



Foothill Transit

Executive Board Meeting AGENDA

STRATEGIC PLANNING WORKSHOP

8:00 AM, February 2, 2018

Kellogg House

Cal Poly Pomona

3801 West Temple Avenue

Pomona, CA 91768

1. CALL TO ORDER
2. ROLL CALL: MEMBERS CALAYCAY, HERRERA, PEDROZA, STERNQUIST, WARSHAW
3. PUBLIC COMMENT
4. REQUEST FOR PROPOSALS (RFP) No. 18-043 FOR LOW FLOOR CNG TRANSIT BUSES

Recommended Action: Authorize the Executive Director to issue Request for Proposals No. 18-043 to procure 34 low-floor CNG buses with options for future purchases of up to 57 additional buses.

5. CONTRACT AWARD – BOARD ROOM VIDEO WALL

Recommended Action: Authorize the Executive Director to negotiate final terms and conditions and enter into an agreement with SybaTek in the amount of \$211,342.70 to design, construct, and install a video wall in the board room.

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.

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) 931-7300 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.



8:00 AM, February 2, 2017
Kellogg House, Cal Poly Pomona, 3801 West Temple Avenue, Pomona, CA 91768
Page 2

6. INVITATION FOR BIDS (IFB) NOS. 18-052 (SITE 1) AND 18-053 (SITE 2) -
REPAIRS AND IMPROVEMENTS FOR DOWNTOWN LOS ANGELES MID-DAY
LAYOVER SITES

Recommended Action: Authorize the Executive Director to issue IFB Nos. 18-052 (Site 1) and 18-053 (Site 2) for construction repairs and improvements for two Downtown Los Angeles mid-day layover sites at the intersection of Grand Avenue and 17th Street and at the intersection of Maple Avenue and 16th Street.

7. STRATEGIC PLANNING WORKSHOP
Peter Stark, Moderator

8. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't
Code § 54957)
Title: Executive Director

9. ADJOURNMENT

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) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalín, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626) 931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ (626) 931-7300 լրացուցիչ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកកាវិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626) 931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษากรุณาติดต่อสำนักงานผู้อำนวยการที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



Foothill Transit

**Executive Board Meeting
AGENDA**

A Meeting of the Foothill Transit
Governing Board is scheduled for
Friday, February 16, 2018 at 8:00 AM

The next Regular Meeting of the Foothill Transit
Executive Board is scheduled for
Friday, February 23, 2018 at 8:00 AM



February 2, 2018

To: Executive Board

Subject: **Request for Proposals (RFP) No. 18-043 for Low Floor CNG Buses**

Recommendation

Authorize the Executive Director to issue Request for Proposals No. 18-043 to procure 34 low-floor CNG buses with options for future purchases of up to 57 additional buses.

Analysis

The Federal Transit Administration (FTA) stipulates that buses purchased with federal funds must remain in service for at least 12 years or 500,000 miles, whichever comes first. By the end of the current calendar year, 47 of our oldest compressed natural gas (CNG) buses will have reached that threshold and will be eligible for retirement. Based on current and projected service levels, only 34 of these buses need to be replaced this year in order to ensure that both Keolis and Transdev are assigned the 15 percent spare ratio of buses stipulated in both transit operations agreements.

This procurement represents Foothill Transit's final planned CNG bus purchase as the organization moves forward with the goal of operating an all-electric fleet by 2030. The options for future purchases will only be exercised should there be an unforeseen delay in the completion of the construction of the necessary electric infrastructure. This final CNG bus purchase will allow for the replacement of the oldest CNG coaches in the fleet, maintaining the necessary fleet count while the infrastructure is put in place at both the Arcadia and Pomona operating facilities to support full fleet electrification.

The buses to be acquired in this procurement will be low-floor design, with a minimum seating capacity of 38. Seat designs and layouts will be specified for the maximum capacity possible. Delivery schedule and price will be factors in the evaluation process.

The purchase process will be accomplished as a negotiated procurement to allow Foothill Transit to obtain the vehicles that will best serve its needs at the best price and with the fastest delivery schedule. The preliminary procurement schedule is as follows:



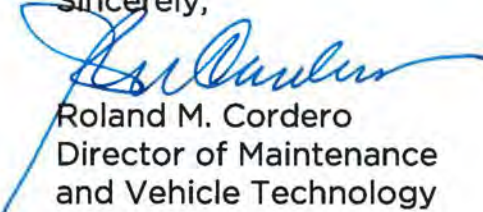
Event	Date
Issue request for Proposals (RFP)	02/02/18
Pre-Proposal Conference 10:00 a.m.	02/09/18
Deadline for receipt of written questions and requests for Approved Equals	02/16/18
Foothill Transit responds to questions and/or addenda issued	02/23/18
Proposals due at Foothill Transit West Covina Offices - 2:00 p.m. PDST	03/09/18
Determination of highest rank proposer	03/16/18
Contract award by Foothill Transit Executive Board and authorization to execute contract	03/30/18

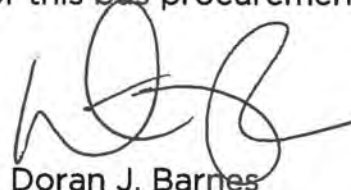
The desired delivery date of buses is no later than December 2018.

Budget Impact

The approved Fiscal Year 2017-2018 includes funds for this bus procurement.

Sincerely,


 Roland M. Cordero
 Director of Maintenance
 and Vehicle Technology


 Doran J. Barnes
 Executive Director



February 2, 2018

To: Executive Board

Subject: **Contract Award - Board Room Video Wall**

Recommendation

Authorize the Executive Director to negotiate final terms and conditions and enter into an agreement with SybaTek in the amount of \$211,342.70 to design, construct, and install a video wall in the board room.

