU) for the Redlands Passenger Rail Project.

Mitch Alderman

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

Discussion - Transportation Programming and Fund Administration

11. Fiscal Year 2014/2015 Low Carbon Transit Operations Program - Population Share Apportionment

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission, approve a Low Carbon Transit Operations Program – Population Share Apportionment for Fiscal Year 2014/2015 of \$679,599 to be apportioned to the Valley and the Mountain/Desert Areas based on the 2014 California Department of Finance Population Data as follows:

- Valley Fiscal Year 2014/2015 Apportionment: \$493,234
- Mountain/Desert Fiscal Year 2014/2015 Apportionment: \$186,365

Carrie Schindler

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 from the General Public

ADJOURNMENT

Additional Information

Attendance

Entities

Meeting Procedures and Rules of Conduct

General Practices for Conducting Meetings

Acronym List

Mission Statement

The next Commuter Rail and Transit Committee Meeting will be April 9, 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.

Minute Action

AGENDA ITEM: 1

Date: *March 12, 2015*

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 |
|-----------------|---------------------|---|---|
| 2 | C14002 | Kemp Bros. Construction Inc. <i>Steven R. Solaas</i> | Howard Contracting Harris Rebar Winegardner SCW Contracting Corp. KCB Towers Schmitt Contracting Crownier Sheet Metal MK Roofing Hutington Glazing Continental Marble & Tile Company Hamilton Ceiling Systems JH Bryant Signs & Lucite Products Landscape Forms Empyrean Plumbing Inc. Air Flow Safeway Electric A&S Cement Contractors Inc. Western Paving Contractors Inc. Century Fences Pacific Premier Landscape Robert B Longway Inc. DBC Inc. |

Entity: CMA, COG, CTA, CTC, SAFE

Commuter Rail & Transit Committee Agenda Item

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| | | | |
|----|--------|---|--|
| 2 | C14001 | Shimmick Construction Company Inc. <i>Paul Camaur</i> | Allied Steel Co., Inc. Marina Landscape, Inc. Innovative Concrete & Engineering Giroux Glass Winegardner Masonry Excelsior Elevator Fencecorp Inc. Ellis Excavating Gerdau Eberhard EMC Rutherford Co., Inc. M.B. Herzog Electric Hardy & Harper, Inc. |
| 10 | C12077 | HDR Engineering, Inc. <i>Robert Klovsy</i> | ICF Jones and Stokes Iteris Pac Engineering Project Design Consultants Group Delta Birge |

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:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:



Minute Action

AGENDA ITEM: 2

Date: *March 12, 2015*

Subject:

Construction Contract Change Orders to on-going SANBAG Construction Contracts with Shimmick and Kemp Bros Construction

Recommendation:

Receive and File Change Orders.

Background:

Of SANBAG's two on-going Transit and Rail Construction Contracts, neither had Construction Change Orders (CCO's) approved since the last reporting to the Commuter Rail & Transit Committee. The CCO's are listed below:

A. Contract Number C14002 with Kemp Bros. Construction, Inc. for construction of the San Bernardino Transit Center project: No CCO this reporting period.

B. Contract Number C14001 with Shimmick Construction Company, Inc. for construction of the Downtown San Bernardino Passenger Rail Project: No CCO this reporting period.

Financial Impact:

This item imposes no financial impact, as all CCOs are within previously approved contingency amounts under Task No's. 0322 and 0323.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
 Commuter Rail & Transit Committee
 Date: March 12, 2015

Witnessed By:

Entity: CTC

Rail and Transit Construction Contracts

| San Bernardino Transit Center (C14002) – Executed Change Orders | | |
|--|--|---------------------|
| Number | Description | Amount |
| 1 | Removal and Disposal of man-made objects (CN 1-\$50,000), Remove & Replace AC (CN 7-\$31,000). | \$81,000.00 |
| 2 | Additional Traffic Signal Conduit (CN 3-\$67,046.17), Install Interim Irrigation at Affaitati property (CN 4-\$9,144.15), New Block Wall Drain and Blockout (CN 5-\$9,763.87), Revised Roof Hatch and other Building Revisions (CN 8-\$10,547.77), Remove Buried Debris at Rialto (CN 9-\$5,185.96). | \$101,687.92 |
| 3 | Affaitati Parking Lot Revisions (CN 2-\$88,941.45), Misc Building/Site Submittal and RFI changes (CN 8.1-\$48,238.58), Storm and Sewer Pipeline Revisions (CN 10-\$17,345.45), Utility Service Feeds (CN 12-\$46,600.00). | \$201,125.48 |
| 4 | Affaitati Additional Parking Lot Revisions (CN 2.1-\$63,328.70), Armed Guard Services (CN 6-\$14,856.30), Misc Building/Site Submittal and RFI changes (CN 8.2-\$34,470.98). | \$112,655.98 |
| 5 | Affaitati Parking Lot Landscape Revisions (CN 2.2-\$23,325.00). | \$23,325.00 |
| 6 | Additional Parking Lot Paving (CN 2.3-\$14,831.81), Misc Building/Site Submittal and RFI changes (CN 8.3-\$13,665.02, CN 13-\$1,232.90), Additional Utility Service Feeds (CN 12.1-\$3,018.85), Unforeseen Concrete Removal (CN 14.1-\$8,038.23). | \$40,786.81 |
| | | |
| CCO TOTAL | | \$560,581.19 |
| APPROVED CONTINGENCY | | \$631,175.00 |
| REMAINING CONTINGENCY | | \$70,593.81 |

Attachment: Rail and Transit CCOs Matrix_Attachment-For Committee Mtg (1671 : Construction Contracts-CCOs)

Bold-Construction Change Orders approved since the last reporting to the Commuter Rail Transit Committee
 Amounts shown in parentheses represent a credit to the Agency

Rail and Transit Construction Contracts

| Downtown San Bernardino Passenger Rail Project (C14001) – Executed Change Orders | | |
|---|---|-----------------------|
| Number | Description | Amount |
| 1 | Replace Signals Mast at Depot for Tracks P5 and P6, (CN 5-\$60,761), Remove and Dispose of Debris (CN 6-\$27,000). | \$87,761.00 |
| | | |
| | CCO TOTAL | \$87,761.00 |
| | APPROVED CONTINGENCY | \$2,981,464.00 |
| | REMAINING CONTINGENCY | \$2,893,703.00 |

Attachment: Rail and Transit CCOs Matrix_Attachment-For Committee Mtg (1671 : Construction Contracts-CCOs)

Bold-Construction Change Orders approved since the last reporting to the Commuter Rail Transit Committee
Amounts shown in parentheses represent a credit to the Agency

Minute Action

AGENDA ITEM: 3

Date: *March 12, 2015*

Subject:

January 2015 Right-of-Way Grants of Use Report

Recommendation:

That the Commuter Rail and Transit Committee receive January 2015 Right-of-Way Grants of Use Report.

Background:

The Board of Directors adopted the SANBAG Rail Property Policy (Policy No. 31602) on July 2, 2014. Within the policy under Section B - Policy Principals and Authority to Execute Grants of Right of Use, the Board authorized the Executive Director, or designee, to approve all grants of rights of use documents as approved to form by General Counsel.

There have been no grants of use approved since last reporting to the February Commuter Rail and Transit Committee.

Financial Impact:

This item imposes no impact on the Fiscal Year 2014/2015 budget. Presentation of the monthly Right-of-Way report demonstrates compliance with the SANBAG Rail Property Policy (Policy No. 31602).

Reviewed By:

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

Responsible Staff:

Monica Morales, Transit Analyst

Approved
 Commuter Rail & Transit Committee
 Date: March 12, 2015

Witnessed By:

Entity: CTA, CTC

Minute Action

AGENDA ITEM: 4

Date: *March 12, 2015*

Subject:

Review Financial Audit for Transit Operator

Recommendation:

That the Committee recommend the Board review and receive the financial report for Barstow Area Transit for Fiscal Year 2012/2013.

Background:

Public Utility Code 99245.2, Single Audit Act, and the U.S. Office of Management and Budget (OMB) require an annual audit be conducted of SANBAG and its affiliated organizations: Barstow Area Transit (BAT), Mountain Area Regional Transit Authority (MARTA), Morongo Basin Transit Authority (MBTA), Needles Area Transit (NAT), Omnitrans, Valley Transportation Services (Vtrans), and Victor Valley Transit Authority (VVTA).

This item presents the results of audit performed for BAT. The audits of the financial statements for Fiscal Year 2012/2013 were performed by Vavrinek Trine and Day Co., LLC (VTD) and an unmodified opinion was issued. Attachment A is Schedule of Finding and Response and Schedule of Prior Year Finding.

The following recommendation is provided to improve internal controls:

- The City did not meet the required fare ratio of 10%.
Corrective Action: The City concurs with the finding and it is due to the added cost of providing service to rural Dial-A-Ride impacts the City's ability to meet the 10% farebox recovery ratio.

Financial Impact:

This item has no financial impact on the SANBAG Fiscal Year 2014/2015 Budget.

Reviewed By:

This item is scheduled for review by Mountain/Desert Policy Committee on March 20, 2015.

Responsible Staff:

Hilda Flores, Chief of Accounting and Procurement

Approved
 Commuter Rail & Transit Committee
 Date: March 12, 2015

Witnessed By:

Entity: CTA, CTC

**CITY OF BARSTOW, CALIFORNIA
TRANSPORTATION DEVELOPMENT ACT FUNDS**

**SCHEDULE OF FINDING AND RESPONSE
YEAR ENDED JUNE 30, 2013**

Finding 2013-01

FARE REVENUE RATIO

Criteria:

On July 1, 1993, SANBAG adopted Resolution 94-005 which requires the ratio of fare revenues to operating costs to be at least 10 percent.

Condition:

Fares as a percentage of operating costs were 7.57%.

Context:

The condition noted above was identified during compliance testing.

Effect:

The City did not meet the required fare ratio at June 30, 2013.

Cause:

The City did not maintain procedures to ensure this compliance requirement is met.

Recommendation:

We recommend that the City formalize policies and procedures to ensure that all compliance requirements are met in order to maintain funding.

View of Responsible Official and Planned Corrective Actions:

The City concurs with the finding. The City provides transit services, both Fixed Route and Dial-A-Ride services to the rural county residents, in addition to the residents of the City of Barstow. The farebox ratio of the fixed route service does meet the 10 percent farebox recovery; however, the added cost of providing service to rural Dial-A-Ride customers impacts the City's ability to achieve a 10 percent farebox recovery.

Two key factors affecting the cost per Dial-A-Ride passenger are:

- 1) Fixed route buses use lower cost compressed natural gas while smaller Dial-A-Ride vehicle use higher cost unleaded fuel, and
- 2) The service area covers 653 square miles; the City of Barstow service area is only 41.394 square miles.

**CITY OF BARSTOW, CALIFORNIA
TRANSPORTATION DEVELOPMENT ACT FUNDS**

**SCHEDULE OF PRIOR YEAR AUDIT FINDING
YEAR ENDED JUNE 30, 2013**

| <u>Finding</u> | <u>Condition/Program</u> | <u>Status</u> |
|----------------|---|--------------------------------------|
| 2012-01 | Fares as a % of Operating Costs below Compliance Requirements | Not Implemented- See Finding 2013-01 |
| 2012-02 | Bank Reconciliation Timeliness | Implemented |

Minute Action

AGENDA ITEM: 5

Date: *March 12, 2015*

Subject:

Review Financial Audits for Transit Operators

Recommendation:

That the Committee recommend the Board review and receive the following Operator financial reports for Fiscal Year 2013/2014:

- Mountain Area Regional Transit Authority
- Morongo Basin Transit Authority
- Valley Transportation Services
- Barstow Area Transit
- Victor Valley Transit Authority
- Omnitrans

Background:

Public Utility Code 99245.2, Single Audit Act, and the U.S. Office of Management and Budget (OMB) require an annual audit be conducted of SANBAG and its affiliated organizations: Barstow Area Transit (BAT), Mountain Area Regional Transit Authority (MARTA), Morongo Basin Transit Authority (MBTA), Needles Area Transit (NAT), Omnitrans, Valley Transportation Services (Vtrans), and Victor Valley Transit Authority (VVTA).

This item presents the results of audits performed for all agencies, except NAT. The audits of the financial statements for Fiscal Year 2013/2014 were performed by Vavrinek Trine and Day Co., LLC (VTD) and an unmodified opinion was issued to each transit operator. Attachment A includes SAS 114 Letters.

| Report/Letter | MARTA | VVTA | MBTA | Vtrans | BAT | OMNITRANS |
|------------------------|--------------|-------------|-------------|---------------|------------|------------------|
| CAFR | | | | | | X |
| Basic Financial Report | X | X | X | X | | |
| SAS 114 Letter | X | X | X | X | | X |
| Single Audit Report | X | X | X | | | X |
| Prop 1B | | | | | | X |
| IDES Report | | | | | | X |
| TDA Fund | | | | | X | |

The following recommendations are provided to improve internal controls:

VVTA:

- Implement formal procedures to approve and review journal entries.

Entity: CTA, CTC

Commuter Rail & Transit Committee Agenda Item

March 12, 2015

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- Implement process to track investments for compliance with the California Government Code.

Corrective Actions: VVTA implemented policy to review journal entries upon hiring additional accounting staff person as of March 1, 2014. VVTA will implement policies and procedures to prevent noncompliance with the California Government Code.

MARTA:

- Deposits of funds are not collateralized since the account was established as commercial, and not public entity.

Corrective Action: MARTA converted the bank account to public entity on November 17, 2014.

BAT:

- The City did not meet the required fare ratio of 10%.

Corrective Action: The City concurs with the finding and it is due to the added cost of providing service to rural Dial-A-Ride impacts the City's ability to meet the 10% farebox recovery ratio.

OMNITRANS:

- Procedures to monitor compliance with TDA, Section 6634 were not maintained. This resulted in reclassifying revenue to deferred revenue.

Corrective Action: Omnitrans will continue to inform SANBAG as surplus occurs, and record the surplus as unearned revenue.

Financial Impact:

This item has no financial impact on the SANBAG Fiscal Year 2014/2015 Budget.

Reviewed By:

This item is scheduled for review by Mountain/Desert Policy Committee on March 20, 2015.

Each Operator has or is scheduled to present the financial reports to their respective board.

Responsible Staff:

Hilda Flores, Chief of Accounting and Procurement

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENCE

Board of Directors
Mountain Area Regional Transit Authority
Big Bear, California

We have audited the financial statements of the Mountain Area Regional Transit Authority (MARTA) for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 11, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by MARTA are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal period ending June 30, 2014. We noted no transactions entered into by MARTA during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements were:

- Management's estimate of the depreciation of capital assets is based upon the estimated useful lives of the related capital assets.
- Management's estimate of the self-insurance liabilities is based upon the annual statement provided by an external self-insurance administrator

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- As described in Note 4 to the basic financial statements, MARTA has deposits with a financial institution that are not collateralized in accordance with Government Code Section 53601.
- As described in Note 11 to the financial statements, MARTA's primary banking relationship is with First Mountain Bank. One of the members of the Board of Directors is a branch manager for this banking institution.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 11, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the MARTA's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as MARTA's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of MARTA and is not intended to be, and should not be, used by anyone other than these specified parties.

Varrinck, Trine, Day & Co., LLP

Rancho Cucamonga, California
December 11, 2014



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENCE

To the Board of Directors
Victor Valley Transit Authority
Hesperia, California

We have audited the financial statements of the Victor Valley Transit Authority (VVTA) as of and for the year ended June 30, 2014, and have issued our reports thereon dated as indicated below:

| <u>Report</u> | <u>Audit Report Date</u> |
|--|--------------------------|
| Basic Financial Statements with Independent Auditor's Report | January 9, 2015 |
| Single Audit Report | January 9, 2015 |

Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by VVTA are described in Note 2 to the financial statements. As described in Note 2 of the financial statements, VVTA adopted Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*, effective July 1, 2013. No other new accounting policies were adopted and the application of existing policies was not changed during 2014. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the depreciation of capital assets is based upon the estimated useful lives of the related capital assets. We evaluated the key factors and assumptions used in developing these estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letters dated as follows:

| | |
|--|-----------------|
| Basic Financial Statements with Independent Auditor's Report | January 9, 2015 |
| Single Audit Report | January 9, 2015 |

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures the management's discussion and analysis which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of Board of Directors and management of the VVTA and is not intended to be, and should not be, used by anyone other than these specified parties.

Vawter, Tami, Day, Co., LLP

Rancho Cucamonga, California
January 9, 2015



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENCE

Board of Directors
Morongo Basin Transit Authority
Joshua Tree, California

We have audited the financial statements of the Morongo Basin Transit Authority (MBTA) for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 17, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by MBTA are described in Note 2 to the financial statements. MBTA adopted Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*, effective July 1, 2013. We noted no transactions entered into by MBTA during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements were:

- Management's estimate of the depreciation of capital assets is based upon the estimated useful lives of the related capital assets.
- Management's estimate of the costs allocated to the procurement and taxi operations.

We evaluated the key factors and assumptions used to develop the estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements was (were):

- The disclosure of procurement and taxi licensing activities in Note 3 of the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No such misstatements were detected as a result of audit procedures.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 17, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as MBTA's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of MBTA and is not intended to be, and should not be, used by anyone other than these specified parties.

Vaurmick, Tami, Day, Co., LLP

Rancho Cucamonga, California
December 17, 2014



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENCE

Board of Directors
Valley Transportation Services
Upland, California

We have audited the financial statements of the Valley Transportation Services (VTrans) for the year ended June 30, 2014, and have issued our report thereon dated December 15, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 17, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by VTrans are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by VTrans during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the depreciation is based on estimated useful lives of the related capital assets. We evaluated the key factors and assumptions used to develop this estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 15, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as VTrans' auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the San Bernardino Associated Governments (SANBAG), the Board of Directors and management of VTrans and is not intended to be and should not be used by anyone other than these specified parties.

Vermorel, Tami, Day, Co., LLP

Rancho Cucamonga, California
December 15, 2014



Vavrinek, Trine, Day & Co., LLP
Certified Public Accountants

VALUE THE DIFFERENC

Board of Directors
Omnitrans
San Bernardino, California

We have audited the financial statements of Omnitrans for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter dated May 7, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Omnitrans are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of investments at fair value. Changes in fair value that occur during the fiscal year are recognized as investment income reported for that fiscal year.
- Management's estimate of the risk management liability for incurred but not reported (IBNR) claims is based on an actuarial valuation and an 80% confidence level.
- Management's estimate of the depreciation of capital assets is based upon the estimated useful lives of the related capital assets.

