



Foothill Transit

EXECUTIVE BOARD MEETING

West Covina, CA
Friday, August 30, 2024



Foothill Transit

Foothill Transit MISSION

To be the premier public transit
provider committed to:

SAFETY

COURTESY

QUALITY

RESPONSIVENESS

EFFICIENCY

INNOVATION



Foothill Transit **VALUES**

SAFETY

We educate, encourage, and endorse a strong culture of safety at all levels of the organization, valuing the responsibility entrusted in us by the communities that we serve.

RESULTS

We value the achievement of organizational goals and initiatives as defined in our business plan and involving all levels of the organization.

INTEGRITY

We are committed to high ethical standards based on accountability, honesty, respect, transparency, and a high level of fiscal responsibility.

GRATITUDE

We are a team united in thankfulness for each other; we express gratitude for our many opportunities by investing our time and energy in our community and industry, and through the open expression of appreciation.

DIVERSITY

We create an environment rich with talented people and differing viewpoints, valuing the unique perspectives that everyone brings.

TEAM MEMBERS

Our team members are the key to Foothill Transit's success and we are committed to supporting them through education, development, and recognition.

COMMUNICATION

We value and are committed to open honest respectful discussion which is responsive, informative, and constructive.

SUSTAINABILITY

We embrace sustainability because it benefits all aspects of our business while helping our communities by protecting the environment through measured and responsible stewardship of resources.



Foothill Transit

Executive Board Meeting **AGENDA**

EXECUTIVE BOARD MEETING
8:00 AM, AUGUST 30, 2024
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL: MEMBERS BOYER, CALAYCAY, MOSS, SHEVLIN, STERNQUIST
3. CONFIRMATIONS OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER
4. PRESENTATIONS
 - 4.1. Introduction of Foothill Transit Business Partners
5. PUBLIC COMMENT

CONSENT CALENDAR: Items 6 through 13 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.

6. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 28, 2024

Public Comment: Any individual may request to address the Executive Board at this time. Public comments are allowed only during the Public Comment portion of the agenda. Speakers may speak only once for up to 3 minutes total time during which they may address both on- and off- agenda items. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. 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, emailing board.secretary@foothilltransit.org, 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. AUGUST 2024 PROCUREMENT MONTHLY REPORT

Recommended Action: Receive and file the Procurement Monthly Report for August 2024.

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 Chief Executive Officer's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

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

Si necesita servicios de traducción, comuníquese con la oficina del Director Ejecutivo llamando al (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

若需要翻譯服務，請在會議前至少48小時聯絡執行長辦公室 (626) 931-7300分機7204

Nếu quý vị yêu cầu dịch vụ dịch thuật, vui lòng liên hệ với văn phòng Giám Đốc Điều Hành theo số (626) 931-7300, số máy lẻ 7204, ít nhất 48 giờ trước cuộc họp

Kung kailangan mo ng serbisyong pagsasalin, mangyaring makipag-ugnayan sa tanggapan ng Punong Ehekutibong Opisyal sa numerong (626) 931-7300 ekstensyon 7204, hindi bababa ng 48 oras bago ang pagpupulong

번역 서비스가 필요한 경우, 회의가 시작되기 최소 48시간 전에 (626) 931-7300 내선 7204번으로 최고경영자실에 연락하십시오.

通訳／翻訳サービスが必要な際は、ミーティング48時間前までに、CEO/最高経営責任者事務所までに連絡してください。CEO事務所
連絡先：(626) 931-7300内線7204

اگر به خدمات ترجمه نیاز دارید، لطفاً دست کم 48 ساعت قبل از شروع جلسه با دفتر مدیر عامل به شماره تلفن (626) 931-7300 داخلی (626) 931-7300 تماس بگیرید

Եթե Ձեզ թարգմանչական ծառայություններ են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ զանգահարեք Գլխավոր գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកត្រូវការសេវាកម្មបកប្រែភាសា សូមទាក់ទងការិយាល័យនាយកភ្នាក់ងារប្រតិបត្តិកាមន្ទីរស្តីលេខ (626) 931-7300 លេខភ្ជាប់បន្ត 7204, ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោងមុនកិច្ចប្រជុំ

في حالة الحاجة لخدمات الترجمة، يرجى الاتصال بمكتب الرئيس التنفيذي على رقم الهاتف (626) 931-7300 (الرقم الداخلي 7204) وذلك قبل 48 ساعة على الأقل من الاجتماع

หากคุณต้องการบริการล่าม โปรดติดต่อสำนักงานประธานเจ้าหน้าที่บริหารที่ (626) 931-7300 ต่อ 7204 อย่างน้อย 48 ชั่วโมงก่อนการประชุม



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8. AUGUST 2024 LEGISLATIVE UPDATE

Recommended Action: 1. Adopt a SUPPORT position on SB 1418, and 2. Receive and file the August 2024 Legislative Update.

9. AUTHORIZATION TO ISSUE REQUEST FOR PROPOSAL FOR HYDROGEN FOR ARCADIA IRWINDALE OPERATIONS AND MAINTENANCE FACILITY HYDROGEN FUELING STATION

Recommended Action: Authorize the Chief Executive Officer to issue Request for Proposals (RFP) No. 25-001 for a Hydrogen Fueling Solution at the Arcadia/Irwindale Operations and Maintenance Facility.

10. AUTHORIZATION TO AWARD A SOLE SOURCE CONTRACT FOR DVR HARD DRIVE REPLACEMENT

Recommended Action: Authorize the Chief Executive Officer to execute Contract No. 25-003 to Transit Solutions, Inc. in the amount of Five Hundred Ninety-Three Thousand Seven Hundred Twenty-Six Dollars (\$593,726.00) for upgrading the Digital Video Recorder (DVR) hard drives in Foothill Transit's fleet of buses.

11. TRANSIT ASSET MANAGEMENT PLAN

Recommended Action: Receive and file the Transit Asset Management (TAM) Plan Version 2.0 (Attachment A).

12. AMENDMENT TO CHIEF EXECUTIVE OFFICER'S EMPLOYMENT AGREEMENT

Recommended Action: Authorize the Executive Board Chair to execute the First Amendment to the First Amended and Restated Chief Executive Officer Employment Agreement dated July 1, 2023.

13. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM UPDATE

Recommended Action: Adopt Foothill Transit's revised FFY 2022 - FFY 2024 DBE Program (Attachment A).



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REGULAR AGENDA:

14. AUTHORIZATION TO PURCHASE 12 ADDITIONAL BATTERY ELECTRIC
DOUBLE-DECK BUSES

Recommended Action: Authorize the Chief Executive Officer to purchase 12 additional Battery Electric Double-Deck buses under Contract No. 24-055 with Alexander Dennis in the amount of \$21,096,000.00.

15. AUTHORIZATION TO AWARD SOLE SOURCE CONTRACT FOR HEADSIGN
REPLACEMENT

Recommended Action: Authorize the Chief Executive Officer to execute Contract No. 25-002 with I/O Controls in the amount of Three Hundred Ninety Eight Thousand and Ten Dollars (\$398,010.00) for headsign replacement on 60 Foothill Transit buses.

16. PUBLIC OUTREACH FOR LINE 492 PILOT

Recommended Action: Recommend that the Governing Board authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the Line 492 Pilot.

17. CHIEF EXECUTIVE OFFICER COMMENT

18. BOARD MEMBER COMMENT

19. ADJOURNMENT

**The next Regular Meeting of the Executive Board
is scheduled for
Friday, September 27, 2024 at 8:00 a.m.**



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

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

**Friday, June 28, 2024
8:00 a.m.**

DRAFT

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Moss.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Corey Calaycay, Member Cynthia Sternquist, Vice Chair Becky Shevlin, Chair Cory Moss

4. 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.

5. PRESENTATIONS

5.1. Introduction of Foothill Transit Business Partners

Sandi Hill, Keolis Vice President - Business Development, addressed the Governing Board.

W.C. Pihl, Transdev Senior Vice President of Business Development, addressed the Governing Board.

5.2. Contractors' Employee Recognition

Doug Brockwell, General Manager, introduced the Pomona location Keolis employees of the month.

Brittany Goff - Employee of the Month
Tyrone Monette - Operator of the Month

Juan Silva, Assistant General Manager, introduced the Arcadia location Transdev employees of the month.

Anthony Lawson - Employee of the Month
Donald Singleton- Operator of the Month

6. **PUBLIC COMMENT**

Elena Garza addressed the Foothill Transit Executive Board.

CONSENT CALENDAR

The Executive Board took action on a single motion on items 7-14.

7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MAY 31, 2024**

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

8. **MAY 2024 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Recommended Action: Receive and file the Financial Statements and Investment Summary year-to-date report through May 31, 2024. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of May 31, 2024, for the fiscal year (FY) ending June 30, 2024.

The Executive Board received and filed the May 2024 Financial Statements and Investment Summary.

9. **JUNE 2024 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for June 2024.

The Executive Board received and filed the June 2024 Procurement Monthly Report.

10. **AUTHORIZATION TO AMEND BILLING RATES FOR GENERAL LEGAL SERVICES CONTRACT**

Recommendation: Authorize the Chief Executive Officer to amend the billing rates for General Legal Services to include annual adjustments as noted below.

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

11. **AUTHORIZATION TO AMEND CONTRACT FOR COMPUTER AIDED DISPATCH/AUTOMATIC VEHICLE LOCATION SYSTEM MAINTENANCE AGREEMENT**

Recommendation: Authorize the Chief Executive Officer to execute Amendment No. 1 to Contract No 24-047 with Avail Technologies in a not to exceed amount of \$1,032,878.83 over the life of the agreement ending in 2029, with the option to terminate for convenience at any point in the term.

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

12. **2024 SERVICE STANDARDS AND POLICIES**

Recommendation: Adopt the updated 2024 System Standards and Policies (Attachment A).

Motion by Member Calaycay, second by Vice Chair Shevlin, to adopt. Motion carried 5-0.

13. **ASSET DISPOSITION POLICY**

Recommendation: Adopt the updated Asset Disposition Policy (Attachment A) for the disposition of Foothill Transit assets, which have reached the end of useful life.

Motion by Member Calaycay, second by Vice Chair Shevlin, to adopt. Motion carried 5-0.

14. **JUNE 2024 LEGISLATIVE UPDATE**

Recommendation: 1. Adopt a SUPPORT position on SB 1420, and 2. Receive and file the June 2024 Legislative Update.

Motion by Member Calaycay, second by Vice Chair Shevlin, to adopt, Motion carried 5-0 and receive and file.

REGULAR AGENDA

15. **CAL POLY POMONA CLASS PASS PROGRAM MEMORANDUM OF UNDERSTANDING**

Recommendation: Authorize the Chief Executive Officer to enter into a memorandum of understanding (MOU) with Cal Poly Pomona to renew the Class Pass program for three years.

Hendy Satya, Marketing and Communications Manager, presented this item.

Mr. Satya presented an overview of the Cal Poly Pomona Class Pass Program, reported that over 4500 students have a Class Pass. The program has been successful with ridership increasing each of the previous three years. Both Foothill Transit and Cal Poly are interested in continuing the program. A three-year Memorandum of Understanding is being proposed with cap increases.

Staff responded to comments and questions regarding student surveys, and capturing data on students who currently ride and if they plan to continue to ride after they graduate.

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

16. **RESOLUTIONS FOR THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA) AND APPOINTMENT OF PRIMARY AND ALTERNATE VOTING DELEGATES TO THE CJPIA BOARD OF DIRECTORS**

Recommendation: Select a primary voting delegate and one or more alternates to the CJPIA Board of Directors (Attachment F) and adopt the following Resolutions: 1. Resolution No. 2024-04: Authorization to join the California Joint Powers Insurance Authority and execute its Joint Powers Agreement. (Attachment A) 2. Resolution No. 2024-05: Authorization for

pooling of self-insurance through the liability protection program of the California Joint Powers Insurance Authority. (Attachment B) 3. Resolution No. 2024-06: Authorization for pooling of self-insurance through the workers' compensation protection program of the California Joint Powers Insurance Authority. (Attachment C) 4. Resolution No. 2024-07: Authorization to provide workers' compensation coverage for certain volunteers pursuant to the provisions of Section 3363.5 of the Labor Code. (Attachment D) 5. Resolution No. 2024-08: Authorization establishing a policy that delegates tort liability claims handling responsibilities to the California Joint Powers Insurance Authority as authorized by Government Code Sections 910, et seq. (Attachment E)

John Curley, Chief of Safety and Security, presented this item.

Mr. Curley reported that the CJPIA officially approved Foothill Transit's membership on July 1, 2024. To complete the process, Foothill Transit's Executive Board must now adopt the necessary resolutions and appoint representatives to the CJPIA Board of Directors.

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

Executive Board Appointments to CJPIA Board of Directors:

Motion by Chair Moss, second by Member Calaycay, to appoint Executive Board Member Sternquist, Delegate to CJPIA Board of Directors. Motion carried 5-0.

Motion by Chair Moss, second by Member Calaycay, to appoint Chief of Safety and Security John Curley, Alternate to CJPIA Board of Directors. Motion carried 5-0.

17. **COACH OPERATOR AUDIT RESULTS**

Recommendation: Receive and file the results of the Coach Operator Audits.

Tanya Pina, Operations Contract Manager, presented this item.

Ms. Pina reported on the results of the coach operator audits that were conducted between February 19 – 29, 2024. There were a total of 181 observations conducted that resulted in a total of 174 violations or an average of .96 violations per trip. She also reported that for the audit period

41 percent of the 181 audits conducted had no reported violations, which resulted in 75 operators receiving a Perfect Check. Operators are recognized and awarded a “Perfect Check” pin, which can be worn as part of their uniform.

Staff responded to questions regarding cleanliness, on how audit results compare to audit results before COVID,

The Executive Board received and filed the results of the Coach Operator Audits.

18. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Thanked Deputy CEO LaShawn King Gillespie and staff for their efforts during the Federal Transit Administration’s Triennial Review. The reviewers’ preliminary report indicates zero findings.
- Reported that the Mt. SAC Foundation Board voted to have him join their Board. He looks forward to the continued partnership with Mt. SAC.

19. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Sternquist stated she looked forward to representing Foothill Transit on the CJPIA Board of Directors. She mentioned her 12 years of experience working with the organization through her city’s affiliation and praised them as a top-notch organization.

20. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Gov’t Code § 54957)

Title: Chief Executive Officer

The Executive Board recessed into Closed Session at 8:51 a.m.

21. **CLOSED SESSION REPORT**

The Executive Board reconvened from Closed Session at 9:44 a.m.



Darold Pieper, General Counsel, reported that the Executive Board voted on the motion of Chair Moss and second by Member Sternquist to unanimously approve a five percent increase in salary for the CEO, and directed that a report be brought back to the August Executive Board Meeting on the consent calendar for final approval.

22. **ADJOURNMENT**

Adjournment for the June 28, 2024 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:45 a.m.



August 30, 2024

To: Executive Board

Subject: **August 2024 Procurement Monthly Report**

Recommendation

Receive and file the Procurement Monthly Report for August 2024.

Awarded Procurements:

Since the previous month's Executive Board meeting on June 28, 2024, there have been three awards of agreements over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Iteris, Inc. was awarded Contract No. 24-069 for the professional engineering services for the design and installation of a cloud-based transit signal priority (TSP) system. The Independent Cost Estimate for this solicitation was \$160,000.00 and based on similar projects undertaken by other public agencies. The contract is in the amount of \$199,979.50, and was awarded to the highest technically ranked respondent to the solicitation in adherence to Brooks Act guidelines.
- Digital Scepter Corporation was awarded Contract No. 24-100 for firewall annual support and maintenance. The Independent Cost Estimate for this solicitation was \$127,700.00. The contract is in the amount of \$128,613.32, and was awarded to lowest priced of five respondents to the solicitation.
- Impex Technologies was awarded Contract No. 25-007 for virtual desktop clusters. The Independent Cost Estimate was \$140,000.00 and the solicitation was released in mid-July. The contract is in the amount of \$149,805.83, and was awarded to lowest priced of eight respondents to the solicitation.

Upcoming Procurements:

Since the previous month's Executive Board meeting, the Procurement Department has initiated one procurement over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Invitation for Bids 24-103 for wireless access point infrastructure at both operating facilities. The Independent Cost Estimate for this solicitation



is \$203,000.00. The solicitation was issued in early July with bids being due in mid-August and anticipated award occurring in late August.

Sincerely,

Christopher Pieper
Director of Procurement

Doran J. Barnes
Chief Executive Officer



August 30, 2024

To: Executive Board

Subject: **August 2024 Legislative Update**

Recommendation

1. Adopt a SUPPORT position on SB 1418, and
2. Receive and file the August 2024 Legislative Update.

Analysis

Federal Update:

The Senate and House Committees on Appropriations marked up S. 4786 and H.R. 9028, the 2025 Transportation, Housing and Urban Development, and Related Agencies (THUD) Appropriations Act on July 25 and July 10, respectively. The Senate THUD Appropriations bill markup funds a majority of public transit funding authorized by the Infrastructure Investment and Jobs Act (IIJA), and appropriates a total of \$21.3 billion for public transit in FY 2025. This amount is \$1.7 billion more than what is appropriated for within House THUD Appropriations bill, which significantly cuts public transit funding authorized by the IIJA. The Senate and House of Representatives adjourned for the August recess on August 1 and July 25, respectively. This paused any immediate action on FY 2025 appropriations bill negotiations until Congress reconvenes on September 9.

Foothill Transit's earmark requests were successful in being included within the House THUD Appropriations bill, with a total of \$3.85 million in community project funding requests included in the House Committee on Appropriation's final markup of the bill. This amount is comprised of \$3 million under Congresswoman Linda Sánchez's requests and \$850,000 under Congresswoman Judy Chu. Both Congresswoman Sánchez and Chu made the full \$6.318 million request to the House Committee on Appropriations in support of Foothill Transit's procurement of 24 zero-emissions buses.

While Senators Laphonza Butler and Alex Padilla advanced \$6.318 million and \$3 million in congressionally directed spending requests for Foothill Transit's zero-emissions buses within the FY 2025 Appropriations bill, respectively, neither earmark were included in the final markup of the Senate THUD Appropriations bill. The House and Senate are expected to begin discussing and reconciling the FY 2025 appropriations bills, including earmarks, when they reconvene in the fall.



State Update:

The Legislature adjourned for its Summer Recess on July 3, and reconvened at the State Capitol on August 5, resuming hearings within fiscal committees. The last day for each house to pass bills is August 31, when the Legislature is set to go on its final recess of the 2023-24 Regular Legislative Session upon adjournment.

Earlier last month, the U.S. Department of Energy announced and the Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) announced the official signing of a landmark \$12.6 billion agreement to build a clean, renewable Hydrogen Hub in California. This statewide public-private partnership includes the Governor's Office of Business and Economic Development and the University of California as founding members. Foothill Transit is also one of the 13 regional transit agency partners of ARCHES' transportation project.

On August 6, Foothill Transit joined ARCHES as panelists at an informational hearing held by the Assembly Select Committee on Building a Zero-Carbon Hydrogen Economy. At this hearing, Foothill Transit was able to amplify the public transit sector's long-term needs for affordable, lower costs of hydrogen fuel, equipment, and infrastructure.

A supplemental state legislative update (Attachment A) prepared by our state advocate, Steve Wallauch is also attached to this report.

Recommended SUPPORT Position on SB 1418

A SUPPORT position on SB 1418 (Hydrogen-fueling stations: expedited review) is recommended. This bill would require cities and counties to create an expedited, streamlined permitting process for hydrogen-fueling stations in consultation with local fire departments and utilities for non-residential zones already established for the sale of gasoline or other motor vehicle fuel to the public. SB 1418 passed in the Assembly Committee on Appropriations on August 7 with a 13-0 vote. Proponents of the bill published by previous hearing dates include Calstart, California Chamber of Commerce, California Hydrogen Business Council, California Hydrogen Coalition, Los Angeles Area Chamber of Commerce, and BizFed.

This bill supports the State's network and rapid deployment of hydrogen fuel and infrastructure at scale. By streamlining the permitting process, SB 1418 support's the State's efforts in providing economic incentives for businesses to invest in hydrogen fuel, vehicles, and infrastructure, ultimately supporting California's clean transportation goals. This legislation supports the



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August 2024 Legislative Update
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advancement of Foothill Transit's zero-emissions bus program by reducing regulatory barriers within the hydrogen industry.

Regulatory and economic climates conducive to the hydrogen industry are essential, especially as California transit agencies, including Foothill Transit, lean in toward transitioning to completely zero-emissions fleets in accordance with the Innovative Clean Transition regulation mandated by the State of California. The advancement and sustainability of the industry for hydrogen fuel cell vehicles in addition to the long-term affordability of hydrogen fuel, fueling infrastructure, and buses are critical to the success of Foothill Transit's transition to a zero-emissions fleet. For these reasons, a SUPPORT position on SB 1418 is recommended.

Sincerely,

Yoko J. Igawa
Director of Government Relations

Doran J. Barnes
Chief Executive Officer

Attachment

PLATINUM | ADVISORS

August 16, 2024

TO: Foothill Transit Executive Board
Doran Barnes, Chief Executive Officer

Attachment A

FR: Steve Wallauch
Platinum Advisors

RE: State Legislative Update

Session Status: The legislature returned from Summer Recess on August 5th for the final month of session, which must end by midnight on August 31st. The key deadline facing the legislature when they return was the fiscal committee deadline on August 16th. The Appropriations Committees in both houses acted on Suspense File items on August 15th. Given the state's fiscal outlook, both committees held about 35% of the bills on the Suspense File, which is about 10% more than average. While there are exceptions to any rule, any measure that remains in a policy committee is considered dead, and any measure that fails to move out of the Appropriations Committees by August 16th is considered dead.

Adding more pressure to get things done, a delegation from the Women's Caucus, and other members, are expected to attend the Democratic Convention, which will result in at least 15 Senators and Assembly members missing almost a week of Floor Sessions. This will force votes on any controversial or $\frac{2}{3}$ threshold bills to be taken up during the final week of session.

The condensed time frame between the Legislature's return and the end of the session on August 31st, will be an intense period of negotiations, amendments, and floor votes. Platinum will be prepared for rapid developments and potential last-minute changes to bill language. It is the time for end of session shenanigans where entirely new proposals are placed in print for the first time in order to push controversial measures through during the final weeks of session.

Focus on Remaining Major Legislative Packages: Upon their return, the Legislature is expected to prioritize work on three significant policy packages:

- a) **Insurance Reform Package:** This comprehensive set of bills aims to address various challenges in California's insurance market.
- b) **California Made Package:** A package of legislation is being drafted to expedite the development of clean energy projects. These projects range from hydrogen production, offshore wind development, and general permit streamlining.

- c) ***Retail Theft Prevention and Enforcement Package:*** In response to growing concerns about organized retail crime, legislators will consider measures such as:
1. Enhanced penalties for repeat offenders
 2. Increased funding for local law enforcement task forces
 3. Support for loss prevention technologies
 4. Reforms to address root causes of retail theft

These legislative packages are sure to generate significant debate. Platinum Advisors will closely monitor developments related to these initiatives and any new proposal and provide updates as needed. In addition, the final round of budget trailer bills should be in print next week.

Ballot Measures: The California ballot for the upcoming election has been finalized, featuring 10 propositions that address a diverse range of policy areas including retail theft, healthcare, climate change, rent control, and taxation. This year's ballot measure process has been characterized by an unusual number of last-minute changes and political maneuvering.

