



Executive Board Meeting AGENDA

Foothill Transit

EXECUTIVE BOARD MEETING
8:00 AM, March 25, 2011
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS CHANDLER, DELACH, HERRERA, LANTZ, WALLACH
4. APPROVAL OF MINUTES FOR SPECIAL MEETING OF NOVEMBER 23, 2010, REGULAR MEETING OF JANUARY 28, 2011 AND STRATEGIC PLANNING WORKSHOP OF FEBRUARY 17, 2011
5. PRESENTATIONS:
 - 5.1. Contractors' Employee Recognition
6. PUBLIC COMMENT

CONSENT CALENDAR: Items 7 through 20 are consent items which may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementary prior to the meeting by calling (626) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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7. FISCAL YEAR 2011 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY – JANUARY 2011

Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2011.

8. FISCAL YEAR 2011 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY – FEBRUARY 2011

Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2009.

9. PERFORMANCE INDICATORS REPORT – JANUARY 2011

Recommended Action: Receive and file the January 2011 Performance Indicators Report.

10. PERFORMANCE INDICATORS REPORT – FEBRUARY 2011

Recommended Action: Receive and file the February 2011 Performance Indicators Report.

11. COACH INSPECTION AUDIT RESULTS

Recommended Action: Receive and file the results of the Coach Inspection Audits conducted in January 2011 and historical audit results for the period April 2009 through July 2010.

12. Foothill Transit Credit Cards

Recommended Action: Authorize the Executive Director to secure Foothill Transit credit cards to be used for Foothill Transit's necessary travel expenditures for Department Directors and two administrative staff (Attachment A).

13. TRAVEL AND REIMBURSEMENT POLICY

Recommended Action: Approve the Foothill Transit Travel and Reimbursement Policy effective March 27, 2011.

14. REQUEST TO ISSUE IFB – ADMINISTRATIVE OFFICE LANDSCAPING

Recommended Action: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 11-006R for Administrative Office Landscaping.



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15. REQUEST TO ISSUE IFB – PARKING LOT REFURBISHMENT

Recommended Action: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 11-005R for Parking Lot Refurbishment.

16. REQUEST TO ISSUE RFP – ON-BOARD SURVEILLANCE SYSTEM

Recommended Action: Authorize the Executive Director to issue Request for Proposals (RFP) No. 11-042 for the refurbishment and upgrade of the on-board bus digital surveillance systems.

17. PROTERRA BUS OPTION ORDER

Recommended Action: Reaffirm the action to authorize the Executive Director to exercise an existing option and negotiate final terms and conditions, not to exceed \$10.8 million not including sales tax with Proterra Inc, for the purchase nine (9) battery powered electric buses. The buses will match the three Proterra buses currently in service on Line 291.

18. AMENDMENT TO EC CONSTRUCTION CONTRACT

Recommended Action: Authorize the Executive Director to execute Amendment No. 2 in the amount of \$24,342.29 to Contract No.10-023 with EC Construction for construction and installation of the Electric Bus Charging Station and associated equipment and landscape and facility improvements at the Pomona Transit Center.

19. CONTRACT AWARD – QUALITY ASSURANCE REPLACEMENT VEHICLES

Recommended Action: Authorize the Executive Director to execute a contract in the amount of One Hundred Forty Four Thousand Six Hundred Seventy Nine dollars and Thirty Nine cents (\$144,679.39) including sales tax with Theodore Robins Ford for four Hybrid SUV Quality Assurance Replacement Vehicles.

20. FOOTHILL TRANSIT ECOLINER UPDATE

Recommended Action: Receive and file the Foothill Transit Ecoliner Update.

REGULAR AGENDA:

21. AMENDMENT TO PULSAR ADVERTISING CONTRACT NO. 07-019

Recommended Action: Authorize the Executive Director to execute an amendment to the Pulsar Advertising General Marketing Services Contract No. 07-019 in the amount of \$27,000.



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22. PROPOSED FY 2012 BUSINESS PLAN INITIATIVES

Recommended Action: Approve the proposed FY 2012 Business Plan Initiatives.

23. BUS OPTION ORDER

Recommended Action: Authorize the Executive Director to exercise an existing option and negotiate final terms and conditions with North American Bus Industries (NABI) for the purchase of fourteen (14), compressed natural gas-fueled, 42-foot bus rapid transit (BRT) buses at a total cost of \$8,097,586.00, not including sales tax.

24. AUTHORIZATION FOR BUS LINE INSPECTIONS UNDER MANAGEMENT CONTRACT

Recommended Action: Authorize Veolia Transportation Services, Inc. ("Veolia"), to conduct bus line inspections of 14 North American Bus Industry (NABI) CNG buses in Budapest, Hungary and Anniston, Alabama as well as inspections of nine Proterra electric buses in Greenville, South Carolina, for compensation in the amount of \$29,400 exclusive of expenses.

25. MANAGEMENT SERVICE CONTRACT – SUPPLEMENTAL STAFFING

Recommended Action: Authorize the Chair to execute an amendment to the Management Services Agreement for the continued funding of three staff positions on Foothill Transit's contract with Veolia Transportation to continue the implementation of the organization's capital improvement program and implementation of Foothill Transit's environmental management system.

26. FISCAL YEAR 2011 MANAGEMENT CONTRACTOR INCENTIVE PAYMENT

Recommended Action: Authorize an incentive payment in an appropriate amount to Veolia Transportation for their efforts on behalf of Foothill Transit related to the Ecoliner project and other activities.

27. EXECUTIVE DIRECTOR COMMENT

28. BOARD MEMBER COMMENT

29. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Government Code § 54956.8)

Property Address/Location: APN: 8474007035
Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold D. Pieper, Kevin McDonald
Negotiating Parties: Andrew Pasmant, West Covina City Manager



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Under Negotiation: Price and Terms

30. **CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Government Code § 54956.8)

Property Address/Location: Northerly 126 ± feet x 383 ± feet of APN: 8608-027-900
Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold D. Pieper, Kevin McDonald
Negotiating Parties: Fran Delach, Azusa City Manager & Tito Haes, Public Works Director
Under Negotiation: Price and Terms

31. **CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Government Code § 54956.8)

Property Address/Location: 600 S. Brea Canyon Rd. City of Industry APN: 908
Agency Negotiator(s): Doran J. Barnes, Roland Cordero, Edward J. Gill, Darold D. Pieper, Kevin McDonald
Negotiating Parties: John D. Ballas, Director of Public Works, City of Industry
Under Negotiation: Price and Terms

32. **ADJOURNMENT**

**A Special Meeting of the Foothill Transit
Governing Board is scheduled for
Thursday, March 31, 2011 at 7:45 a.m.**