We evaluated the key factors and assumptions used to develop depreciation estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. As a result of audit procedures, an adjustment to reduce current year revenue of approximately \$5.7M was proposed and posted by management.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 12, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Omnitrans' auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis and the Schedule of Funding Progress, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the Introductory Section or the Statistical Section, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of Omnitrans and is not intended to be and should not be used by anyone other than these specified parties.

Vavinich Train, Dog's Co, LLP
Rancho Cucamonga, California
December 12, 2014

Minute Action

AGENDA ITEM: 6

Date: *March 12, 2015*

Subject:

SANBAG Fiscal Year 2015/2016 Budget – Commuter Rail and Transit Task Review

Recommendation:

That the Commuter Rail and Transit Committee recommend the Board review and provide direction relative to proposed tasks to be included in the Fiscal Year 2015/2016 Budget.

Background:

The proposed Fiscal Year 2015/2016 Budget for the Transit and Passenger Rail Program includes thirteen tasks. The budget amounts include prior year Board approved appropriations to be expended in Fiscal Year 2015/2016. The narratives provide information on prior year budget commitments.

Attached are narratives, project location map, project schedule, project cost, and budget information. This review of tasks is intended to gain input on the appropriateness of the type and scope of the work effort. At this time, budget amounts, fund types, and narratives are preliminary pending agency-wide revenue and expenditure compilation and review by SANBAG policy committees.

The following tasks are presented for Committee review:

| Task | Transit and Passenger Rail Program | Manager | Proposed Budget |
|-------------|---|----------------|------------------------|
| 0309 | General Transit | Zureick | \$605,277 |
| 0310 | Transit Operators | Zureick | \$9,479,921 |
| 0311 | Transit Capital | Alderman | \$395,965 |
| 0322 | San Bernardino Transit Center | Alderman | \$3,340,941 |
| 0323 | Downtown San Bernardino Passenger Rail | Alderman | \$53,554,351 |
| 0324 | Redlands Passenger Rail | Alderman | \$26,046,323 |
| 0325 | San Gabriel Subdivision Line Improvements | Alderman | \$4,307,670 |
| 0352 | General Commuter Rail | Alderman | \$1,050,831 |
| 0377 | Commuter Rail Operating | Alderman | \$17,013,375 |
| 0379 | Commuter Rail Capital | Alderman | \$3,839,933 |
| 0383 | Vanpool Program | Alderman | \$1,455,128 |
| 0500 | Fund Administration | Zureick | \$1,095,350 |
| 0550 | Programming | Zureick | \$152,835,942 |

Financial Impact:

These tasks will be part of the overall budget adoption which establishes the financial and policy direction for the next fiscal year.

Entity: CTA, CTC

Commuter Rail & Transit Committee Agenda Item

March 12, 2015

Page 2

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

Transit & Passenger Rail

Task 0309 General Transit

Purpose

Provide for assistance and oversight of San Bernardino County transit operators, including review of their cost effectiveness and efficiency, State and Federal funding compliance, funding allocation, service modifications, and capital improvements. These operators include Omnitrans, Victor Valley Transit Authority (VVTA), Morongo Basin Transit Authority (MBTA), Mountain Area Regional Transit Authority (MARTA), Barstow Area Transit (BAT), and Needles Area Transit (NAT), as well as Valley Transportation Services (VTrans), which is the Consolidated Transportation Services Agency (CTSA) for the San Bernardino Valley.

Provide representation on regional, state, and national transit associations; promote professional development through participation in the Southern California Association of Governments (SCAG) Regional Transit Task Force and state and national transit conferences and training sessions; and support the evaluation, development, implementation, and maintenance of the TransTrack operator performance reporting system.

Accomplishments

Participated in meetings of the SCAG Regional Transit Task Force leading to the incorporation of transit-related actions in SCAG's Regional Transportation Plan and continued membership in the following transit associations; California Transit Association (CTA), California Association for Coordinated Transportation (CALACT), and American Public Transportation Association (APTA).

Omnitrans, serving the urbanized San Bernardino Valley, is the largest operator in the County carrying approximately 15.6 million passengers during Fiscal Year 2013/2014. VVTA carried 2.4 million passengers, MBTA carried 367,000 passengers; BAT carried 180,000 passengers, MARTA carried 157,000 passengers, and NAT carried 36,000 passengers. Of the six operators, four of them saw a downturn in ridership during Fiscal Year 2013/2014. However, VVTA and MARTA saw an increase in ridership in part due to expanded service in their respective areas.

Annually, SANBAG is responsible for the implementation of Unmet Needs in the Victor Valley and Morongo Basin areas. During the Fiscal Year 2013/2014 unmet needs process, it was determined VVTA would need to begin providing Sunday service beginning in Fiscal Year 2014/2015. Subsequently VVTA began the Sunday service ahead of schedule in the latter part of Fiscal Year 2013/2014. Additionally, SANBAG and the operators have been participating in the Countywide Transit Efficiency Study, which is scheduled to be completed in Fiscal Year 2015/2016.

Work Elements

This is an ongoing project that includes professional development through participation in regional, State, and national transit association conferences by Board members and staff. Participation provides for exchange of information and policy development ideas relating to transit operations and funding.

This task also includes continued staff and consultant efforts required to maintain compliance with State and Federal funding requirements, such as reviewing procedures related to Title VI of the Civil Rights Act of 1964 and Americans with Disabilities Act compliance and conducting the annual unmet transit needs public hearings. Additionally SANBAG staff provides technical assistance for the transit operators such as financial forecast for their Short Range Transit Plans, grant applications review and submittal, as well as programming of projects.

Transit & Passenger Rail

Task 0309 General Transit

The task also includes legal services that may be required during the year for the transit programs, and professional services to support the continued development, evaluation and implementation of the transit operator reporting system. Specific items of the task include:

1. Attend and participate in regional, state, and national association meetings.
2. Continue work on implementing and maintaining the transit operator performance system.
3. Share new industry and regulatory information with operators.
4. Review and implement cost saving measures to ensure sustainable transit service for all operators in the County.
5. Review and implement SANBAG procedures and provide technical assistance to transit operators and non-profits to ensure compliance with Federal Transit Administration requirements.
6. Schedule, mail and publish notices for annual unmet transit needs public hearings (a minimum of three hearings will be held in the Mountain/Desert Region), as required by the Transportation Development Act (TDA). Obtain court recorder services for public hearings. Prepare summary of testimony received, recommended staff response and formal findings for review by Public and Specialized Transportation Advisory and Coordinating Council (PASTACC) and the hearing boards. Obtain Board adoption of formal findings.

Product

Dissemination of information and technical assistance to operators. The evaluation, further development, implementation, and maintenance of the transit operator performance reporting system will be of benefit to the operators and SANBAG. Providing technical assistance to the various transit operators as required.

Contract Information

- a. Existing Contracts
 - i. 00-1000940, Countywide Transit Efficiency Study, Amount Budgeted \$250,000.
 - ii. 15-1001235, Transit and Specialized Transportation Planning Services, Amount Budgeted \$175,000.

Manager

Andrea Zureick, Director of Fund Administration and Programming

Transit & Passenger Rail

Task 0309 General Transit

| | 2014-2015 | | | |
|--|----------------|----------------|----------------|----------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | 121,327 | 163,827 | 68,269 | 42,007 |
| Overtime | 743 | 1,016 | 625 | - |
| Fringe Allocation-General | 111,634 | 165,005 | 65,186 | 41,037 |
| Professional Services | 562,877 | 247,151 | 132,025 | 427,000 |
| Consulting Services | 1,436 | 320 | 13,775 | - |
| Attendance Fees | 1,275 | 1,050 | 1,500 | - |
| Legal Fees | 13,317 | 19,946 | 20,000 | - |
| Utilities | 1 | - | - | - |
| Dues & Subscriptions | 13,669 | 12,360 | 17,000 | 17,000 |
| Training/Membership | 2,994 | 5,699 | 100 | 4,600 |
| Postage | 164 | 25 | 200 | 200 |
| Travel Expense - Employee | 350 | 3,461 | 5,000 | 5,000 |
| Travel Expense-Mileage-Employee | 901 | 533 | 1,000 | 1,000 |
| Travel Expense-Mileage-Non-Employee | - | - | 100 | - |
| Travel Expense-Other-Metrolink Tickets | - | - | - | 250 |
| Advertising | 791 | 1,285 | 2,000 | 2,000 |
| Printing - External | - | - | 250 | 100 |
| Printing - Internal | - | - | 150 | 100 |
| Office Expense | - | - | 550 | - |
| Meeting Expense | 150 | 334 | 500 | 500 |
| Office Equip/Software-Inventorial | - | 3,348 | - | - |
| Indirect Allocation-General | 154,228 | 178,539 | 114,008 | 64,483 |
| Total Expenditures | 863,787 | 639,056 | 373,344 | 605,277 |
| Funding Sources | | | | |
| Local Transportation Fund - Admin | | | | 194,000 |
| Local Transportation Fund - Planning | | | | 411,277 |
| Total Funding Sources | | | | 605,277 |

Transit & Passenger Rail

Task 0310 Transit Operating

Purpose

Provide funding for the operation of seven transit operators in San Bernardino County, including Omnitrans, Victor Valley Transit Authority (VVTA), Morongo Basin Transit Authority (MBTA), Mountain Area Regional Transit Authority (MARTA), Barstow Area Transit (BAT), Needles Area Transit (NAT), and Valley Transportation Services (VTrans) and other local agencies implementing transit-related projects within their jurisdiction.

Accomplishments

This task provides for the consolidation of transit funds that are provided to each of the transit operators. The Measure I Senior and Disabled Program funds provided to the transit operators offer financial assistance to offset costs associated with paratransit service by the transit operators for those that meet the qualifications under the Americans with Disabilities Act (ADA). These funds are also used to provide subsidized fares for seniors. Additionally, other fund sources are included in this task when State processes require those funds to flow through SANBAG to the implementing agency or when SANBAG provides additional contributions to locally implemented transit projects, such as the recently initiated San Bernardino Regional Vanpool Program – Victor Valley phase.

Work Elements

Coordinate Measure I Senior and Disabled program funds and other program funds that must pass through the SANBAG budget for disbursement to the transit operators and local agencies implementing transit-related projects within their jurisdiction.

Product

Operating funds for Transit Operators and other local agencies implementing transit-related projects within their jurisdiction.

Contract Information

- a. Existing Contracts
 - i. 00-1000431, The operation of a consolidated transportation services agency to provide for the coordination of transit services for seniors, persons with disabilities, and persons of low income, Amount Budgeted \$2,354,700.

Manager

Andrea Zureick, Director of Fund Administration and Programming

Transit & Passenger Rail

Task 0310 Transit Operations

| | 2012-2013 | 2013-2014 | 2014-2015 | |
|-----------------------------|------------------|------------------|------------------|------------------|
| | Actuals | Actuals | Revised Budget | 2015-2016 Budget |
| Expenditures | | | | |
| Regular Full-Time Employees | 51,752 | - | - | - |
| Overtime | 42 | - | - | - |
| Fringe Allocation-General | 47,366 | - | - | - |
| Contributions/Subsidies | 7,904,184 | 8,675,706 | 8,832,028 | 9,479,921 |
| Indirect Allocation-General | 65,439 | - | - | - |
| Total Expenditures | <u>8,068,783</u> | <u>8,675,706</u> | <u>8,832,028</u> | <u>9,479,921</u> |

Funding Sources

| | |
|---|------------------|
| MSI Colorado River Fund-Senior/Disabled | 11,500 |
| MSI Morongo Basin Fund-Senior/Disabled | 108,600 |
| MSI Mountain Fund-Senior/Disabled | 90,900 |
| MSI North Desert Fund-Senior/Disabled | 243,400 |
| MSI North Desert Fund-Traffic Mgmt Sys | 33,898 |
| MSI Valley Fund-Senior/Disabled | 7,954,700 |
| MSI Victor Valley Fund-Senior/Disabled | 909,400 |
| MSI Victor Valley Fund-Traffic Mgmt Sys | 127,523 |
| Total Funding Sources | <u>9,479,921</u> |

Transit & Passenger Rail

Task 0311 Transit Capital

Purpose

Evaluate the effectiveness and efficiency and implement capital improvements proposed by the transit agencies within the County of San Bernardino.

Accomplishments

Omnitrans began operational service on the sbX Bus Rapid Transit (BRT) project along the “E” Street corridor in the fourth quarter of Fiscal Year 2013/2014. Project closeout items, including the completion of a maintenance facility will be completed this fiscal year. The “E” street BRT is the first such transit service to be implemented in the San Bernardino Valley.

SANBAG completed an operational analysis reviewing the potential benefits of consolidating Victor Valley Transit Authority (VVTA), Barstow Area Transit (BAT), and Needles Area Transit (NAT). It was determined that operational efficiencies and improved service could be gained by merging BAT with VVTA. However, NAT would remain autonomous. VVTA is now leading the consolidation with BAT, which should be completed in Fiscal Year 2015/2016.

Valley Transportation Services (VTrans) continued to operate the Mobility Travel Training Program (MTT). MTT teaches seniors and persons with disabilities how to navigate public transportation. VTrans is also a funding partner for the U.S. Department of Veteran Affairs One Call/One Click program which provides veterans and their families a centralized location where they can access information on social services and public transportation. VTrans is an active funding partner to many social services agencies to help reduce access service demands. VTrans funding will be moved to (Task 0310) in Fiscal Year 2015/2016 budget.

During Fiscal Year 2014/2015, SANBAG performed a Radio System Assessment to identify the specific communication needs for the Mountain Area Regional Transit Authority (MARTA) radio communications system. The assessment was performed and will be completed in a two-phase approach. Phase 1 of the assessment consisted of performing an evaluation of MARTA’s existing communications equipment and needs. From that evaluation, a preliminary report was submitted, which addressed MARTA’s issues and short-term fixes, and a final report was presented, which addressed alternative paths for communication improvements. Phase 1 of the radio system assessment was completed on task and on schedule.

The Transit and Rail department began work on evaluating if SANBAG should become Federal Transit Administration (FTA) direct recipients. In November, it was determined that SANBAG would not seek status of becoming a direct recipient. Rather SANBAG will keep consultants to review SANBAG’s procedures for FTA and ensure SANBAG is meeting FTA requirements. In Fiscal Year 2015/2016 SANBAG staff will create a memorandum of understanding with Omnitrans to outline SANBAG’s role as a sub-recipient and Omnitrans as a direct FTA recipient.

During Fiscal Year 2013/2014, the Efficiency Study began with a series of meetings were held to determine items that SANBAG, the transit operators and the Valley Consolidated Transportation Services (CTSA) were willing to collaborate on. At the end of Fiscal Year 2014/2015, the Efficiency study will be 75% completed. This study will be moving to (Task 0309) and will be led by SANBAG’s Funds Administration and Programming team.

The Transit and Rail department began an update of the SANBAG Short Range Transit Plan (SRTP). The SRTP will discuss service and future capital needs of all transit and rail in San Bernardino County. Elements include funding projections for SANBAG’s future rail projects, all six bus transit operators, Metrolink and VTrans.

Transit & Passenger Rail

Task 0311 Transit Capital

Work Elements

The proposed work on Phase 2 of MARTA's Radio System Assessment will include installing a Computer Aided Dispatch and Automatic Vehicle Location (CAD/AVL) system for management of the transit system, as well as improving and maintaining the current radio system for voice communications.

Complete the Short Range Transit Plan (SRTP) for the Transit and Rail department at SANBAG. The elements included will be funding projections for SANBAG's future rail projects, all six bus transit operators, Metrolink and the Consolidated Transportation Services Agency (CTSA). Additionally it will discuss service and future needs of all transit and rail in San Bernardino County.

Product

1. Complete all closeout items and the construction of the sbX project.
2. Complete a final Short Range Transit Plan (SRTP) for the SANBAG Transit and Rail Department which will include all operators SRTP's.
3. Complete all work on the MARTA Radio System Assessment.

Contract Information

- a. Existing Contracts
 - i. 00-1000363, Legal Services for E Street sbX Right of Way Acquisition, Amount Budgeted \$50,000.
 - ii. 00-1000731, Legal Services, Amount Budgeted \$50,000.
- b. New Contracts
 - i. CTO, Consulting Services – Maintenance Facility Study, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.
 - ii. CTO, Consulting Services – Phase II MARTA Radio System, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.

Local Funding Source Detail

- i. Omnitrans – \$50,000.

Manager

Mitchell Alderman, Director of Transit and Rail Programs

Transit & Passenger Rail

Task 0311 Transit Capital

| | 2014-2015 | | | |
|--------------------------------------|------------------|------------------|------------------|----------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | 20,795 | 1,462 | 57,989 | 27,325 |
| Fringe Allocation-General | 19,018 | 1,464 | 55,512 | 26,694 |
| Professional Services | 240,909 | 40,075 | - | - |
| Consulting Services | 1,875,359 | 109,452 | 560,105 | 200,000 |
| Legal Fees | 745,296 | 243,163 | 360,532 | 100,000 |
| Construction Capital | 10,274 | - | - | - |
| Right of Way Capital | 666,732 | 539,052 | - | - |
| Postage | 141 | 23 | - | - |
| Contributions/Subsidies | 1,121,792 | 154,154 | 2,302,770 | - |
| Pass-Thru Payments | - | - | 200,000 | - |
| Indirect Allocation-General | 26,274 | 1,584 | 97,089 | 41,946 |
| Total Expenditures | 4,726,590 | 1,090,429 | 3,633,997 | 395,965 |
| | | | | |
| Funding Sources | | | | |
| Local Projects Fund | | | | 50,000 |
| Local Transportation Fund - Planning | | | | 114,585 |
| State Transit Assistance Fund - Rail | | | | 231,380 |
| Total Funding Sources | | | | 395,965 |

Transit & Passenger Rail

Task 0322 San Bernardino Transit Center

Purpose

Complete construction of the San Bernardino Transit Center to provide intermodal connectivity with multiple transit modes including Omnitrans, sbX, Victor Valley Transit Authority, Mountain Area Transit Authority, Metrolink, and the future Redlands Passenger Rail service.

Accomplishments

SANBAG, in partnership with Omnitrans, awarded the construction contract for the San Bernardino Transit Center (SBTC) in the third quarter of Fiscal Year 2013/2014. SBTC will be the major hub for mass transit services in San Bernardino Valley, including twenty-two bus bays and three rail platforms for Metrolink and the Redlands Passenger Rail service. Construction of the SBTC is expected to last approximately 12 months and be operational in September 2015. Closeout of punch-list and contractual items will be completed next fiscal year. Immediate access to the Rialto Avenue sbX station will provide connectivity from California State University San Bernardino to Loma Linda University providing enhanced mobility options for students, faculty and visitors. The extension of the San Bernardino and Inland Empire Orange County Metrolink lines to the SBTC will provide unprecedented access to the entire Southern California region from Downtown San Bernardino.

Work Elements

Construction commenced during Fiscal Year 2014/2015, and is expected to be operational by the first quarter of Fiscal Year 2015/2016.