The following 10 propositions have been officially certified for the ballot:

Proposition 2: **\$10 billion bond proposal to make improvements at K-12 schools and community colleges.**

Proposition 3: **Reaffirm the right of same-sex couples to marry.** This proposal would repeal the unconstitutional provisions in the Constitution that limits marriage to a man and a woman.

Proposition 4: **\$10 billion bond for climate programs.** This bond proposal includes funding for a wide range of climate related improvements. However, it does not include any funding for zero emission vehicle programs.

Proposition 5: **Lower voter approval requirements for local housing bonds.** This proposal includes the amendments proposed by ACA 1, and the amendments made by ACA 10. As it appears on the ballot, Proposition 5 would establish conditions whereby local housing bonds could be approved by 55% of the voters.

Proposition 6: **Limit forced labor in state prisons.** This proposal would amend the Constitution to prohibit the use involuntary servitude as a punishment for a crime.

Proposition 32: **Raise the state minimum wage to \$18 an hour.** This proposal would increase the minimum wage, and annually adjust the minimum wage based on inflation starting in 2026.

Proposition 33: Allow local governments to impose rent controls. This proposal would eliminate the Costa-Hawkins law, and allow local governments to control rents for any housing. This proposal does not affect any existing local rent control laws.

Proposition 34: Require certain health providers to use nearly all revenue from a federal prescription drug program on patient care. Proposition 34 creates new rules about how certain health care entities spend revenue from the federal drug discount program. Specifically, the entities would have to spend at least 98 percent of their net revenue earned in California on health care services provided directly to patients.

Proposition 35: Make permanent a tax on managed health care insurance plans. Proposition 35 makes the existing health plan tax permanent beginning in 2027. The state would still need federal approval to charge the tax.

Proposition 36: Increase penalties for theft and drug trafficking. Under this proposal people convicted of certain drug or theft crimes could receive increased punishment, such as longer prison sentences. In certain cases, people who possess illegal drugs would be required to complete treatment or serve up to three years in prison.

LEGISLATION

	Subject	Status
<u>AB 1904</u> <u>(Ward D)</u> Transit buses: yield right-of- way sign.	<p>AB 1904 was approved by the Senate Transportation Committee and is now pending on the Senate Floor.</p> <p>Existing law allows Santa Clara VTA and Santa Cruz Metropolitan Transit District to equip buses with a “yield right-of-way” sign to inform motorists when the bus re-entering a traffic lane.</p> <p>This bill would expand the above authorization to allow any transit operators to equip its bus with yield right-of-way signs. Under AB 1904 these signs could be an illuminated sign or a static decal.</p>	Senate Floor
<u>AB 2043</u> <u>(Boerner D)</u> Medi-Cal: nonmedical and nonemergenc y medical transportation	<p>AB 2043 was held on the Senate Appropriations Committee’s Suspense File and will not be moving forward this year.</p> <p>AB 2043 direct the State Department of Health Care Service to do the following:</p> <ul style="list-style-type: none"> • Ensure the fiscal burden of providing nonemergency Medi-Cal trips is not unfairly placed on public paratransit providers. 	<p>Senate Appr.</p> <p>Held on Suspense</p> <p>Dead</p>

	Subject	Status
	<ul style="list-style-type: none"> Direct Medi-Cal managed care plans to reimburse public paratransit providers at the state's fee for service rates. Engage with public paratransit providers to understand the unique challenges the paratransit providers face, and by June 1, 2026, provide updated guidance that ensures the fiscal burden is not placed on public paratransit providers. 	
<u>AB 2719</u> (Wilson D) Vehicles: commercial vehicle inspections.	<p>AB 2719 would create an alternative safety inspection process for public transit vehicles to ensure their safety and maintains the transit agency's ability to provide reliable, on-time transit service.</p> <p>AB 2719 is sponsored by NVTa and SolTrans. The purpose of this bill is to create an alternative inspection process that will exempt public transit buses from being required to stop at any roadside inspection station.</p>	Assembly Appropriations Held on Suspense File Dead
<u>AB 2824</u> (McCarty D) Battery; Public Transportation Provider	<p>AB 2824 would expand the application of existing provisions for battery of a bus operator to also include an agent, employee, or contractor to a public transit operator. The existing penalty for battery includes a fine of up to \$10,000, or up to one year in county jail, or both. The bill would also include imprisonment in state prison for up to 16 months, or 2 years, or 3 years.</p> <p>AB 2824 will not move forward this year. The author and the sponsors could not reach an agreement on adding provisions to the bill that would allow transit operators to issue prohibition orders.</p>	Assembly Public Safety Dead
<u>AB 3214</u> (Fong, Mike D) Public transit: advertising.	<p>AB 3214 would require the state to prioritize purchasing advertising space offered by public transit operators for public awareness campaigns.</p>	Assembly Transportation Dead
<u>SB 960</u> (Wiener D) Transportation	<p>SB 960 was approved by the Assembly Appropriations Committee, with amendments. The amendments are not in print yet, but the changes</p>	Assembly Floor

	Subject	Status
: planning: transit priority projects: multimodal.	<p>as described do not substantively change the intent of the bill. SB 960 directs Caltrans to develop a transit priority policy to help guide the implementation of transit priority facilities on the state highway system.</p> <p>This bill also requires inclusion of bicycle, pedestrian, and transit priority facilities in the Transportation Asset Management Plan, the State Highway System Management Plan, and the plain language performance report of the State Highway Operation and Protection Program (SHOPP). This bill requires any project in the SHOPP to include bicycle, pedestrian, and transit priority projects unless a specified exception applies.</p>	
<u>SB 1420</u> (Caballero D) Hydrogen.	<p>SB 1420 was approved by the Assembly Appropriations Committee, without amendments.</p> <p>Assembly policy committees scaled SB 1420 back to expand existing permit streamlining pathways to include hydrogen production facilities. Senator Caballero continues to push adding language back into the bill would clarify existing law and benefit the production of clean hydrogen as a transportation fuel.</p>	Assembly Floor
<u>SB 1418</u> (Archuleta D) Hydrogen-fueling stations: expedited review.	<p>SB 1418 would require cities and counties to create an expedited, streamlined permitting process for hydrogen-fueling stations at a properly zoned location, or at an existing gas station.</p>	Assembly Floor



August 30, 2021

To: Executive Board

Subject: **Authorization to Issue Request for Proposals for Arcadia Irwindale Operations and Maintenance Facility Hydrogen Fueling Station**

Recommendation

Authorize the Chief Executive Officer to issue Request for Proposals (RFP) No. 25-001 for a Hydrogen Fueling Solution at the Arcadia Irwindale Operations and Maintenance Facility.

Analysis

With the Executive Board's approval, Foothill Transit entered into a consulting services contract with Center for Technology and the Environment (CTE) last April. CTE and Foothill Transit project team held a kickoff meeting and site tour at the Arcadia/Irwindale yard last July 20, to locate the appropriate site for the hydrogen infrastructure within the bus yard. The procurement for design build services is a two-step process requiring a Request for Qualifications (RFQ) to establish a pool of vendors qualified to submit responses to the Request for Proposal (RFP). A meeting was held last August 7, to develop the scope of work for the design-build of a Hydrogen Infrastructure and fueling station for 19 Hydrogen Fuel Cell Buses (FCEBs).

RFP No. 25-001 will seek proposals from qualified firms to provide design-build services and install a new hydrogen fueling station at the Arcadia/Irwindale Operations and Maintenance Facility. The design-build contractor shall be responsible for all work associated with design, permitting, approvals, equipment/material sourcing, construction, installation, and commissioning necessary to install the hydrogen fueling station to support 19 FCEBs.

Foothill Transit's fuel cell consultant has proposed a scope of work for design-build services for a turnkey hydrogen fueling station, and operations and maintenance services for three years with two one-year option periods.

Some of the deliverables for this contractor include design documents, specifications, station commissioning, warranty documentation, Operating and Maintenance Plan, Hydrogen Safety Plan, performance data, and Process Safety Management Plan for the hydrogen fueling stations.



Budget Impact

Funding for the Design-Build services for a Hydrogen Fueling Station at Foothill Transit's Arcadia/Irwindale Operations & Maintenance Facility is included as part of Foothill Transit's FY 2025 Business Plan under capital project No. 0242 Hydrogen Fuel Cell Fueling Infrastructure.

Sincerely,

Roland M. Cordero
Director of Maintenance & Vehicle Technology

Doran J. Barnes
Chief Executive Officer

Chris Pieper
Director of Procurement

Joyce Rooney
Director of Finance



August 30, 2024

To: Executive Board

Subject: **Authorization to Award Sole Source Contract for DVR Hard Drive Replacement**

Recommendation

Authorize the Chief Executive Officer to execute Contract No. 25-003 to Transit Solutions, Inc. in the amount of Five Hundred Ninety-Three Thousand Seven Hundred Twenty-Six Dollars (\$593,726.00) for upgrading the Digital Video Recorder (DVR) hard drives in Foothill Transit's fleet of buses.

Analysis

Foothill Transit's fleet of buses currently have the four-terabyte hard drives installed on the DVR's. The hard drives record events that occur inside and outside of the bus via the six interior and nine exterior surveillance cameras. The surveillance system is used to capture and provide real-time video in the interior and exterior of the bus. It is essential for accident investigations and monitor activities inside the bus including passenger and driver interactions.

The current hard drives are the traditional drives where they have spinning platters on which events are recorded. The vibration of the buses and bumps on the roads can cause the hard drives to fail at a faster rate. The hard drive upgrade involves replacing the old hard drives with eight terabyte solid-state hard drives that are resistant to shocks and vibrations. Other benefits of upgrading are longer video data retention and built-in redundancy resulting to no video data loss.

Budget Impact

The approved Fiscal Year 2025 Business Plan and Budget includes funding for the TSI Hard Drive Replacement under capital project number 0276.

Sincerely,

Roland M. Cordero
Director of Maintenance & Vehicle Technology

Joyce Rooney
Director of Finance and Treasurer

Doran J. Barnes
Chief Executive Officer

Christopher Pieper
Director of Procurement



August 30, 2024

To: Executive Board

Subject: **Transit Asset Management Plan**

Recommendation

Receive and file the Transit Asset Management (TAM) Plan Version 2.0 (Attachment A).

Analysis

The Federal Transit Administration (FTA) released its Final Rule, 49 CFR Part 625, on July 26, 2016, that defines the minimum requirements of the Transit Asset Management (TAM) Plan and established a definition of state of good repair (SGR). Foothill Transit, as a recipient of federal financial assistance under the 49 U.S.C Chapter 53 that owns, operates and manages capital assets used in the provision of public transportation, was required to develop and implement a TAM Plan prior to October 1, 2018. The purpose of the TAM Plan is to define a strategic and systematic process through which Foothill Transit procures, operates, maintains, rehabilitates, and replaces transit assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation.

The FTA's Final Rule requires that the TAM Plan consist of nine elements and also requires that Foothill Transit select an Accountable Executive to oversee the implementation of the asset management efforts. Foothill Transit's Accountable Executive is the Deputy Chief Executive Officer, who will oversee the TAM Development and Implementation Committee.

The following are the nine required elements:

1. Inventory of the number and type of all capital assets, except equipment, a transit provider owns that have an acquisition value over \$50,000 that is not a revenue vehicle.
2. Condition assessment of those inventoried assets for which a provider has direct capital responsibility with a level of detail to monitor, predict the performance of assets, and inform investment prioritization.
3. Description of analytical processes or decision-support tools to estimate capital investment needs over time and develop its investment prioritization.



4. Project-based prioritization of investments.
5. TAM and SGR policy.
6. TAM Plan implementation strategy.
7. A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period.
8. A summary or list of the resources, including personnel that a provider needs to develop and carry out the TAM Plan.
9. An outline of how a provider will monitor, update, and evaluate, as needed, its TAM Plan and related business practices, to ensure the continuous improvement of its TAM practices.

The TAM Plan Version 1.0 was completed, reviewed and signed on September 28, 2018, and staff reports asset conditions and performance targets to the National Transit Database (NTD) as part of reporting year requirements.

As part of the FTA TAM requirements, agencies are required to update their TAM plan in its entirety at least once every four years. Foothill Transit has existing policies and procedures in place to keep assets in a state of good repair, and the TAM Plan assists to document and expand asset management efforts in addition to responding to FTA's Final Rule.

Budget Impact

An FTA goal is that the TAM plan cycle coincides with State and metropolitan planning for the State Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP). There are no immediate budget impacts resulting from the TAM plan as it is used to prioritize capital projects during the budgeting cycle by using a scoring sheet that prioritizes projects related to safety and maintaining a state of good repair. New capital projects that score well during the budget cycle will be recommended to the Board as part of the annual budget development process.

Sincerely,

Jorge Quintana
Budget and Grants Manager

Doran J. Barnes
Chief Executive Officer

Attachment



Foothill Transit



Foothill Transit Transit Asset Management Plan

Version 2.0

August 30, 2024

Approval

	Name	Title	Signature	Date
Author	Jorge Quintana	Budget & Grants Manager		
Author	Lany Hernandez	Senior Accountant		
Reviewer	Joyce Rooney	Director of Finance		
Authorizer	LaShawn King Gillespie	Deputy Chief Executive Officer		

Document Version Control

Version	Date	Document Title	Notes
DRAFT	7/10/18	Transit Asset Management	
1.0	9/28/28	Transit Asset Management Version 1.0	Final - Version 1.0
2.0	6/22/24	Transit Asset Management V. 2.0 DRAFT	
2.0	8/30/24	Transit Asset Management Version 2.0	Final - Version 2.0

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1.0 Foothill Transit

Foothill Transit provides fixed-route bus service for the San Gabriel and Pomona valleys, operating 35 local and express lines that covers over 300 square miles and provides 9 million rides each year.

Foothill Transit, a joint powers authority of 22 member cities in the San Gabriel and Pomona Valleys and the County of Los Angeles, was created in 1988 after the former Southern California Rapid Transit District (RTD) announced service cuts and fare increases that would negatively impact the San Gabriel Valley. In an effort to provide better public transportation options for the community while reducing costs and improving local control, the Los Angeles County Transportation Commission (LACTC) approved Foothill Transit's application to assume operation of 14 lines which were operated by the RTD.

Fixed-route bus service began in December 1988 with operation of Lines 495 and 498. The remaining 12 lines were transferred to Foothill Transit over a period of five years. Foothill Transit also assumed administration of the Bus Service Continuation Project and began providing service on an additional six lines that were abandoned by the RTD. The agency analyzed the transit need for the region and began modifying existing lines, increasing weekday service, introducing weekend service, and creating new service.

Foothill Transit Mission

To be the premier public transit provider committed to Safety, Courtesy, Quality, Responsiveness, Efficiency, and Innovation.

Foothill Transit Values

ACCOUNTABILITY

We educate, encourage, and endorse a strong culture of safety at all levels of the organization, valuing the responsibility entrusted in us by the communities that we serve.

RESULTS

We value the achievement of organizational goals and initiatives as defined in our business plan and involving all levels of the organization.

INTEGRITY

We are committed to high ethical standards based on accountability, honesty, respect and transparency, and a high level of fiscal responsibility.

GRATITUDE

We are a team united in thankfulness for each other; we express gratitude for our many opportunities by investing our time and energy in our community and industry, and through the open expression of appreciation.

INCLUSION

We are committed to creating a culture that facilitates equal access to opportunity and promotes participation among our diverse and talented team members, valuing the unique perspectives that everyone brings.

TEAM MEMBER

Our care for each other magnifies the care we provide to our communities, so we endeavor to practice compassion, embodying the best of our humanity to one another. We are also committed to supporting the team through education, development and recognition.

COMMUNICATION

We value and are committed to open, honest, and respectful discussion which is responsive, informative, and constructive.

SUSTAINABILITY

We embrace sustainability because it benefits all aspects of our business while helping our communities by protecting the environment through measured and responsible stewardship of resources.



Foothill Transit

2.0 Executive Summary

Foothill Transit is committed to safety, maximizing customer experience, and providing an efficient and reliable transportation service.

All recipients and sub-recipients of federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used in the provision of public transportation must develop a Transportation Asset Management (TAM) Plan. TAM is a business model that uses the condition of assets to guide optimal prioritization of funding of capital projects to keep transit networks in a State of Good Repair.

Foothill Transit's Transit Asset Management (TAM) Plan is vital in helping Foothill Transit reach its state of good repair goals and to meet key performance indicators. Foothill Transit's state of good repair policy is based on the Federal Transit Administration's useful life benchmark for assets and shapes the steps necessary for the implementation of the Transit Asset Management plan. State of Good Repair measures the ability of the asset to operate at full capacity. Several vital factors are taken into account when measuring state of good repair and are centered around safety, performance of the transportation system, maintenance costs, and age. Foothill Transit's Deputy Chief Executive Officer is the Accountable Executive responsible for overseeing the implementation of the Transit Asset Management Plan.

3.0 Introduction

Foothill Transit's Transit Asset Management (TAM) Plan is a business model that prioritizes funding based on the condition of transit assets, in order to achieve or maintain transit networks in a State of Good Repair (SGR). In July 2016, the Federal Transit Administration (FTA) issued a final rule requiring transit agencies to maintain and document minimum TAM standards. Federal law requires recipients and sub-recipients of Federal financial assistance to develop a Transit Asset Management Plan that is due to be completed on October 1, 2018.

In maintaining a State of Good Repair, Foothill Transit ensures assets are able to perform their specific functions, are safe and do not put users at risk, and have met or exceeded their useful life according to FTA standards. Foothill Transit's capital assets are separated into three categories: equipment, rolling stock, and facilities. Within these categories, buses, non-revenue vehicles, administration and operations and maintenance facilities, and park and ride facilities are included.

3.1 Accountable Executive/TAM Core Team

The FTA Transit Asset Management (TAM) Plan requires each transit operator receiving FTA funding to designate an Accountable Executive to implement the TAM Plan. The Accountable Executive is responsible for ensuring the development and implementation of the TAM Plan, in accordance with §625.25 (Transit Asset

Management Plan requirements). Additionally, the Accountable Executive is responsible to ensure the reporting requirements, in accordance with both § 625.53 (Recordkeeping for Transit Asset Management) and § 625.55 (Annual Reporting for Transit Asset Management) are completed. The Accountable Executive will also approve the annual asset performance targets, TAM document, and SGR Policy. These required approvals are to be self-certified by the Accountable Executive via the annual FTA Certifications and Assurances forms in TrAMS.

Foothill Transit's Accountable Executive will be the Deputy Chief Executive Officer. Foothill Transit's Accountable Executive must balance transit asset management, safety, day-to-day operations, and expansion needs in approving and carrying out the TAM Plan and a public transportation agency safety plan. The Accountable Executive will oversee a TAM Development and Implementation Committee that is comprised of representatives for each department that is involved in assisting Foothill Transit achieve it's TAM and SGR goals.

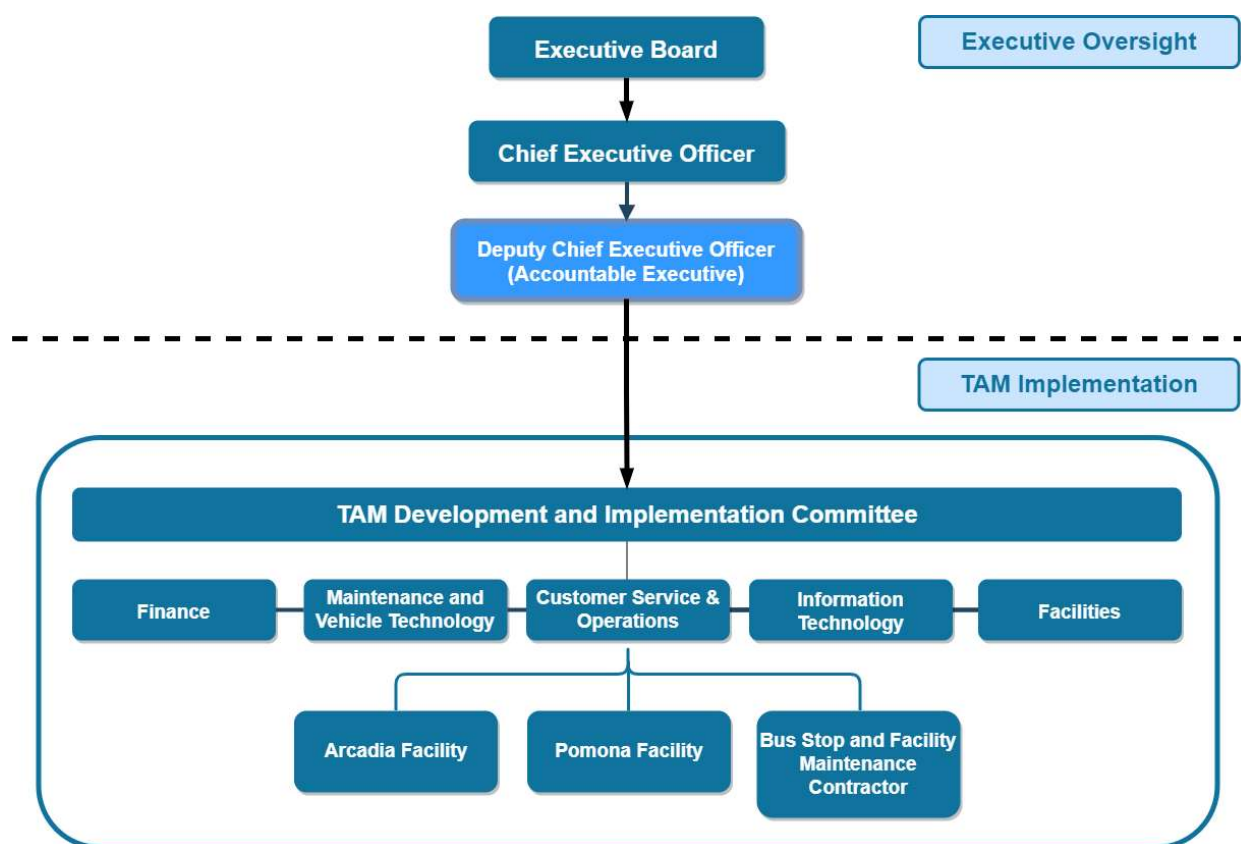


Figure 1: TAM core team structure

The final TAM Rule was published on July 26, 2016 and went into effect on October 1, 2016. The rule itself amended the United States (U.S.) Code of Federal Regulations (CFR) Title 49 Parts 625 and 630, which relate to TAM and the NTD respectively. The

TAM Final Rule distinguishes requirements between larger and smaller or rural transit agencies. Based on the criteria, and the type of service provided, Foothill Transit currently operates as a Tier I provider.

FTA defines Tier I providers as:

- “Owns, operates, or manages either 101 or more vehicles in revenue service during peak regular service or in any one non-fixed route mode” Or,
- “Operates rail transit.”

FTA defines Tier II providers as:

- Sub-recipient of 5311 funds or
- American Indian Tribe or
- Owns, operates, or manages less than 100 vehicles across all fixed route modes or
- Owns, operates, or manages less than 100 vehicles in one non-fixed route mode

Under the bus fleet size criteria, Foothill Transit is considered a Tier 1 provider. Because Foothill Transit is a Tier I provider, Foothill Transit must develop its own TAM Plan and update it at least every four years. The TAM Plan must also coincide with Statewide Transportation Improvement Plans and be amended as significant changes occur. Foothill Transit's TAM Plan covers a horizon period of four (4) years.