Analysis

The current video wall system in place at the Foothill Transit board room was installed in 2007 and has reached the end of its useful life. The rear projector is no longer supported by the manufacturer, and replacement bulbs are no longer available for purchase. The projector screen has clouded over the years causing the screen to display a very blurry image, which has rendered it difficult to read from many vantage points in the board room.

The new video wall will be a modular LED screen that will provide clear, vibrant images for meeting attendees. Modular components allow for quick replacement of a broken panel with a spare, should that be necessary.

The Invitation for Bids (IFB) was issued on December 20, 2017. A mandatory site visit and pre-bid conference was held on January 3. As this was an IFB, award is made to the bid that is priced the lowest and that meets technical specifications. Three bids were received, and SybaTek's bid was the lowest priced bid that was responsive and responsible.

Located in Orange County, SybaTek is an audiovisual systems integration firm that has delivered many similar projects for both private and public organizations.



Budget Impact

Funding for this project is included under Capital Budget line items for IT Infrastructure and Board Room Video Wall in the approved Fiscal Year 2017-2018 Business Plan and Budget.

Sincerely,

A handwritten signature in blue ink that reads "Donald Luey".

Donald Luey
Director of Information Technology

A handwritten signature in black ink that reads "Doran J. Barnes".

Doran J. Barnes
Executive Director



February 2, 2018

To: Executive Board

Subject: **Invitation for Bids (IFB) Nos. 18-052 (Site 1) and 18-053 (Site 2)
- Repairs and Improvements for Downtown Los Angeles Mid-Day Layover Sites**

Recommendation

Authorize the Executive Director to issue IFB Nos. 18-052 (Site 1) and 18-053 (Site 2) for construction repairs and improvements for two Downtown Los Angeles mid-day layover sites at the intersection of Grand Avenue and 17th Street and at the intersection of Maple Avenue and 16th Street.

Analysis

At the August 2017 Executive Board meeting, the Board authorized the Executive Director to enter into a lease agreement with Caltrans for a 4.5 acres of land owned by Caltrans for use as a mid-day commuter bus layover with a cost sharing MOU to be negotiated with LADOT to share in the capital and operating expenses. The 4.5 acres is comprised of two sites, one located at the intersection of Grand Avenue and 17th Street and the second at the intersection of Maple Avenue and 16th Street, both in downtown Los Angeles.

Foothill Transit and our architectural and engineering consultants have been coordinating with representatives of Caltrans, the L.A. Mayor's office, and the L.A. Department of Transportation (LADOT) regarding the design requirements for the two downtown L.A. sites. Site 1, located at Grand Avenue and 17th Street, is currently under design and with the plans scheduled to be submitted for plan check and permitting to the City of L.A. and Caltrans in the coming weeks. Subsequently, design development and permitting for Site 2, located at Maple Avenue and 16th Street, is ongoing with completion of design anticipated in a couple more months. Thus, Foothill Transit plans to procure construction services for the two sites under separate contracts since the Site 1 design will be completed first.

Capital improvements for Sites 1 and 2 include costs for reconfiguration of the driveways, repaving, column protection and striping of the lot, demolition of the existing concrete pads where structures formerly stood, etc. Site 1 will have space for approximately 45 buses and will be shared with Antelope Valley Transit Authority (AVTA). Site 2 will house LADOT and Foothill Transit buses. Capital costs will be shared proportionally with LADOT and Antelope Valley Transit Authority. The total estimated cost of these capital



Executive Board Retreat - 02/02/18
Invitation for Bids (IFB) Nos. 18-052 (Site 1) and 18-053
(Site 2) -Repairs and Improvements for Downtown Los Angeles Mid-
day Layover Sites
Page 2

improvements is approximately \$786,000. Foothill Transit is negotiating terms and conditions with LADOT and AVTA for a shared cost proportionate with the amount of square footage used by each agency.

When completed, the mid-day layover sites will help Foothill Transit and our partner agencies on this project to reduce ongoing operating costs and greenhouse gas emissions.

Budget Impact

Funding for repairs and improvements at the Downtown Los Angeles is included in Foothill Transit's Fiscal Year 2017-2018 Business Plan.

Sincerely,


Sharlane Bailey
Director of Facilities


Doran J. Barnes
Executive Director

ATTACHMENT A

	Capital Cost				
	All Sites	17th/Grand	16th/Maple	16th/Maple Small	16th/Maple Large
Striping	\$ 20,000	\$ 10,000	\$ 10,000	\$ 3,000	\$ 7,000
Slab/Foundation Demo	\$ 119,000		\$ 119,000	\$ 10,000	\$ 109,000
Concrete Slab Placement	\$ 153,000		\$ 153,000	\$ 8,000	\$ 145,000
Pavement Repairs	\$ 25,000		\$ 25,000	\$ 6,250	\$ 18,750
Driveway Apron	\$ 200,000	\$ 200,000			
ROW Improvements	\$ 30,000		\$ 30,000	\$ 7,500	\$ 22,500
Clean Up	\$ 8,000	\$ 3,000	\$ 5,000	\$ 1,250	\$ 3,750
A&E	\$ 100,000	\$ 30,000	\$ 70,000	\$ 17,500	\$ 52,500
Misc. Expenditures	\$ 131,000	\$ 49,000	\$ 82,000	\$ 20,500	\$ 61,500
Total	\$ 786,000	\$ 292,000	\$ 494,000	\$ 74,000	\$ 420,000
Foothill Transit Share	\$ 196,500				