Product

1. Complete construction of San Bernardino Transit Center.

Local Funding Source Detail

- i. Omnitrans – \$456,230.

Prior Year Budgeted Commitments

The proposed Fiscal Year 2014/2015 budget includes Board approved Fiscal Year 2013/2014 appropriations in the estimated amount of \$8,584,860.

Manager

Mitchell Alderman, Director of Transit and Rail Programs

Transit & Passenger Rail

Task 0322 San Bernardino Transit Center

| | 2014-2015 | | | |
|-----------------------------|----------------------|----------------------|-------------------|---------------------|
| | 2012-2013 Actuals | 2013-2014 Actuals | Revised Budget | 2015-2016 Budget |
| Expenditures | | | | |
| Regular Full-Time Employees | - | 11,765 | 107,985 | 9,052 |
| Fringe Allocation-General | - | 11,776 | 103,374 | 8,843 |
| Professional Services | - | 1,474,782 | 1,907,759 | 915,000 |
| Consulting Services | - | - | 958,000 | - |
| Legal Fees | - | 41,790 | 550,000 | 271,000 |
| Construction Capital | - | 3,969,164 | 11,410,069 | 1,763,000 |
| Utilities Capital | - | 119 | 109,450 | 10,000 |
| Right of Way Capital | - | 1,095,165 | - | 350,000 |
| Postage | - | - | 152 | 150 |
| Advertising | - | 7,061 | - | - |
| Printing - External | - | 313 | - | - |
| Indirect Allocation-General | - | 12,743 | 180,796 | 13,896 |
| Total Expenditures | - | 6,624,678 | 15,327,585 | 3,340,941 |

Funding Sources

| | |
|-------------------------------------|-----------|
| Federal Transit Administration 5309 | 342,000 |
| Federal Transit Administration 5310 | 16,800 |
| Federal Transit Administration 5311 | 120 |
| Federal Transit Administration 5312 | 240,000 |
| Federal Transit Administration 5313 | 8,000 |
| Federal Transit Administration 5314 | 280,000 |
| Federal Transit Administration 5315 | 1,064,000 |
| Federal Transit Administration 5316 | 2,000 |
| Local Transportation Fund - Rail | 931,791 |
| Transit Center Project Fund | 456,230 |
| Total Funding Sources | 3,340,941 |

Transit & Passenger Rail

Task 0323 Downtown San Bernardino Passenger Rail

Purpose

Construct improvements to extend Metrolink service from the current terminus at the San Bernardino Santa Fe Depot, approximately one-mile east to the San Bernardino Transit Center at the corner of Rialto and E Streets.

Accomplishments

SANBAG has completed the design and begun construction on the Downtown San Bernardino Passenger Rail Project (DSBPRP), which extends Metrolink service from the Santa Fe Depot to the multi-modal San Bernardino Transit Center. In addition to the service extension, this project will enhance grade crossing safety features along the extension and improve the Santa Fe Depot by providing additional way-finding signage, reconfiguration of parking lots, construction of a pedestrian overpass allowing passengers to safely access rail platforms, and the relocation of the existing Metrolink platforms to the entrance of the Depot lobby, allowing passengers to utilize the lobby while waiting. Improvements to expand Metrolink's Eastern Maintenance Facility, required to implement the DSBPRP, were completed in Fiscal Year 2013/2014.

Work Elements

The DSBPRP will be in construction during Fiscal Year 2015/2016. Construction is expected to last approximately 26 months and will be open and operational by the second quarter of Fiscal Year 2016/2017.

Product

1. Continue construction of the DSBPRP while maintaining existing Metrolink, SANBAG, and SCAG operations at the Santa Fe Depot.

Manager

Mitchell Alderman, Director of Transit and Rail Program

Transit & Passenger Rail

Task 0323 Downtown San Bernardino Passenger Rail

| | 2014-2015 | | | |
|-----------------------------|----------------------|----------------------|-------------------|---------------------|
| | 2012-2013 Actuals | 2013-2014 Actuals | Revised Budget | 2015-2016 Budget |
| Expenditures | | | | |
| Regular Full-Time Employees | - | - | 73,574 | 27,357 |
| Fringe Allocation-General | - | - | 70,432 | 26,725 |
| Professional Services | - | 1,323,772 | 4,313,393 | 2,960,000 |
| Consulting Services | - | 2,819,502 | 3,524,340 | 1,550,000 |
| Legal Fees | - | 830,556 | 987,831 | 550,000 |
| Construction Capital | - | 4,544,100 | 33,644,892 | 43,645,074 |
| Utilities Capital | - | 1,530 | 31,694 | 50,000 |
| Right of Way Capital | - | 2,006,562 | 1,838,875 | 1,200,000 |
| Postage | - | - | 200 | 3,200 |
| Advertising | - | 13,903 | - | - |
| Contributions/Subsidies | - | (532,523) | 645,816 | 500,000 |
| Land | - | - | 3,000,000 | 3,000,000 |
| Indirect Allocation-General | - | - | 123,183 | 41,995 |
| Total Expenditures | - | 11,007,402 | 48,254,230 | 53,554,351 |

Funding Sources

| | |
|--|-------------------|
| Federal Transit Administration 5307 | 11,800,000 |
| Federal Transit Administration 5307 - CMAQ | 10,306,000 |
| Local Transportation Fund - Rail | 9,207,277 |
| MSI Valley Fund-Metrolink/Rail Service | 1,500,000 |
| MSI Valley Fund-Senior/Disabled | 2,565,000 |
| Public Trans Modern,Improve&Svc Enhance-P1B | 1,604,961 |
| State Local Partnership Program-P1B | 2,360,000 |
| State Transit Assistance Fund - Rail | 4,563,000 |
| Transit Sys Safety Sec Disaster Recovery-P1B | 5,642,074 |
| Valley Metrolink/Rail Bond Fund | 4,006,039 |
| Total Funding Sources | 53,554,351 |

Transit & Passenger Rail

Task 0324 Redlands Passenger Rail

Purpose

Continue final design and other elements needed to implement the Redlands Passenger Rail service, which will provide passenger rail service from the San Bernardino Transit Center to the University of Redlands.

Accomplishments

SANBAG completed preliminary design and the environmental document, consisting of the federal Environmental Impact Statement and state Environmental Impact Report for the Redlands Passenger Rail Project (RPRP). Procured consultants to complete final design and for program management for the RPRP. Initiated procurement process to acquire vehicles. The final design includes improvements to the existing Redlands Subdivision track spanning from the San Bernardino Transit Center (SBTC) at Rialto and E Streets in the City of San Bernardino to the University of Redlands in the City of Redlands and a vehicle maintenance facility. Proposed improvements also include a two-mile passing siding, upgrades to railroad signal and communication systems, and five stations (including the SBTC). Designs to rehabilitate grade crossings at Alabama Street and Colton Avenue were initiated that coincide with city street improvements being completed by the City of Redlands. Task orders to initiate utility investigations and permits to complete work in sensitive wildlife areas have been issued to SANBAG's on-call engineering consultants to assist in expediting the final design and construction.

Memorandums of Understanding have been executed with the Cities of San Bernardino and Redlands detailing roles and responsibilities of each entity and formalizing the implementation of Quiet Zones throughout the Redlands Rail corridor. Agreements with ESRI and the University of Redlands have also been drafted to memorialize responsibilities for the design of the New York Street Station and the improvements to the University Station, respectively.

Work Elements

Efforts to implement the RPRP include the continuation of final design, initial efforts to acquire rail vehicles and determining a cost effective operator, and providing assistance to the cities of Redlands and San Bernardino to implement a programmatic environmental document for Transit Oriented Development around the proposed RPRP stations. In addition, construction of grade crossing rehabilitation and improvements at Alabama Street and Colton Avenue will be completed in conjunction with city street improvements being completed by the City of Redlands.

The majority of funding for RPRP will be comprised of Measure I Valley Rail; federal funds; State Transit Assistance; Congestion Mitigation and Air Quality; Public Transportation Modernization, Improvement, and Service Enhancement Account; and the California Transit Security Grant Program.

Product

1. RPRP Program Management.
2. RPRP final design.
3. Procurement of recommended rail vehicles.
4. Recommendations for cost effective operator.
5. Development of a programmatic environmental document for Transit Oriented Development (TOD) at proposed stations.
6. Reconstructed and reconfigured grade crossings.

Transit & Passenger Rail

Task 0324 Redlands Passenger Rail

Local Funding Source Detail

- i. Inland Valley Development Agency, Mountain View Crossing - \$1,250,000.

Manager

Mitchell Alderman, Director of Transit and Rail Program

Transit & Passenger Rail

Task 0324 Redlands Passenger Rail

| | 2012-2013 | 2013-2014 | 2014-2015 | |
|---------------------------------|-----------|-----------|----------------|------------------|
| | Actuals | Actuals | Revised Budget | 2015-2016 Budget |
| Expenditures | | | | |
| Regular Full-Time Employees | - | - | 60,656 | 145,958 |
| Fringe Allocation-General | - | - | 58,066 | 142,586 |
| Professional Services | - | - | 250,000 | 2,675,000 |
| Consulting Services | - | 1,379,324 | 9,750,000 | 5,000,000 |
| Legal Fees | - | 2,936 | 247,900 | 1,600,000 |
| Construction Capital | - | - | 5,950,000 | 8,240,338 |
| Right of Way Capital | - | - | 500,000 | 4,500,000 |
| Travel Expense - Employee | - | - | 2,000 | 20,000 |
| Travel Expense-Mileage-Employee | - | - | 100 | 5,000 |
| Contributions/Subsidies | - | - | 1,800,000 | 493,386 |
| Motor Vehicles | - | - | 3,000,000 | 3,000,000 |
| Indirect Allocation-General | - | - | 101,554 | 224,055 |
| Total Expenditures | - | 1,382,260 | 21,720,276 | 26,046,323 |

Funding Sources

| | |
|---|------------|
| Public Trans Modern,Improve&Svc Enhance-PIB | 3,000,000 |
| Redlands Passenger Rail Project Fund | 1,250,000 |
| State Transit Assistance Fund - Rail | 2,090,338 |
| Valley Metrolink/Rail Bond Fund | 19,705,985 |
| Total Funding Sources | 26,046,323 |

Transit & Passenger Rail

Task 0325 San Gabriel Subdivision Line Improvements

Purpose

Study and implement projects that increase the capacity, enhance the safety, and make transit use more appealing along the San Gabriel Subdivision serving Metrolink's San Bernardino Line.

Accomplishments

SANBAG completed a study of alternatives to provide rail access to the Ontario International Airport. This study analyzed several alignments and mode options and determined the preferred, ultimate rail alignment was to connect the Metrolink San Bernardino Line to the airport via a connection to the Rancho Cucamonga Metrolink Station. A phased implementation migrating from using existing parking and hotel shuttle buses to a dedicated bus shuttle to ultimately a rail connection was proposed.

In partnership with Los Angeles County Metropolitan Transportation Authority (LACMTA), SANBAG completed an operational analysis to determine the best locations for capacity enhancements on the San Gabriel Subdivision that would allow the Metrolink San Bernardino Line service to expand. Conceptual engineering of these double track sections, located in both San Bernardino and Los Angeles Counties, was completed. Safety enhancements along the line were also identified.

In addition, a study to review the security at each station along the line was initiated to determine if there is an economic benefit to consolidate services associated with station security.

SANBAG, in partnership with the City of Fontana, began design efforts to implement grade crossing safety enhancements at the Sierra Avenue and Juniper Avenue grade crossings. These improvements are being solely funded by the City of Fontana with SANBAG leading the design and construction.

During Fiscal Year 2014/2015, SANBAG also initiated an Upland Metrolink Station Constraints analysis to determine possible transit oriented development opportunities as well as increased accessibility for both bus and rail service.

SANBAG began preliminary efforts to review and address additional noise from train horns at the at-grade crossings of West Rialto Avenue and Walnut Street in the City of San Bernardino due to the increased traffic of Metrolink trains accessing the Eastern Maintenance Facility.

The City of Rialto will have completed property acquisition by the end of Fiscal Year 2014/2015. This project will be moved to (Task 0310) in Fiscal Year 2015/2016.

Work Elements

A study to review the security at each station along the line will be implemented to determine if there is an economic benefit to consolidate services associated with station security. Currently, each City is responsible for this at an individual level with the exception of the Santa Fe Depot where SANBAG is solely responsible.

SANBAG, in partnership with the City of Fontana, will finalize the design and construct grade crossing safety enhancements at the Sierra Avenue and Juniper Avenue grade crossings. These improvements are being solely funded by the City of Fontana with SANBAG leading the design and construction. The City of Rialto will also complete property acquisition at their Metrolink Station and begin construction to expand parking at this station.

Transit & Passenger Rail

Task 0325 San Gabriel Subdivision Line Improvements

The Upland Metrolink Station Constraints analysis was initiated to determine possible Transit Oriented Development (TOD) opportunities and improved railroad safety, as well as increased accessibility for both bus and rail service. The Upland Metrolink station is located in a central urban environment where there is potential for TOD. Currently, SANBAG is in the process of completing this study to examine the feasibility of adding additional station platforms and access by Omnitrans bus service as well as the potential development of the SANBAG owned property.

As SANBAG is faced with the potential for increased requests for operational subsidies from Metrolink, an operational analysis will be completed to determine more cost effective methods to providing commuter rail service between San Bernardino and Los Angeles.

Potential grade crossings improvements to allow for quiet zones at West Rialto Avenue and Walnut Street in the City of San Bernardino will be designed and construction started.

The majority of funding for the above projects will be comprised of federal funds with Measure I Valley Rail, Transportation Development Act funds, and state bond proceeds funds being the local match. Federal funds needed for specific Metrolink projects will be applied for by Southern California Regional Rail Authority (SCRRA) and will not flow through the SANBAG Budget. Historically SCRRA claimed all federal rail dollars on behalf of SANBAG; however in Fiscal Year 2014/2015 SANBAG is going to allocate some monies for current SANBAG rail projects. SCRRA is not proposing to do any capital projects that affect SANBAG for this budget year.

Product

Capital maintenance and new capital projects will improve quality commuter train operations and expansion as well as the safe operation of freight trains.

1. Safety enhancements at Sierra Avenue and Juniper Avenue grade crossings.
2. City of Rialto to start construction of Metrolink Station parking improvements.
3. Complete a constraints analysis at the Upland Metrolink Station.
4. Metrolink Service Delivery Alternatives Study
5. Potential Commencement of the Upland Station development.
6. West Rialto Avenue and Walnut Street Crossing Improvements

Task 0325 San Gabriel Subdivision Line Improvements

Contract Information

- a. Existing Contracts
 - i. 00-1000939, CTO #20, Design of Sierra Avenue and Juniper Avenue grade crossing improvements, Amount Budgeted \$100,000.
 - ii. 00-1000939, CTO #22, Upland Metrolink Station Constraints Analysis, Amount Budgeted \$250,000.
 - iii. 00-1000939, CTO #29, Rail Security Station Study, Amount Budgeted \$200,000.
 - iv. CTOP, Metrolink Service Delivery Study, Amount Budgeted \$250,000.

Transit & Passenger Rail

Task 0325 San Gabriel Subdivision Line Improvements

b. New Contracts

- i. IFB, City of Fontana Grade Crossing Project (Sierra), Amount Budgeted \$800,000, Total Estimated Contract Amount \$800,000.
- ii. IFB, City of Fontana Grade Crossing Project (Juniper), Amount Budgeted \$800,000, Total Estimated Contract Amount \$800,000.
- iii. IFB, West Rialto Avenue and Walnut Street Grade Crossing Improvements, Amount Budgeted \$4,000,000, Total Estimated Contract Amount \$4,000,000.
- iv. RFP/CTO, Upland Station Development, Amount Budgeted \$200,000, Total Estimated Contract Amount \$200,000.
- v. RFP/CTO, Rancho Cucamonga Transit Orientated Development, Amount Budgeted \$25,000, Total Estimated Contract Amount \$25,000.
- vi. RFP/CTO, City of Fontana Grade Crossing Project (Sierra) Construction Management, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.
- vii. IFB, City of Fontana Grade Crossing Project (Juniper) Construction Management, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.

Local Funding Source Detail

- i. City of Fontana - \$452,388.