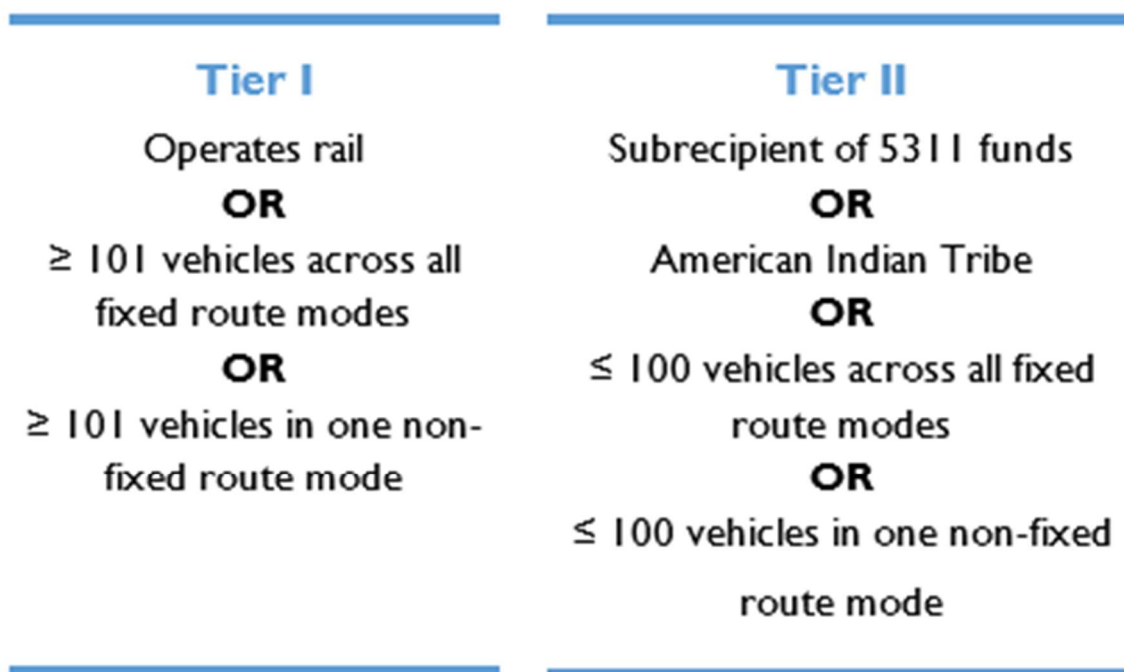


Figure 2: Tier classification

3.2 TAM Elements

As a Tier 1 provider, Foothill Transit has developed and implemented a TAM Plan that contains the following 9 required elements:

All Providers Tier I & II		
1	Inventory of Capital Assets <i>Inventory of the number and type of all capital assets a provider owns, except equipment with an acquisition value under \$50,000 that is not a service vehicle.</i>	49CFR§625.25 (b)(1)
2	Condition Assessment <i>Condition assessment of those inventoried assets for which a provider has direct capital responsibility and to level of detail to monitor, predict performance of assets, and inform investment prioritization.</i>	49CFR§625.25 (b)(2)
3	Decision Support Tools <i>Description of analytical processes or decision-support tools to estimate capital investment needs over time and develop its investment prioritization.</i>	49CFR§625.25 (b)(3)
4	Investment Prioritization <i>Project-based prioritization of investments.</i>	49CFR§625.25 (b)(4)
5	TAM and SGR Policy <i>Provide a TAM and SGR Policy</i>	49CFR§625.25 (b)(5)
6	Implementation Strategy <i>Provide or develop an TAM Plan implementation strategy.</i>	49CFR§625.25 (b)(6)
7	List of Key Annual Activities <i>A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period.</i>	49CFR§625.25 (b)(7)
8	Identification of Resources <i>A summary or list of the resources, including personnel that a provider needs to develop and carry out the TAM Plan.</i>	49CFR§625.25 (b)(8)
9	Evaluation Plan <i>An outline of how a provider will monitor, update, and evaluate, as needed, its TAM Plan and related business practices, to ensure the continuous improvement of its TAM practices.</i>	49CFR§625.25 (b)(9)

Figure 3: TAM Elements

4.0 Inventory of Capital Assets

4.1 Rolling stock

Revenue Vehicles											
#	Foothill Transit Series	Vehicle Type (NTD)	# of Vehicles in Fleet	Year Manufactured	Make	Model	Fuel Type	Vehicle Length	Seating Capacity	Status	Useful Life
1	1700	BUS	7	2009	NABI	42 FT BRT 03	CNG	40	40	Active	14
2	1700	BUS	9	2009	NABI	42 FT BRT 03	CNG	40	40	Inactive	14
3	1800	BUS	12	2010	NABI	42 FT BRT 03	CNG	42	40	Active	14
4	1900	BUS	14	2011	NABI	42 BRT-03-04	CNG	42	38	Active	14
5	2100	BUS	64	2013	NABI	42 BRT-03-04	CNG	42	38	Active	14
6	2200	BUS	29	2014	NABI	42 BRT-07.02	CNG	42	38	Active	14
7	2300	BUS	30	2015	NABI	42 BRT-07.03	CNG	42	38	Active	14
8	2400	BUS	30	2016	New Flyer	Excelsior-XN40	CNG	40	35	Active	14
9	2500	BUS	30	2016	New Flyer	Excelsior-XN40	CNG	40	35	Active	14
10	2600	BUS	14	2017	Proterra	Catalyst E2	Electric	40	35	Active	14
11	2700	BUS	34	2018	El Dorado	Axess	CNG	40	36	Active	14
12	2700	BUS	11	2020	El Dorado	Axess	CNG	40	36	Active	14
13	2700	BUS	18	2021	El Dorado	Axess	CNG	40	36	Active	14
14	2800	BUS	3	2018	Proterra	Catalyst E2	Electric	36	29	Active	14
15	2800	BUS	2	2021	El Dorado	Axess	CNG	35	28	Active	14
16	2900	Articulated Bus	24	2020	New Flyer	XN60	CNG	60	51	Active	14
17	3000	BUS	2	2020	Alexander Dennis	ENVIRO 500 EV	Electric	40	80	Active	14
18	3100	BUS	30	2022	New Flyer	XHE40	Hydrogen	40	34	Active	14
Total vehicles in fleet: 363											

Table 1: Rolling stock inventory summary

4.2 Equipment- Non-Revenue Service Vehicles

Non-Revenue Vehicles								
#	Series	Vehicle Type (NTD)	Vehicles in Fleet	Year Manufactured	Make	Model	Fuel Type	Useful Life
1	Admin-Exec	Automobiles	1	2022	KIA	EV6	Electric Battery	8
2	Admin-Exec	Automobiles	1	2023	Ford Motor	Mustang Mach-E	Electric Battery	8
3	AdminOps	Automobiles	3	2012	Toyota Motor	Camry Hybrid	Hybrid Gasoline	8
4	AdminOps	Automobiles	2	2013	Ford Motor	Fusion Hybrid	Hybrid Gasoline	8
5	AdminOps	Automobiles	2	2016	Ford Motor	Fusion Energi SE	Hybrid Gasoline	8
6	AdminOps	Automobiles	2	2017	Ford Motor	Fusion Energi SE	Hybrid Gasoline	8
7	AdminOps	Automobiles	2	2019	Ford Motor	Fusion Energi Titanium	Hybrid Gasoline	8
8	AdminPool	Automobiles	1	2015	Toyota Motor	Sienna	Gasoline	8
9	AdminPool	Automobiles	2	2018	Mitsubishi Motors	Outlander PHEV	Hybrid Gasoline	8
10	AdminPool	Automobiles	1	2021	Toyota Motor	Venza XLE Hybrid	Hybrid Gasoline	8
11	AdminPool	Automobiles	3	2022	Ford Motor	Mustang Mach-E	Electric Battery	8
12	AdminPool	Automobiles	1	2022	Ford Motor	Transit Cargo Van	Gasoline	8
13	AdminPool	Automobiles	2	2022	KIA	EV6	Electric Battery	8
14	Facilities	Trucks and other Rubber Tire Vehicles	1	2010	Trailer	Trailer	Gasoline	14
15	Facilities	Trucks and other Rubber Tire Vehicles	1	2013	Chevrolet Motor	Express Cargo	Gasoline	14
16	Facilities	Trucks and other Rubber Tire Vehicles	1	2014	Ford Motor	F-150	Gasoline	14
17	Facilities	Trucks and other Rubber Tire Vehicles	2	2016	Ford Motor	F-550	Gasoline	14
Total vehicles in fleet:			28					

Table 2: Non-revenue service vehicles summary

4.3 Equipment – At or Over \$50,000 in Acquisition Value

Equipment					
Level 1 Code	Level 2 Code	Asset Description	Count	Replacement Value	Average Useful Life
EQUIPMENT & FURNISHINGS	Equipment	Automated Aluminum Wheel Polisher	1	\$ 50,000.00	10
EQUIPMENT & FURNISHINGS	Equipment	EZ Go Carts	1	\$ 60,000.00	7
EQUIPMENT & FURNISHINGS	Equipment	Tire Rim Polisher	1	\$ 50,000.00	10
EQUIPMENT & FURNISHINGS	Equipment	Vehicle Lift Heavy	6	\$ 2,400,000.00	25
EQUIPMENT & FURNISHINGS	Equipment	Vehicle Lift, Portable (24 Lifts Total)	1	\$ 216,000.00	10
EQUIPMENT & FURNISHINGS	Equipment	Vehicle Lift, Portable (Set of 4)	1	\$ 60,000.00	10
EQUIPMENT & FURNISHINGS	Equipment	Vehicle Wash	2	\$ 1,400,000.00	12
EQUIPMENT & FURNISHINGS	Furnishings	Furniture	3	\$ 1,500,000.00	15
SERVICES	Conveying	Freight Lift	1	\$ 230,000.00	25
SERVICES	Conveying	Passenger Elevator	5	\$ 1,203,000.00	25
SERVICES	Electrical	Automatic Transfer Switch	1	\$ 50,000.00	18
SERVICES	Electrical	Battery Charger	2	\$ 500,000.00	15
SERVICES	Electrical	Electrical System	6	\$ 4,015,000.00	25
SERVICES	Electrical	Emergency Generator	5	\$ 535,000.00	25
SERVICES	Electrical	Interior Lighting	5	\$ 3,337,500.00	22
SERVICES	Electrical	Overhead Bus Charger	1	\$ 500,000.00	7
SERVICES	Electrical	Parking Lot Pole Light	2	\$ 300,000.00	20
SERVICES	Electrical	Photovoltaic Collector	2	\$ 950,000.00	15
SERVICES	Electrical	Photovoltaic System	1	\$ 500,000.00	15
SERVICES	Electrical	UPS System	2	\$ 100,000.00	7
SERVICES	Fire Protection	Fire Suppression System	2	\$ 400,000.00	50
SERVICES	HVAC	Chiller	2	\$ 308,000.00	17
SERVICES	HVAC	Hot Water Pump	1	\$ 168,000.00	25
Total replacement cost:				\$ 18,832,500.00	

Table 3: Equipment summary

4.4 Facilities

Foothill Transit owns two operations and maintenance facilities (Arcadia & Pomona), one administrative headquarters building, and two park & ride structures.

4.4.1 Administration Headquarters

West Covina

Foothill Transit's Administration Headquarters is located at 100 South Vincent Avenue, West Covina, California, 91790. In addition to administrative offices, Foothill Transit has tenants on the first and fourth floors of the building. The first floor is leased to JP Morgan Chase Bank, and the fourth floor is shared between a dentistry office, a California Senator, Transdev (Foothill Transit's Transit Store and Customer Service

contractor) administrative offices, a jeweler, and a consulting company. In addition to operation and maintenance of the building, Foothill Transit also maintains a 91,000 square foot parking lot with 191 parking spaces for tenants, customers, and employees.

4.4.2 Operations and Maintenance Facilities

Arcadia

Foothill Transit's Arcadia Operations and Maintenance Facility is located at 5640 North Peck Road, Arcadia, CA, 91006. The site is located within the Cities of Irwindale and Arcadia and encompasses a total of 12.10 acres. There are currently 200 buses operated and maintained at the facility with 523 employees. The facility is owned by Foothill Transit and currently used by a service contractor for the provision of public transit service.

The Arcadia fence line consists of an administrative building, vehicle maintenance building, vehicle wash building, fuel dispensing island, and warehouse. The building areas are divided into:

Building	Area (gsf)
Administrative Building	15,195
Vehicle Maintenance Building	30,550
Vehicle Wash Building	4,560
Fuel Dispensing Island	6,200
Warehouse	5,779

Table 4: Arcadia facility and structure area size

The remaining areas are concrete paved parking space for buses and support vehicles.

Under the contractual agreement, TransDev is responsible for the maintenance of all buses and support vehicles, equipment, supplies, storage, and facilities required to operate the services.

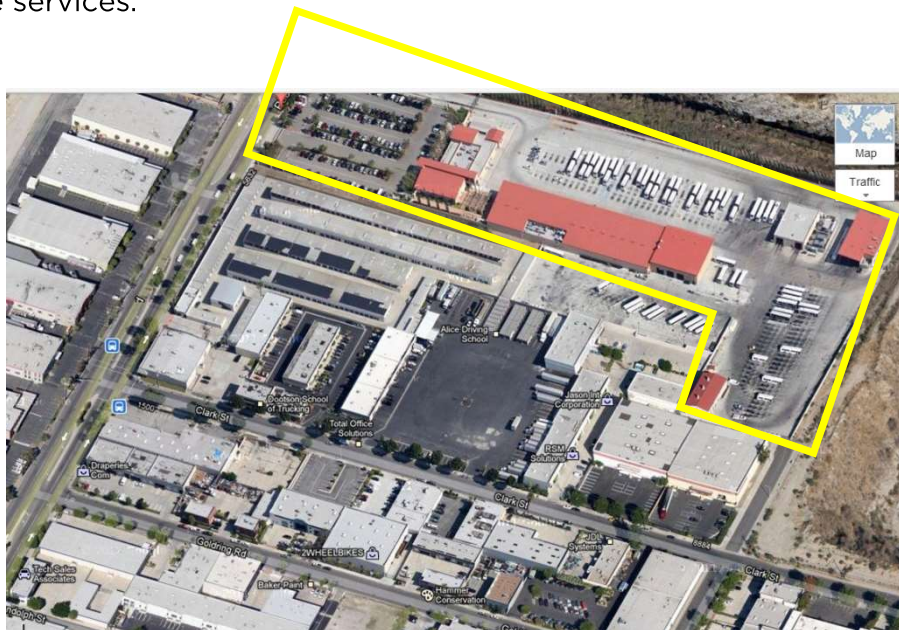


Figure 4: Arcadia facility aerial view

Pomona

Foothill Transit's Pomona Operations and Maintenance Facility is located at 200 South East End Avenue, Pomona, CA, 91766. The site is located at the southeast corner of East End Avenue and 1st Street in the city of Pomona and encompasses approximately 8.75 acres. There are currently 163 buses operated and maintained at the facility with 353 employees working at the facility. The facility is owned by Foothill Transit and currently used by a service contractor for the provision of public transit service.

The Pomona fence line consists of an administrative building, vehicle maintenance building, parts storage area, vehicle wash building, and fuel lane. The building areas are divided into:

Building	Area (gsf)
Administrative Building	11,711
Vehicle Maintenance Building	23,750
Parts Storage Area	5,120
Vehicle Wash Building	2,240
Fuel Lane Area	5,888

Table 5: Pomona facility and structure area size

The remaining areas are concrete paved parking space for buses and support vehicles.

Under the contractual agreement, Keolis is responsible for the operation and maintenance of all buses and support vehicles, equipment, supplies, storage, and facilities required to operate the services.



Figure 5: Pomona facility aerial view

4.4.3 Park and Ride

City of Industry Park & Ride

Foothill Transit's Industry Park & Ride located at 500 South Brea Canyon Road, City of Industry, CA, 91789, opened to the public in October 2013. The parking structure is a 5-level, post-tensioned concrete structure with 622 total parking stalls. Foothill Transit buses stop just outside of the parking structure, directly adjacent to a stair and elevator lobby. Electrical service and conduit infrastructure is also provided for the future installation of ground level electric vehicle charging stations and the rooftop solar panels.



Figure 6: Industry Park & Ride

Covina Transit Center and Park & Rider

Foothill Transit's Covina Transit Center and Park & Ride located at 1126 North Citrus Avenue, Covina, CA, 91722, opened to the public in March 2020. The transit center and park & ride is a zero net energy building that consists of 360 parking spaces, four bus bays, and one layover space. Foothill Transit also built a commercial retail space that is currently vacant.



Figure 7: Covina Transit Center and Park & Ride

5.0 Condition Assessment

The TAM Rule requires inclusion of condition assessments in an agency's TAM Plan. Condition assessments should collect sufficient information to inform asset replacement.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b)(2) "... a TAM Plan must include ... (2) A condition assessment of those inventoried assets for which a provider has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization."

Foothill Transit assess asset conditions for capital assets that it has direct replacement responsibility, as required by MAP-21 legislation. Asset conditions are reported in the asset module of the National Transit Database (NTD) yearly and now documented in the TAM plan.

Foothill Transit SGR performance measures is a combined measure of Useful Life Benchmark (ULB) and physical condition. Below list each capital asset categories and its performance measures.

- Equipment (non-revenue service vehicles): (Age) The performance measure for non-revenue, support-service and maintenance vehicles equipment is the percentage of those vehicles that have either met or exceeded their ULB.
- Rolling Stock: (Age) The performance measure for rolling stock is the percentage of revenue vehicles within a particular vehicle class that are either 'at', or 'beyond' the ULB based on Circular 9030.1D, paragraph 4.a.
- Facilities and Facility Assessment: (Condition) The SGR performance measure for facilities is the percentage of facilities within an asset class, rated below condition 3 on the FTA rating scale.

The condition assessment score is based on FTA's Transit Economic Requirements Models (TERM) scale. The TERM scale condition rating ranges from (5) Excellent to (1) Poor. Per the FTA TAM Final Ruling, assets with a condition rating score of 3.0 and above are in a state of good repair. Assets with a condition score lower than 2.9 are not in a state of good repair and may require prioritization during capital programming to ensure safe, efficient, and reliable transit service.

Vehicle Type	Default ULB (in years)
AB Articulated bus	14
AG Automated guideway vehicle	31
AO Automobile	8
BR Over-the-road bus	14
BU Bus	14
CC Cable car	112
CU Cutaway bus	10
DB Double decked bus	14
FB Ferryboat	42
HR Heavy rail passenger car	31
IP Inclined plane vehicle	56
LR Light rail vehicle	31
MO Monorail vehicle	31
MV Minivan	8
RL Commuter rail locomotive	39
RP Commuter rail passenger coach	39
RS Commuter rail self-propelled passenger car	39
SB School bus	14
Steel wheel vehicles	25
SR Streetcar	31
SV Sport utility vehicle	8
TB Trolleybus	13
Trucks and other rubber tire vehicles	14
TR Aerial tramway	12
VN Van	8
VT Vintage trolley	58

Figure 8: Federal Transit Administration Default Useful Life Benchmark (ULB) Cheat Sheet

6.0 Decision Support Tool

Foothill Transit as a Tier I Operator, defined by the FTA as having more than 101 revenue vehicles, is required to develop an analytical process/tool to assist in capital assets investment prioritization needs.

The TAM Rule requires that TAM Plans describe decision support tools.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b) "Transit asset management Plan elements ... (3) A description of analytical processes or decision-support tools that a provider uses to estimate capital investment needs over time and develop its investment prioritization"

6.1 Equipment

Foothill Transit will use the default ULB to assist in the replacement of its service vehicles.

6.2 Rolling Stock

Foothill Transit will use the following formula to calculate the SGR score for rolling stock:

$$3(\text{Reliability Score Based on Average Miles Between Service Interruptions}) \times 2(\text{Vehicle Age}) \times 0.50(\text{Mileage Score Based on Vehicle Life Miles})$$

Miles between service interruptions

Score	Average miles between service interruptions
5	39,000+
4	29,000 – 38,999
3	19,000 – 28,999
2	9,000 – 18,999
1	1 – 8,999

Table 6: Avg Miles Between Service Interruption Score

Vehicle miles

Score	Mileage
5	500,000+
4	400,000 – 399,999
3	300,000 – 399,999
2	200,000 – 299,999
1	100,000 – 199,999
0	0 – 99,999

Table 7: Lifetime Vehicle Miles Score

Vehicle age = Acceptance date – Current evaluation date

Decision Support Ratings - Revenue Vehicles

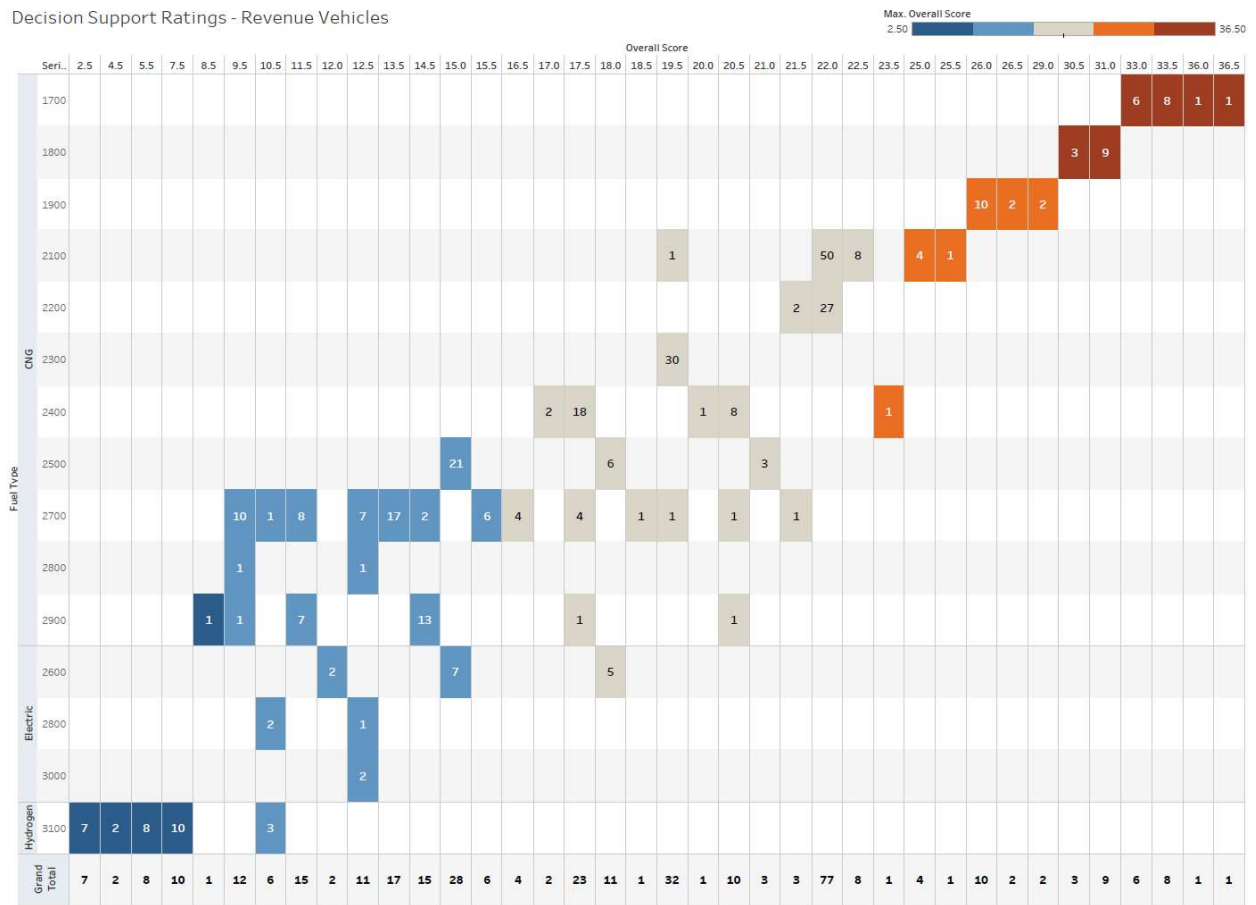


Figure 9: Revenue vehicles analytics

(https://public.tableau.com/views/RevenueVehicleDecisionSupport/Dashboard1?:embed=y&:display_count=yes)

6.3 Facilities

Foothill Transit will use a combination of the ULB of the equipment and facility, along with the result of the condition assessment. Multiplying the condition assessment score (1-5) with the remaining useful life then adding the condition assessment score will provide a score from 1-25.

