



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND CONFERENCE ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Friday, March 18, 2020
8:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Sternquist at 8:04 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Sternquist.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Gary Boyer, Member Cory Moss, Vice Chair Corey Calaycay, Chair Cynthia Sternquist

4. APPROVAL OF AGENDA

After discussion, by Common Consent, and there being no objection, the Board approved the agenda as presented.

5. PUBLIC COMMENT

No members of the public addressed the Foothill Transit Executive Board.

5.1. Executive Director Response to Public Comment

There was no response to Public Comment by the Executive Director.

6. CLOSED SESSION: THREAT TO PUBLIC SERVICES OR FACILITIES

Consultation with Darold Pieper, General Counsel and G. Kent Woodman, Special Counsel.

The Executive Board recessed into Closed Session at 8:06 a.m.

7. **CLOSED SESSION REPORT**

The Executive Board reconvened at 8:52 a.m.

Darold Pieper, General Counsel, reported that the Executive Board voted unanimously to authorize and instruct staff to immediately implement rear-door boarding.

8. **ARCADIA/IRWINDALE TRANSIT SERVICES CONTRACT**

Recommendation: Authorize the Executive Director to terminate all procurement activities related to Request for Proposals (RFP) No. 20-010, and either: A. Negotiate terms and conditions and enter into a sole-source agreement with Transdev for a period of 24 months for the provision of continued transit services at Foothill Transit's Arcadia/Irwindale operations and maintenance facility; or B. Execute the available four-year option on Contract No. 16-021 with Transdev Services.

Kevin Parks McDonald, Deputy Executive Director, presented this item.

Mr. McDonald reported that in August 2019 the Executive Board authorized the issuance of RFP 20-010 for the operation of transit services for Foothill Transit's Arcadia/Irwindale Facility. As procurement activities were approaching a conclusion, it became apparent that issues related to COVID-19 could have a negative impact on day-to-day service.

Mr. McDonald stated that it would be in Foothill Transit's best interest to limit service disruption by canceling the procurement, and either exercise the four-year option with Transdev or negotiate a sole-source agreement with Transdev for a period of 24 months.

Motion by Member Barakat, second by Member Moss, to approve. Motion carried 5-0.

9. **HYDROGEN FUEL CELL BUS REPLACEMENT AND FUELING INFRASTRUCTURE GRANT APPLICATIONS**

Recommendation: Authorize pursuit of various federal and state grant funds to support the purchase of 20 Hydrogen Fuel Cell buses and the construction of a hydrogen fueling station to fuel the buses.



Michelle Lopes Caldwell, Director of Finance and Treasurer, presented this item.

Ms. Caldwell reported that the board item was related to authorizing staff to pursue various federal and state grant funds for the purchase of 20 hydrogen fuel cell buses and construction of a fueling station.

The project will be included in the FY20-21 budget and business plan that will be presented in April 2020 to the Executive Board, and in May 2020 to the Governing Board. In addition, Foothill Transit must have an authorization of project implementation from the Executive Board in order to apply for the VW Mitigation Grant.

Motion by Member Moss, second by Vice Chair Calaycay, to approve. Motion carried 5-0.

10. **EXECUTIVE DIRECTOR COMMENT**

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.

Mr. Barnes reported the following:

- Consistent with the directives, Foothill Transit implemented a plan to have as many positions as possible to work from home.
- It is anticipated that the customer facing function of the Transit Stores will be closed and the intention is to maintain phone line access so customers can call in.

11. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Barakat thanked Doran Barnes, Executive Director, for the update on the Foothill Transit Stores. Member Barakat suggested that signage be created that tells customer how to attain information they need. Mr. Barnes stated that the Marketing and Communication staff is working on putting materials together.
- Chair Sternquist thanked Executive Board Members and staff for being flexible during this time.



12. **ADJOURNMENT**

Adjournment for the March 18, 2020 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:07 a.m.

Prepared by:

A handwritten signature in blue ink that reads "Christina Lopez".

Christina Lopez, Board Secretary

Approved on: 05/29/2020