Manager

Mitchell Alderman, Director of Transit and Rail Program

Transit & Passenger Rail

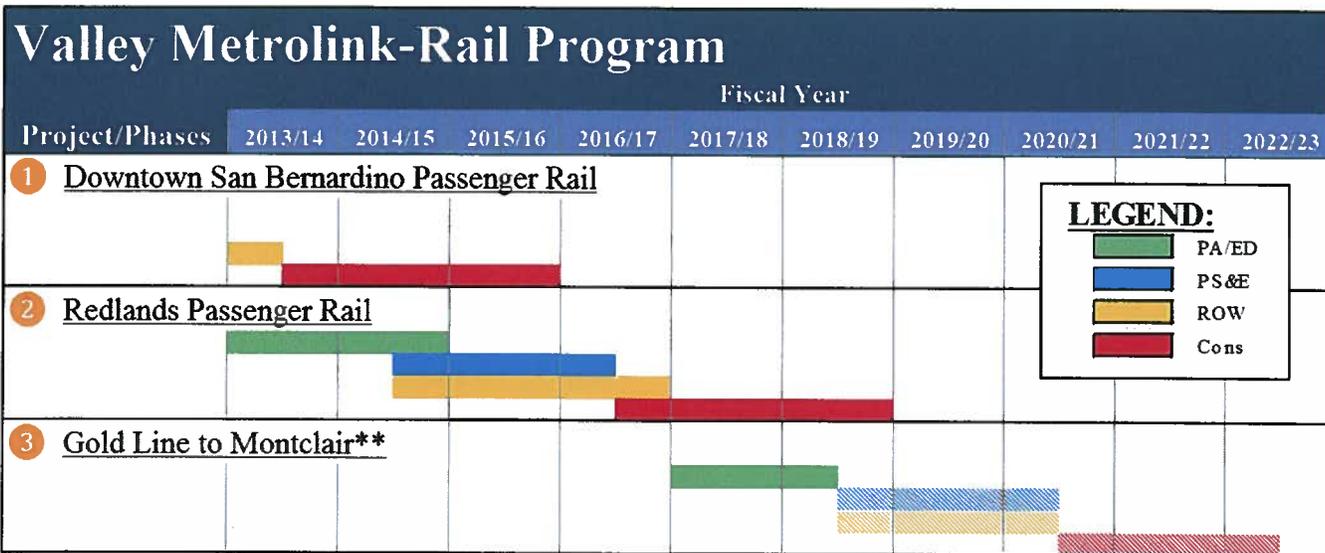
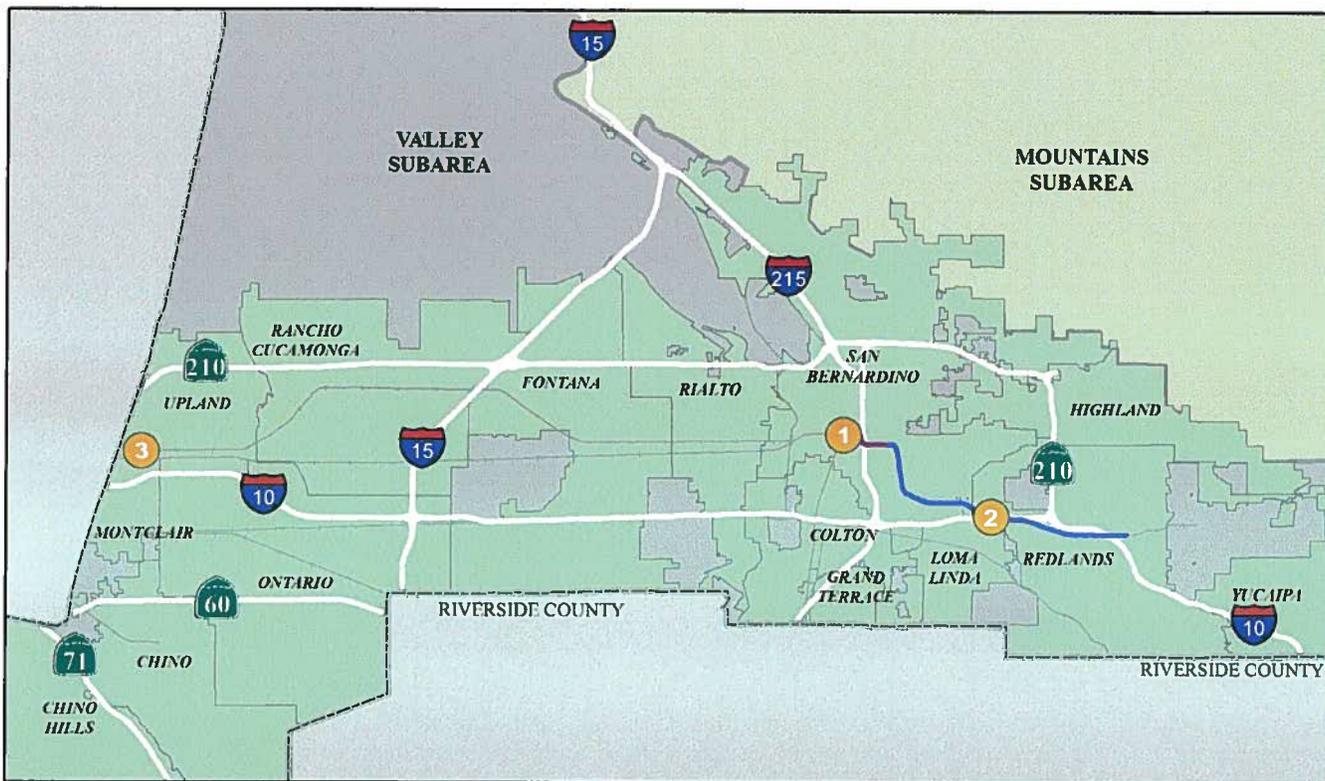
Task 0325 San Gabriel Subdivision Line Improvements

| | 2014-2015 | | | |
|--|----------------|----------------|------------------|------------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | - | - | 22,784 | 36,410 |
| Fringe Allocation-General | - | - | 21,812 | 35,569 |
| Professional Services | - | 791,976 | - | 100,000 |
| Consulting Services | - | - | 2,300,000 | 1,980,000 |
| Construction Capital | - | - | 2,000,000 | 1,600,000 |
| Right of Way Capital | - | - | - | 500,000 |
| Travel Expense-Other-Metrolink Tickets | - | - | 100 | - |
| Contributions/Subsidies | - | - | 25,000 | - |
| Indirect Allocation-General | - | - | 38,046 | 55,891 |
| Total Expenditures | - | 791,976 | 4,407,742 | 4,307,870 |

Funding Sources

| | |
|---|------------------|
| Local Transportation Article 3 - Bicycle/Pedestrian | 1,359,549 |
| Local Transportation Fund - Planning | 250,000 |
| Local Transportation Fund - Rail | 1,750,000 |
| San Gabriel Subdivision Line Project Fund | 452,388 |
| State Transit Assistance Fund - Rail | 297,833 |
| Transit Sys Safety Sec Disaster Recovery-P1B | 198,100 |
| Total Funding Sources | 4,307,870 |

Transit and Passenger Rail Program



1 Project Downtown San Bernardino Passenger Rail Project (0323)

Description

The Downtown San Bernardino Passenger Rail project is a one-mile extension of the Metrolink system from the existing San Bernardino Metrolink station to the future San Bernardino Transit Center at Rialto Avenue and E Street in San Bernardino and includes station improvements at both locations.

| Total Estimated Cost | Costs to Date | Proposed Budget | Future Costs |
|----------------------|---------------|-----------------|--------------|
| \$109,527,000 | \$46,416,000 | \$53,554,000 | \$9,557,000 |

Prior Year Budgeted Funds

The proposed budget includes Fiscal Year 2014/2015 budgeted funds in the estimated amount of \$9,415,839.

Contract Information

a. Existing Contracts

- i. 00-1000248, Engineering and Design Services for DSBPRP and RPRP, Amount Budgeted \$1,500,000. Funded with Measure I Valley Rail and Bond Proceeds.
- ii. 00-1000583, Construction Management Services DSBPRP, Amount Budgeted \$2,500,000. Funded with Local Transportation Fund – Rail.
- iii. 00-1001004, Construction of DSBPRP, Amount Budgeted \$50,000,000. Funded with Local Transportation Funds – Rail, State Transit Assistance Fund – Rail, Federal Transit Administration 5307, Federal Transit Administration 5307 – CMAQ, State Local Partnership Program, Transit System Safety Security Disaster Recovery, Measure I Valley Fund – Metrolink/Rail Service and Measure I Valley Senior & Disabled.
- iv. 00-1000571, Legal Services for DSBPRP and SBTC, Amount Budgeted \$500,000. Funded with Local Transportation Fund – Rail.
- v. 00-1000731, Legal Services, Amount Budgeted \$50,000. Funded with Local Transportation Fund – Rail.
- vi. 00-1000716, Memorandum of Understanding for Design and Construction Support for the Eastern Maintenance Facility and the Downtown San Bernardino Passenger Rail Project, Amount Budgeted \$500,000. Funded with State Transit Assistance Fund – Rail.
- vii. 15-1001050, Land, Amount Budgeted \$3,000,000. Funded with Local Transportation Fund – Rail.
- viii. 00-1000939 CTO #11, Project Management, Amount Budgeted \$160,000. Funded with State Transit Assistance Fund – Rail.
- ix. 00-1000939 CTO #19, Environmental, Monitoring & Mitigation, Amount Budgeted \$200,000. Funded with State Transit Assistance Fund – Rail.

b. New Contracts

- i. RFP/CTO, Consulting Services – Way-finding Design, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.
- ii. RFP/CTO, Professional Services – Project Betterments, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.
- iii. IFB/CTO, Construction Capital - Way finding Construction, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.
- iv. RFP/CTO, Construction Capital – Shortway PTC, Amount Budgeted \$50,000, Total Estimated Contract Amount \$50,000.

2 Project Redlands Passenger Rail Project (0324)

Description

Improvements include construction of approximately nine miles of rail improvements, with use of either commuter or diesel multiple unit (DMU) rail vehicles, from the future San Bernardino Transit Center at the corner of Rialto Avenue and E Street in the City of San Bernardino to the University of Redlands in the City of Redlands. The project will use right-of-way acquired by SANBAG from the Santa Fe Railway in 1992. Additionally, SANBAG is partnering with ESRI and the University of Redlands to fund station improvements at the proposed New York Street and University station locations.

| Total Estimated Cost | Costs to Date | Proposed Budget | Future Costs |
|----------------------|---------------|-----------------|---------------|
| \$242,291,000 | \$9,800,000 | \$26,000,000 | \$206,491,000 |

Prior Year Budgeted Funds

The proposed budget includes Fiscal Year 2014/2015 budgeted funds in the estimated amount of \$533,135.

Contract Information

a. Existing Contracts

- i. 00-1000923, Cooperative Agreement Alabama St. at Redlands Blvd. and Colton Av. At Redlands Blvd. intersection improvements, Amount Budgeted \$2,583,724. Funded with Bond Proceeds and State Transit Assistance Rail.
- ii. 00-1000939, CTO #8, Alabama/Colton Grade Crossing Improvements, Amount Budgeted \$100,000. Funded with Bond Proceeds.
- iii. 00-1000731, Legal Services, Amount Budgeted \$100,000. Funded with Bond Proceeds.
- iv. 00-1000939, CTO #25, Alabama/Colton Crossing Construction Management Services, Amount Budgeted \$75,000. Funded with Bond Proceeds.
- v. 15-1001093, Final Design Services for the Redlands Passenger Rail Project, Amount Budgeted \$4,000,000. Funded with Rail Bond Proceeds.
- vi. 15-1001146, Program Management Services for the Redlands Passenger Rail Project, Amount Budgeted \$2,000,000. Funded with Rail Bond Proceeds.

b. New Contracts

- i. CTO/RFP, Mountain View Grade Crossing Rehabilitation Improvements; Design, Amount Budgeted \$200,000, Total Estimated Contract Amount \$650,000.
- ii. CTO/IFB, Mountain View Grade Crossing Rehabilitation Improvements Construction, Amount Budgeted \$1,500,000, Total Estimated Contract Amount \$2,500,000.
- iii. IFB, Professional Services Vehicle Procurement for RPRP, Amount Budgeted \$3,000,000, Total Estimated Contract Amount \$21,000,000.
- iv. CTO/Contract, Professional Services Mountain View Construction Management, Amount Budgeted \$75,000, Total Estimated Contract Amount \$75,000.
- v. CTO/Contract, Professional Services Outreach Community Relations, Amount Budgeted \$150,000, Total Estimated Contract Amount \$650,000.
- vi. CTO/Contract, Professional Services Construction and Maintenance with BNSF, Amount Budgeted \$25,000, Total Estimated Contract Amount \$500,000.
- vii. CTO/Contract, Professional Services Utility Locating, Amount Budgeted \$250,000, Total Estimated Contract Amount \$250,000.

- viii. CTO/Contract, Legal Services, Amount Budgeted \$1,500,000, Total Estimated Contract Amount \$3,000,000.
- ix. CTO/Contract, Consulting Services Environmental Permit Acquisition, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.
- x. IBF, Construction Alabama/Colton Crossing, Amount Budgeted \$4,500,000, Total Estimated Contract Amount \$4,500,000.

3 Project Goldline to Montclair (0325)

Description

This project extends the Foothill Gold Line from Azusa to the Montclair Metrolink Station in the City of Montclair. The Gold Line Authority has completed CEQA environmental clearance and has requested \$2.16 million from SANBAG for the preliminary design and NEPA environmental clearance. SANBAG has estimated \$840 thousand in staff time to manage this portion of the project, for a total of \$3 million. SANBAG funding of the \$3 million for preliminary design and NEPA clearance is contingent upon Los Angeles County passing a new measure or an extension of Measure R in 2016 that includes the Gold Line Extension. However, the City of Montclair has decided to fund the \$3 million to progress the project, including the reimbursement of SANBAG staff time. An agreement between SANBAG and the City of Montclair has not yet been executed to memorialize this funding arrangement. The total cost of the extension from City of Azusa to City of Montclair is estimated at \$1.2 billion, of which SANBAG would be responsible for \$75 million.

| Total Estimated Cost | Costs to Date | Proposed Budget | Future Costs |
|----------------------|---------------|-----------------|--------------|
| \$3,000,000 | \$0 | \$50,000 | \$2,950,000 |

Transit & Passenger Rail

Task 0352 General Commuter Rail

Purpose

Work with the four other county transportation commissions that along with SANBAG comprise the Southern California Regional Rail Authority (SCRRA), the operator of the Metrolink commuter rail system to make the commuter rail program safe, efficient, and effective. Represent the San Bernardino County commuter rail interests at the regional, State, and national levels.

Accomplishments

SANBAG shares operating expenses with the Los Angeles County Metropolitan Transportation Authority (LACMTA), the Riverside County Transportation Commission (RCTC), and the Orange County Transportation Authority (OCTA) for the three Metrolink routes that service San Bernardino County. These three lines typically carry up to 50% of the total Metrolink passengers. The San Bernardino Line alone carries about 30% and boasts the highest fare box recovery on the entire Metrolink system. While small in comparison to the other counties, Ventura County Transportation Authority (VCTC) does contribute on an “all-share” formula for all lines on the Metrolink system.

During Fiscal Year 2014/2015, SANBAG worked with the four other County Transportation Commissions and SCRRA towards the implementation of Positive Train Control, the completion of a Metrolink Strategic Plan, and assist in creating policies and procedures to ensure financial solvency.

SANBAG continued to coordinate activities with the California High-Speed Rail Authority through its Memorandum of Understanding (MOU) with the Southern California Association of Governments (SCAG), San Diego Association of Governments (SANDAG), RCTC, LACMTA, and the San Diego County Regional Airport Authority for the Los Angeles to San Diego segment via San Bernardino County high-speed passenger rail corridor.

Foothill Gold Line segments from the City of Azusa to City of Montclair, are estimated to cost \$1.2 billion, with majority of the funding a proposed new Measure to be placed in the November 2016 ballot. In Fiscal Year 2014/2015, SANBAG began meeting with the Foothill Gold Line Technical Advisory Committee (TAC) to discuss the extension of the Gold Line project to the new projected termination destination of City of Montclair, a regional transit hub for rail and bus operations serving San Bernardino County. The Foothill Gold Line has also established a Station Design and Art Review (SDAR) Committee in each city along the Gold Line route to address art features at each station. The artist and art concept for the City of Montclair station has been identified. Planning for the segment from City of Azusa to City of Montclair is currently being funded by Measure R; however, a significant gap of additional funding will need to be identified to construct the City of Azusa to City of Montclair segment, including a Federal Transit Administration (FTA) Small Start project from City of Claremont to City of Montclair.

Work Elements

1. Attend the American Public Transportation Association Annual Rail (APTA) Conference.
2. Attend the American Railway Engineering and Maintenance of Way Association (AREMA) meetings and Annual AREMA Conference.
3. Provide staff support to the SANBAG Commuter Rail and Transit Committee.
4. Coordinate with professional services contractor on commuter rail issues.
5. Continue support and coordination on the California High Speed Authority Project.
6. Continue to coordinate activities with Foothill Gold Line, which include attending Board and committee meetings.
7. Other miscellaneous general commuter rail items.

Transit & Passenger Rail

Task 0352 General Commuter Rail

Product

Memoranda on the Commuter Rail Program, railroad assets and real properties, and high speed rail assets for the SANBAG Commuter Rail and Transit Committee and Board.

Contract Information

- a. Existing Contracts
 - i. 00-1000731, Legal Services – Assistant to Legal Counsel, Amount Budgeted \$12,000.
 - ii. 00-1000939, CTO #15, Professional Services – Program Management, Amount Budgeted \$520,000.
 - iii. 00-1000939, CTO #11, Professional Services – Staff Augmentation, Amount Budgeted \$295,000.
 - iv. 00-1000940, CTO #1, Professional Services – General Support Services, Amount Budgeted \$15,000.

Manager

Mitchell Alderman, Director of Transit and Rail Programs

Transit & Passenger Rail

Task 0352 General Commuter Rail

| | 2014-2015 | | | |
|--|----------------------|----------------------|-------------------|---------------------|
| | 2012-2013 Actuals | 2013-2014 Actuals | Revised Budget | 2015-2016 Budget |
| Expenditures | | | | |
| Regular Full-Time Employees | 145,010 | 168,991 | 124,429 | 35,580 |
| Overtime | 728 | 27 | 625 | - |
| Fringe Allocation-General | 133,279 | 169,183 | 119,713 | 34,758 |
| Professional Services | 9,250 | 211,169 | 1,530,000 | 360,000 |
| Consulting Services | - | 30,237 | - | 520,000 |
| Attendance Fees | 3,825 | 3,150 | 3,000 | 3,000 |
| Legal Fees | 28,316 | 72,345 | 50,000 | 12,000 |
| Dues & Subscriptions | 316 | 3,000 | 6,000 | 1,500 |
| Training/Membership | 4,603 | 5,311 | 4,000 | 4,000 |
| Postage | 39 | 60 | 125 | 125 |
| Travel Expense - Employee | 8,641 | 9,104 | 10,000 | 10,000 |
| Travel Expense - Non-Employee | 774 | 1,613 | 2,500 | 2,500 |
| Travel Expense-Mileage-Employee | 225 | 550 | 500 | 500 |
| Travel Expense-Mileage-Non-Employee | 932 | 700 | 500 | 500 |
| Travel Expense-Other-Metrolink Tickets | 342 | 1,739 | 1,000 | 500 |
| Advertising | 223 | 15,417 | 20,000 | 10,000 |
| Printing - External | - | - | 150 | 150 |
| Record/Equipment Storage | - | 36 | 150 | 100 |
| Office Expense | 83 | 54 | 250 | 500 |
| Meeting Expense | 447 | 137 | 300 | 500 |
| Indirect Allocation-General | 184,132 | 183,060 | 209,374 | 54,618 |
| Total Expenditures | 521,165 | 875,883 | 2,082,616 | 1,050,831 |
| Funding Sources | | | | |
| Local Transportation Fund - Planning | | | | 170,831 |
| Local Transportation Fund - Rail | | | | 520,000 |
| MSI Valley Fund-Metrolink/Rail Service | | | | 50,000 |
| State Transit Assistance Fund - Rail | | | | 310,000 |
| Total Funding Sources | | | | 1,050,831 |

Transit & Passenger Rail

Task 0377 Commuter Rail Operating

Purpose

To assist in reducing congestion, air pollution, and energy consumption by providing reliable and safe commuter rail service within and between San Bernardino County and Los Angeles, Orange, and Riverside Counties.

Accomplishments

Due to operational funding constraints placed on the Southern California Regional Rail Authority (SCRRA) by SANBAG, SCRRA reduced Metrolink San Bernardino Line weekday service by eliminating two round-trip trains. Express train service continues between San Bernardino and Los Angeles Union Station (LAUS). The express train operates one time for the morning commute to Los Angeles leaving San Bernardino with stops in Rancho Cucamonga and Covina and terminating at LAUS. The evening express train operates during the return commute with the stops at Covina and Rancho Cucamonga before terminating in San Bernardino. With the current limitations of operating agreements on Burlington Northern Santa Fe Railway and the Union Pacific Railroad lines, no additional weekday service can be added to the Inland Empire Orange County (IEOC) or Riverside lines.