Facilities Decision Support Tool Formula

$$TERM\ Score\ (1\ to\ 5) \times Useful\ life\ remaining\ (years) + TERM\ Score\ (1\ to\ 5) = Facility\ Score$$

NOTE: TERM score was developed by external contractor. If useful life remaining is less than 0, then the TERM score is the facility score.

Rating	Condition	Description
5	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4	Good	Good condition, but no longer new, may be slightly defective or deteriorated, but is overall functional
3	Adequate	Moderately deteriorated or defective; but has not exceeded useful life
2	Marginal	Defective or deteriorated in need of replacement; exceeded useful life
1	Poor	Critically damaged or in need of immediate repair; well past useful life

Table 8: FTA TERM ratings with description

7.0 Investment Prioritization

The TAM Rule describes the specific requirements for investment prioritization.

Reference: 49 CFR Part 625 Subpart C Section 625.33 “(a) A TAM Plan must include an investment prioritization that identifies a provider’s programs and projects to improve or manage over the TAM Plan horizon period the state of good repair of capital assets for which the provider has direct capital responsibility. (b) A provider must rank projects to improve or manage the state of good repair of capital assets in order of priority and anticipated project year. (c) A provider’s project rankings must be consistent with its TAM policy and strategies. (d) When developing an investment prioritization, a provider must give due consideration to those state of good repair projects to improve that pose an identified unacceptable safety risk when developing its investment prioritization. (e) When developing an investment prioritization, a provider must take into consideration its estimation of funding levels from all available sources that it reasonably expects will be available in each fiscal year during the TAM Plan horizon period. (f) When developing its investment prioritization, a provider must take into consideration requirements under 49 CFR 37.161 and 37.163 concerning maintenance of accessible features and the requirements under 49 CFR 37.43 concerning alteration of transportation facilities.”

Foothill Transit has included a capital call scoring sheet in its Transit Asset Management Plan to help prioritize capital projects during the annual call-for-projects period. The scoring sheet scores projects based on criteria that are vital to Foothill Transit in maintaining a state of good repair and providing a safe transit system to customers. Projects that are to replace an aging asset that is past its useful life according to the FTA's Useful Life Benchmark and projects that are essential to operate are given higher scores.

In the scoring sheet, the criteria are: essential, priority, value-added, and project readiness. A score between 0-4 will be given in each criterion. A score of 0 means the project is not applicable to the criteria, score of 1 is slightly applicable, score of 3 is moderately applicable, and the highest score of 4 is strongly applicable. In the last criteria a project will be scored based on project readiness and will either be given an additional 5 points for meeting the requirements or no points if not applicable. In each section of criterion there is a predetermined scoring weight and that scoring weight is multiplied by a given score to calculate the total points in the criterion. The sum of all points in all the criteria is the overall prioritization score for the project. The Finance Department will compile a list of projects and will rank all projects based individual project's overall prioritization scores.

Based on the rankings from the capital call scoring sheet, the list of projects will be reviewed by the Chief Executive Officer for approval to be included in the following year's capital project list. The capital projects list is included in the annual Business Plan. Foothill Transit's Finance department tracks the progress of all capital project contracts and expenditures monthly.



Foothill Transit

Going Good Places

Capital Call Scoring Sheet

FY2024 Capital Call For Project Scoring Sheet			
Name:		Project ID:	
Projects are evaluated and multiplied by the following:			
0: N/A 1: Slightly Applicable 2: Somewhat Applicable 3: Moderately Applicable 4: Strongly Applicable			
Criteria	Weight	Rating (Rate 0-4)	Total Score
Essential	A	B	AxB
Required for operation to provide core services to the internal/external customers	5		0
Meets a legal requirement, liability, or mandate	5		0
Reduces hazards or threats to health and safety	5		0
Priority			
Rehabilitates/replaces an obsolete capital asset	3		0
Reduces future maintenance and operating costs	3		0
Increase efficiency of operation	3		0
Value Added			
Directly improves customer satisfaction	2		0
Promotes community/industry partnership opportunities	2		0
Reduces environmental impacts	2		0
Project Readiness			
Project is feasible with given resources	Yes / No	Add 5 if Yes	
Total Score:			0
Comments			
Useful Life Benchmark Evaluation (Finance USE ONLY)			
Asset Replacement: <input type="checkbox"/> Yes <input type="checkbox"/> No		Useful life remaining on asset :	

Figure 10: Capital call for projects score sheet for funding prioritization

8.0 TAM and SGR Policy

Foothill Transit's State of Good Repair (SGR) policy is as follows:

A capital asset is in SGR when each of the following objective standards is met:

1. If the asset is in a condition sufficient for the asset to operate at a full level of performance. An individual capital asset may operate at a full level of performance regardless of whether or not other capital assets within a public transportation system are in SGR;
2. The asset is able to perform its manufactured design function;
3. The use of the asset in its current condition does not pose an identified unacceptable safety risk and/or deny accessibility; and,
4. The asset's life-cycle investment needs have been met or recovered, including all scheduled maintenance, rehabilitation and replacements (ULB)

As part of the existing procurement practice, Foothill Transit collects specific asset information from the Original Equipment Manufacturer (OEM) such as warranty, maintenance requirements, useful life, and special instructions. The information is then gathered and input to a maintenance management system to ensure interval maintenance is performed timely and meets safety and regulatory compliance. Foothill Transit's operations and maintenance contractors are under contractual agreement to maintain assets according to the original OEM standards. Maintenance oversight on revenue vehicles is done through a fleet management software, Ron Turley Associates (RTA) Fleet Management.

Facilities and equipment maintenance are monitored through Jorgensen's Facilities Management software. OEM suggested inspection and maintenance requirements are uploaded to the Jorgensen program and work performed is recorded in the system.

9.0 Performance Target

9.1 Overview

Foothill Transit sets targets annually for each asset class. The targets must be supported by the most recent condition data and provides reasonable financial cost projections for replacement. The targets are also reported to the NTD annually within four months from the end of Foothill Transit's fiscal year. In the event, Foothill Transit's performance targets decrease, Foothill Transit must provide a narrative for the decline. It is also important to remember, there are no penalties for not reaching the performance target. See Appendix D for the NTD report.

9.2 Rolling Stock

Foothill Transit calculated the Performance Metric as the percentage of revenue vehicles by type (series) grouping that are still within the ULB. The performance targets of each group of vehicles is calculated as the percentage of vehicles in the group that was expected to exceed their ULB in the following fiscal year.

Performance Metrics/Targets - Vehicles

#	Vehicle Type (NTD)	Foothill Transit Series	# of Vehicles in Fleet	Description	Age (years)	Useful Life	FY 23 Performance Metric	FY 24 Performance Target
1	Bus (BU)	1700	16	NABI 42 FT BRT 03	14	14	7.71%	0.00%
2	Bus (BU)	1800	12	NABI 42 FT BRT 03	13	14		
3	Bus (BU)	1900	14	NABI 42 BRT-03-04	11	14		
4	Bus (BU)	2100	64	NABI 42 BRT-03-04	9	14		
5	Bus (BU)	2200	29	NABI 42 BRT-07.02	9	14		
6	Bus (BU)	2300	30	NABI 42 BRT-07.03	8	14		
7	Bus (BU)	2400	30	New Flyer Excelsior-XN40	7	14		
8	Bus (BU)	2500	30	New Flyer Excelsior-XN40	6	14		
9	Bus (BU)	2600	14	Proterra Catalyst E2	6	14		
10	Bus (BU)	2700	63	El Dorado Axess	3	14		
11	Bus (BU)	2800	2	El Dorado Axess	2	14		
12	Bus (BU)	2800	3	Proterra Catalyst E2	4	14		
13	Articulated Bus (AB)	2900	24	New Flyer XN60	3	14		
14	Bus (BU)	3000	2	Alexander Dennis ENVIRO 500 EV	2	14		
15	Bus (BU)	3100	30	New Flyer XHE40	1	14		
16	Automobiles	Admin-Exec	1	Ford Motor Mustang Mach-E	0	8	43.48%	0.00%
17	Automobiles	Admin-Exec	1	KIA EV6	1	8		
18	Automobiles	AdminOps	4	Ford Motor Fusion Energi SE	7	8		
19	Automobiles	AdminOps	2	Ford Motor Fusion Energi Titanium	4	8		
20	Automobiles	AdminOps	2	Ford Motor Fusion Hybrid	10	8		
21	Automobiles	AdminOps	3	Toyota Motor Camry Hybrid	11	8		
22	Automobiles	AdminPool	3	Ford Motor Mustang Mach-E	1	8		
23	Automobiles	AdminPool	1	Ford Motor Transit Cargo Van	1	8		
24	Automobiles	AdminPool	2	Mitsubishi Motors Outlander PHEV	4	8		
25	Automobiles	AdminPool	1	Toyota Motor Sienna	8	8		
26	Automobiles	AdminPool	1	Toyota Motor Venza XLE Hybrid	2	8		
27	Automobiles	AdminPool	2	KIA EV6	1	8		
28	Trucks and other Rubber Tire Vehicles	Facilities	1	Chevrolet Motor Express Cargo	10	14	20.00%	0.00%
29	Trucks and other Rubber Tire Vehicles	Facilities	1	Ford Motor F-150	9	14		
30	Trucks and other Rubber Tire Vehicles	Facilities	2	Ford Motor F-550	7	14		
31	Trucks and other Rubber Tire Vehicles	Facilities	1	Trailer	13	14		

Table 9: Vehicles performance metrics/targets as of July 1,2023

9.3 Facilities

The performance metrics for facilities assets is calculated as the percentage of assets in a level 1 code group has a TERM score below a 3. The goal for the FY 24 is less than 50% of assets in a level 1 group will have a TERM score less than 3.

Performance Metrics/Targets - Facilities								
Level 1 Code	Level 2 Code	Count	Avg. Age	Useful Life	Avg. Evaluated Remaining Life	Avg. TERM Score (UL)	FY 23 Performance Metrics	FY 24 Performance Target
BUILDINGS	Buildings	9	18	57	42	3.44	0.00%	50.00%
BUILDINGS SITEWORK	Site Electrical Utilities	14	21	14	8	3.50	0.00%	50.00%
	Site Improvements	31	24	15	7	3.26		
	Site Mechanical Utilities	4	23	25	19	3.00		
EQUIPMENT & FURNISHINGS	Equipment	130	21	13	7	2.95	96.30%	50.00%
	Furnishings	5	22	11	5	3.00		
INTERIORS	Interior Construction	13	21	25	13	3.15	0.00%	50.00%
	Stairs	2	11	75	70	4.00		
SERVICES	Conveying	7	30	26	20	3.71	52.28%	50.00%
	Electrical	122	22	24	15	3.20		
	Fire Protection	19	18	33	22	3.42		
	HVAC	206	23	14	5	2.72		
	Plumbing	40	24	16	9	3.13		
SHELL	Exterior Enclosure	36	22	32	17	3.39	0.00%	50.00%
	Superstructure	9	26	20	10	3.11		
SPECIAL CONSTRUCTION & DEMOLITION	Special Construction	3	8	12	8	4.00	0.00%	50.00%

Table 10: Facilities performance metrics/targets as of July 1, 2021

9.4 Infrastructure

Foothill Transit does not own any rail fixed guideways and therefore is not required to set performance targets for infrastructure.

10.0 Implementation Strategy

The TAM Rule requires that TAM Plans provide the implementation strategy and a list of key activities over a horizon period.

Reference: 49 CFR Part 625 Subpart C Section 625.25(b) "Transit asset management Plan elements ... (6) a provider's TAM Plan implementation strategy; (7) A description of key TAM activities that a provider intends to engage in over the TAM Plan horizon period"

Foothill Transit has a diverse source of inventory methodologies and asset management systems. One of the first initiatives to implement our TAM Plan is to create a standardized platform of all data extracts for each of the inventory/asset management systems. This will enable Foothill Transit to analyze asset information

with standard commercial off-the-shelf software. The data extracted from individual systems will be compiled in an asset management database containing all TAM and NTD asset module reporting information. The data extraction will be in a consumable format and will be extracted periodically until the data extraction software and the hosting database have matured to a point where real-time synchronization is possible.

When inventory and asset information are available and compiled, the key annual activities will guide capital project evaluation through a scoring method developed to prioritize capital projects that will replace or keep current assets in SGR. Overall, the Asset Management Plan will be reviewed annually, and the plan will be adjusted as priorities and resource levels change, and different ways to reach asset management goals are identified.

Currently, Foothill Transit uses a Transit Asset Management tool, TransAM, which was developed with funding support from the Federal Transit Administration (FTA) and is available for other transit agencies to use. The software supports Foothill Transit's overall asset management efforts and strategies. Depending on the effectiveness of the software, Foothill Transit may choose to develop/procure a software platform to achieve its asset management efforts.

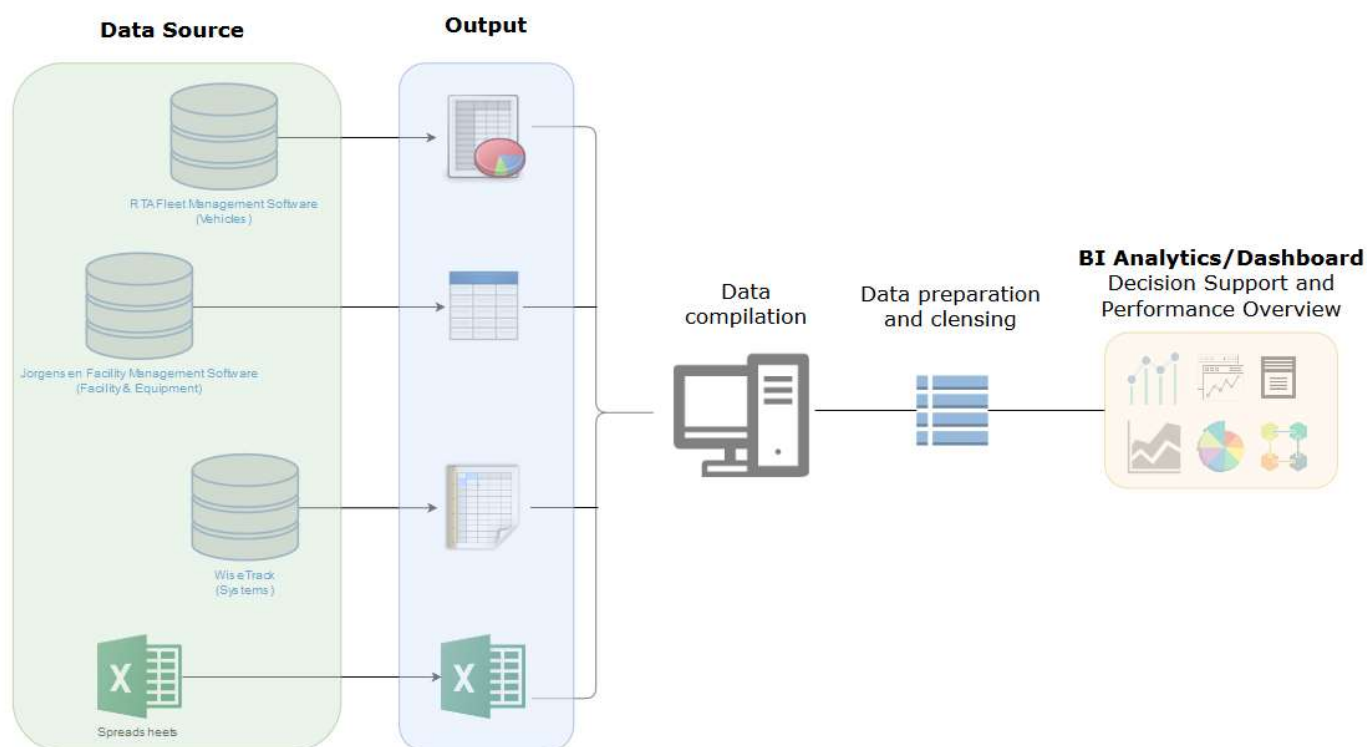


Figure 11: TAM data sources and analysis work flow

11.0 Lists of Key Annual Activities

#	List of Key Annual Activities	Timeframe of Occurrence
1	Inventory asset list update and review	1st Quarter of FY
2	Performance Evaluation of transit assets	1st Quarter of FY
3	Capital call for projects	Beginning 2nd Quarter of FY
4	Capital projects prioritization and selection	End of 2nd Quarter
5	NTD Submission	4-months after FYE
6	Financial Forecast Model Update	3rd Quarter of FY
7	Business Plan Development	End of 3rd Quarter
8	Executive Board Approval of Business Plan	End of 3rd Quarter
9	Governing Board Approval of Business Plan	Beginning of 4th Quarter
10	Physical inventory and inventory assessment	Before FYE

Table 77: List of key annual TAM activities for a fiscal year

12.0 Identification of Resources

As described in an earlier section, the Accountable Executive oversees the TAM Implementation Committee which is led by representatives from multiple departments who have significant roles in asset management. During the Capital Planning phase each year, the Finance Department compiles asset information used to evaluate the performance of each asset class. Asset owning departments are responsible for continuous monitoring of asset performance throughout the year and will propose replacement or rehabilitation projects required to keep Foothill Transit's assets in SGR within the specified performance targets.

13.0 Evaluation Plan

Foothill Transit's evaluation strategy will include continuous oversight of the actions/tasks implemented as a result of this Plan. Performance data will be collected, analyzed, and presented to the TAM Implementation Committee. The Committee will meet periodically to evaluate SGR status and goals, that was set forth by this plan. Foothill Transit believes in the three pillar of strategic organizational improvement plan, which are:

1. Monitor
2. Evaluation
3. Continuous Improvement

The TAM Plan is considered as a living document that shall be reviewed and revised on at least an annual basis, updated, and incorporated into Foothill Transit's capital and budgeting planning and reporting processes. TAM data serves as a baseline

measure of asset performance management. As more data is collected, additional monitoring categories and goals will be included to support condition and reliability-based decision making.

