



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
TELECONFERENCE VIA ZOOM**

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

**Friday, October 29, 2021
9:15 a.m.**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Calaycay at 9:32 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Cory Moss, Member Becky Shevlin,
Vice Chair Corey Calaycay, Chair Cynthia Sternquist (being
temporarily absent)

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of October 1, 2021.

Motion by Member Shevlin, second by Member Moss, the minutes for the Regular Meeting of October 1, 2021 were approved. Motion carried 4-0 (Chair Cynthia Sternquist being temporarily absent).

4. INTRODUCTION OF FOOTHILL TRANSIT BUSINESS PARTNERS

Ibrahima Toure, Area Vice President Operations, introduced Susan Sweat, Chief Operating Officer of Transdev U.S. Ms. Sweat stated that prior to working with Transdev, that she spent 33 years with FedEx. She stated that she looks forward to continuing to build the Transdev and Foothill Transit relationship.



5. **GENERAL PUBLIC COMMENT**

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

5.1. Chief Executive Officer Response to Public Comment

There was no response to Public Comment by the Chief Executive Officer.

Chair Sternquist joined the meeting.

CONSENT CALENDAR

6. **AUGUST 2021 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2021. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2021, for the fiscal year ending June 30, 2022.

Motion by Member Shevlin, second by Member Boyer, to receive and file.
Motion carried 5-0.

7. **RESOLUTION ADOPTING EXECUTIVE BOARD AND GOVERNING BOARD MEETINGS SCHEDULE FOR 2022**

Recommendation: Adopt Resolution No. 2021-06, the Executive and Governing Board Meeting Schedule for 2022.

Motion by Member Shevlin, second by Member Boyer, to adopt.
Motion carried 5-0.

8. **RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS**

Recommendation: Adopt Resolution 2021-07 authorizing teleconferenced public meetings for 30 days.

Motion by Member Shevlin, second by Member Boyer, to adopt.
Motion carried 5-0.



9. **CALIFORNIA TRANSIT ASSOCIATION REQUEST FOR ANNUAL FALL CONFERENCE HOSTS**

Recommendation: Authorize Foothill Transit to submit an application in response to the California Transit Association's request for 2023, 2024 and 2025 Annual Fall Conference hosts.

Motion by Member Shevlin, second by Member Boyer, to approve. Motion carried 5-0.

10. **AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR DATA CENTER SERVER REPLACEMENT**

Recommendation: Authorize the Chief Executive Officer to issue invitation for bids (IFB) No. 22-026 for the purchase of a Nutanix Data Center Server hardware and software solution for the Foothill Transit Data Center located at the administrative offices.

Motion by Member Shevlin, second by Member Boyer, to approve. Motion carried 5-0.

REGULAR AGENDA

11. **INSURANCE PROGRAM UPDATE**

Recommendation: Receive and file this update to the Foothill Transit insurance program.

John Curley, Chief of Safety and Security, introduced Bob Kuhn, Principal, Alandale Insurance who provided an overview of the various coverages that include general liability, property, earthquake, workers' compensation, and automobile insurance for non-revenue fleet.

Mr. Kuhn reported that this year there was a substantial increase in premiums on General Liability and Excess Liability policies. The increase is primarily a result of the fact that the agency's official name includes the word "transit," which is a red flag for insurers. In addition, Foothill Transit is currently named in litigation.

There was no Public Comment on this item.

The Executive Board received and filed this presentation.



12. **AUTHORIZATION FOR CONTRACT AMENDMENT FOR 13 FUEL CELL BUSES**

Recommendation: Authorize the Chief Executive Officer to amend Contract No. 21-077 in the amount of Fourteen Million Nine Hundred Nine Thousand Two Hundred Eighty Dollars and Ninety-Three Cents (\$14,909,280.93), sales tax included, for the purchase of 13 fuel cell buses as replacements for Foothill Transit's oldest battery electric buses.

Roland Cordero, Director of Maintenance and Vehicle Technology, presented this item.

Mr. Cordero reported that at this morning's Governing Board Meeting the board approved an amendment to the Life of Project budget to allow for the purchase of 13 fuel cell buses as replacements for the oldest battery electric buses. Delivery of the 13 fuel cell buses would be scheduled for between August and October 2022.

Mark Fisher, Director of National Sales, New Flyer thanked the Executive Board for their partnership and stated that they are committed to the advancement of zero emission vehicles.

There was no Public Comment on this item.