Work Elements

Provide operating subsidy for Southern California Regional Rail Authority's (SCRRA) Metrolink service in San Bernardino County and payments for railroad Right-of-Way (ROW) maintenance. This task also includes the reimbursement of other agencies' expenses for maintenance of railroad ROW owned by SANBAG but not maintained by SCRRA.

Additionally, this task tracks property management activities, including but not limited to; organization of property management files, development and implementation of property management procedures, manage and maintain property services which include marketing property for revenue generation and rail ROW property maintenance. In Fiscal Year 2014/2015, a larger than usual amount of legal services have been budgeted to analyze, review, and consult on potential rail litigation issues which may continue into Fiscal Year 2015/2016.

Product

1. Represent the interest of the County on the SCRRA Technical Advisory Committee and advise SANBAG representatives on the SCRRA Board.
2. Attend SCRRA Board and policy committee meetings.
3. Process quarterly disbursements to SCRRA.
4. Obtain Board approval for filing Local Transportation Fund (LTF) claim for passenger rail operating assistance.
5. Work with SCRRA staff to improve financial/accounting practices and monitoring.
6. Monitor maintenance of railroad ROW, including determining work location, schedule, and field verification of work performed, and processing payments.
7. Property Management of all SANBAG owned railroad ROW.
8. Perform an audit on SANBAG ROW for existing Utilities.

Contract Information

- a. Existing Contracts
 - i. 00-1000472, On-call Railroad Right-of-Way Property Management, Amount Budgeted \$840,000.
 - ii. 00-1000145, Maintenance on Active Right-of-Way, Amount Budgeted \$147,300.
 - iii. 00-1000731, Legal Services – Railroad Right-of-Way, Amount Budgeted \$20,000.

Transit & Passenger Rail

Task 0377 Commuter Rail Operating

b. New Contracts

- i. RFP/CTO, Legal Services – Railroad Right-of-Way litigation, Amount Budgeted \$200,000, Total Estimated Contract Amount \$200,000.
- ii. RFP/CTO, Professional Services – Railroad ROW Utility Audit, Amount Budgeted \$200,000, Total Estimated Contract Amount \$200,000.

Manager

Mitchell Alderman, Director of Transit and Rail Programs

Transit & Passenger Rail

Task 0377 Commuter Rail Operating

| | 2014-2015 | | | |
|--|------------------|-------------------|-------------------|-------------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | 3,443 | - | 12,989 | 52,240 |
| Fringe Allocation-General | 3,148 | - | 12,434 | 51,033 |
| Professional Services | 520 | - | 71,581 | - |
| Consulting Services | - | - | - | 200,000 |
| Legal Fees | 56,519 | 29,270 | 130,000 | 220,000 |
| Rail Maintenance of Way | 610,696 | 831,579 | 1,071,000 | 987,300 |
| Postage | 6 | - | - | - |
| Advertising | - | - | 2,419 | - |
| Contributions/Subsidies | 7,685,781 | 11,629,747 | 11,952,130 | 15,422,611 |
| Bank Charges | - | 2,620 | - | - |
| Indirect Allocation-General | 4,350 | - | 21,747 | 80,191 |
| Total Expenditures | 8,364,463 | 12,493,216 | 13,274,300 | 17,013,375 |
| Funding Sources | | | | |
| Local Transportation Fund - Planning | | | | 107,434 |
| Local Transportation Fund - Rail | | | | 12,064,000 |
| Low Carbon Transit Operations Program | | | | 593,000 |
| MSI Valley Fund-Metrolink/Rail Service | | | | 99,611 |
| Rail Assets | | | | 1,336,030 |
| State Transit Assistance Fund - Rail | | | | 2,813,300 |
| Total Funding Sources | | | | 17,013,375 |

Transit & Passenger Rail

Task 0379 Commuter Rail Capital

Purpose

Fund capital improvements and projects that result in maintaining high quality commuter rail service, safe operations, and service expansion.

Accomplishments

Since the inception of the SANBAG commuter rail program, a substantial investment has been made for the acquisition of railroad Right-of-Way (ROW) and commuter rail equipment as well as the construction of stations, track, and signal improvements necessary to operate safe and reliable service. With the initial and basic infrastructure in place, funding has been directed towards maintaining that investment through a state of good repair as well as supporting the Southern California Regional Rail Authority (SCRRA) (or Metrolink) in their implementation of Positive Train Control (PTC) and the replacement and rehabilitation of locomotives to maintain service levels and meet emission requirements.

Work Elements

1. Complete the Short Range Transit Plan (SRTP) for the Transit and Rail department at SANBAG. The elements included will be funding projections for SANBAG's future rail projects, all six bus transit operators, Metrolink, and the Consolidated Transportation Services Agency (CTSA). Additionally the SRTP will discuss service and future needs of all transit and rail in San Bernardino County.
2. Initiate the following projects on the Redlands Subdivision Line to support the Redlands Passenger Rail Project (RPRP):
 - a. Programmatic Environmental Impact Reports (PEIR) with the Cities of Redlands and San Bernardino separately, to support Transit Oriented Design (TOD) around the planned RPRP station stops.
 - b. Design and environmental clearance of a new station stop at California Street in the City of Redlands which is in close proximity to a Veterans Affairs Hospital currently being constructed in the City of Loma Linda.
3. Financing required for SCRRA new capital projects has become increasingly difficult to obtain. The implementation of PTC together with budget short-falls and lower ridership has placed additional financial pressure on the five member agencies – SANBAG, Los Angeles County Metropolitan Transportation Authority (LACMTA), Riverside County Transportation Commission (RCTC), Ventura County Transportation Commission (VCTC), and Orange County Transportation Authority (OCTA). This capital expense task consists of three primary programs:
 - a. Funding for the implementation of PTC.
 - b. Funding for the SCRRA annual rehabilitation and renovation program (capital maintenance) for infrastructure, locomotives, and rolling stock.
 - c. Funding for replacement Ticket Vending Machines (TVM) throughout the Metrolink system.

The majority of funding for the above projects will be comprised of federal funds with Measure I Valley Rail and Transportation Development Act funds with state bond proceeds being the local match. Federal funds needed for specific SCRRA projects will be applied for by SCRRA and will not flow through the SANBAG Budget. Historically SCRRA claimed all federal rail dollars on behalf of SANBAG; however, in Fiscal Year 2014/2015 SANBAG allocated some of these monies for current SANBAG rail projects.

Transit & Passenger Rail

Task 0379 Commuter Rail Capital

Product

1. Short Range Transit Plan for the Transit and Rail Department.
2. Fund SCRRA's efforts to implement PTC, replace TVMs, and rehabilitation projects.
3. Initiate a Programmatic EIR for TOD around planned RPRP stations in the City of Redlands.
4. Initiate a Programmatic EIR for TOD around planned RPRP stations in the City of San Bernardino.
5. Initiate design and environmental clearance efforts for a RPRP station at California Street in the City of Redlands.

Contract Information

- a. Existing Contracts
 - i. 00-1000940, CTO #5, SANBAG Short Range Transit Plan, Amount Budgeted \$144,176.
 - ii. 00-1000731, Legal Services – Assistant to General Counsel, Amount Budgeted \$20,000.
 - iii. 00-1000878, MOU with City of Rialto, Amount Budgeted \$2,210,799.
- b. New Contracts
 - i. RFP/CTO, Professional/Consulting Services – Programmatic EIR TOD City of Redlands, Amount Budgeted \$400,000, Total Estimated Contract Amount \$400,000.
 - ii. RFP/CTO, Professional/Consulting Services – Programmatic EIR-TOD City of San Bernardino, Amount Budgeted \$400,000, Total Estimated Contract Amount \$400,000.
 - iii. RFP/CTO, Professional/Consulting Services – Engineering and Environmental Clearance for the California Street Station, Amount Budgeted \$200,000, Total Estimated Contract Amount \$200,000.
 - iv. RFP/CTO, Consulting Services – SANBAG Long Range Transit Plan (LRTP), Amount Budgeted \$350,000, Total Estimated Contract Amount \$350,000.

Manager

Mitchell Alderman, Director of Transit and Rail Program

Transit & Passenger Rail

Task 0379 Commuter Rail Capital

| | 2014-2015 | | | |
|---|-------------------|----------------|------------------|------------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | 89,169 | 171,693 | 27,872 | 18,496 |
| Overtime | 314 | - | - | - |
| Fringe Allocation-General | 81,834 | 171,861 | 26,681 | 18,069 |
| Professional Services | 1,358,157 | - | - | - |
| Consulting Services | 6,222,853 | (156,705) | 315,660 | 1,544,176 |
| Legal Fees | 743,219 | - | - | 20,000 |
| Rail Maintenance of Way | 117,300 | (1,275) | - | - |
| Construction Capital | 8,529,835 | - | - | - |
| Utilities Capital | 29,505 | - | - | - |
| Right of Way Capital | 7,241,260 | - | - | - |
| Travel Expense - Employee | 1,542 | - | - | - |
| Travel Expense-Mileage-Employee | 8 | - | - | - |
| Advertising | 1,897 | - | - | - |
| Contributions/Subsidies | 1,327,650 | 241,193 | 2,255,400 | 2,210,799 |
| Meeting Expense | 56 | - | - | - |
| Office Equip/Software-Inventorial | 1,155 | - | - | - |
| Indirect Allocation-General | 113,057 | 185,957 | 46,664 | 28,393 |
| Total Expenditures | 25,858,811 | 612,724 | 2,672,277 | 3,839,933 |
| Funding Sources | | | | |
| Local Transportation Fund - Planning | | | | 420,000 |
| Local Transportation Fund - Rail | | | | 820,357 |
| MSI Valley Fund-Metrolink/Rail Service | | | | 200,000 |
| Public Trans Modern,Improve&Svc Enhance-P1B | | | | 1,455,400 |
| State Transit Assistance Fund - Rail | | | | 944,176 |
| Total Funding Sources | | | | 3,839,933 |

Transit & Passenger Rail

Task 0383 Vanpool Program

Purpose

Operate and maintain a countywide vanpool program as an alternative mode of transportation for residents commuting within San Bernardino County.

Accomplishments

In October 2011, Victor Valley Transit Authority (VVTA), in partnership with SANBAG, was awarded a grant from the Federal Transit Administration (FTA) 5309 – Bus Livability Program, for the San Bernardino Regional Vanpool Program – Victor Valley Phase. Based on the success of this program, SANBAG studied opportunities to expand the program countywide. The analysis identified that significant benefits exist in creating a vanpool program throughout San Bernardino County and possibly, in partnership with Riverside County Transportation Commission, into Riverside County. With the final recommendations from the study, the SANBAG board in November 2014 approved creating and implementing a vanpool program throughout San Bernardino County.

For program implementation, staff has worked with Southern California Association of Governments (SCAG) to add the SANBAG Vanpool Program into the Federal Transportation Improvement Program (FTIP) as well as worked with Omnitrans to become a sub-recipient in order to report and receive funds associated with the Vanpool Program. This project will be using Congestion Mitigation Air Quality (CMAQ) funds to cover the first three years of the project.

Work Elements

1. Maintain accurate records and databases of vanpools for National Transit Database (NTD) database input for the FTA review and evaluation.
2. Work with local FTA grantee agencies to develop and execute a Memorandum of Understanding (MOU) regarding allocation of FTA funds derived from the vanpool program Urbanized Area and Non-Urbanized Area.
3. Procure consultants for asset management online system, marketing, and project implementation.
4. Work closely with businesses on how to best utilize the Vanpool Program to increase participation with employees.
5. Work with the Riverside County Transportation Commission for possible partnership opportunities to expand the Vanpool Program into Riverside County.

Product

1. Implement participation marketing campaign on introduction to new vanpool program.
2. Begin vanpool subsidy in Fiscal Year 2015/2016.
3. Monitor and report on vanpool participation regularly to the SANBAG Board.

Contract Information

- a. Existing Contracts
 - i. 00-1000731, Legal Services, Amount Budgeted \$5,000. Funded with Congestion Mitigation & Air Quality.

Transit & Passenger Rail

Task 0383 Vanpool Program

b. New Contracts

- i. RFP, Professional Services - Vanpool Leasing Vendor, Amount Budgeted \$551,800, Total Estimated Contract Amount \$2,197,400.
- ii. RFP, Consulting Services – Asset Management System, Amount Budgeted \$228,000, Total Estimated Contract Amount \$319,000.
- iii. RFP/CTO, Consulting Services – Consultant Support for Vanpool Development, Amount Budgeted \$150,000, Total Estimated Contract Amount \$210,000.
- iv. RFP, Consulting Services – Marketing Services, Amount Budgeted \$150,000, Total Estimated Contract Amount \$230,000.

Manager

Mitchell Alderman, Director of Transit and Rail Program

Transit & Passenger Rail

Task 0383 Vanpool Program

| | 2014-2015 | | | |
|--|----------------|----------------|---------------|---------------|
| | 2012-2013 | 2013-2014 | Revised | 2015-2016 |
| Expenditures | Actuals | Actuals | Budget | Budget |
| Regular Full-Time Employees | - | - | - | 74,439 |
| Fringe Allocation-General | - | - | - | 72,720 |
| Professional Services | - | - | 642,000 | 659,300 |
| Consulting Services | - | - | - | 528,000 |
| Legal Fees | - | - | - | 5,000 |
| Postage | - | - | - | 200 |
| Travel Expense - Employee | - | - | - | 200 |
| Travel Expense-Mileage-Employee | - | - | - | 200 |
| Travel Expense-Other-Metrolink Tickets | - | - | - | 200 |
| Printing - External | - | - | - | 200 |
| Office Expense | - | - | - | 200 |
| Meeting Expense | - | - | - | 200 |
| Indirect Allocation-General | - | - | - | 114,269 |
| Total Expenditures | - | - | 642,000 | 1,455,128 |
| Funding Sources | | | | |
| Congestion Mitigation & Air Quality | | | | 1,455,128 |
| Total Funding Sources | | | | 1,455,128 |

Minute Action

AGENDA ITEM: 7

Date: *March 12, 2015*

Subject:

SANBAG Short Range Transit Plan

Recommendation:

That the Commuter Rail and Transit Committee receive and consider the first four chapters of the SANBAG's Short Range Transit Plan (SRTP), including the public comments received and the draft goals and objectives, and to also provide input to staff.

Background:

SANBAG has a number of significant transit capital projects in planning and/or implementation over the next several years. As part of its regional mobility program and as the County Transportation Commission, SANBAG oversees and coordinates the services of six different transit service operators as well as a consolidated transportation service agency which helps coordinate paratransit services. SANBAG is also a member agency of the Southern California Regional Rail Authority (SCRRA) and provides annual funding for SCRRA's METROLINK capital program and operations.

With all of these transit services and capital improvement initiatives underway, it has become critically important that SANBAG establish a regional plan for the identification, prioritization, development, funding, and implementation of transit improvements in San Bernardino County. In the past SANBAG, as a transportation planning agency, did not create a Short-Range Transit Plan (SRTP) which encompasses both Transit and Rail Capital Projects and Operating funding needs. Recognizing the growing need for a short term planning document that includes both Bus and Commuter Rail, the Transit and Rail department issued a Contract Task Order (CTO) with Parsons Brinkerhoff to develop a SANBAG SRTP for FY2015-2019.

The purpose of the SANBAG SRTP is to provide a plan to guide transit improvements in San Bernardino County over the next five years. A Short-Range Transit Plan (SRTP) is a guiding document for a transit agency. It establishes system goals, objectives, and standards, describes the existing system and regional setting/demographics, evaluates the system's performance against the service standards, identifies service needs and deficiencies and recommends proposed service changes over the following five year period.

The SANBAG SRTP identifies the existing transit services, goals and objectives, service plans, and funding requirement of the six local transit operators, as well as region-wide transit needs, goals and future services, including the future SANBAG Redlands Passenger Rail Project. Additionally, the SRTP includes the planned programming of operating and capital projects to support the service plan and a financial plan covering total system costs (operating and capital, and funding sources).

Entity: CTA, CTC

Commuter Rail & Transit Committee Agenda Item

March 12, 2015

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One of the key components of a SRTP is the integration of a focused public participation process to ensure public and stakeholder involvement and input. An extensive public outreach program was developed and implemented specifically for the SANBAG SRTP. The program included public outreach meetings which were conducted in four different communities from January 26-29, 2015. In addition, several ways to offer input to the plan were provided, via electronic and other means. Public outreach was necessary to garner input on SANBAG's proposed goals and objectives for a regional SRTP, and to assist with identification of regional-level service needs and gaps.

A total of 81 public comments were documented as a result of the public outreach process. These have been grouped according to the overall SRTP goal area which they most closely related to, or placed in an "other" category. Tables 3-2 through 3-7 in the draft SRTP document provide these comment listings and SANBAG's response/disposition and can be found in the Existing Conditions report (additional support material). The Existing Conditions report includes Chapters 1 – 4 of the SRTP. Additional chapters covering service plans, capital plans, and financial plans will be developed and finalized for Committee and Board review once the goals and objectives in the Existing Conditions report have been reviewed and approved by the Committee and Board.

The public input offered key refinement to the originally-proposed SRTP goals and objectives, and helped identify additional proposed regional transit goals. Table 2-5 in the SRTP's existing conditions report has two parts; the first part identifies key goals and objectives for transit projects and services. It includes goals for increased capacity on commuter rail services, the introduction of light rail services, implementation of the Redlands Passenger Rail Project, and support for continued development of high quality, high capacity bus rapid transit (BRT) and express bus services in San Bernardino County where the market demand warrants and as funding resources allow. The second part of Table 2-5 lists broader regional mobility goals, such as network connectivity, facilitating inter-regional travel, accessibility programs for seniors and persons with disabilities, multi-modal alternatives to improve first-mile/last-mile access to transit services, and efforts to enhance integration of transit and land use.

Staff is asking the Committee to receive and consider the first four chapters of the SRTP including the public comment received and the draft goals and objectives, and to also provide input to staff.

Financial Impact:

This item is consistent with 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:

Monica Morales, Transit Analyst

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

Minute Action

AGENDA ITEM: 8

Date: *March 12, 2015*

Subject:

Amendment 3 to Contract No. C12077 with HDR Engineering, Inc.

Recommendation:

That the Committee recommend the Board, acting in its capacity as the San Bernardino County Transportation Authority:

Approve Amendment No. 3 to Contract No. C12077 with HDR Engineering, Inc. for additional design services on the San Bernardino Transit Center Project, increasing the contract amount by \$292,636 for an amended not-to-exceed amount of \$4,910,933, and contingent on approval of an amendment to Contract No. R14070 with Omnitrans for the funding required for these additional design services.