Appendix A: List of Vehicle Inventory

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
1	F-1700	2009	NABI	42 FT BRT 03	1N942203X9A140016	1327794	40	40	CNG	6/30/2009	Arcadia
2	F-1701	2009	NABI	42 FT BRT 03	1N94220319A140017	1327795	40	40	CNG	6/30/2009	Arcadia
3	F-1710	2009	NABI	42 FT BRT 03	1N94220329A140026	1327914	40	40	CNG	6/30/2009	Arcadia
4	F-1719	2009	NABI	42 FT BRT 03	1N94220339A140035	1327923	40	40	CNG	6/30/2009	Arcadia
5	F-1721	2009	NABI	42 FT BRT 03	1N94220379A140037	1327905	40	40	CNG	6/30/2009	Arcadia
6	F-1722	2009	NABI	42 FT BRT 03	1N94220399A140038	1327906	40	40	CNG	6/30/2009	Arcadia
7	F-1724	2009	NABI	42 FT BRT 03	1N94220379A140040	1327908	40	40	CNG	6/30/2009	Arcadia
8	F-1725	2009	NABI	42 FT BRT 03	1N94220399A140041	1327909	40	40	CNG	6/30/2009	Arcadia
9	F-1726	2009	NABI	42 FT BRT 03	1N94220309A140042	1327910	40	40	CNG	6/30/2009	Arcadia
10	F-1728	2009	NABI	42 FT BRT 03	1N94220349A140044	1327912	40	40	CNG	6/30/2009	Arcadia
11	F-1704	2009	NABI	42 FT BRT 03	1N94220319A140020	1327798	40	40	CNG	6/30/2009	Arcadia
12	F-1729	2009	NABI	42 FT BRT 03	1N94220369A140045	1327913	40	40	CNG	6/30/2009	Arcadia
13	F-1708	2009	NABI	42 FT BRT 03	1N94220399A140024	1327902	40	40	CNG	6/30/2009	Arcadia
14	F-1727	2009	NABI	42 FT BRT 03	1N94220329A140043	1327911	40	40	CNG	6/30/2009	Arcadia
15	F-1715	2009	NABI	42 FT BRT 03	1N94220369A140031	1327919	40	40	CNG	6/30/2009	Arcadia
16	F-1716	2009	NABI	42 FT BRT 03	1N94220389A140032	1327920	40	40	CNG	6/30/2009	Arcadia
17	F-1800	2010	NABI	42 FT BRT 03	1N9422038AA140407	1348364	42	40	CNG	7/2/1905	Pomona
18	F-1801	2010	NABI	42 FT BRT 03	1N942203XAA140408	1348365	42	40	CNG	7/2/1905	Pomona
19	F-1802	2010	NABI	42 FT BRT 03	1N9422031AA140409	1348366	42	40	CNG	7/2/1905	Pomona
20	F-1803	2010	NABI	42 FT BRT 03	1N9422038AA140410	1348367	42	40	CNG	7/2/1905	Pomona
21	F-1804	2010	NABI	42 FT BRT 03	1N942203XAA140411	1348368	42	40	CNG	7/2/1905	Pomona
22	F-1805	2010	NABI	42 FT BRT 03	1N9422031AA140412	1348369	42	40	CNG	7/2/1905	Pomona
23	F-1806	2010	NABI	42 FT BRT 03	1N9422033AA140413	1348370	42	40	CNG	7/2/1905	Pomona
24	F-1807	2010	NABI	42 FT BRT 03	1N9422035AA140414	1348371	42	40	CNG	7/2/1905	Pomona
25	F-1808	2010	NABI	42 FT BRT 03	1N9422037AA140415	1357907	42	40	CNG	7/2/1905	Pomona
26	F-1809	2010	NABI	42 FT BRT 03	1N9422039AA140416	1357908	42	40	CNG	7/2/1905	Pomona
27	F-1810	2010	NABI	42 FT BRT 03	1N9422030AA140417	1357909	42	40	CNG	7/2/1905	Pomona
28	F-1811	2010	NABI	42 FT BRT 03	1N9422032AA140418	1357910	42	40	CNG	7/2/1905	Pomona
29	F-1900	2011	NABI	42 BRT-03-04	1N9420345BA140343	1381901	42	38	CNG	7/4/1905	Pomona
30	F-1901	2011	NABI	42 BRT-03-04	1N9420347BA140344	1381902	42	38	CNG	7/4/1905	Pomona
31	F-1902	2011	NABI	42 BRT-03-04	1N9420349BA140345	1381903	42	38	CNG	7/4/1905	Pomona
32	F-1903	2011	NABI	42 BRT-03-04	1N9420340BA140346	1381904	42	38	CNG	7/4/1905	Pomona
33	F-1904	2011	NABI	42 BRT-03-04	1N9420342BA140347	1381905	42	38	CNG	7/4/1905	Pomona
34	F-1905	2011	NABI	42 BRT-03-04	1N9420344BA140348	1381906	42	38	CNG	7/4/1905	Pomona
35	F-1906	2011	NABI	42 BRT-03-04	1N9420346BA140349	1381907	42	38	CNG	7/4/1905	Pomona
36	F-1907	2011	NABI	42 BRT-03-04	1N9420342BA140350	1381908	42	38	CNG	7/4/1905	Pomona
37	F-1908	2011	NABI	42 BRT-03-04	1N9420344BA140351	1381909	42	38	CNG	7/4/1905	Pomona
38	F-1909	2011	NABI	42 BRT-03-04	1N9420346BA140352	1381910	42	38	CNG	7/4/1905	Pomona
39	F-1910	2011	NABI	42 BRT-03-04	1N9420348BA140353	1381911	42	38	CNG	7/4/1905	Pomona
40	F-1911	2011	NABI	42 BRT-03-04	1N942034XBA140354	1381912	42	38	CNG	7/4/1905	Pomona
41	F-1912	2011	NABI	42 BRT-03-04	1N9420341BA140355	1381913	42	38	CNG	7/4/1905	Pomona
42	F-1913	2011	NABI	42 BRT-03-04	1N9420343BA140356	1381914	42	38	CNG	7/4/1905	Pomona
43	F-2100	2013	NABI	42 BRT-03-04	1N9420727DA140291	1389235	42	38	CNG	11/6/2013	Arcadia
44	F-2101	2013	NABI	42 BRT-03-04	1N9420348DA140257	1389236	42	38	CNG	11/6/2013	Arcadia
45	F-2102	2013	NABI	42 BRT-03-04	1N942034XDA140258	1403562	42	38	CNG	11/6/2013	Arcadia
46	F-2103	2013	NABI	42 BRT-03-04	1N9420341DA140259	1384897	42	38	CNG	11/6/2013	Arcadia
47	F-2104	2013	NABI	42 BRT-03-04	1N9402348DA140260	1403561	42	38	CNG	11/6/2013	Arcadia
48	F-2105	2013	NABI	42 BRT-03-04	1N942034XDA140261	1389237	42	38	CNG	11/6/2013	Arcadia
49	F-2106	2013	NABI	42 BRT-03-04	1N9420341DA140262	1384899	42	38	CNG	11/6/2013	Arcadia
50	F-2107	2013	NABI	42 BRT-03-04	1N9420343DA140263	1384898	42	38	CNG	11/6/2013	Arcadia
51	F-2108	2013	NABI	42 BRT-03-04	1N9420345DA140264	1389238	42	38	CNG	11/6/2013	Arcadia
52	F-2109	2013	NABI	42 BRT-03-04	1N9420347DA140265	1384895	42	38	CNG	11/6/2013	Arcadia
53	F-2110	2013	NABI	42 BRT-03-04	1N9420349DA140266	1389261	42	38	CNG	11/6/2013	Arcadia
54	F-2111	2013	NABI	42 BRT-03-04	1N9420340DA140267	1389262	42	38	CNG	11/6/2013	Arcadia
55	F-2112	2013	NABI	42 BRT-03-04	1N9420342DA140268	1403572	42	38	CNG	11/6/2013	Arcadia
56	F-2113	2013	NABI	42 BRT-03-04	1N9420344DA140269	1403573	42	38	CNG	11/6/2013	Arcadia
57	F-2114	2013	NABI	42 BRT-03-04	1N9420340DA140270	1384896	42	38	CNG	11/6/2013	Arcadia
58	F-2115	2013	NABI	42 BRT-03-04	1N9420342DA140271	1384893	42	38	CNG	11/6/2013	Arcadia
59	F-2116	2013	NABI	42 BRT-03-04	1N9420344DA140272	1403563	42	38	CNG	11/6/2013	Arcadia
60	F-2117	2013	NABI	42 BRT-03-04	1N9420346DA140273	1384894	42	38	CNG	11/6/2013	Arcadia
61	F-2118	2013	NABI	42 BRT-03-04	1N9420348DA140274	1403574	42	38	CNG	11/6/2013	Arcadia
62	F-2119	2013	NABI	42 BRT-03-04	1N942034XDA140275	1403575	42	38	CNG	11/6/2013	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
63	F-2120	2013	NABI	42 BRT-03-04	1N9420341DA140276	1403576	42	38	CNG	11/6/2013	Arcadia
64	F-2121	2013	NABI	42 BRT-03-04	1N9420343DA140277	1403577	42	38	CNG	11/6/2013	Arcadia
65	F-2122	2013	NABI	42 BRT-03-04	1N9420345DA140278	1403578	42	38	CNG	11/6/2013	Arcadia
66	F-2123	2013	NABI	42 BRT-03-04	1N9420347DA140279	1403579	42	38	CNG	11/6/2013	Arcadia
67	F-2124	2013	NABI	42 BRT-03-04	1N9420343DA140280	1388387	42	38	CNG	11/6/2013	Arcadia
68	F-2125	2013	NABI	42 BRT-03-04	1N9420345DA140281	1403580	42	38	CNG	7/5/1905	Pomona
69	F-2126	2013	NABI	42 BRT-03-04	1N9420347DA140282	1388390	42	38	CNG	7/5/1905	Pomona
70	F-2127	2013	NABI	42 BRT-03-04	1N9420349DA140283	1388391	42	38	CNG	7/5/1905	Pomona
71	F-2128	2013	NABI	42 BRT-03-04	1N9420340DA140284	1388392	42	38	CNG	7/5/1905	Pomona
72	F-2129	2013	NABI	42 BRT-03-04	1N9420342DA140285	1388388	42	38	CNG	7/5/1905	Pomona
73	F-2130	2013	NABI	42 BRT-03-04	1N9420344DA140286	1388389	42	38	CNG	7/5/1905	Pomona
74	F-2131	2013	NABI	42 BRT-03-04	1N9420348DA140287	1388393	42	38	CNG	7/5/1905	Pomona
75	F-2132	2013	NABI	42 BRT-03-04	1N9420348DA140288	1403601	42	38	CNG	7/5/1905	Pomona
76	F-2133	2013	NABI	42 BRT-03-04	1N942034XDA140289	1403602	42	38	CNG	7/5/1905	Pomona
77	F-2134	2013	NABI	42 BRT-03-04	1N9420346DA140290	1403603	42	38	CNG	7/5/1905	Pomona
78	F-2135	2013	NABI	42 BRT-03-04	1N9420729DA140292	1403604	42	38	CNG	7/5/1905	Pomona
79	F-2136	2013	NABI	42 BRT-03-04	1N9420720DA140293	1403605	42	38	CNG	7/5/1905	Pomona
80	F-2137	2013	NABI	42 BRT-03-04	1N9420722DA140294	1403583	42	38	CNG	7/5/1905	Pomona
81	F-2138	2013	NABI	42 BRT-03-04	1N9420724DA140295	1403584	42	38	CNG	7/5/1905	Pomona
82	F-2139	2013	NABI	42 BRT-03-04	1N9420728DA140296	1403585	42	38	CNG	7/5/1905	Pomona
83	F-2140	2013	NABI	42 BRT-03-04	1N9420728DA140297	1403571	42	38	CNG	7/5/1905	Pomona
84	F-2141	2013	NABI	42 BRT-03-04	1N942072XDA140298	1403621	42	38	CNG	7/5/1905	Pomona
85	F-2142	2013	NABI	42 BRT-03-04	1N9420721DA140299	1403630	42	38	CNG	7/5/1905	Pomona
86	F-2143	2013	NABI	42 BRT-03-04	1N9420724DA140300	1389271	42	38	CNG	7/5/1905	Pomona
87	F-2144	2013	NABI	42 BRT-03-04	1N9420728DA140301	1389272	42	38	CNG	7/5/1905	Pomona
88	F-2145	2013	NABI	42 BRT-03-04	1N9420728DA140302	1389273	42	38	CNG	7/5/1905	Pomona
89	F-2146	2013	NABI	42 BRT-03-04	1N942072XDA140303	1389274	42	38	CNG	7/5/1905	Pomona
90	F-2147	2013	NABI	42 BRT-03-04	1N9420721DA140304	1403731	42	38	CNG	7/5/1905	Pomona
91	F-2148	2013	NABI	42 BRT-03-04	1N9420723DA140305	1403732	42	38	CNG	7/5/1905	Pomona
92	F-2149	2013	NABI	42 BRT-03-04	1N9420725DA140306	1403733	42	38	CNG	7/5/1905	Pomona
93	F-2150	2013	NABI	42 BRT-03-04	1N9420727DA140307	1403734	42	38	CNG	7/5/1905	Pomona
94	F-2151	2013	NABI	42 BRT-03-04	1N9420729DA140308	1403735	42	38	CNG	7/5/1905	Pomona
95	F-2152	2013	NABI	42 BRT-03-04	1N9420728DA140309	1403736	42	38	CNG	7/5/1905	Pomona
96	F-2153	2013	NABI	42 BRT-03-04	1N9420727DA140310	1389104	42	38	CNG	7/5/1905	Pomona
97	F-2154	2013	NABI	42 BRT-03-04	1N9420729DA140311	1389105	42	38	CNG	7/5/1905	Pomona
98	F-2155	2013	NABI	42 BRT-03-04	1N9420720DA140312	1389106	42	38	CNG	7/5/1905	Pomona
99	F-2156	2013	NABI	42 BRT-03-04	1N9420723DA140313	1403622	42	38	CNG	7/5/1905	Pomona
100	F-2157	2013	NABI	42 BRT-03-04	1N9420724DA140314	1389107	42	38	CNG	7/5/1905	Pomona
101	F-2158	2013	NABI	42 BRT-03-04	1N9420726DA140315	1389108	42	38	CNG	7/5/1905	Pomona
102	F-2159	2013	NABI	42 BRT-03-04	1N9420728DA140316	1389109	42	38	CNG	7/5/1905	Pomona
103	F-2160	2013	NABI	42 BRT-03-04	1N942072XDA140317	1403623	42	38	CNG	7/5/1905	Pomona
104	F-2161	2013	NABI	42 BRT-03-04	1N9420721DA140318	1403624	42	38	CNG	7/5/1905	Pomona
105	F-2162	2013	NABI	42 BRT-03-04	1N9420723DA140319	1403625	42	38	CNG	7/5/1905	Pomona
106	F-2163	2013	NABI	42 BRT-03-04	1N942072XDA140320	1403626	42	38	CNG	7/5/1905	Pomona
107	F-2200	2014	NABI	42 BRT-07.02	1N9420722EA140345	1421524	42	38	CNG	7/7/1905	Pomona
108	F-2201	2014	NABI	42 BRT-07.02	1N9420724EA140346	1421525	42	38	CNG	7/7/1905	Pomona
109	F-2202	2014	NABI	42 BRT-07.02	1N9420726EA140347	1421526	42	38	CNG	7/7/1905	Pomona
110	F-2203	2014	NABI	42 BRT-07.02	1N9420728EA140348	1421527	42	38	CNG	7/7/1905	Pomona
111	F-2204	2014	NABI	42 BRT-07.02	1N942072XEA140349	1421528	42	38	CNG	7/7/1905	Pomona
112	F-2205	2014	NABI	42 BRT-07.02	1N9420728EA140350	1421550	42	38	CNG	7/7/1905	Pomona
113	F-2206	2014	NABI	42 BRT-07.02	1N9420728EA140351	1421552	42	38	CNG	7/7/1905	Pomona
114	F-2207	2014	NABI	42 BRT-07.02	1N942072XEA140352	1421551	42	38	CNG	7/7/1905	Pomona
115	F-2208	2014	NABI	42 BRT-07.02	1N9420721EA140353	1421553	42	38	CNG	7/7/1905	Pomona
116	F-2209	2014	NABI	42 BRT-07.02	1N9420723EA140354	1421554	42	38	CNG	7/7/1905	Pomona
117	F-2210	2014	NABI	42 BRT-07.02	1N9420725EA140355	1421557	42	38	CNG	7/7/1905	Pomona
118	F-2211	2014	NABI	42 BRT-07.02	1N9420727EA140356	1421558	42	38	CNG	7/7/1905	Pomona
119	F-2212	2014	NABI	42 BRT-07.02	1N9420729EA140357	1481537	42	38	CNG	7/7/1905	Pomona
120	F-2214	2014	NABI	42 BRT-07.02	1N9420722EA140359	1421588	42	38	CNG	7/7/1905	Pomona
121	F-2215	2014	NABI	42 BRT-07.02	1N9420729EA140360	1421589	42	38	CNG	7/7/1905	Pomona
122	F-2216	2014	NABI	42 BRT-07.02	1N9420720EA140361	1421590	42	38	CNG	7/7/1905	Pomona
123	F-2217	2014	NABI	42 BRT-07.02	1N9420722EA140362	1421591	42	38	CNG	7/7/1905	Pomona
124	F-2218	2014	NABI	42 BRT-07.02	1N9420724EA140363	1421615	42	38	CNG	7/7/1905	Pomona