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

13. **AUTHORIZATION TO AWARD CONTRACT FOR POMONA OPERATIONS AND MAINTENANCE FACILITY UPGRADES FOR FUEL CELL ELECTRIC BUSES IMPLEMENTATION**

Recommendation: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into Agreement No. 21-091 with Fuel Solutions, Inc. in the amount of \$186,455.65 for design, engineering, and construction support services of facility modifications and upgrades required for a hydrogen-safe facility at the Pomona Operations and Maintenance facility.

Sharlane Bailey, Director of Facilities, presented this item.

Ms. Bailey reported that with the implementation of hydrogen fuel buses, that on July 29, 2021, a Request for Qualifications was issued for design and engineering consulting services for facility upgrades to the Pomona



Operations and Maintenance Facility. The highest rated proposer was Fuel Solutions with an overall score of 92.42. A nine-month design schedule is anticipated with a tentative contract award for construction in August 2022.

There was no Public Comment on this item. Staff responded to a question from Member Boyer related to the acquisition of Fuel Solutions, Inc. by Stantec.

Motion by Member Shevlin, second by Member Boyer, to approve. Motion carried 4-0 (Chair Sternquist being temporarily absent).

14. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR ARCADIA/IRWINDALE OPERATION AND MAINTENANCE FACILITY TRANSIT SERVICES**

Recommendation: 1. Authorize the Chief Executive Officer to exercise a one month extension through July 31, 2021 on Agreement No. 16-028 with Transdev; and 2. Authorize the Chief Executive Officer to issue a request for proposals (RFP) No. 22-001 for transit operations and maintenance services at Foothill Transit's Arcadia Irwindale facility.

LaShawn King Gillespie, Director of Operations and Customer Service, presented this item.

Ms. Gillespie reported that Transdev Services Inc. has provided operations and maintenance services out of the Arcadia Irwindale facility since October 2014. The contract is for operation of 23 Foothill Transit bus lines, and operation and maintenance of 191 CNG buses and 19 extended range battery-electric buses.

With the board's authorization, Request for Proposals 22-001 will be issued on November 29, 2021. Proposals will be due on March 1, 2022 and an authorization for contract award by the Executive Board is scheduled for April 29, 2022. Commencement date for the services is August 1, 2022.

Motion by Member Boyer, second by Chair Sternquist, to approve. Motion carried 5-0.

15. **PROPOSED SERVICE CHANGES AND CANCELLATIONS**

Recommendation: 1. Recommend that the Governing Board authorize the Chief Executive Officer to seek public input and conduct a public hearing regarding the cancellation of Line 690. 2. Recommend that the Executive



Board authorize the Chief Executive Officer to seek public input and conduct a public hearing regarding the cancellation of the route variant for Line 292.

Lourdes Álvarez, Transit Planner, presented this item.

Ms. Álvarez reported that the cancellation of Line 690 is being proposed due to low ridership. Line 690's decline in ridership began with the implementation of the Gold Line Extension and the bus line has been paused since January 2021 due to the impacts of the COVID-19 pandemic. Foothill Transit has not received any comments related to the resumption of service.

Line 292 contains a two-trip variant that travels on Baseline Road, one trip in the morning and one trip in the afternoon. The variant was implemented as a mitigation for the cancellation of Line 855. Cancellation of the two-trip is being proposed due to its extremely low ridership.

Ms. Álvarez presented an overview of the draft public outreach schedule. A final recommendation to the Governing Board is tentatively scheduled for March 2022.

There was no Public Comment on this item.

Motion by Member Shevlin, second by Member Boyer, to approve. Motion carried 4-0 (Member Moss being temporarily absent).

16. **CONTINUED GENERAL PUBLIC COMMENT**

Public comment was not reopened as the Public Comment period was concluded earlier in the agenda (Item 6).

17. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- A Special Meeting is tentatively scheduled for November 19, 2021. The meeting will be held to extend the 30-day requirement for virtual meetings, this would allow for the December meetings to be held virtually.



18. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Sternquist thanked Vice Chair Calaycay for leading today's Executive Board meeting

19. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION** Existing Litigation, Government Code § 54956.9(a)

Name of Case: *Julian Bryant, et al. v. City of Pomona, Foothill Transit, et al.*, Los Angeles Superior Court Case No. 19STCV46308

Chair Sternquist excused herself from Closed Session.

The Executive Board recessed into Closed Session at 10:20 a.m.

The Executive Board reconvened at 10:32 a.m.

20. **CLOSED SESSION REPORT**

Vice Chair Calaycay reported that there were no reportable actions.

21. **ADJOURNMENT**

Adjournment for the October 29, 2021 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:33 a.m.

Prepared by:



Christina Lopez, Board Secretary

Approved on: 12/17/2021