Background:

In January 2012, the SANBAG Board of Directors approved Contract No. C12077 with HDR Engineering for design and engineering services, project management, right-of-way delineation & acquisition and environmental permitting and clearance, including California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance, for the Omnitrans bus facility at the San Bernardino Transit Center in the amount of \$2,670,635.

Since the contract was awarded, the design phase has been completed and significant progress has been made on the overall construction. Throughout the construction phase there have been several facility additions and revisions that have been requested by the facility's end user, Omnitrans, which were not included in the original scope of work.

This amendment is being proposed to address the additional design effort required to incorporate the request by the end user or for additional design services not included in the original scope of work. See Attachment A.3 for Amendment No. 3 Scope of Work for the San Bernardino Transit Center (SBTC). In general, the Scope of Work includes:

- Additional design work to prepare bid package for the construction of an emergency generator as requested by Omnitrans. Task includes planning phase to determine type, capacity, and location of generator. Task also includes preparing bid documents and construction support.
- Additional design work to prepare bid package for the procurement of furniture, fixtures and equipment (FF&E). Task includes planning phase to determine furniture needs, desk configurations and storage requirements. Task also includes preparing bid documents and construction support during procurement and installation of the FF&E.

Entity: CTA, CTC

Commuter Rail & Transit Committee Agenda Item

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- Additional design work to prepare bid package for the construction of security fence and gates as requested by Omnitrans. Task includes planning phase to explore alternatives that achieve Omnitrans' goals, final design and construction support.
- Additional design work required to prepare bid package for Variable Message System (VMS) not part of original scope of work. This task will include programming phase to determine system type and compatibility requirements, preparing bid package and construction support.
- Additional design work required to prepare bid package that incorporates electronic card readers for the various doors/gates around the building.

For reference Amendment No. 1 for this contract was for construction administration, continuation of design support, environmental, and right-of-way services for an additional amount of \$1,079,832 for a new total of \$3,953,533.

Amendment No. 2 for this contract was primarily for additional out-of-scope items requested by the City of San Bernardino, additional utility coordination and right-of-way property acquisition for an additional amount of \$664,764 for a new total of \$4,618,297.

Approval of this amendment is recommended to be contingent upon approval of an amendment to the existing cooperative agreement for this project between SANBAG and Omnitrans to include increased funding for this additional design work. This additional design work will be paid by SANBAG and reimbursed by Omnitrans.

Financial Impact:

This item is consistent with the current adopted Fiscal Year 2014/2015 SANBAG Budget. Funding for the contract amendment is contingent upon approval of amendment to receivable contract R14070 between SANBAG and Omnitrans.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee. SANBAG General Counsel has reviewed this item and the draft contract amendment.

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

Contract Summary Sheet

General Contract Information

Contract No: C12077/00-1000612 Amendment No.: 3 Vendor No.: 982
 Vendor/Customer Name: HDR Engineering Inc Sole Source? Yes No
 Description: A/E Services for the San Bernardino Transit Center Omnitrans Bus Facility
 Start Date: 03/07/2012 Expiration Date: 12/31/2015 Revised Expiration Date: NA
 Has Contract Term Been Amended? No Yes - Please Explain _____
 List Any Related Contracts Nos.: A/R C12117/1000565 City of San Bernardino, R14070

| Dollar Amount | | | |
|--|------------------------|--|------------------------|
| Original Contract | \$ 2,620,180.00 | Original Contingency | \$ 253,521.00 |
| Revised Contract (Inclusive of Prior Amendments) | \$ 4,264,776.00 | Revised Contingency (Inclusive of Prior Amendments) | \$ 353,521.00 |
| Current Amendment | \$ 292,636.00 | Contingency Amendment | \$ - |
| TOTAL CONTRACT VALUE | \$ 4,557,412.00 | TOTAL CONTINGENCY VALUE | \$ 353,521.00 |
| | | TOTAL DOLLAR AUTHORITY (Contract Value and Contingency) | \$ 4,910,933.00 |

Contract Authorization

Executive Director Date: _____
 Executive Director Action: _____
 Board of Directors Date: 03/04/2014
 Board of Directors Action: _____

Contract Management: Payable/Miscellaneous

Invoice Warning: 20% Renewals: _____ Type: Capital PAA Other
 Retention: 0 % Maximum Retention: \$ _____
 Services: Construction Intrgrnt/MOU/COOP A & E Services Other Professional Services
 Disadvantaged Business Enterprise (DBE) Goal _____ %

Contract Management: Receivable

E-76 and/or CTC Date _____ (Attach Copy) Program Supplement No.: _____
 Finance Letter Reversion Date: _____ EA No.: _____

All of the above MUST be submitted to FINANCE including originals, amendments and miscellaneous transaction changes

Additional Information

Project Manager: Mitchell A Alderman

Attachment: C12077-3_CSS (1652 : Amendment 3 to Contract No. C12077 with HDR Engineering, Inc.)



**SAN BERNARDINO TRANSIT CENTER
OMNITRANS BUS FACILITY (SBTC)**

**SCOPE AND FEE FOR
AMENDMENT NO. 3**

FOR

**Design Services, Bidding, and Construction Support Services Including:
Furniture, Fixtures & Equipment (FFE), Variable Message System (VMS),
Card Reader Modifications (CRM), Site Fencing & Gate Design (SF),
Emergency Generator Project (EGP)**

SANBAG Contract No. C12077

Prepared for:

San Bernardino Associated Governments

1170 W. 3rd Street, 2nd Floor

San Bernardino, CA 92602

Prepared by:

HDR Engineering, Inc.

2280 Market Street, Suite 100

Riverside, CA 92501-2110



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TASK 17.8 CONSTRUCTION SUPPORT SERVICES 13

Attachment: C12077-3_Scope of Work (1652 : Amendment 3 to Contract No. C12077 with HDR Engineering, Inc.)

SAN BERNARDINO TRANSIT CENTER - OMNITRANS BUS FACILITY

EXHIBIT "A" SCOPE OF SERVICES

Amendment No. 3

Contract No. C12077

SCOPE OF WORK

HDR Engineering, Inc. proposes Design Services for the OmniTrans Bus Facility (Project) at the San Bernardino Transit Center (SBTC) including Furniture, Fixtures & Equipment (FFE), Variable Message System (VMS), Card Reader Modifications (CRM), Site Fencing & Gates (SF), and Emergency Generator Project (EGP)

EXECUTIVE SUMMARY

Various changes have occurred with SANBAG's approach to deliver Final Construction Documents and Construction Administration Services for the San Bernardino Transit Center – OmniTrans Bus Facility (SBTC). These design and procurement services were anticipated to be accomplished by OmniTrans. SANBAG has now determined to provide these services through Amendment No. 3. A brief summary of the work items are as follows:

TASK 1 PROJECT MANAGEMENT

HDR Engineering will provide overall project management, coordination, and supervision of the project staff to facilitate the performance of the work in accordance with the scope and requirements of SANBAG. In meetings with the Stakeholders, we will act as agents of SANBAG communicating the needs and intentions of the Project with other Stakeholders. This strategy of project management depends on clear and frequent communication between SANBAG and HDR, which we accomplish through face to face meetings, telephone consultations, email, and written progress reports.

TASKS 1.1 through 1.8 PROJECT MANAGEMENT - NOT USED

TASK 1.9 ADDITIONAL PROJECT MANAGEMENT SERVICES FOR CONTRACT AMENDMENT NO. 3

Additional labor hours are being requested to account for ongoing project management, coordination and project accounting due to the expanded scope and design revisions as described herein through construction.

Activities

- Added Project Management Services including four (4) meetings through the balance of this amendment assumed to be December 31, 2015.

Deliverables

- Monthly Invoicing and Status Report

TASKS 2 through 12 NOT USED

TASK 13 FURNITURE, FIXTURES and EQUIPMENT (FFE) DESIGN SERVICES

OmniTrans has requested FFE Design Services to provide FFE for the SBTC Project. To procure FFE through public bid, a preferred product will be determined, while allowing for acceptable alternative manufacturer's to comply with project Division 1 Specification requirements. This task includes meeting with OmniTrans users to confirm furniture needs including desk configurations, storage requirements and any special requirements like ergonomics that may be needed. Upon completion of programming FFE, a basis of design will be developed and a bid package will be prepared. This includes coordination and input with OmniTrans users. The FFE will be issued for bid (IFB) by SANBAG with support during bidding. Upon award, successful bidder's submittals will be reviewed and Requests for Information (RFI) will be addressed. After installation, a punch list will be prepared for final acceptance.

TASK 13.1 FURNITURE PROGRAMMING & MEETING

Kick-Off project and program OmniTrans SBTC furniture and equipment needs.

Activities

Kick-Off Meeting with OmniTrans

Deliverables

Meeting minutes

TASK 13.2 BASIS OF DESIGN, FURNITURE ALTERNATIVES & MEETING

Provide furniture Alternatives and selection of fabric and finishes

Activities

- Develop a Basis of Design - Specification for the furnishings systems selected for use in the SBTC
- Implement furniture into drawings
- Follow-up Selection Meeting with OmniTrans
- Selection of a basis of design preferred product and (2) alternative "Equals" for each furniture item on the plans that both meets the Buy America mandate and the Greenguard Indoor Air quality certification
- Selection of fabric and finishes

- Final Selection Meeting with OmniTrans to finalize furniture and finish selections

Deliverables

- FFE Specifications
- FFE Drawings including (1) Building Layout, (20) Option Sheets, and Summary Table

TASK 13.3 ISSUED FOR BID (IFB) - BID PACKAGE

Provide furniture bid package documents for bidding

Activities

- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Provide (1) Addendum
- SANBAG will select bid and award contract
- Once awarded to a contractor/vendor, review the final quote for accuracy of design intent before client processing

Deliverables

- Respond to RFI
- Addendum
- Create a bid package to get FFE bids

TASK 13.4 CONSTRUCTION SUPPORT SERVICES

Review Submittals, RFI, Installation and Punch-list.

Activities

- Review Submittals – HDR Estimates 5 Submittals.
- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Coordinate Furniture Installation
- Once installation is complete, conduct a project walk including punch list for final acceptance
- HDR will maintain a log for Requests for Information (RFI's) and Submittals.

Deliverables

- Punch list
- Follow-up confirmation
- Request for Information Log (RFI's)
- Submittal Log

TASK 14 VARIABLE MESSAGE SYSTEM (VMS)

OmniTrans has requested the following tasks that will need to be completed for the bidding of a preferred product while allowing for acceptable alternative manufactures to comply with project Division 1 Specification requirements. This task includes meeting with users to confirm system type, compatibility with existing sBX VMS, headquarters system and internet protocols. Upon completion of programing, a basis of design will be developed. VMS alternatives and a bid package will be prepared including meetings and input with the users. Follow up will include a punch list upon installation of the VMS.

TASK 14.1 VMS PROGRAMMING & MEETING

Activities

- Kick-Off Meeting with OmniTrans

Deliverables

- Meeting minutes

TASK 14.2 BASIS OF DESIGN, VMS ALTERNATIVES & MEETING

Provide VMS Alternatives and “Equal” selection

Activities

- Develop a Basis of Design for the furnishings systems selected for use in the SBTC
- Implement (9) canopy, (4) lobby, (4) break room monitors
- Selection of basis of design and (2) alternate manufacturers and “Equal” provision for each VMS item that meets the Buy America mandate
- Selection of local control and work station
- Final Selection Meeting with OmniTrans to finalize VMS and work station selections

Deliverables

- VMS Specifications
- VMS Drawings including (1) Site Layout and (3) Detail Drawings
- VMS Construction Cost Estimate

TASK 14.3 ISSUED FOR BID (IFB) PACKAGE

Provide VMS Bid package documents for bidding

Activities

- Three VMS Alternatives and “Equal” selections
- SANBAG will select bid and award contract

- Once awarded to a contractor/ vendor, review the final quote for accuracy of design intent before client processing

Deliverables

- Create a bid package to get VMS Bids
- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Provide (1) Addendum

TASK 14.4 CONSTRUCTION SUPPORT SERVICES

Activities

- Review Submittals – HDR Estimates 3 Submittals.
- Respond to RFI's
- Coordinate VMS Installation
- Once installation is complete, conduct a project walk including punch list for final acceptance
- HDR will maintain a log for Requests for Information (RFI's) and Submittals.

Deliverables

- Punch list
- Follow-up confirmation
- Request for Information Log (RFI's)
- Submittal Log

TASK 15 CARD READER MODIFICATIONS (CRM)

OmniTrans has requested the following tasks that will need to be completed for the bidding, of a preferred product while allowing for acceptable alternative manufactures to comply with project Division 1 Specification requirements. This task includes meeting with users to confirm the type, capacity, system type and location of card readers and support equipment. This includes adding card readers to four doors/gates including 102A1, 107A 107B, and 202. Additionally, add an exterior key pad for door 107C1. Review, seven other doors/gates will be reviewed for security appropriateness of previously specified card readers including doors/ gates: 102B1, 107C1, 210, 112A, 113A, 113B, and 114. Upon completion of programing, a basis of design, necessary drawings and a specification will be developed. CRP bid package will be prepared including meetings and input with the users. Follow up will include a punch list upon installation of the CRP.

TASK 15.1 CARD READER PROGRAMMING & MEETING

Activities

- Kick-Off Meeting with OmniTrans

Deliverables

- Meeting minutes

TASK 15.2 BASIS OF DESIGN, CARD READER ALTERNATIVES & MEETING

Provide CRM Alternatives and “Equal” selection

Activities

- Develop a Basis of Design for the CRM selected for use in the SBTC
- Implement location of card readers and equipment into drawings
- Selection of basis of design and (2) alternate manufacturers and “Equal” provision for each CRM item that meets the Buy America mandate
- Final Selection Meeting with OmniTrans to finalize CRM and work station selections

Deliverables

- CRM Specifications
- CRM Drawings including (1) Building Layout Drawing and (1) Detail Drawing

TASK 15.3 ISSUED FOR BID PACKAGE (IFB)

Provide CRM Bid package documents for bidding

Activities

- Respond to Requests for Information (RFI's) – HDR estimates 5 RFI's.
- Provide (1) Addendum
- SANBAG will select bid and award contract
- Once awarded to a contractor/ vendor, review the final quote for accuracy of design intent before client processing

Deliverables

- Create a bid package to get CRM bids
- Respond to RFI's
- Addendum

TASK 15.4 CONSTRUCTION SUPPORT SERVICES

Activities

- Review Submittals – HDR Estimates 3 Submittals.
- Respond to Requests for Information (RFI's) – HDR estimates 5 RFI's.
- Coordinate CRM Installation

- Once installation is complete, conduct a project walk including punch list for final acceptance
- HDR will maintain a log for Requests for Information (RFI's) and Submittals.

Deliverables

- Punch list
- Follow-up confirmation
- Request for Information Log (RFI's)
- Submittal Log

TASK 16 SITE FENCING & GATE DESIGN (SF)

OmniTrans has requested the following tasks that will need to be completed for the bidding, of a preferred product while allowing for acceptable alternative manufactures to comply with project Division 1 Specifications requirements. OmniTrans has requested that the SBTC site including development parcels be secured by adding additional fencing and gates. This task includes meeting with users to confirm the type, capacity, system type and location of fencing and its appropriateness. This includes adding fencing to discourage vagrancy and trespassing that discourages passengers from using the system. The site cannot be completely fenced due to its openness to the San Bernardino Passenger rails service to the south public plaza to the north of new SBTC building. Alternatives will be explored to achieve OmniTrans goals while maintaining an open public facility. Upon completion of programming, a basis of design, necessary drawings and a specification will be developed including landscape design. SF bid package will be prepared including meetings and input with the users. Follow up will include a punch list upon installation of the SF.

TASK 16.1 SITE FENCING PROGRAMMING & MEETING

Activities

- Kick-Off Meeting with OmniTrans

Deliverables

- Meeting minutes

TASK 16.2 BASIS OF DESIGN, SITE FENCING ALTERNATIVES & MEETING

Provide SF Alternatives and "Equal" selection

Activities

- Develop a Basis of Design for the SF selected for use in the SBTC
- Implement location of fences and gates onto drawings
- Selection of basis of design and (2) alternate manufacturers and "Equal" provision for each SF item that meets the Buy America mandate

- Final Selection Meeting with OmniTrans to finalize SF and gate selections

Deliverables

- SF Specifications
- SF Drawings including (1) Site Layout Drawings and (2) Fencing Detail Drawings
- SF Construction Cost Estimate

TASK 16.3 CITY OF SAN BERNARDINO (COSB) PLANNING PROCESSING

Provide supplemental planning permitting for security fence

Activities

- Review fence layout with COSB Planning Department
- Create a fence layout drawing and details for COSB Review
- Prepare COSB planning review application and submit for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final COSB Approval

Deliverables

- Fence layout drawings and specifications
- Prepare COSB planning review application
- Final Re-submittal

TASK 16.4 BUILDING PERMIT PROCESSING

Provide building permitting approval for security fence

Activities

- Review fence layout with COSB Building Department
- Provide final detail design for fence including details for COSB Review
- Prepare COSB planning review application and submit for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final COSB Approval

Deliverables

- Fence layout drawings and specifications
- Prepare COSB planning review application
- Final Re-submittal

TASK 16.5 ISSUED FOR BID PACKAGE (IFB)

Provide CRM Bid package documents for bidding

Activities

- Respond to Requests for Information (RFI's) – HDR estimates 5 RFI's.
- Provide (1) Addendum
- SANBAG will select bid and award contract
- Once awarded to a contractor/ vendor, review the final quote for accuracy of design intent before client processing

Deliverables

- Create a bid package to get CRM bids
- Respond to RFI
- Addendum

TASK 16.6 CONSTRUCTION SUPPORT SERVICES

Activities

- Review Submittals – HDR Estimates 3 Submittals.
- Respond to Requests for Information (RFI's) – HDR estimates 5 RFI's.
- Coordinate SF Installation
- Once installation is complete, conduct a project walk including punch list for final acceptance
- HDR will maintain a log for Requests for Information (RFI's) and Submittals.

Deliverables

- Punch list
- Follow-up confirmation
- Request for Information Log (RFI's)
- Submittal Log

TASK 17 EMERGENCY GENERATOR PROJECT (EGP)

OmniTrans has requested the following tasks that will need to be completed for the bidding of a preferred product while allowing for acceptable alternative manufactures to comply with project Division 1 Specifications requirements. This task includes meeting with users to confirm the type, capacity, system type and location of generator. Upon completion of programing, a basis of design, necessary drawings and a specification will be developed including Architectural Enclosure, Landscape, Structural (Enclosure), and Electrical design. EGP alternatives and a bid package will be prepared including meetings and input with the users. Follow up will include a punch list upon installation of the EGP.