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
125	F-2219	2014	NABI	42 BRT-07.02	1N9420728EA140364	1421592	42	38	CNG	7/7/1905	Pomona
126	F-2220	2014	NABI	42 BRT-07.02	1N9420728EA140365	1421616	42	38	CNG	7/7/1905	Pomona
127	F-2221	2014	NABI	42 BRT-07.02	1N942072XEA140366	1421617	42	38	CNG	7/7/1905	Pomona
128	F-2222	2014	NABI	42 BRT-07.02	1N9420721EA140367	1421618	42	38	CNG	7/7/1905	Pomona
129	F-2223	2014	NABI	42 BRT-07.02	1N9420723EA140368	1421619	42	38	CNG	7/7/1905	Pomona
130	F-2224	2014	NABI	42 BRT-07.02	1N9420725EA140369	1421620	42	38	CNG	7/7/1905	Pomona
131	F-2225	2014	NABI	42 BRT-07.02	1N9420721EA140370	1421635	42	38	CNG	7/7/1905	Pomona
132	F-2226	2014	NABI	42 BRT-07.02	1N9420723EA140371	1421637	42	38	CNG	7/7/1905	Pomona
133	F-2227	2014	NABI	42 BRT-07.02	1N9420725EA140372	1421636	42	38	CNG	7/7/1905	Pomona
134	F-2228	2014	NABI	42 BRT-07.02	1N9420727EA140373	1421642	42	38	CNG	7/7/1905	Pomona
135	F-2229	2014	NABI	42 BRT-07.02	1N9420729EA140374	1421648	42	38	CNG	7/7/1905	Pomona
136	F-2300	2015	NABI	42 BRT-07.03	1N9420727EA140485	1459349	42	38	CNG	7/7/1905	Pomona
137	F-2301	2015	NABI	42 BRT-07.03	1N9420729EA140486	1459370	42	38	CNG	7/7/1905	Pomona
138	F-2302	2015	NABI	42 BRT-07.03	1N9420720EA140487	1459406	42	38	CNG	7/7/1905	Pomona
139	F-2303	2015	NABI	42 BRT-07.03	1N9420722EA140488	1459405	42	38	CNG	7/7/1905	Pomona
140	F-2304	2015	NABI	42 BRT-07.03	1N9420724EA140489	1459302	42	38	CNG	7/7/1905	Pomona
141	F-2305	2015	NABI	42 BRT-07.03	1N9420720EA140490	1459303	42	38	CNG	7/7/1905	Pomona
142	F-2306	2015	NABI	42 BRT-07.03	1N9420722EA140491	1459304	42	38	CNG	7/7/1905	Pomona
143	F-2307	2015	NABI	42 BRT-07.03	1N9420724EA140492	1459305	42	38	CNG	7/7/1905	Pomona
144	F-2308	2015	NABI	42 BRT-07.03	1N9420728EA140493	1459306	42	38	CNG	7/7/1905	Pomona
145	F-2309	2015	NABI	42 BRT-07.03	1N9420720EA140494	1459307	42	38	CNG	7/7/1905	Pomona
146	F-2310	2015	NABI	42 BRT-07.03	1N942072XEA140495	1459329	42	38	CNG	7/7/1905	Pomona
147	F-2311	2015	NABI	42 BRT-07.03	1N9420721EA140496	1459447	42	38	CNG	7/7/1905	Pomona
148	F-2312	2015	NABI	42 BRT-07.03	1N9420723EA140497	1459478	42	38	CNG	7/7/1905	Pomona
149	F-2313	2015	NABI	42 BRT-07.03	1N9420725EA140498	1459479	42	38	CNG	7/7/1905	Pomona
150	F-2314	2015	NABI	42 BRT-07.03	1N9420727EA140499	1459446	42	38	CNG	7/7/1905	Pomona
151	F-2315	2015	NABI	42 BRT-07.03	1N942072XEA140500	1459445	42	38	CNG	7/7/1905	Pomona
152	F-2316	2015	NABI	42 BRT-07.03	1N9420721EA140501	1459308	42	38	CNG	7/7/1905	Pomona
153	F-2317	2015	NABI	42 BRT-07.03	1N9420723EA140502	1462425	42	38	CNG	7/7/1905	Pomona
154	F-2318	2015	NABI	42 BRT-07.03	1N9420725EA140503	1462426	42	38	CNG	7/7/1905	Pomona
155	F-2319	2015	NABI	42 BRT-07.03	1N9420727EA140504	1459309	42	38	CNG	7/7/1905	Pomona
156	F-2320	2015	NABI	42 BRT-07.03	1N9420729EA140505	1459310	42	38	CNG	7/7/1905	Pomona
157	F-2321	2015	NABI	42 BRT-07.03	1N9420720EA140506	1459311	42	38	CNG	7/7/1905	Pomona
158	F-2322	2015	NABI	42 BRT-07.03	1N9420722EA140507	1459330	42	38	CNG	7/7/1905	Pomona
159	F-2323	2015	NABI	42 BRT-07.03	1N9420724EA140508	1459371	42	38	CNG	7/7/1905	Pomona
160	F-2324	2015	NABI	42 BRT-07.03	1N9420726EA140509	1459348	42	38	CNG	7/7/1905	Pomona
161	F-2325	2015	NABI	42 BRT-07.03	1N9420728EA140510	1459347	42	38	CNG	7/7/1905	Pomona
162	F-2326	2015	NABI	42 BRT-07.03	1N9420724EA140511	1459373	42	38	CNG	7/7/1905	Pomona
163	F-2327	2015	NABI	42 BRT-07.03	1N9420726EA140512	1459346	42	38	CNG	7/7/1905	Pomona
164	F-2328	2015	NABI	42 BRT-07.03	1N9420728EA140513	1459372	42	38	CNG	7/7/1905	Pomona
165	F-2329	2015	NABI	42 BRT-07.03	1N942072XEA140514	1459499	42	38	CNG	7/7/1905	Pomona
166	F-2400	2016	New Flyer	Exoelsior-XN40	5FYC8FB18FF048398	1469732	40	35	CNG	4/13/2016	Arcadia
167	F-2401	2016	New Flyer	Exoelsior-XN40	5FYC8FB1XFF048397	1469733	40	35	CNG	4/13/2016	Arcadia
168	F-2402	2016	New Flyer	Exoelsior-XN40	5FYC8FB11FF048398	1469734	40	35	CNG	4/13/2016	Arcadia
169	F-2403	2016	New Flyer	Exoelsior-XN40	5FYC8FB13FF048399	1476105	40	35	CNG	6/21/2016	Arcadia
170	F-2404	2016	New Flyer	Exoelsior-XN40	5FYC8FB16FF048400	1469735	40	35	CNG	4/13/2016	Arcadia
171	F-2405	2016	New Flyer	Exoelsior-XN40	5FYC8FB18FF048401	1469736	40	35	CNG	4/13/2016	Arcadia
172	F-2406	2016	New Flyer	Exoelsior-XN40	5FYC8FB1XFF048402	1469781	40	35	CNG	5/11/2016	Arcadia
173	F-2407	2016	New Flyer	Exoelsior-XN40	5FYC8FB11FF048403	1469737	40	35	CNG	4/13/2016	Arcadia
174	F-2408	2016	New Flyer	Exoelsior-XN40	5FYC8FB13FF048404	1469783	40	35	CNG	5/11/2016	Arcadia
175	F-2409	2016	New Flyer	Exoelsior-XN40	5FYC8FB15FF048405	1469784	40	35	CNG	5/11/2016	Arcadia
176	F-2410	2016	New Flyer	Exoelsior-XN40	5FYC8FB28FF048406	1469811	40	35	CNG	5/11/2016	Arcadia
177	F-2411	2016	New Flyer	Exoelsior-XN40	5FYC8FB10FF048407	1469812	40	35	CNG	5/11/2016	Arcadia
178	F-2412	2016	New Flyer	Exoelsior-XN40	5FYC8FB10FF048408	1476249	40	35	CNG	1/0/1900	Arcadia
179	F-2413	2016	New Flyer	Exoelsior-XN40	5FYC8FB12FF048409	1469813	40	35	CNG	5/11/2016	Arcadia
180	F-2414	2016	New Flyer	Exoelsior-XN40	5FYC8FB19FF048410	1469858	40	35	CNG	5/11/2016	Arcadia
181	F-2415	2016	New Flyer	Exoelsior-XN40	5FYC8FB10FF048411	1469782	40	35	CNG	5/11/2016	Arcadia
182	F-2416	2016	New Flyer	Exoelsior-XN40	5FYC8FB12FF048412	1469814	40	35	CNG	5/11/2016	Arcadia
183	F-2417	2016	New Flyer	Exoelsior-XN40	5FYC8FB14FF048413	1469815	40	35	CNG	5/11/2016	Arcadia
184	F-2418	2016	New Flyer	Exoelsior-XN40	5FYC8FB16FF048414	1469859	40	35	CNG	5/11/2016	Arcadia
185	F-2419	2016	New Flyer	Exoelsior-XN40	5FYC8FB18FF048415	1469860	40	35	CNG	5/11/2016	Arcadia
186	F-2420	2016	New Flyer	Exoelsior-XN40	5FYC8FB1XFF048416	1469861	40	35	CNG	5/11/2016	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
187	F-2421	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048417	1469882	40	35	CNG	5/11/2016	Arcadia
188	F-2422	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048418	1476106	40	35	CNG	6/27/2016	Arcadia
189	F-2423	2016	New Flyer	Excelsior-XN40	5FYC8FB15FF048419	1476029	40	35	CNG	6/15/2016	Arcadia
190	F-2424	2016	New Flyer	Excelsior-XN40	5FYC8FB11FF048420	1469890	40	35	CNG	6/15/2016	Arcadia
191	F-2425	2016	New Flyer	Excelsior-XN40	5FYC8FB13FF048421	1469891	40	35	CNG	6/15/2016	Arcadia
192	F-2426	2016	New Flyer	Excelsior-XN40	5FYC8FB15FF048422	1476031	40	35	CNG	6/15/2016	Arcadia
193	F-2427	2016	New Flyer	Excelsior-XN40	5FYC8FB17FF048423	1476107	40	35	CNG	6/27/2016	Arcadia
194	F-2428	2016	New Flyer	Excelsior-XN40	5FYC8FB19FF048424	1476030	40	35	CNG	6/15/2016	Arcadia
195	F-2429	2016	New Flyer	Excelsior-XN40	5FYC8FB10FF048425	1476104	40	35	CNG	6/15/2016	Arcadia
196	F-2500	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050455	1497024	40	35	CNG	2/16/2017	Arcadia
197	F-2501	2016	New Flyer	Excelsior-XN40	5FYC8FB18GF050456	1497025	40	35	CNG	2/16/2017	Arcadia
198	F-2502	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050457	1497026	40	35	CNG	2/17/2017	Arcadia
199	F-2503	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050458	1497027	40	35	CNG	2/16/2017	Arcadia
200	F-2504	2016	New Flyer	Excelsior-XN40	5FYC8FB13GF050459	1497045	40	35	CNG	3/7/2017	Arcadia
201	F-2505	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050460	1497046	40	35	CNG	3/2/2017	Arcadia
202	F-2506	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050461	1497028	40	35	CNG	2/17/2017	Arcadia
203	F-2507	2016	New Flyer	Excelsior-XN40	5FYC8FB13GF050462	1497029	40	35	CNG	2/22/2017	Arcadia
204	F-2508	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050463	1497047	40	35	CNG	3/2/2017	Arcadia
205	F-2509	2016	New Flyer	Excelsior-XN40	5FYC8FB17GF050464	1497030	40	35	CNG	2/21/2017	Arcadia
206	F-2510	2016	New Flyer	Excelsior-XN40	5FYC8FB18GF050465	1497031	40	35	CNG	2/22/2017	Arcadia
207	F-2511	2016	New Flyer	Excelsior-XN40	5FYC8FB10GF050466	1497048	40	35	CNG	3/2/2017	Arcadia
208	F-2512	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050467	1497049	40	35	CNG	3/6/2017	Arcadia
209	F-2513	2016	New Flyer	Excelsior-XN40	5FYC8FB14GF050468	1497050	40	35	CNG	3/2/2017	Arcadia
210	F-2514	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050469	1515355	40	35	CNG	3/14/2017	Arcadia
211	F-2515	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050470	1497051	40	35	CNG	3/6/2017	Arcadia
212	F-2516	2016	New Flyer	Excelsior-XN40	5FYC8FB14GF050471	1497052	40	35	CNG	3/7/2017	Arcadia
213	F-2517	2016	New Flyer	Excelsior-XN40	5FYC8FB16GF050472	1497053	40	35	CNG	3/7/2017	Arcadia
214	F-2518	2016	New Flyer	Excelsior-XN40	5FYC8FB18GF050473	1515388	40	35	CNG	4/5/2017	Arcadia
215	F-2519	2016	New Flyer	Excelsior-XN40	5FYC8FB1XGF050474	1515356	40	35	CNG	3/14/2017	Arcadia
216	F-2520	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050475	1515357	40	35	CNG	3/14/2017	Arcadia
217	F-2521	2016	New Flyer	Excelsior-XN40	5FYC8FB11GF050476	1515384	40	35	CNG	3/23/2017	Arcadia
218	F-2522	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050477	1515389	40	35	CNG	3/31/2017	Arcadia
219	F-2523	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050477	1515390	40	35	CNG	3/31/2017	Arcadia
220	F-2524	2016	New Flyer	Excelsior-XN40	5FYC8FB19GF050479	1515385	40	35	CNG	3/23/2017	Arcadia
221	F-2525	2016	New Flyer	Excelsior-XN40	5FYC8FB15GF050480	1515391	40	35	CNG	3/31/2017	Arcadia
222	F-2526	2016	New Flyer	Excelsior-XN40	5FYC8FB17GF050481	1515392	40	35	CNG	3/31/2017	Arcadia
223	F-2527	2016	New Flyer	Excelsior-XN40	5FYC8FB19GF050482	1515393	40	35	CNG	4/5/2017	Arcadia
224	F-2528	2016	New Flyer	Excelsior-XN40	5FYC8FB10GF050483	1515417	40	35	CNG	4/11/2017	Arcadia
225	F-2529	2016	New Flyer	Excelsior-XN40	5FYC8FB12GF050484	1515418	40	35	CNG	4/11/2017	Arcadia
226	F-2600	2017	Proterra	Catalyst E2	1M9TH16J9HL816155	1515900	40	35	Electric	9/26/2017	Arcadia
227	F-2601	2017	Proterra	Catalyst E2	1M9TH16J7HL816156	1516132	40	35	Electric	9/26/2017	Arcadia
228	F-2602	2017	Proterra	Catalyst E2	1M9TH16J9HL816157	1516133	40	35	Electric	9/26/2017	Arcadia
229	F-2603	2017	Proterra	Catalyst E2	1M9TH16J0HL816158	1516142	40	35	Electric	9/26/2017	Arcadia
230	F-2604	2017	Proterra	Catalyst E2	1M9TH16J2HL816159	1516100	40	35	Electric	9/26/2017	Arcadia
231	F-2605	2017	Proterra	Catalyst E2	1M9TH16J9HL816160	1516143	40	35	Electric	9/26/2017	Arcadia
232	F-2606	2017	Proterra	Catalyst E2	1M9TH16J0HL816161	1516139	40	35	Electric	9/26/2017	Arcadia
233	F-2607	2017	Proterra	Catalyst E2	1M9TH16JZHL816162	1516140	40	35	Electric	9/26/2017	Arcadia
234	F-2608	2017	Proterra	Catalyst E2	1M9TH16J4HL816163	1516141	40	35	Electric	9/26/2017	Arcadia
235	F-2609	2017	Proterra	Catalyst E2	1M9TH16J6HL816164	1516135	40	35	Electric	9/26/2017	Arcadia
236	F-2610	2017	Proterra	Catalyst E2	1M9TH16J8HL816165	1516136	40	35	Electric	9/26/2017	Arcadia
237	F-2611	2017	Proterra	Catalyst E2	1M9TH16JXHL816166	1516137	40	35	Electric	9/26/2017	Arcadia
238	F-2612	2017	Proterra	Catalyst E2	1M9TH16J1HL816167	1516138	40	35	Electric	9/26/2017	Arcadia
239	F-2613	2017	Proterra	Catalyst E2	1M9TH16J3HL816168	1534758	40	35	Electric	9/26/2017	Arcadia
240	F-2700	2018	El Dorado	Axess	1N9APA9N1JC084267	1396237	40	36	CNG	12/14/2018	Arcadia
241	F-2701	2018	El Dorado	Axess	1N9APA9N3JC084268	1396238	40	36	CNG	12/14/2018	Arcadia
242	F-2702	2018	El Dorado	Axess	1N9APA9N5JC084269	1396239	40	36	CNG	12/14/2018	Arcadia
243	F-2703	2018	El Dorado	Axess	1N9APA9N1JC084270	1396240	40	36	CNG	12/14/2018	Arcadia
244	F-2704	2018	El Dorado	Axess	1N9APA9N3JC084271	1396241	40	36	CNG	12/14/2018	Arcadia
245	F-2705	2018	El Dorado	Axess	1N9APA9N5JC084272	1396242	40	36	CNG	12/14/2018	Arcadia
246	F-2706	2018	El Dorado	Axess	1N9APA9N7JC084273	1396243	40	36	CNG	12/14/2018	Arcadia
247	F-2707	2018	El Dorado	Axess	1N9APA9N9JC084274	1396244	40	36	CNG	12/14/2018	Arcadia
248	F-2708	2018	El Dorado	Axess	1N9APA9N0JC084275	1396245	40	36	CNG	12/14/2018	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
249	F-2709	2018	El Dorado	Axess	1N8APA9N2JC084276	1396246	40	36	CNG	12/20/2018	Arcadia
250	F-2710	2018	El Dorado	Axess	1N8APA9N4JC084277	1396247	40	36	CNG	12/20/2018	Arcadia
251	F-2711	2018	El Dorado	Axess	1N8APA9N6JC084278	1396248	40	36	CNG	1/8/2019	Arcadia
252	F-2712	2018	El Dorado	Axess	1N8APA9N8JC084279	1396249	40	36	CNG	1/8/2019	Arcadia
253	F-2713	2018	El Dorado	Axess	1N8APA9N4JC084280	1396400	40	36	CNG	1/8/2019	Arcadia
254	F-2714	2018	El Dorado	Axess	1N8APA9N6JC084281	1396401	40	36	CNG	1/8/2019	Arcadia
255	F-2715	2018	El Dorado	Axess	1N8APA9N8JC084282	1396402	40	36	CNG	1/8/2019	Arcadia
256	F-2716	2018	El Dorado	Axess	1N8APA9N8JC084283	1396403	40	36	CNG	1/8/2019	Arcadia
257	F-2717	2018	El Dorado	Axess	1N8APA9N1JC084284	1396405	40	36	CNG	1/8/2019	Arcadia
258	F-2718	2018	El Dorado	Axess	1N8APA9N3JC084285	1396406	40	36	CNG	1/8/2019	Arcadia
259	F-2719	2018	El Dorado	Axess	1N8APA9N5JC084286	1396404	40	36	CNG	1/8/2019	Arcadia
260	F-2720	2018	El Dorado	Axess	1N8APA9N7JC084287	1456097	40	36	CNG	1/24/2019	Arcadia
261	F-2721	2018	El Dorado	Axess	1N8APA9N9JC084288	1456098	40	36	CNG	1/24/2019	Arcadia
262	F-2722	2018	El Dorado	Axess	1N8APA9N0JC084289	1456099	40	36	CNG	1/24/2019	Arcadia
263	F-2723	2018	El Dorado	Axess	1N8APA9N7JC084290	1456100	40	36	CNG	1/25/2019	Arcadia
264	F-2724	2018	El Dorado	Axess	1N8APA9N3JC084291	1456101	40	36	CNG	1/25/2019	Arcadia
265	F-2725	2018	El Dorado	Axess	1N8APA9N0JC084292	1456102	40	36	CNG	1/25/2019	Arcadia
266	F-2726	2018	El Dorado	Axess	1N8APA9N2JC084293	1456103	40	36	CNG	1/25/2019	Arcadia
267	F-2727	2018	El Dorado	Axess	1N8APA9N4JC084294	1456104	40	36	CNG	2/8/2019	Arcadia
268	F-2728	2018	El Dorado	Axess	1N8APA9N6JC084295	1456107	40	36	CNG	2/13/2019	Arcadia
269	F-2729	2018	El Dorado	Axess	1N8APA9N8JC084296	1456105	40	36	CNG	2/8/2019	Arcadia
270	F-2730	2018	El Dorado	Axess	1N8APA9N0JC084297	1456106	40	36	CNG	2/8/2019	Arcadia
271	F-2731	2018	El Dorado	Axess	1N8APA9N1JC084298	1456108	40	36	CNG	2/13/2019	Arcadia
272	F-2732	2018	El Dorado	Axess	1N8APA9N3JC084299	1456109	40	36	CNG	3/1/2019	Pomona
273	F-2733	2018	El Dorado	Axess	1N8APA9N6JC084300	1456110	40	36	CNG	3/12/2019	Pomona
274	F-2734	2020	El Dorado	Axess	1N8APA9N1LC084030	1572563	40	36	CNG	2/25/2020	Arcadia
275	F-2735	2020	El Dorado	Axess	1N8APA9N1LC084031	1572564	40	36	CNG	2/25/2020	Arcadia
276	F-2736	2020	El Dorado	Axess	1N8APA9N3LC084032	1572565	40	36	CNG	2/25/2020	Arcadia
277	F-2737	2020	El Dorado	Axess	1N8APA9N5LC084033	1584537	40	36	CNG	2/25/2020	Arcadia
278	F-2738	2020	El Dorado	Axess	1N8APA9N7LC084034	1572566	40	36	CNG	2/25/2020	Arcadia
279	F-2739	2020	El Dorado	Axess	1N8APA9N9LC084035	1584538	40	36	CNG	2/25/2020	Arcadia
280	F-2740	2020	El Dorado	Axess	1N8APA9N0LC084036	1572567	40	36	CNG	2/25/2020	Arcadia
281	F-2741	2020	El Dorado	Axess	1N8APA9N2LC084037	1581972	40	36	CNG	3/4/2020	Arcadia
282	F-2742	2020	El Dorado	Axess	1N8APA9N4LC084038	1584539	40	36	CNG	3/4/2020	Arcadia
283	F-2743	2020	El Dorado	Axess	1N8APA9N6LC084039	1584540	40	36	CNG	3/4/2020	Arcadia
284	F-2744	2020	El Dorado	Axess	1N8APA9N8LC084040	1584541	40	36	CNG	3/2/2020	Arcadia
285	F-2745	2021	El Dorado	Axess	1N8APA9N7MC084052	1584583	40	36	CNG	4/27/2021	Arcadia
286	F-2746	2021	El Dorado	Axess	1N8APA9N7MC084053	1584584	40	36	CNG	4/27/2021	Arcadia
287	F-2747	2021	El Dorado	Axess	1N8APA9N7MC084054	1584585	40	36	CNG	4/27/2021	Arcadia
288	F-2748	2021	El Dorado	Axess	1N8APA9N2MC084055	1584586	40	36	CNG	4/28/2021	Arcadia
289	F-2749	2021	El Dorado	Axess	1N8APA9N4MC084056	1809351	40	36	CNG	4/28/2021	Pomona
290	F-2750	2021	El Dorado	Axess	1N8APA9N6MC084057	1809356	40	36	CNG	4/30/2021	Arcadia
291	F-2751	2021	El Dorado	Axess	1N8APA9N8MC084058	1809357	40	36	CNG	5/11/2021	Arcadia
292	F-2752	2021	El Dorado	Axess	1N8APA9N0MC084059	1813516	40	36	CNG	5/11/2021	Pomona
293	F-2753	2021	El Dorado	Axess	1N8APA9N6MC084060	1809358	40	36	CNG	5/17/2021	Pomona
294	F-2754	2021	El Dorado	Axess	1N8APA9N8MC084061	1809359	40	36	CNG	6/7/2021	Pomona
295	F-2755	2021	El Dorado	Axess	1N8APA9N0MC084062	1813520	40	36	CNG	6/7/2021	Pomona
296	F-2756	2021	El Dorado	Axess	1N8APA9N1MC084063	1813517	40	36	CNG	6/7/2021	Pomona
297	F-2757	2021	El Dorado	Axess	1N8APA9N3MC084064	1813518	40	36	CNG	6/16/2021	Pomona
298	F-2758	2021	El Dorado	Axess	1N8APA9N3MC084065	1813519	40	36	CNG	6/16/2021	Pomona
299	F-2759	2021	El Dorado	Axess	1N8APA9N7MC084066	1813521	40	36	CNG	6/16/2021	Pomona
300	F-2760	2021	El Dorado	Axess	1N8APA9N9MC084067	1813522	40	36	CNG	6/16/2021	Pomona
301	F-2761	2021	El Dorado	Axess	1N8APA9N0MC084068	1813523	40	36	CNG	6/16/2021	Pomona
302	F-2762	2021	El Dorado	Axess	1N8APA9N2MC084069	1817606	40	36	CNG	7/6/2021	Pomona
303	F-2800	2018	Proterra	Catalyst E2	1M9TG16J4JL816348	1557394	36	29	Electric	11/29/2018	Arcadia
304	F-2801	2018	Proterra	Catalyst E2	1M9TG16J6JL816349	1563007	36	29	Electric	2/21/2019	Arcadia
305	F-2802	2018	Proterra	Catalyst E2	1M9TG16J2JL816350	1563006	36	29	Electric	2/21/2019	Arcadia
306	F-2803	2021	El Dorado	Axess	1N8AMA9N1MC084010	1584571	35	28	CNG	1/1/2021	Arcadia
307	F-2804	2021	El Dorado	Axess	1N8AMA9N3MC084011	1584570	35	28	CNG	1/1/2021	Arcadia
308	F-2900	2020	New Flyer	XN60	5FYC8YC10LF074531	1589332	60	51	CNG	8/26/2020	Arcadia
309	F-2901	2020	New Flyer	XN60	5FYC8YC12LF074532	1802215	60	51	CNG	9/2/2020	Arcadia
310	F-2902	2020	New Flyer	XN60	5FYC8YC14LF074533	1802216	60	51	CNG	9/2/2020	Arcadia

#	Bus ID	Model Year	Make	Model	VIN Number	License Plate #	Length (ft)	Seat Capacity	Fuel Type	Acquisition Date	Location
311	F-2903	2020	New Flyer	XN80	5FYC8YC16LF074534	1602214	80	51	CNG	9/8/2020	Arcadia
312	F-2904	2020	New Flyer	XN80	5FYC8YC18LF074535	1602224	80	51	CNG	9/14/2020	Arcadia
313	F-2905	2020	New Flyer	XN80	5FYC8YC1XLF074536	1602225	80	51	CNG	9/14/2020	Arcadia
314	F-2906	2020	New Flyer	XN80	5FYC8YC11LF074537	1605725	80	51	CNG	2/2/2021	Arcadia
315	F-2907	2020	New Flyer	XN80	5FYC8YC13LF074538	1602323	80	51	CNG	10/2/2020	Arcadia
316	F-2908	2020	New Flyer	XN80	5FYC8YC15LF074539	1602322	80	51	CNG	10/2/2020	Arcadia
317	F-2909	2020	New Flyer	XN80	5FYC8YC11LF074540	1602321	80	51	CNG	10/2/2020	Arcadia
318	F-2910	2020	New Flyer	XN80	5FYC8YC13LF074541	1602320	80	51	CNG	10/2/2020	Arcadia
319	F-2911	2020	New Flyer	XN80	5FYC8YC15LF074542	1602339	80	51	CNG	10/15/2020	Arcadia
320	F-2912	2020	New Flyer	XN80	5FYC8YC17LF074543	1602340	80	51	CNG	10/15/2020	Arcadia
321	F-2913	2020	New Flyer	XN80	5FYC8YC19LF074544	1602342	80	51	CNG	10/15/2020	Arcadia
322	F-2914	2020	New Flyer	XN80	5FYC8YC10LF074545	1602341	80	51	CNG	10/15/2020	Arcadia
323	F-2915	2020	New Flyer	XN80	5FYC8YC12LF074546	1602258	80	51	CNG	10/15/2020	Arcadia
324	F-2916	2020	New Flyer	XN80	5FYC8YC14LF074547	1602259	80	51	CNG	10/27/2020	Arcadia
325	F-2917	2020	New Flyer	XN80	5FYC8YC16LF074548	1602260	80	51	CNG	10/27/2020	Arcadia
326	F-2918	2020	New Flyer	XN80	5FYC8YC18LF074549	1602466	80	51	CNG	10/10/2020	Arcadia
327	F-2919	2020	New Flyer	XN80	5FYC8YC14LF074550	1602517	80	51	CNG	12/7/2020	Arcadia
328	F-2920	2020	New Flyer	XN80	5FYC8YC16LF074551	1602467	80	51	CNG	11/10/2020	Arcadia
329	F-2921	2020	New Flyer	XN80	5FYC8YC18LF074552	1602468	80	51	CNG	12/3/2020	Arcadia
330	F-2922	2020	New Flyer	XN80	5FYC8YC10LF074553	1602469	80	51	CNG	12/3/2020	Arcadia
331	F-2923	2020	New Flyer	XN80	5FYC8YC11LF074554	1605700	80	51	CNG	12/2/2020	Arcadia
332	F-3000	2020	Alexander Dennis	ENVIRO 500 EV	SFER11117LGN50002	1605900	40	80	Electric	3/19/2021	Arcadia
333	F-3001	2020	Alexander Dennis	ENVIRO 500 EV	SFER11119LGN50003	1622978	40	80	Electric	3/19/2021	Arcadia
334	F-3100	2022	New Flyer	XHE40	5FYF8FX18NF104809	1621044	40	34	Hydrogen	8/2/2022	Pomona
335	F-3101	2022	New Flyer	XHE40	5FYF8FX14NF104810	1636556	40	34	Hydrogen	11/18/2022	Pomona
336	F-3102	2022	New Flyer	XHE40	5FYF8FX16NF104811	1636557	40	34	Hydrogen	10/25/2022	Pomona
337	F-3103	2022	New Flyer	XHE40	5FYF8FX18NF104812	1636558	40	34	Hydrogen	11/10/2022	Pomona
338	F-3104	2022	New Flyer	XHE40	5FYF8FX1XNF104813	1645990	40	34	Hydrogen	11/15/2022	Pomona
339	F-3105	2022	New Flyer	XHE40	5FYF8FX11NF104814	1645988	40	34	Hydrogen	11/4/2022	Pomona
340	F-3106	2022	New Flyer	XHE40	5FYF8FX13NF104815	1645991	40	34	Hydrogen	11/8/2022	Pomona
341	F-3107	2022	New Flyer	XHE40	5FYF8FX15NF104816	1645989	40	34	Hydrogen	10/25/2022	Pomona
342	F-3108	2022	New Flyer	XHE40	5FYF8FX17NF104817	1645992	40	34	Hydrogen	12/16/2022	Pomona
343	F-3109	2022	New Flyer	XHE40	5FYF8FX19NF104818	1645992	40	34	Hydrogen	11/18/2022	Pomona
344	F-3110	2022	New Flyer	XHE40	5FYF8FX10NF104819	1645993	40	34	Hydrogen	11/18/2022	Pomona
345	F-3111	2022	New Flyer	XHE40	5FYF8FX17NF104820	1652026	40	34	Hydrogen	12/7/2022	Pomona
346	F-3112	2022	New Flyer	XHE40	5FYF8FX19NF104821	1652027	40	34	Hydrogen	12/7/2022	Pomona
347	F-3113	2022	New Flyer	XHE40	5FYF8FX10NF104822	1652028	40	34	Hydrogen	12/9/2022	Pomona
348	F-3114	2022	New Flyer	XHE40	5FYF8FX12NF104823	1652029	40	34	Hydrogen	12/9/2022	Pomona
349	F-3115	2022	New Flyer	XHE40	5FYF8FX14NF104824	1652151	40	34	Hydrogen	1/25/2023	Pomona
350	F-3116	2022	New Flyer	XHE40	5FYF8FX16NF104825	1652152	40	34	Hydrogen	1/27/2023	Pomona
351	F-3117	2022	New Flyer	XHE40	5FYF8FX18NF104826	1652092	40	34	Hydrogen	1/11/2023	Pomona
352	F-3118	2022	New Flyer	XHE40	5FYF8FX1XNF104827	1652093	40	34	Hydrogen	1/12/2023	Pomona
353	F-3119	2022	New Flyer	XHE40	5FYF8FX11NF104828	1652094	40	34	Hydrogen	1/12/2023	Pomona
354	F-3120	2022	New Flyer	XHE40	5FYF8FX15NF105156	1621226	40	34	Hydrogen	2/16/2023	Pomona
355	F-3121	2022	New Flyer	XHE40	5FYF8FX17NF105157	1652153	40	34	Hydrogen	1/27/2023	Pomona
356	F-3122	2022	New Flyer	XHE40	5FYF8FX19NF105158	1652154	40	34	Hydrogen	1/25/2023	Pomona
357	F-3123	2022	New Flyer	XHE40	5FYF8FX10NF105159	1652095	40	34	Hydrogen	1/11/2023	Pomona
358	F-3124	2022	New Flyer	XHE40	5FYF8FX17NF105160	1652161	40	34	Hydrogen	2/7/2023	Pomona
359	F-3125	2022	New Flyer	XHE40	5FYF8FX19NF105161	1621227	40	34	Hydrogen	2/16/2023	Pomona
360	F-3126	2022	New Flyer	XHE40	5FYF8FX10NF105162	1652225	40	34	Hydrogen	3/14/2023	Pomona
361	F-3127	2022	New Flyer	XHE40	5FYF8FX12NF105163	1664721	40	34	Hydrogen	5/18/2023	Pomona
362	F-3128	2022	New Flyer	XHE40	5FYF8FX14NF105164	1652261	40	34	Hydrogen	3/29/2023	Pomona
363	F-3130	2022	New Flyer	XHE40	5FYF8FX18NF105166	1652262	40	34	Hydrogen	3/30/2023	Pomona