TASK 17.1 EMERGENCY GENERATOR PROGRAMMING & MEETING

Activities

- Kick-Off Meeting with OmniTrans

Deliverables

- Meeting minutes

TASK 17.2 BASIS OF DESIGN, SITE FENCING ALTERNATIVES & MEETING

Provide EGP Alternatives and “Equal” selection

Activities

- Develop a Basis of Design for the EGP selected for use in the SBTC
- Implement location of Emergency Generator and Equipment onto drawings
- Selection of manufacturer basis of design and allow for (2) alternate manufacturers as an “Equal” for EGP that meets the Buy America mandate.
- Final Selection Meeting with OmniTrans to finalize EGP selection

Deliverables

- EGP Specifications
- EGP Drawings including (1) Site Layout, (1) Detail Architectural, (1) Detail Landscape, (1) Detail Structural, and (2) Detail Electrical Drawings
- EGP Cost Estimate

TASK 17.3 CITY OF SAN BERNARDINO (COSB) PLANNING PROCESSING

Provide supplemental planning permitting for emergency generator

Activities

- Review EGP layout with COSB Planning Department
- Create a generator and enclosure layout drawing and details for COSB Review
- Prepare COSB planning review application and submit for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final COSB Approval

Deliverables

- Generator and Enclosure layout drawings and specifications
- Prepare Southern California planning review application
- Final Re-submittal

TASK 17.4 BUILDING PERMIT PROCESSING

Provide building approval for emergency generator and enclosure

Activities

- Review emergency generator and enclosure layout with COSB Building Department
- Provide final detail design for fence including details for COSB Review
- Prepare COSB planning review application and submit for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final COSB Approval

Deliverables

- Fence layout drawings and specifications
- Prepare COSB planning review application
- Final Re-submittal

TASK 17.5 SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (AQMD) PROCESSING

Provide air quality permitting for emergency generator

Activities

- Review EPG layout with AQMD
- Create a generator and enclosure layout drawing and details for AQMD Review
- Prepare AQMD application and submit for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final AQMD Approval

Deliverables

- Generator and Enclosure layout drawings and specifications
- Prepare AQMD review application
- Final Re-submittal

TASK 17.6 ISSUED FOR BID PACKAGE (IFB)

Provide EGP Bid package documents for bidding

Activities

- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Provide (1) Addendum
- SANBAG will select bid and award contract

- Once awarded to a contractor/ vendor, review the final quote for accuracy of design intent before client processing

Deliverables

- Create a bid package to get EPG bids
- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Addendum

TASK 17.7 RIGHT OF WAY (ROW) LOT LINE ADJUSTMENTS FOR GENERATOR

Provide revised lot lines to allow for emergency generator and enclosure to be within a single parcel for final property subdivision for San Bernardino County (SBC)

Activities

- Review emergency generator and enclosure layout
- Provide final plat plan for SBC Review
- Prepare SBC plats and legal descriptions for planning approval
- Coordinate submittal and respond to comments
- Resubmit for Final SBC Approval

Deliverables

- Revise Subdivision Plat
- Prepare SBC planning review application
- Final Submittal

TASK 17.8 CONSTRUCTION SUPPORT SERVICES

Activities

- Review Submittals – HDR Estimates 5 Submittals.
- Respond to Requests for Information (RFI's) – HDR estimates 10 RFI's.
- Coordinate SF Installation
- Once installation is complete, conduct a project walk including punch list for final acceptance
- HDR will maintain a log for Requests for Information (RFI's) and Submittals.

Deliverables

- Punch list
- Follow-up confirmation
- Request for Information Log (RFI's)
- Submittal Log

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HDR Team - Detailed Labor and Fee Breakdown
 San Bernardino Associated Governments (SANBAG)
Architecture, Engineering, Environmental, ROW, TOD Services
OmniTrans Bus Facility (Project) at the San Bernardino Transit Center
 Amendment No. 3



EXHIBIT "B" - FEE ESTIMATE: SUMMARY

| Task Description | TOTAL FEE HDR Engineering, Inc. (HDR) | TOTAL PROJECT FEE |
|---|---|----------------------|
| PHASES 1 and 2 | | |
| TASK 1 PROJECT MANAGEMENT | \$24,240 | \$24,240 |
| TASK 2 Through 12: NOT USED | | |
| TASK 13: FURNITURE, FIXTURES, & EQUIPMENT (FFE) | \$39,554 | \$39,554 |
| TASK 14: VARIABLE MESSAGE SYSTEM (VMS) | \$58,804 | \$58,804 |
| TASK 15: CARD READER MODIFICATIONS (CRM) | \$18,121 | \$18,121 |
| TASK 16: SITE FENCING & GATE DESIGN (SF) | \$19,649 | \$19,649 |
| TASK 17: EMERGENCY GENERATOR PROJECT (EGP) | \$122,268 | \$122,268 |
| ODC | | |
| DESIGN SERVICES BUDGET FOR ODC'S | \$10,000 | \$10,000 |
| TOTAL ESTIMATED FEE FOR TRANSIT CENTER | | |
| | \$292,636 | \$292,636 |



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EXHIBIT "B" - FEE ESTIMATE: HDR

HDR - PROJECT FEE BY TASK BY PERSONNEL

| Task Description | ARCHITECT/ ENGINEERING | | | | | | VMS | | ELECTRICAL | | | | | RIGHT OF WAY | | | | CADD | | ADMIN | | | TOTAL HOURS HDR | TOTAL FEE HDR | TOTAL PROJECT FEE | | |
|---|------------------------|--------------------|-----------------|-------------------|------------------------------|-----------------------|-----------------|---------------------|--------------|---------------------|----------------|---------------------|------------------------|--------------|----------------|--------------|-------|-----------|----------------------|---------------|---------------------------------|--------------------------|-----------------|---------------|-------------------|------------------|-----------------|
| | Managing Architect | Principal Engineer | Project Manager | Interior Designer | Senior Architect/ Engineer A | Architect/ Engineer B | Quality Control | Senior VMS Engineer | VMS Engineer | Electrical Engineer | Staff Engineer | Mechanical Engineer | Commissioning Engineer | CAD | Managing Agent | Senior Agent | Agent | Appraiser | Senior CADD Operator | CADD Operator | Senior Administrative Assistant | Administrative Assistant | | | | Graphic Designer | |
| Burdened Average Hourly Rate (Calendar Yr 2015) | \$240 | \$221 | \$109 | \$220 | \$114 | \$220 | \$209 | \$137 | \$205 | \$143 | \$169 | \$165 | \$127 | \$187 | \$133 | | | | \$100 | \$113 | | | | | | | |
| TASKS 1.1 Through 1.8: PROJECT MANAGEMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 1.9 Additional Project Management Services for Contract Amendment 3 | | 40 | | | 80 | 8 | | | | | | | | | | | | | | | 40 | | | | 168 | \$24,240 | |
| SUBTOTAL | | 40 | | | 80 | 8 | | | | | | | | | | | | | | | 40 | | | | 168 | \$24,240 | \$24,240 |
| TASKS 2 Through 12: NOT USED | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TASK 13: FURNITURE, FIXTURES & EQUIPMENT DESIGN SERVICES (FFE) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 13.1 Furniture Programing & Meeting | | 4 | 20 | 4 | 8 | | | | | | | | | | | | | | | | | | | | 36 | \$4,856 | |
| Task 13.2 Basis of Design, Furniture Alternatives & Meeting | | 2 | 100 | 2 | 8 | 2 | | | | | | | | | | | | | | | 4 | | | | 118 | \$13,586 | |
| Task 13.3 ISSUED FOR BID (IFB)- BID PACKAGE | | 2 | 80 | 2 | 16 | 2 | | | | | | | | | | | | | | | | | | | 102 | \$11,866 | |
| Task 13.4 CONSTRUCTION SUPPORT SERVICES | | 2 | 60 | 2 | 16 | | | | | | | | | | | | | | | | | | | | 80 | \$9,246 | |
| SUBTOTAL | | 10 | 260 | 10 | 48 | 4 | | | | | | | | | | | | | | | 4 | | | | 336 | \$39,554 | \$39,554 |
| TASK 14: VARIABLE MESSAGE SYSTEM (VMS) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 14.1 VMS Programing & Meeting | | 4 | | 4 | 8 | | 8 | 8 | | | | | | | | | | | | | | | | | 32 | \$5,444 | |
| Task 14.2 Basis of Design, VMS Alternatives & Meeting | | 2 | | 2 | 8 | 2 | 40 | 80 | | | | | 80 | | | | | | | | 4 | | | | 218 | \$32,166 | |
| Task 14.3 IFB- BID PACKAGE | | 2 | | 2 | 16 | 2 | 20 | 20 | | | | | 10 | | | | | | | | | | | | 72 | \$11,336 | |
| Task 14.4 CONSTRUCTION SUPPORT SERVICES | | 2 | | 2 | 16 | | 8 | 40 | | | | | | | | | | | | | | | | | 68 | \$9,858 | |
| SUBTOTAL | | 10 | | 10 | 48 | 4 | 76 | 148 | | | | | 90 | | | | | | | | 4 | | | | 390 | \$58,804 | \$58,804 |
| TASK 15: CARD READER MODIFICATIONS (CRM) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 15.1 Card Reader Programing & Meeting | | 2 | | 2 | 8 | | | | 4 | | | | | | | | | | | | | | | | 16 | \$2,614 | |
| Task 15.2 Basis of Design, Card-Reader Alternatives & Meeting | | 1 | | 16 | 8 | 2 | | | 8 | | | | 8 | | | | | | | | 4 | | | | 47 | \$8,201 | |
| Task 15.3 IFB- BID PACKAGE | | 1 | | 4 | 8 | 2 | | | 8 | | | | | | | | | | | | | | | | 23 | \$4,093 | |
| Task 15.4 CONSTRUCTION SUPPORT SERVICES | | 1 | | 2 | 8 | | | | 8 | | | | | | | | | | | | | | | | 19 | \$3,213 | |
| SUBTOTAL | | 5 | | 24 | 32 | 4 | | | 28 | | | | 8 | | | | | | | | 4 | | | | 105 | \$18,121 | \$18,121 |
| TASK 16: SITE FENCING & GATE DESIGN (SF) | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 16.1 Site Fencing Programing & Meeting | | 2 | | 2 | 8 | | | | | | | | | | | | | | | | | | | | 12 | \$1,794 | |
| Task 16.2 Basis of Design, Site Fencing Alternatives & Meeting | | 1 | | 16 | 8 | 2 | | | | | | | 8 | | | | | | | | 4 | | | | 39 | \$6,561 | |
| Task 16.3 City Planning Processing | | 2 | | | 20 | | | | | | | | | | | | | | | | | | | | 22 | \$2,722 | |



HDR Team - Detailed Labor and Fee Breakdown
San Bernardino Associated Governments (SANBAG)
Architecture, Engineering, Environmental, ROW, TOD Services
OmniTrans Bus Facility (Project) at the San Bernardino Transit Center
Amendment No. 3



EXHIBIT "B" - FEE ESTIMATE: HDR

HDR - PROJECT FEE BY TASK BY PERSONNEL

| Task Description | ARCHITECT/ ENGINEERING | | | | | | VMS | | ELECTRICAL | | | | | RIGHT OF WAY | | | | CADD | | ADMIN | | | TOTAL HOURS HDR | TOTAL FEE HDR | TOTAL PROJECT FEE | | | |
|---|------------------------|--------------------|-----------------|-------------------|------------------------------|-----------------------|-----------------|---------------------|--------------|---------------------|----------------|---------------------|------------------------|--------------|----------------|--------------|-------|-----------|----------------------|---------------|---------------------------------|--------------------------|-----------------|---------------|-------------------|------------------|------------------|------------------|
| | Managing Architect | Principal Engineer | Project Manager | Interior Designer | Senior Architect/ Engineer A | Architect/ Engineer B | Quality Control | Senior VMS Engineer | VMS Engineer | Electrical Engineer | Staff Engineer | Mechanical Engineer | Commissioning Engineer | CAD | Managing Agent | Senior Agent | Agent | Appraiser | Senior CADD Operator | CADD Operator | Senior Administrative Assistant | Administrative Assistant | | | | Graphic Designer | | |
| Task 16.4 Building Permit Processing | | | 2 | | | 20 | | | | | | | | | | | | | | | | | | | 22 | \$2,722 | | |
| Task 16.5 IFB- BID PACKAGE | | | 1 | | 4 | 16 | 2 | | | | | | | | | | | | | | | | | | 23 | \$3,365 | | |
| Task 16.6 CONSTRUCTION SUPPORT SERVICES | | | 1 | | 2 | 16 | | | | | | | | | | | | | | | | | | | 19 | \$2,485 | | |
| SUBTOTAL | | | 9 | | 24 | 88 | 4 | | | | | | 8 | | | | | | | | 4 | | | 137 | \$19,649 | \$19,649 | | |
| TASK 17: EMERGENCY GENERATOR PROJECT (EGP) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 17.1 Generator Programing & Meeting | | | 4 | | 4 | 8 | | | 40 | | | | | | | | | | | | | | | | 56 | \$10,876 | | |
| Task 17.2 Basis of Design, Generator Alternatives & Meeting | | | 16 | | 2 | 80 | 8 | | 140 | | 16 | | 40 | | | | | | | | 4 | | | | 306 | \$51,792 | | |
| Task 17.3 City Planning Processing | | | 2 | | | 30 | | | | | | | | | | | | | | | | | | | 32 | \$3,862 | | |
| Task 17.4 Building Permit Processing | | | 2 | | | 30 | | | | | | | | | | | | | | | | | | | 32 | \$3,862 | | |
| Task 17.5 AQMD Permit Processing for Generator over 50 HP | | | 2 | | | 40 | | | | | | | | | | | | | | | | | | | 42 | \$5,002 | | |
| Task 17.6 IFB- BID PACKAGE | | | 2 | | 2 | 16 | 2 | | 20 | | 4 | | 20 | | | | | | | | | | | | 66 | \$10,462 | | |
| Task 17.7 ROW-Lot Line Adjustments for Generator | | | 2 | | | | | | | | | | | 8 | 16 | | | | | | | | | | 26 | \$4,066 | | |
| Task 17.8 CONSTRUCTION SUPPORT SERVICES | | | 2 | | 2 | 16 | | | 100 | | | 40 | 20 | | | | | | | | | | | | 180 | \$32,346 | | |
| SUBTOTAL | | | 32 | | 10 | 220 | 10 | | 300 | | 20 | 40 | 80 | 8 | 16 | | | | | | 4 | | | 740 | \$122,268 | \$122,268 | | |
| BUDGET FOR ODC'S | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ODC's | | | | | | | | | | | | | | | | | | | | | | | | | | | \$10,000 | |
| SUBTOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | \$10,000 | \$10,000 |
| ESTIMATED FEE | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | \$292,636 | \$292,636 |

AMENDMENT NO. 3

TO

CONTRACT NO. C12077

BETWEEN

SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY

AND

HDR ENGINEERING, INC.

This AMENDMENT No. 3 to Contract No. C12077 (this “Amendment”) is made by and between HDR Engineering, Inc. (hereafter called CONSULTANT) and the San Bernardino County Transportation Authority (hereafter called AUTHORITY):

RECITALS:

- A. **WHEREAS**, AUTHORITY, under Contract No. C12077, has engaged the services of CONSULTANT to provide certain architectural and engineering services, project management, right-of-way location, and acquisition and environmental, including CEQA and NEPA compliance as well as traffic studies, geotechnical work; hydrology work and landscaping for the San Bernardino Transit Center (“Project”); and
- B. **WHEREAS**, AUTHORITY and CONSULTANT desire to amend the aforesaid contract; and
- C. **WHEREAS**, the parties agree that the net increase will be \$292,636.

NOW THEREFORE, the parties mutually agree to amend Contract No. C12077 as follows:

1. The Scope of Services for Contract No. C12077 shall be amended to reflect the changes and additions described in Attachment A.3 to this Amendment No. 3, all to be performed to AUTHORITY’S satisfaction. Except as specifically amended in Attachment A.3, the current provisions of the Scope of Services shall remain in force and effect.
2. Amend Article 3, “Price”, sub-paragraph 3.2, to delete \$4,618,297 as the not-to-exceed amount and replace with \$4,910,933 as the revised not-to-exceed amount.
3. Except as otherwise specified herein or in Attachment A.3, the modified and additional services set forth in Attachment A.3 shall be compensated in the same manner and under the same procedures as for the services under Contract No. C12077 and are subject to the amended not-to-exceed figure set forth in paragraph 2 above. Attachment B.3 to this Amendment No. 3, contains the projected budget

for the cost components of the price increase negotiated by the parties for the completion of the modified and additional services set forth in Attachment A.3.

- 4. Contract No. C12077 and Amendment 1 and 2 are incorporated into this Amendment.
- 5. Except as amended by this Amendment No. 3, all other provisions of Contract No. C12077, as amended, remain in full force and effect.

IN WITNESS WHEREOF, the parties have duly executed this Amendment No. 3 below.

HDR ENGINEERING, INC.

AUTHORITY

By: _____
Thomas Kim
Sr. Vice President

By: _____
L. Dennis Michael
President

Date: _____

Date: _____

APPROVED AS TO FORM:

By: _____
Robert D. Herrick
Assistant General Counsel

CONCURRENCE:

By: _____
Jeffery Hill
Procurement Manager

Attachment: C12077-3_ (1652 : Amendment 3 to Contract No. C12077 with HDR Engineering, Inc.)

Minute Action

AGENDA ITEM: 9

Date: *March 12, 2015*

Subject:

Amendment to the San Bernardino Transit Center Funding Agreement with Omnitrans

Recommendation:

That the Committee recommend the Board, acting in its capacity as the San Bernardino County Transportation Commission:

- A. Approve Amendment No.1 to Contract No. R14070 with Omnitrans for the San Bernardino Transit Center, increasing Omnitrans' contribution amount by \$1,900,000 for an amended not-to-exceed amount of \$21,669,690, with such revisions as may be approved by the Executive Director in consultation with General Counsel.
- B. Approve a Fiscal Year 2014/2015 budget amendment to increase Task No. 0322, San Bernardino Transit Center by \$1,900,000 to be funded by Omnitrans.

Background:

The San Bernardino Transit Center (SBTC) is currently under construction and will provide a multi-modal transit center that will serve as a transfer point for bus routes serving downtown San Bernardino, including the recently constructed sbX Bus Rapid Transit system, as well as providing connectivity to Metrolink service upon completion of the Downtown San Bernardino Passenger Rail Project (DSBPRP) which is currently underway.

In October 2011, SANBAG approved Contract No. C12117 for the planning, design, construction, operation, and maintenance of the San Bernardino Transit Center. Parties to the agreement included SANBAG, Omnitrans, the City of San Bernardino, and the San Bernardino Economic Development Corporation (SBEDC). The agreement was intended to provide initial funding to complete the design, engineering, environmental and right-of-way acquisition phase of the project and a subsequent agreement was envisioned to provide additional funding from both Omnitrans and SANBAG to complete the construction phase of the project.

In December 2013, SANBAG approved Contract No. R14070 between Omnitrans and SANBAG adding funding to the SBTC project and further defining roles and responsibilities. In accordance with Contract No. R14070, Omnitrans' contribution was \$19,769,690 which included \$6,943,261 previously committed by Omnitrans under Contract No. C12117, and SANBAG's contribution was \$3,747,593.

Since Contract No. R14070 was approved several additional project components have been identified and requested by Omnitrans. Staff is requesting that Contract No. R14070 be amended

Entity: CTC

Commuter Rail & Transit Committee Agenda Item

March 12, 2015

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to increase Omnitrans' contributions by \$1,900,000 from \$19,769,690 to a total amount not to exceed of \$21,669,690.

The additional funding will be used to implement additional project components which include, but are not limited to:

- Emergency generator: An emergency generator was planned for Phase 2 of the San Bernardino Transit Center, according to the phasing plan and 15% design concept approved by the SANBAG Board of Directors on November 7, 2012. Omnitrans staff since determined that an emergency generator is needed upon opening of the Omnitrans bus facility in order to maintain proper function of the security and IT equipment in the event of a power outage.
- Electronic real-time bus arrival variable message system: Infrastructure required for the installation of a variable message sign system was incorporated into the project design and constructed by the site/building construction contractor. Additional funding is required for the design and implementation of the system.
- Security fence: Omnitrans anticipates a need to close-off the site during night-time hours and has requested the planning, design and construction of a perimeter security fence.
- Project contingency: Agreement includes contingency funds for the construction closeout phase and to cover unanticipated cost associated with the items described above.

Additionally, although the total SANBAG contribution is not increasing, the specific amounts of Local Transportation Funds and State Transit Assistance Funds are being updated to reflect prior SANBAG Board actions.

The following table identifies the various funding sources identified by SANBAG and Omnitrans.

| SANBAG Contributions – Contract No. R14070 | |
|--|--------------------|
| State Transportation Assistance Funds - Population | \$118,607 |
| Federal Transportation Enhancement Funds | \$992,000 |
| Local Transportation Funds | \$2,136,986 |
| State Proposition 1B Security | \$500,000 |
| SANBAG Total Contribution | \$3,747,593 |

| Omnitrans Contributions – Contract No. R14070 | |
|--|-------------|
| Federal Transit Administration 5309 (Fiscal Year 2011 and Fiscal Year 2012) | \$8,300,000 |

Commuter Rail & Transit Committee Agenda Item

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| | |
|---|---------------------|
| Local Transportation Fund | \$966,197 |
| State Transit Assistance Funds - Population | \$153,896 |
| State Proposition 1B PTMISEA* | \$3,406,336 |
| R14070 Amendment #1-Additional Funding | \$1,900,000 |
| Contract No. R14070 | \$14,726,429 |

*Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)

| | |
|---|----------------------|
| Contract No. C12117 | \$6,943,261 |
| Contract R14070 (includes amendment) | \$14,726,429 |
| Total Omnitrans Contribution | \$21,669,690 |
| Total SANBAG Contribution | \$3,747,593 |
| Combined SANBAG/Omnitrans Contribution | \$ 25,417,283 |

Omnitrans is in the process of identifying the funding sources for the additional project cost. The staff report will be updated to include the additional funding sources identified by Omnitrans prior to Board approval.

The funding agreement attached is under review by Omnitrans and will be provided to SANBAG for review and comment prior to SANBAG Board approval.

Financial Impact:

This item is not consistent with the current Fiscal Year 2014/2015 budget. This item requires a budget amendment as outlined in the recommendation section.

Reviewed By:

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

Responsible Staff:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

AMENDMENT NO. 1**SANBAG CONTRACT NO. R 14070 - SAN BERNARDINO TRANSIT CENTER
(SBTC) FUNDING SUBGRANTEE AGREEMENT**

BY AND AMONG

SAN BERNARDINO ASSOCIATED GOVERNMENTS

and

OMNITRANS

This Amendment No. 1 to the above entitled Agreement is entered into on this _____ day of _____ 2015, by and between the San Bernardino Associated Governments, acting in its capacity as the San Bernardino County Transportation Commission, (“SANBAG”) and Omnitrans, a joint powers public transit agency (“Omnitrans”).

RECITALS

- A. The San Bernardino Transit Center (SBTC) Funding Subgrantee Agreement (“**Agreement**”) was entered into between the parties on December 4, 2013, and sets forth the respective responsibilities of SANBAG and Omnitrans relative to the development and construction of the San Bernardino Transit Center (“**Project**”), as said project is further described in the Agreement.
- B. Since the Agreement was signed, \$1.9 million of additional costs were identified for additional needed contingency, electronic real-time bus arrival variable message signs, an emergency generator, and site perimeter fencing. Additionally, the SANBAG funds sources are being update.
- C. The additional needed funds are available from the following sources:
_____.

NOW THEREFORE, the parties agree to amend the Agreement as follows:

Section 2.2 is amended as follows:

| Fund Source | Grant Number | Amount |
|--|--------------|--------------------------------------|
| SANBAG FHWA Transportation Enhancement Funds | CA-90-Z121 | \$ 992,000 |
| SANBAG Local Transportation Funds | | \$ 320,000 \$2,136,986 |
| SANBAG State Proposition 1B Security | | \$500,000 |
| SANBAG State Transit Assistance Funds-Population | | \$ 1,935,593 \$118,607 |
| Total | | \$3,747,593 |

Section 3.2 is amended as follows:

Omnitrans shall provide to SANBAG an amount not to exceed ~~\$19,769,690~~ **\$21,669,690** from the funding sources shown in the table below, to the extent that such funds are and remain available to Omnitrans and are budgeted to the Omnitrans Facility by Omnitrans' Board of Directors:

| Fund Source | Fiscal Year | Grant Number | Amount |
|---|-------------|--------------|--|
| Contract C12117 | | | \$ 6,943,261 |
| Omnitrans Federal Transit Administration 5309 | 2011 | CA-04-0229 | \$ 3,000,000 |
| Omnitrans Federal Transit Administration 5309 | 2012 | CA-04-0229 | \$ 5,300,000 |
| Omnitrans Local Transportation Fund | | | \$ 966,197 |
| Omnitrans State Transit Assistance Funds-Population | | | \$ 153,896 |
| Omnitrans State Proposition 1B PTMISEA* | | | \$ 3,406,336 |
| Insert funding source | | | \$ 1,900,000 |
| Total | | | \$ 19,769,690 \$21,669,690 |

* Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA)

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

SANBAG

OMNITRANS

By: _____

By: _____

Raymond Wolfe
Executive Director

P. Scott Graham
CEO/General Manager

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____

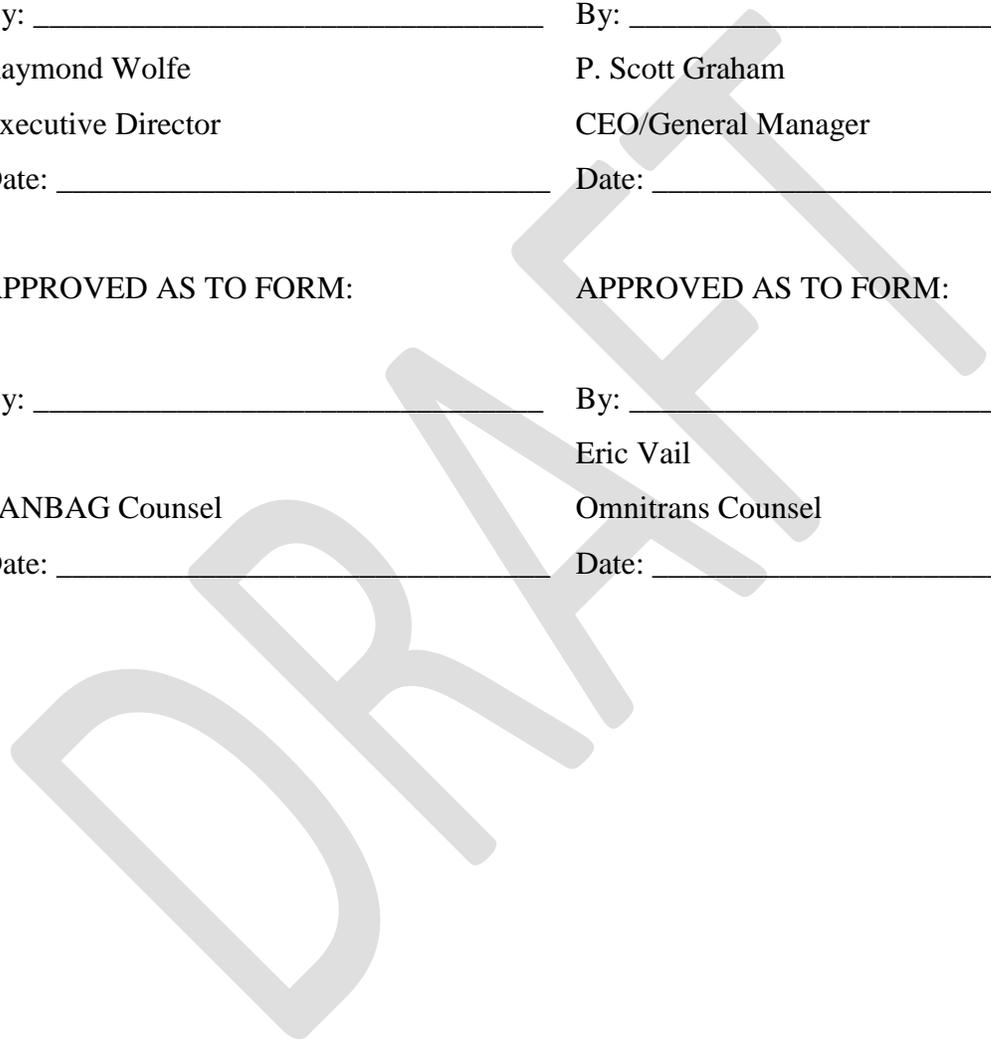
By: _____

SANBAG Counsel

Eric Vail
Omnitrans Counsel

Date: _____

Date: _____



Minute Action

AGENDA ITEM: 10

Date: *March 12, 2015*

Subject:

Diesel multiple unit purchase options with TEX-Rail for the Redlands Passenger Rail Project

Recommendation:

That the Committee recommend the Board authorize the Director of Transit and Rail to submit a letter to TEX Rail requesting they include a procurement option of diesel multiple units (DMU) for the Redlands Passenger Rail Project.

Background:

As adopted by the Board of Directors on March 4, 2015, the Locally Preferred Alternative for the Redlands Passenger Rail Project (RPRP) included the implementation of diesel multiple unit (DMU) passenger vehicles. DMUs are self-propelled, widely used in Europe, and are becoming more popular in the United States (US). Some of the systems in the US employing DMUs include North County Transit District's Sprinter line that runs from Oceanside to Escondido; Austin, Texas' 32-mile Capitol Metro Rail; and Denton County, Texas' A-Train. Planned DMU systems include Sonoma Marin Area Rail Transit (SMART) from San Rafael to Santa Rosa and TEX Rail from Ft. Worth to the Dallas/Ft. Worth airport. While Sprinter employed DMUs manufactured by Siemens, SMART has contracted with Nippon Sharyo, and Capitol Metro Rail and the A-Train both use Stadler vehicles, all were non-federal projects. However, the TEX Rail project does incorporate federal funds thus triggering the requirement for Buy America compliance. The TEX Rail project is much like RPRP in which both have completed their environmental clearances and are beginning final design. In addition, TEX Rail is finalizing their DMU procurement process and is currently in negotiations with Stadler for the purchase of their Flirt series DMUs. These negotiations also include the Federal Transit Administration (FTA).

As part of the TEX Rail DMU procurement with Stadler, certain options are available to other agencies such as SANBAG for RPRP. These options include the purchase of varying configurations of the Flirt series DMUs with minor changes. Since procurement of rail vehicles can take two or three years as a result of the complicated and technical nature of the processes, especially if Buy America is required, it is common for agencies to include purchase options for added flexibility and lower costs.

Working with Stadler and TEX Rail, SANBAG has been offered to participate in TEX Rail's purchase options for Stadler's Flirt DMUs. This has the potential to provide SANBAG with a tremendous opportunity by eliminating the need for a complete Buy America vehicle procurement process and by reducing the vehicle delivery schedule and related start of rail service. For TEX Rail to comply with FTA vehicle procure option requirements, SANBAG will need to provide a letter of intent to consider purchasing options on the TEX Rail/Stadler contract.

Entity: *CTC*

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This letter is only a consideration and does not bind SANBAG to any contractual agreements. If after further development of RPRP it is determined that the Flirt DMUs meet SANBAG's needs, then a contract for purchase of these DMUs will be brought forward to the Board for consideration.

Financial Impact:

This item imposes no 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:

Mitch Alderman, Director of Transit and Rail Programs

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

Minute Action

AGENDA ITEM: 11

Date: *March 12, 2015*

Subject:

Fiscal Year 2014/2015 Low Carbon Transit Operations Program - Population Share Apportionment

Recommendation:

That the Commuter Rail and Transit Committee recommend the Board, acting as the San Bernardino County Transportation Commission, approve a Low Carbon Transit Operations Program – Population Share Apportionment for Fiscal Year 2014/2015 of \$679,599 to be apportioned to the Valley and the Mountain/Desert Areas based on the 2014 California Department of Finance Population Data as follows:

- Valley Fiscal Year 2014/2015 Apportionment: \$493,234
- Mountain/Desert Fiscal Year 2014/2015 Apportionment: \$186,365

Background:

The Low Carbon Transit Operations Program (LCTOP) is a new source of funding to be administered by SANBAG and one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide transit operating and capital assistance to eligible project sponsors in an effort to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This program is funded by auction proceeds from the California Air Resources Board (CARB) Cap-and-Trade Program where proceeds are deposited into the Greenhouse Gas Reduction Fund (GGRF). The LCTOP has received \$25 million this fiscal year and 5 percent of the annual proceeds deposited in the GGRF will be continuously appropriated annually beginning in Fiscal Year 2015/2016.

For the first year of the LCTOP, CARB and Caltrans have agreed to use a defined list of transit projects that will provide a streamlined way for identifying eligible investments. Four categories of projects have been identified: A) Expand Transit Service, B) Low Carbon Transportation Projects that Support New/Expanded Transit Services, C) Active Transportation Projects that Support New/Expanded Transit Service, and D) Enhancement Projects. Example projects include new or expanded bus or rail service, expanded intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities as identified in Section 37911 of the Health and Safety Code.

Entity: *CTC*

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As with State Transit Assistance (STA) Funds, LCTOP funding is allocated pursuant to California Public Utilities Code (CPUC) Section 99313 and 99314. A County Transportation Commission (CTC), such as SANBAG, that is eligible to receive STA funds per CPUC 99313 is eligible to receive LCTOP funds by formula based on the ratio of the population of the area under the CTC's jurisdiction to the total population of the state. A transit operator that is eligible to receive STA funds per CPUC 99314 is eligible to receive LCTOP funds by formula based on the ratio of the revenue of the transit operator's jurisdiction to the total revenue of all operators in the state. The transit operators receiving LCTOP funds per CPUC Section 99314 work directly with Caltrans to receive their LCTOP funds. In San Bernardino County that includes Morongo Basin Transit Authority, Mountain Area Transit Authority, Victor Valley Transit Authority, Omnitrans, and Southern California Regional Rail Authority.

The State Controller's Office prepared a list of eligible project sponsors and the formulaic share of funds each is to receive for Fiscal Year 2014/2015 in accordance with CPUC Sections 99313 and 99314. SANBAG has been allocated \$679,599 under CPUC Section 99313 and the five San Bernardino County transit operators have been allocated a combined total of \$156,732 under CPUC Section 99314.

As is done for STA funds SANBAG receives per CPUC Section 99313, staff is recommending that LCTOP funds received under the population formula be further apportioned to the Valley and Mountain/Desert based on population as shown in Table 1.

TABLE 1: LCTOP Fiscal Year 2014/2015 Formula Apportionment

| | | | Formula Share ¹ |
|---|-------------------------------|-------------------|----------------------------|
| Fiscal Year 2014/2015 LCTOP Funds Per CPUC 99313 | | | \$ 679,599 |
| Apportionment Area | Population² | Percentage | Apportionment |
| Valley | 1,513,681 | 72.58% | \$ 493,234 |
| Mountain/Desert | 571,933 | 27.42% | \$ 186,365 |
| Total | 2,085,614 | 100.00% | \$ 679,599 |

¹ Formula Share amount determined by the State Controller's Office.

²Population Source: California Department of Finance January 2014.

Staff is still working to identify projects that meet the full LCTOP eligibility requirements and will be modifying this item for discussion at the April Board meeting to include project allocation recommendations. The Mountain/Desert transit operators have not identified an immediate use for these funds, aside from what they are directly allocated under CPUC Section 99314, as this is a new program with specific requirements and the funds became available well into the fiscal year. As such, staff is recommending that should all of the Fiscal Year 2014/2015 LCTOP formula share apportionment be allocated to a Valley project, the Mountain/Desert would receive a credit from future LCTOP funds apportioned to the Valley.

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Financial Impact:

This item has no financial impact on the FY 2014/2015 Budget. The use of the Fiscal Year 2014/2015 LCTOP funding will be reflected in the Fiscal Year 2015/2016 budget.

Reviewed By:

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

Responsible Staff:

Carrie Schindler, Chief of Fund Administration and Programming

Approved
Commuter Rail & Transit Committee
Date: March 12, 2015

Witnessed By:

COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD – 2015

| Name | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec |
|--|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|
| Paul Eaton City of Montclair | X | X | | | | | | | | | | |
| James Ramos County of San Bernardino | X | X | | | | | | | | | | |
| Jon Harrison City of Redlands | X | X | | | | | | | | | | |
| Bill Jahn City of Big Bear Lake | X | X | | | | | | | | | | |
| Mike Leonard City of Hesperia | X | X | | | | | | | | | | |
| Larry McCallon City of Highland | X | | | | | | | | | | | |
| L. Dennis Michael City of Rancho Cucamonga | X | | | | | | | | | | | |
| Ray Musser City of Upland | | X | | | | | | | | | | |
| Richard Riddell City of Yucaipa | X | X | | | | | | | | | | |
| Alan Wapner City of Ontario | | X | | | | | | | | | | |
| Deborah Robertson City of Rialto | X | X | | | | | | | | | | |

X = Member attended meeting.

Empty box = Member did not attend meeting.

Crossed out box = Not a member at the time.

CRTC-ATT15

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.

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| 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 |

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| 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.

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Reaffirmed March 6, 1996