Appendix B: Facilities Asset List

Appendix B: Facilities Asset List						
Location	Level 1 Code	Level 2 Code	Count	Avg. Age	Useful Life	Avg. Calculated Remaining Life
Arcadia	BUILDINGS	Buildings	1	21	50	29
	BUILDINGS SITEWORK	Site Electrical Utilities	2	21	14	-7
		Site Improvements	11	21	15	-6
		Site Mechanical Utilities	3	21	25	4
	EQUIPMENT & FURNISHINGS	Equipment	76	18	12	-6
		Furnishings	1	21	15	-6
	INTERIORS	Interior Construction	4	19	39	20
	SERVICES	Conveying	1	21	25	4
		Electrical	48	21	25	5
		Fire Protection	2	21	31	10
		HVAC	108	21	13	-7
		Plumbing	16	21	18	-3
	SHELL	Exterior Enclosure	17	18	26	8
Azusa		Superstructure	4	21	20	-1
	BUILDINGS	Buildings	1	7	75	68
	BUILDINGS SITEWORK	Site Electrical Utilities	2	7	14	6
		Site Improvements	1	7	25	18
	INTERIORS	Interior Construction	1	7	10	3
	SERVICES	Conveying	1	7	25	18
		Electrical	9	7	29	21
		Fire Protection	2	7	31	24
		HVAC	4	7	13	6
		Plumbing	2	7	10	3
	SPECIAL CONSTRUCTION & DEMOLITION	Special Construction	1	7	12	5
Covina	BUILDINGS	Buildings	1	3	75	72
	BUILDINGS SITEWORK	Site Electrical Utilities	3	3	14	11
		Site Improvements	2	3	10	7
	SERVICES	Conveying	1	3	25	22
		Electrical	9	3	27	24
		Fire Protection	2	3	31	28
		HVAC	7	3	14	10
	SPECIAL CONSTRUCTION & DEMOLITION	Special Construction	1	3	12	9
Industry	BUILDINGS	Buildings	1	10	75	65
	BUILDINGS SITEWORK	Site Electrical Utilities	2	10	14	4
		Site Improvements	2	10	18	8
	INTERIORS	Interior Construction	1	10	10	0
		Stairs	2	10	75	65
	SERVICES	Conveying	1	10	25	15
		Electrical	9	10	23	13
		Fire Protection	2	10	31	21
		HVAC	5	10	16	6
		Plumbing	1	10	10	0
	SPECIAL CONSTRUCTION & DEMOLITION	Special Construction	1	10	12	2
Pomona	BUILDINGS	Buildings	2	15	31	16
	BUILDINGS SITEWORK	Site Electrical Utilities	3	27	16	-11
		Site Improvements	12	27	14	-13
		Site Mechanical Utilities	1	27	25	-2
	EQUIPMENT & FURNISHINGS	Equipment	53	25	14	-10
		Furnishings	2	27	10	-17
	INTERIORS	Interior Construction	2	27	38	11
	SERVICES	Electrical	12	25	14	-12
		Fire Protection	5	15	42	27
		HVAC	59	22	13	-10
		Plumbing	13	25	15	-10
	SHELL	Exterior Enclosure	13	27	35	8
Arcadia Warehouse		Superstructure	3	27	20	-7
	BUILDINGS	Buildings	1	16	50	34
	BUILDINGS SITEWORK	Site Improvements	1	16	12	-4
	EQUIPMENT & FURNISHINGS	Equipment	2	15	15	0
	SERVICES	Electrical	1	16	25	9
		Fire Protection	2	16	31	15
		HVAC	2	11	13	1
		Plumbing	1	16	35	19
	SHELL	Exterior Enclosure	5	16	35	19
Pomona Transit Center	BUILDINGS	Buildings	1	9	75	66
	SERVICES	Electrical	6	9	26	17
		Fire Protection	1	9	12	3
		HVAC	4	9	15	6
	SHELL	Exterior Enclosure	1	9	75	66
		Superstructure	1	9	20	11
West Covina Headquarters	BUILDINGS	Buildings	1	54	50	-4
	BUILDINGS SITEWORK	Site Electrical Utilities	2	54	14	-41
		Site Improvements	2	54	15	-39
	EQUIPMENT & FURNISHINGS	Equipment	3	16	11	-5
		Furnishings	2	16	10	-6
	INTERIORS	Interior Construction	5	24	15	-8
	SERVICES	Conveying	3	54	27	-27
		Electrical	17	47	23	-24
		Fire Protection	3	41	31	-11
		HVAC	28	35	19	-16
		Plumbing	7	32	15	-18
	SHELL	Superstructure	1	54	20	-34

Appendix C: FTA Certifications & Assurances

FOOTHILL TRANSIT | Foothill Transit | 5551

Summary Applications/Awards TrAMS Users Locations Designated Recipient Related Actions

Certifications & Assurances | FY 2023 C&A Affirmations

Recipient Details

Recipient ID

5551

Recipient Name

FOOTHILL TRANSIT

Certification and Assurance Information

Fiscal Year 2023

Original Certification Date 1/31/2023

Assigned Date 1/27/2023

Latest Certification Date 1/31/2023

Due Date 4/27/2023

Published Certifications and Assurances

FTA CERTIFICATIONS AND ASSURANCES

Public Transportation Agency Safety Plan (PTASP)

Applicants and recipients of Section 5307 grants and rail transit agencies that are subject to the State Safety Oversight Program must certify to Category 2: Public Transportation Agency Safety Plans (PTASP). The deadline for certification was July 20, 2020, however, in light of the extraordinary challenges presented by the COVID-19 public health emergency, FTA issued a Notice of Enforcement Discretion for the PTASP regulation (49 CFR Part 673). FTA will refrain from taking enforcement action until July 21, 2021 for applicants and recipients unable to certify compliance with the PTASP regulation before July 20, 2021. While applicants and recipients are encouraged to certify compliance as soon as reasonably practicable under the current circumstances caused by the COVID-19 public health emergency, those who do not certify compliance until July 20, 2021 remain eligible for Chapter 53 grant funds.

List of All Applicable Agencies

PTASP Technical Assistance Center

Certifications and Assurances

Certification History

Certification Date: 1/31/2023 Official: Doran Barnes Attorney: Darold Pieper			
Category	Title		Cer
01	Certifications and Assurances Required of Every Applicant		✓
02	Public Transportation Agency Safety Plans		✓
03	Tax Liability and Felony Convictions		✓
04	Lobbying		✓
05	Private Sector Protections		✓
06	Transit Asset Management Plan		✓
07	Rolling Stock Buy America Reviews and Bus Testing		✓
08	Urbanized Area Formula Grants Program		✓
09	Formula Grants for Rural Areas		✓

10	Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	
Category	Title	Cer
11	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	
12	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	
13	State of Good Repair Grants	
14	Infrastructure Finance Programs	
15	Alcohol and Controlled Substances Testing	
16	Rail Safety Training and Oversight	
17	Demand Responsive Service	
18	Interest and Financing Costs	
19	Cybersecurity Certification for Rail Rolling Stock and Operations	
20	Tribal Transit Programs	
21	Emergency Relief Program	
1 - 21 of 21		

▼ Documents

Existing Documents

Document	Description	Uploaded By	Date
No items available			

Affirmation of Applicant

Affirmation of Applicant BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 et seq., and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Official's Name Doran Barnes
☐ I accept the above

Certification Date Jan 31, 2023

Affirmation of Attorney

Affirmation of Applicant's Attorney As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Attorney's Name Darold Pieper

___ I accept the above

Certification Date Jan 31, 2023

CANCEL

Appendix D: Transit Asset Management Performance Measure Targets (A-90)

NTD ID	90146
Reporter Name	Foothill Transit
Report	2023 (Original Submission)

Transit Asset Management Performance Measure Targets (A-90)

1) Rolling Stock - Percent of revenue vehicles that have met or exceeded their useful life benchmark

Performance Measure	2023 Target (%)	2023 Performance (%)	2023 Difference	2024 Target (%)
AB - Articulated Bus	0.00	0.00	0.00	0.00
AO - Automobile	N/A			N/A
BR - Over-the-road Bus	N/A			N/A
BU - Bus	2.50	7.42	-4.92	0.00
CU - Cutaway	N/A			N/A
DB - Double Decker Bus	0.00	0.00	0.00	0.00
MV - Minivan	N/A			N/A
OR - Other	N/A			N/A
SB - School Bus	N/A			N/A
SV - Sports Utility Vehicle	N/A			N/A
VN - Van	N/A			N/A

2) Equipment - Percent of service vehicles that have met or exceeded their useful life benchmark

Performance Measure	2023 Target (%)	2023 Performance (%)	2023 Difference	2024 Target (%)
Automobiles	20.00	27.27	-7.27	0.00
Trucks and other Rubber Tire Vehicles	0.00	0.00	0.00	0.00
Steel Wheel Vehicles	N/A			N/A

3) Facility - Percent of facilities rated below 3 on the condition scale

Performance Measure	2023 Target (%)	2023 Performance (%)	2023 Difference	2024 Target (%)
Passenger / Parking Facilities	0.00	0.00	0.00	0.00
Administrative / Maintenance Facilities	0.00	0.00	0.00	0.00



August 30, 2024

To: Executive Board

Subject: **Amendment to Chief Executive Officer's Employment Agreement**

Recommendation

Authorize the Executive Board Chair to execute the First Amendment to the First Amended and Restated Chief Executive Officer Employment Agreement dated July 1, 2023.

Analysis

On June 28, 2024, the Executive Board met in Closed Session to evaluate the Chief Executive Officer ("CEO"). It thereafter publicly reported that it had authorized a five percent increase in the CEO's compensation effective July 1, 2024, consistent with its treatment of the agency's other employees. It further directed that a First Amendment to the CEO's Employment Agreement implementing this increase be placed on the August Executive Board Meeting Consent Calendar.

Budget Impact

Funds have been programmed in the Fiscal Year 2024-2025 budget to account for this compensation adjustment.

Sincerely,

Darold Pieper
General Counsel



August 30, 2024

To: Executive Board

Subject: **Disadvantaged Business Enterprise (DBE) Program Update**

Recommendation

Adopt Foothill Transit's revised FFY 2022 - FFY 2024 DBE Program (Attachment A).

Analysis

United States Department of Transportation (DOT) regulations stipulate that FTA recipients of planning, capital, and/or operating assistance that will have contracting opportunities (excluding transit vehicle purchases) with those funds exceeding \$250,000 in a Federal fiscal year, must have an approved DBE program. The DBE Program is to be updated whenever there are any significant changes to the program or updates to the mandatory Federal requirements. On April 9, 2024, the FTA published a DBE Final Rule in the Federal Register updating the applicable DBE program regulations.

The attached policy provides these necessary updates by clarifying certain administrative aspects of the program, providing clarification on the agency's program monitoring and staff responsibilities, prompt payment requirements, firm certification and good faith efforts.

Foothill Transit's DBE Program goal for the FFY 2025 - FFY 2027 triennial period will be presented to the Executive Board for consideration at an upcoming meeting following the guidelines presented in this program.

Budget Impact

Costs related to implementation of this policy are included in the Foothill Transit FY24 budget.

Sincerely,

LaShawn King Gillespie
Deputy Chief Executive Officer

Doran J. Barnes
Chief Executive Officer



Foothill Transit
Going Good Places

Disadvantaged Business
Enterprise (DBE) Program
FFY 2022 - FFY 2024



POLICY STATEMENT

Foothill Transit has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. Foothill Transit has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of Foothill Transit to ensure that DBEs as defined in Part 26 have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. To promote the use of DBEs in all types of ~~federally~~DOT-assisted contracts and procurement activities;
7. To assist the development of firms that can compete successfully in the market place outside the DBE Program ~~and~~;
8. To provide appropriate flexibility in establishing and providing opportunities for DBEs.

Foothill Transit's Deputy Chief Executive Officer has been ~~delegated~~designated as the DBE Liaison Officer (DBELO). In that capacity, the Deputy Chief Executive Officer is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations ~~incurred by~~of Foothill Transit ~~in~~under its financial assistance agreements with the Department of Transportation.

Foothill Transit has disseminated this policy statement to the Foothill Transit Executive Board and throughout our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts.

This policy statement is included in the Executive Board agenda on a triennial basis for consideration with the approval of the agency DBE goal. This policy statement is also contained on the Foothill Transit website where DBE and non-DBE businesses may view possible contracting opportunities. The availability of ~~this~~ this statement is/will be advertised along with the DBE goal in local business newspapers. Foothill

**Foothill Transit
DBE Program
FFY 2022- FFY 2024**



Transit also maintains relationships with various local and regional business associations in the area and will provide this policy statement to those organizations for publication and/or distribution.

Doran J. Barnes
Chief Executive Officer

Date



GENERAL PROVISIONS

Commented [KKE1]: Don't think you need this!

Definitions (49 CFR 26.5)

Foothill Transit will adopt the definitions contained in Section 26.5 for this program.

Non-Discrimination Requirements (49 CFR 26.7)

Foothill Transit will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, Foothill Transit will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Record Keeping and Reporting Requirements (49 CFR 26.11)

Foothill Transit will report DBE participation on a semi-annual basis. These reports will reflect payments actually made contain all the information described in the Uniform Report to Part 26 (names of DBEs on DOT-assisted contracts, NAICS codes (work categories/trades) performed on a contract, federally-assisted contract numbers, and the dollar value of each contract).

Foothill Transit will maintain a obtain bidders list, consisting of information and enter it into the system designated by the Department of Transportation.

Foothill Transit will collect the following information about all DBE and non-DBE firms that who bid or quotes prime contractors and subcontractors on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders' list approach to be used in calculating overall goals. The bidders' list will include the:

1. Firm name;
2. Firm address, including zip code
3. Firm's status (DBE or non-DBE status, age,)
4. Race and annual gross receipts of firms. gender information for the firm's majority owner
5. NAICS code applicable to each scope of work the firm sought to perform in its bid

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6. Age of the firm

7. Annual gross receipts of the firm by bracket (i.e., less than \$1 million, \$1-3 million, \$3-6 million, \$6-10 million)

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We will collect bidders list information ~~in the following ways:~~

~~• Foothill Transit's online vendor database for solicitations where registrants may submit DBE status.~~

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~~• Contract clause from all bidders by requiring prime bidders to report submit the information on firms who provide them with quotes on subcontracts with their bids or initial proposals.~~

~~We will enter the bidders list information into the online system designated by the Department of Transportation no later than December 1 following the fiscal year in which the relevant contract was awarded.~~

~~In a design-build contracting situation where subcontracts will be solicited throughout the contract period, we will enter bidders list information no later than December 1 following the fiscal year in which the design-build contractor awarded the relevant subcontract(s).~~

~~We will keep a complete application package for each certified firm and all affidavits of no change Declarations of Eligibility, change notices, and on-site reviews visit reports and retain such documents in accordance with the applicable retention period requirements in Foothill Transit's financial assistance agreements.~~

Assurances (49 CFR ~~26.11~~26.13)

Foothill Transit has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

Assurance: 26.13(a)

Foothill Transit shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. The recipient's DBE Program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to Foothill Transit of its failure to carry out its approved program, the Department may impose sanction as provided for under Part 26 and may,



Foothill Transit
DBE Program
FFY 2022- FFY 2024

in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

The DBELO or his/her designee will review all DOT-assisted contracts and subcontracts before execution to ensure that the following clause is placed in every DOT-assisted contract and subcontract:

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The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

ADMINISTRATIVE REQUIREMENTS

Policy Statement (49 CFR 26.23)

The Policy Statement is set forth on the first page of this program.

DBE Liaison Officer (DBELO) (49 CFR 26.25)

We have designated the following individual as our ~~DBE Liaison Officer~~DBELO:

LaShawn King Gillespie
100 S. Vincent Ave.
Suite 200
West Covina, CA 91790
626.931.7206
lgillespie@foothilltransit.org

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that Foothill Transit complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the Chief Executive Officer concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment 1 to this program.

The DBELO is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. The DBELO has a staff of four to assist in the administration of the program. The duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Works with all departments within which DOT-assisted contracting opportunities exist or may exist to set overall annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals attainment, if applicable) and identifies ways to improve progress.
6. Analyzes Foothill Transit's progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.



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8. Advises the CEO\governing body on DBE matters and achievement.
9. Plans and participates in DBE training seminars.
10. Acts as liaison to the Uniform Certification Process in California.
11. Provides outreach to DBEs and community organizations to advise them of opportunities.

DBE Financial Institutions (49 CFR 26.27)

It is the policy of Foothill Transit to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contract to make use of these institutions. We have made the following efforts to identify and use such institutions:

While we have identified Minority Financial Institutions by checking the Federal Reserve website, we have not been able to confirm their status as economically disadvantaged. Consistent with the direction provided by the FTA in its March 1, 2016 compliance review of Foothill Transit's DBE Program, Foothill Transit encourages the use of institutions identified on the FDIC's Minority Depository Institutions List¹ with the understanding provided by the FTA that the entry of social disadvantage is a sufficient criterion for identifying DBE financial institutions.

Information on the availability of such institutions can be obtained from the DBE Liaison Officer. All DOT-assisted procurements will include information directing interested parties to the Federal Reserve's website for a listing of Minority Banking Institutions and encouraging them to make use of these institutions when possible.

Prompt Payment Mechanisms (49 CFR 26.29)

The DBELO or his/her designee will review all DOT-assisted contracts and subcontracts before execution to ensure that the following or an equivalent clause is placed in every DOT-assisted contract:

Commented [KPM3]: LKG/CP/SB to coordinate on this.

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contract receives from Foothill Transit. The prime contractor agrees further to return any retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the

¹ Available at: <https://www.fdic.gov/regulations/resources/minority/mdi.html> (last visited February 27, 2024).

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above referenced time frame may occur only for good cause following written approval of Foothill Transit. This clause applies to both DBE and non-DBE subcontracts.

[The DBE program must include the mechanism the recipient will use for proactive monitoring and oversight of the prime's compliance with subcontractor prompt payment and return of retainage requirements. I'm thinking this could be through the applications for payment for construction contracts, and a similar requirement for non-construction contracts, requiring the prime to certify as to payment of subcontractors. Once we decide, we should describe it here.]

DBE Directory (49 CFR 26.31)

Foothill Transit's Contract Opportunities page on its website directs vendors and potential vendors to the Caltrans Disadvantaged Business Enterprise System² so that they are able to identify all firms eligible to participate as DBEs. This resource lists (or will list) the firm's name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE.

Overconcentration (49 CFR ~~26.31~~26.33)

Foothill Transit's analysis of its contracting opportunities over the past three years indicates that DBEs have performed work in a variety of disciplines including, but not limited to landscaping, elevator construction and installation, paving, trucking, and materials testing and the amount of work performed in those disciplines is not concentrated in any one area.

With each ~~federally~~DOT-assisted contract award, Foothill Transit will continue to monitor and analyze whether the type of contracts/subcontracts awarded to DBEs suggest an overconcentration in particular fields. After the award of each ~~federally~~DOT-assisted contract, Foothill Transit will: (1) review the level of DBE participation anticipated for that contract; (2) identify the applicable NAICS code(s) for the participating DBEs; (3) determine the extent to which other DBEs within the same NAICS codes have participated (or are participating) in ~~federally~~DOT-assisted contracts on which work is being or has been performed within the previous three years; and (4) compare the percentage and volume of DBE firms within those NAICS codes with the overall participation and volume of all firms within those NAICS codes in the applicable geographic area to determine whether overconcentration is occurring.

If overconcentration is found to exist, Foothill Transit will inform the Federal Transit Administration of Foothill Transit's determination, encourage DBEs within the area of overconcentration to expand into other fields, and enhance its communication with

² Available at: <https://caltrans.dbesystem.com/> (last visited February 27, 2024).



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its prime contractors and its outreach within the network of DBE vendors to address the overconcentration. These efforts will be documented by the DBELO.

Business Development Programs (49 CFR 26.35)

Foothill Transit's small business development program is discussed below.

Monitoring and Enforcement Mechanisms (49 CFR 26.37)

Foothill Transit will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

1. We will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in 49 CFR 26.109.
2. We will consider similar action under our own legal authorities, including responsibility determinations in future contracts. Attachment 3 lists the legal authorities and contract remedies available to us in the event of non-compliance with the DBE regulation by a participant in our procurement activities.
3. We will also provide a monitoring and enforcement mechanism to verify that work committed or subcontracted to DBEs at contract award or subsequently is actually performed by the DBEs. ~~This to which the work was committed or subcontracted to, and the work is counted according to the requirements of 49 CFR 26.55. This will include a written verification that we have reviewed contracting records and monitored the work site to ensure the counting of each DBE's participation is consistent with its function on the contract and~~ will be accomplished by regular visits to jobsites and interviews of the personnel performing work.
4. We will keep ~~at the following~~ running ~~tally of actual payments to DBE firms for work committed to them at the time of contract award. tallies:~~
 - A. Overall goal: We will keep a running tally, at appropriate intervals, that provides for frequent comparison of cumulative DBE awards/commitments to DOT-assisted prime contract awards to determine whether the current implementation of contract goals is projected to be sufficient to meet the overall goal. The results will inform our decisions to implement goals on contracts to be advertised according to our established contract goal-setting process.



B. Each DBE commitment: We will keep a running tally, at appropriate intervals, that provides for a frequent comparison of payments made to each listed DBE relative to the progress of work, including payments for such work to the prime contractor to determine whether the contractor is on track with meeting its DBE commitment and whether any projected shortfall exists that requires the prime contractor's good faith efforts to address to meet the contract goal.

Small Business Development Mechanisms (49 CFR 26.39)

Foothill Transit fosters participation of small business concerns in projects resulting from procurement activities by implementing multiple strategies, including strategies suggested in Section 49 CFR 26.39(b) of Title 49 of the Code of Federal Regulations.

1. On prime contracts not having contract goals, we require the prime contractor to provide subcontracting opportunities of a size that small businesses, including DBEs, can reasonably perform, rather than self-performing all the work involved.
2. In multi-year design-build contracts or other large contracts (e.g., for "megaprojects") we require bidders or proposers on the prime contract to specify elements of the contract or specific subcontracts that are of a size that small businesses, including DBEs, can reasonably perform.
3. To meet the portion of our overall goal we project to meet through race-neutral measures, we ensure that a reasonable number of prime contracts are of a size that small businesses, including DBEs, can reasonably perform.
4. We identify alternative acquisition strategies and structuring procurements to facilitate the ability of consortia or joint ventures consisting of small businesses, including DBEs, to compete for and perform prime contracts.



SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Prohibition on Set-Asides or Quotas (49 CFR 26.43)

Foothill Transit does not use **set-asides or** quotas in any way in the administration of this DBE program.

Development of Overall Goals (49 CFR 26.45)

A description of the methodology to calculate the overall goal and the goal calculations can be found in Attachment 4 to this program.

In accordance with 49 CFR 26.45(f), Foothill Transit will submit its overall goal to DOT on August 1 at three-year intervals in accordance with the schedule established by FTA. This section of the program will be updated every three years.

Step 1: Determining Base Figure for Relative Availability of DBEs. Foothill Transit will, among other efforts, consult with agencies and organizations such as Los Angeles Metro, Latino Business Association, San Gabriel Regional Chamber of Commerce, the Southern California Minority Business Development Council to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and Foothill Transit's efforts to establish a level playing field for the participation of DBEs.

Following this consultation, we will publish a notice of the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at our principal office for 30 days following the date of the notice, and informing the public that Foothill Transit and DOT will accept comments on the goals for 30 days from the date of the notice. This notice will be published using a variety of means, including but not limited to Foothill Transit's website and through classified ads placed in the San Gabriel Valley News, the Inland Valley Daily Bulletin, Excelsior, Sing Tao, Downtown News, and the Los Angeles Times, as well as through our procurement portal at PlanetBids. The notice will include addresses to which comments may be sent and addresses (including offices and websites) where the proposal may be reviewed.

Our overall goal submission to DOT will include a summary of information and comments received during this public participation process and our responses.

We will begin using our three-year overall goal on October 1 of the calendar year following the August 1 submission to FTA, unless we have received other instructions from DOT. If we establish a goal on a project basis, we will begin using our goal by the time of the first solicitation for a DOT-assisted contract for the project.

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Shortfall Analysis (49 CFR 26.47)

At the end of any DBE year in which Foothill Transit does not achieve its DBE goal as reflected for that year in Foothill Transit's Triennial DBE Goal, Foothill Transit will perform a Shortfall Analysis. The DBELO will conduct this Shortfall Analysis within two (2) months of the close of the DBE year.

The Shortfall Analysis will analyze, in detail, the reasons for the difference between the DBE goal for that year and the actual DBE participation for that year. The Shortfall Analysis will take into account any efforts previously undertaken by the agency to achieve the DBE Goal. To increase the likelihood that Foothill Transit will achieve its DBE Goal in future years, the DBELO will develop an action plan which will include:

1. Outreach to vendors who were invited to participate in Foothill Transit's contracting opportunities to identify the reasons for their non-participation, and
2. Investigate and utilize other available resources and methods to encourage DBE participation in future contracting opportunities.

Transit Vehicle Manufacturers Goals (49 CFR 26.49)

Foothill Transit will require each transit vehicle manufacturer (TVM), as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of Sections 26.49(b) and (c) of Title 49 of the Code of Federal Regulations. Alternatively, Foothill Transit may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program from specialized manufacturers when a TVM cannot be identified.

Prior to awarding any federally-funded TVM FTA-assisted transit vehicle contract, Foothill Transit will verify that the TVM awardee has fulfilled its requirement to submit a DBE goal methodology and complied with the TVM's DBE Program in accordance with the requirements of Section 26.49(a). In addition, Foothill Transit will notify/report to the Federal Transit Administration within 30 days of making an award of a federally-funded contract to a TVM along with the name of the TVM that was the successful bidder and the dollar amount/federal share of the award/contractual commitment, within 30 days of becoming contractually required to procure a transit vehicle.

Breakout of Estimated Race-Neutral & Race-Conscious Participation (49 CFR 26.51(a)-(c))

The breakout of estimated race-neutral and race-conscious participation can be found in Attachment 5 to this program. This section of the program will be updated



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when the goal calculation is updated and is likely to be revised once Foothill Transit implements the findings of a disparity study, if it is determined that a disparity study is appropriate.

Contract Goals (49 CFR 26.51(d)-(g))

Once Foothill Transit implements the findings of a disparity study, Foothill Transit will use contract goals to meet any portion of the overall goal Foothill Transit does not project being able to meet using race-neutral means. Contract goals will be established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of our overall goal that is not projected to be met through the use of race-neutral means.

We will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. We need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work.)

We will express our contract goals as a percentage of *total amounts of a DOT-assisted contract*.

Good Faith Efforts Procedures (49 CFR 26.53)

Demonstration of Good Faith Efforts (26.53(a) & (c))

The obligation of the bidder/offeror is to make good faith efforts. The bidder/offeror can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to Part 26.

The following personnel are responsible for determining whether a bidder/offeror who has not met a contract goal has documented sufficient good faith efforts to be regarded as responsive: [REDACTED]

We will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before we commit to the performance of the contract by the bidder/offeror.

Information to be submitted (26.53(b))

Foothill Transit treats bidder/offeror compliance with good faith efforts requirements as a matter of responsiveness.

Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

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1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform (each DBE firm must be certified in a NAICS code applicable to the kind of work the firm would perform on the contract);
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of the bidder's/offeror's commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment, and, if the DBE is performing work as a regular dealer or distributor, written and signed confirmation from the DBE that it is participating in the contract according to the requirements of 49 CFR 26.53(c)(1); and
6. If the contract goal is not met, evidence of good faith efforts.

Foothill Transit will require bidders/offerors to submit the required information with their bids or initial proposals, as applicable. In a negotiated procurement, like a procurement for professional services, Foothill Transit may permit the bidder/offeror to make a contractually-binding commitment to meet the contract goal with their bids or initial proposals and then provide the required information before Foothill Transit makes its award decision.

If Foothill Transit solicits proposals for design and construction of a project (design-build), Foothill Transit will require that proposers demonstrate good faith efforts to meet a contract goal by submitting an Open-Ended DBE Performance Plan (OOPP" with initial proposals. The OOPP must include (1) a commitment to meet the contract goal; (2) provide details of the types of subcontracting work or services (with projected dollar amounts) that the proposer will solicit DBEs to perform; and (3) include an estimated time frame within which actual DBE subcontracts will be executed. During contract performance, we will monitor the design-build contractor's compliance with the OOPP, including the schedule. The OOPP may be modified by agreement of Foothill Transit and the design-build contractor during the life of the project, so long as the design-build contractor continues to use good faith efforts to meet the contract goal.

Confirmation of participation of DBE firm performing work as a regular dealer or distributor (26.53(c)(1))

For each DBE listed as a regular dealer or distributor, Foothill Transit will make a preliminary counting determination to assess the DBE's eligibility for 60 or 40 percent, respectively, of the cost of materials and supplied based on its demonstrated capacity and intent to perform as a regular dealer or distributor.



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Foothill Transit will make this determination based on the DBE's written responses to relevant questions and its affirmation that its subsequent performance of a commercially useful function will be consistent with the preliminary counting of such participation. If the DBE fails to affirm that its participation will meet the requirements of either a regular dealer or distributor, Foothill Transit will make appropriate adjustments in counting that DBE's participation toward the bidder's/offeror's good faith efforts to meet the contract goal.

Administrative reconsideration (26.53(d))

Within two (2) business days of being informed by Foothill Transit that it is not responsive because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following reconsideration official:

LaShawn King Gillespie
100 S. Vincent Ave.
Suite 200
West Covina, CA 91790
626.931.7206
lgillespie@foothilltransit.org

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with our reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do. We will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good ~~Faith Efforts~~faith efforts when a DBE is replaced on a contract (26.53(f))

Foothill Transit will require a contractor to obtain Foothill Transit's prior written consent before terminating a DBE or any portion of a DBE's work, unless Foothill Transit causes the termination or reduction. Foothill Transit will not pay the contractor for any work or material intended to be performed or supplied by a listed or substitute DBE if that work or material is not performed or supplied by such DBE, absent our consent.

Foothill Transit will require the contractor to provide notice to the DBE firm and Foothill Transit in accordance with 49 CFR 26.53(f).

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Foothill Transit will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. We will require the prime contractor ~~to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.~~

~~In this situation, we will require the prime contractor to obtain our prior approval of the termination and/or the substitute DBE and~~ to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the contractor fails or refuses to comply in the time specified, our contracting office will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

Once Foothill Transit implements the findings of any disparity study it conducts, the following or equivalent Bid Specification language will be included:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the Foothill Transit to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offers, including those who qualify as a DBE. A DBE contract goal of ____ percent has been established for this contract. The bidder/offers shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26 (Attachment 1), to meet the contract goal for DBE participation in the performance of this contract.

~~The bidder/offers will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offers's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.~~

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Counting DBE Participation (49 CFR 26.55)

We will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55.



SUBPART D – CERTIFICATION STANDARDS

Certification Process (49 CFR 26.61-26.73)

Foothill Transit will use the certification standards of Subpart D of Part 26 to determine the eligibility of firms to participate as DBEs in DOT-assisted contracts. To be certified as a DBE, a firm must meet all certification eligibility standards. We will rely on certification decisions of the California Unified Certification Program. However, Foothill Transit will consider the facts as a whole.

For information about the certification process or to apply for certification, firms should contact:

Office of Civil Rights
Attn: Certification Branch
PO Box 942874, MS 79
Sacramento, CA 94274
(916) 324-1700

Or:

Micah F. Scott
(MY-Kaa)
Small Business Liaison
Caltrans – District 7 (Los Angeles/Ventura)
(213) 310-2543
<https://dot.ca.gov/programs/civil-rights/dsbl-contact-list>

Certification application forms and documentation requirements are found at <https://dot.ca.gov/programs/civil-rights/dbe-certification-information>. Assistance is available at DBE.Certification@dot.ca.gov or at (916) 324-1700.

SUBPART E – CERTIFICATION PROCEDURES

Unified Certification Programs (49 CFR 26.81)

Foothill Transit is the member of a Unified Certification Program (UCP) administered by the California Department of Transportation (CalTrans). The UPC will meet all of the requirements of this section. The following is a description of the UCP:

The California Unified Certification Program (CUCP) provides “one-stop shopping” certification services to small, minority and women businesses seeking to participate in the United States Department of Transportation (USDOT) Disadvantaged Business Enterprise (DBE) Program. Certification services are offered to businesses seeking to obtain either DBE or airport concessionaire disadvantaged business enterprise (ACDBE) status.

As mandated by USDOT in the DBE Program, ~~Final Rule 49 Code of Federal Regulations~~ ~~(CFR)~~, Part 26, all public agencies that receive USDOT federal financial assistance must participate in a statewide unified certification program. These public agencies, commonly referred to as “recipients” of USDOT funds, include municipalities, counties, special districts, airports, transit agencies, and the State Department of Transportation (Caltrans).

The California Unified Certification Program (CUCP) went into effect on January 1, 2002. It is a “One-Stop Shopping” certification program that eliminates the need for a DBE or ACDBE firm to obtain certifications from multiple agencies within the State. A business certified as a DBE or ACDBE through the CUCP is automatically accepted by all USDOT recipients in California.

The CUCP is charged with the responsibility of overseeing the certification activities performed by various certifying agencies, and compiling and maintaining a single Statewide database of certified DBEs. The Database is intended to expand the use of DBE and ACDBE firms by maintaining complete and current information on those businesses and the products and services they can provide to all USDOT recipients in California. Select the “Directory” link on the top to access the Statewide database.

The CUCP ~~certifying agencies~~certifying partners are responsible for certifying DBE firms. You only need to apply for DBE certification at one agency. If your firm meets the General Criteria for DBE certification as provided on the Application Package, submit your completed application, along with the requested documentation, to one of the ~~Certifying Agencies~~CUCP certifying partners serving the geographical area where your firm has its principal place of business.



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Procedures for Certification Decisions (49 CFR 26.83)

~~"No-Change" Affidavits~~Declarations of Eligibility and Notices of Change
(26.83(i)-(j))

~~We~~In any situation where Foothill Transit is serving as a certifying agency, Foothill Transit will require ~~all~~certified DBEs to inform us, ~~in a written affidavit~~writing of any change in its circumstances affecting its ability to meet size, disadvantaged status, ownership or control ~~criteria~~requirements of 49 CFR Part 26 or of any material changes in the information provided ~~with Foothill Transit~~in the DBE's application for certification.

~~We~~Foothill Transit also will require ~~all owners of all~~ certified DBEs to submit, ~~in a written affidavit~~, on the anniversary date of their original certification, a "no-change" ~~affidavit~~new Declaration of Eligibility (DOE) meeting the requirements of 49 CFR 26.83(j). ~~The text of this affidavit is the following:~~

~~I swear (or affirm) that there have been no changes in the circumstances of [name of DBE firm] affecting its ability to meet the size, disadvantaged status, ownership, or control requirements of 49 CFR Part 26. There have been no material changes in the information provided with [name of DBE]'s application for certification, except for any changes about which you have provided written notice to Foothill Transit under 26.83(j). [Name of firm] meets Small Business Administration (SBA) criteria for being a small business concern and its average annual gross receipts (as defined by SBA rules) over the firm's previous three fiscal years do not exceed \$16.6 million.~~

~~We require DBEs to submit with this affidavit documentation of the firm's size and gross receipts.~~

~~We will notify all currently certified DBE firms participating in Foothill Transit's procurements of these obligations by contacting the firms and requesting submission of the "no change" affidavit through an email and/or regular mail request. Additionally, all firms identified in Foothill Transit's bidders' list will be asked to submit the affidavit via email notification annually. This notification will inform DBEs that to submit the "no change" affidavit, their owners must swear or affirm that they meet all regulatory requirements of Part 26, including personal net worth. Likewise, if a firm's owner knows or should know that he or she, or the firm, fails to meet a Part 26 eligibility requirement (e.g. personal net worth), the obligation to submit a notice of change applies.~~

Interstate Certification (49 CFR 26.85)

Foothill Transit will rely on the CUCP to properly consider, evaluate and process certification applications based upon any firm's DBE certification from a state other than California.

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Removal of a DBE's Eligibility (49 CFR 26.87)

In the event we propose to remove a DBE's certification, we will forward our proposal to the CUCP.



SUBPART F - COMPLIANCE AND ENFORCEMENT

Information, Confidentiality, Cooperation (49 CFR 26.109)

We will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law as applicable in the State of California.

The statement below is included in all Requests for Proposals (RFPs):

~~The~~A. All Proposals received in response to this RFP become the exclusive property of Foothill Transit. ~~At such time, except questionnaires and/or financial statements submitted as part of a contract Proposal, in accordance with California Public Utilities Code § 99154. Such questionnaires and financial statements shall be returned to Proposers not selected for award is made by Foothill Transit, all within thirty (30) days after issuance of the award.~~

B. Proposers shall clearly designate and mark information deemed confidential, proprietary, or trade secret consistent with applicable California law. Proposals that indiscriminately identify all or most of the Proposal as exempt from disclosure without justification will not be sufficient and shall not bind Foothill Transit in any way whatsoever.

C. All Proposals submitted in response to this RFP ~~shall~~will become a matter of public record and ~~shall~~will be ~~regarded~~treated as public records, ~~with on the exception of those~~date a recommendation for contract award is made to the Executive Board or the date a contract is awarded by Foothill Transit, whichever date is earlier. The following elements of each Proposal ~~which are~~will not be considered part of the public record(s): (i) trade secrets as that term is defined in California Government Code § 6254.7 and which are so marked as "TRADE SECRET," "CONFIDENTIAL," "trade secret," "confidential," or "PROPRIETARY," "proprietary;" and (ii) any questionnaires and/or financial statements deemed to not be public records and not open to public inspection pursuant to California Public Utilities Code § 99154. Foothill Transit will not disclose information marked proprietary, confidential, or trade secret unless required to do so by law or legal process; provided, however, that Foothill Transit may disclose such information to its legal and financial advisors as it deems necessary or appropriate. Foothill Transit shall not in any way be liable or responsible for the disclosure of any such records or portions thereof, including, without limitation, those so marked as confidential, proprietary, or trade secret, if disclosure is deemed required by law or by an order of a court. ~~Proposals that indiscriminately identify all or most of the Proposal as exempt from disclosure without justification may be found technically unacceptable.~~

The statement below is included in all Invitations for Bids (IFBs):

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~~The A. All Bids received in response to this IFB become the exclusive property of Foothill Transit. At such time as Foothill Transit publishes its, except questionnaires and/or financial statements submitted as part of a Bid, in accordance with California Public Utilities Code § 99154. Such questionnaires and financial statements shall be returned to Bidders not selected for Contract award by Foothill Transit within thirty (30) days after Contract award or approval of award to the successful Bidder by Foothill Transit's Executive Board Agenda containing a recommended action concerning a contract award, all, whichever is later.~~

~~B. Bidders shall clearly designate and mark information deemed confidential, proprietary, or trade secret consistent with applicable California law. Bids that indiscriminately identify all or most of the Bid as exempt from disclosure without justification will not be sufficient and shall not bind Foothill Transit in any way whatsoever.~~

~~C. All Bids and Bid documents submitted in response to this IFB shall will become a matter of public record and shall will be regarded treated as public records, with on the exception of those date a recommendation for contract award is made to the Executive Board or the date a contract is awarded by Foothill Transit, whichever date is earlier. The following elements of each Bid which are will not be considered part of the public record(s): (i) trade secrets as that term is defined in California Government Code § 6254.7 and which are so marked as "TRADE SECRET," "CONFIDENTIAL" or "PROPRIETARY." trade secret," "confidential," or "proprietary;" and (ii) any questionnaires and/or financial statements deemed to not be public records and not open to public inspection pursuant to California Public Utilities Code § 99154. Foothill Transit will not disclose information marked proprietary, confidential, or trade secret unless required to do so by law or legal process; provided, however, that Foothill Transit may disclose such information to its legal and financial advisors as it deems necessary or appropriate. Foothill Transit shall not in any way be liable or responsible for the disclosure of any such records or portions thereof, including, without limitation, those so marked as confidential, proprietary, or trade secret, if disclosure is deemed required by law or by an order of a court. Bids that indiscriminately identify all or most of the Bid as exempt from disclosure without justification may be found technically unacceptable.~~

Notwithstanding any contrary provisions of state or local law, we will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

Monitoring Payments to DBEs

Foothill Transit includes the following or an equivalent clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from



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the receipt of each payment the prime contract receives from Foothill Transit. The prime contractor agrees further to return any retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of Foothill Transit. This clause applies to both DBE and non-DBE subcontracts.

The DBELO or his/her designee will review each of the Contractor's subcontracts with DBEs to ensure that the appropriate contract provisions are included.

Commented [KPM5]: LKG/CP/SB to coordinate on this.

Foothill Transit engages the services of a Federal labor compliance consultant to audit records and ensure that timely payments are made and that retainage is returned to subcontractors within 30 days of the subcontractor's work being completed.

Foothill Transit's DBELO or his/her designee makes regular, random visits to job sites for DOT-assisted projects on which primes indicate that there is DBE participation to ensure that DBEs are actually performing the work. Foothill Transit's labor compliance consultant reviews records to ensure that payments are being made to those DBEs.

Commented [KKE6]: Consider moving this up to prompt payment or monitoring and enforcement

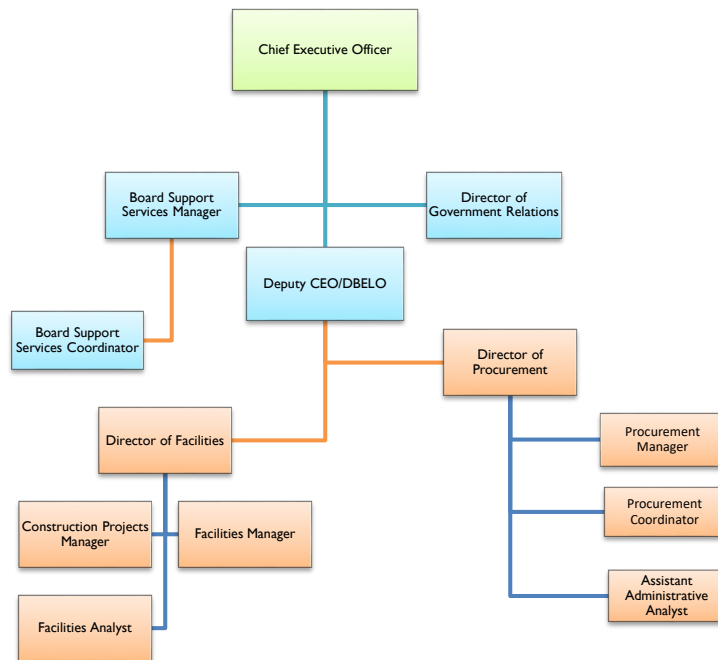


ATTACHMENTS

Attachment 1	Organizational Chart
Attachment 2	DBE Directory
Attachment 3	Monitoring and Enforcement Mechanisms
Attachment 4	Overall Goal Calculations
Attachment 5	Breakout of Estimated Race-Neutral & Race-Conscious Participation
Attachment 6	Form 1 & 2 for Demonstration of Good Faith Efforts
Attachment 7	Certification Application Forms
Attachment 8	Procedures for Removal of DBE's Eligibility
Attachment 9	Regulations: 49 CFR Part 26

Attachment 1

Foothill Transit Organizational Chart



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Attachment 2

Please reference the California Department of Transportation DBE database:
[Caltrans - Disadvantaged Business Enterprise System \(dbesystem.com\)](https://dbesystem.com)



Attachment 3

Monitoring and Enforcement Mechanisms

Foothill Transit will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

The following regulations, provisions, and contract remedies are available to Foothill Transit in the event of non-compliance with the DBE regulations by a contractor in its procurement activities:

1. DBE:

- A. Foothill Transit has established a DBE Program pursuant to 49 C.F.R. Part 26. The requirements and procedures of Foothill Transit's DBE Program are hereby incorporated by reference into this Contract. Failure by any Party to carry out Foothill Transit's DBE Program procedures and requirements or applicable requirements of 49 C.F.R. Part 26 shall be considered a material breach of this Agreement, and may be grounds for termination of this Agreement, or other such appropriate administrative remedy. Each Party shall ensure that compliance with Foothill Transit's DBE Program shall be included in any and all sub-agreements entered into which arise out of or are related to this Agreement.
- B. The Contractor agrees that it will take necessary and reasonable steps to ensure that DBEs as defined in 49 C.F.R. Part 26 have a fair opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this Contract.

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

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The Contractor agrees that it will adapt and use the race-neutral means identified in 49 C.F.R. 26.51(b) as appropriate for application to services under this Contract and will, to the maximum extent feasible, undertake these means of encouraging race neutral participation in the performance of its work. Each subcontract the Contractor signs with a sub-contractor will include the above statement.

- C. The Contractor will be required to demonstrate that it has undertaken “good faith efforts” to achieve DBE participation as that term is defined in Section 26.5 of Title 49 of the Code of Federal Regulations and in accordance with the guidance provided in Appendix A to Part 26 of Title 49. The Contractor’s failure to make good faith efforts shall be considered a material breach of the Agreement, and may give rise to certain administrative penalties and proceedings, including, but not limited to, those set forth in 49 C.F.R. 26.107.

2. Prompt Payment:

- A. Within thirty (30) calendar days from receipt by Foothill Transit of an invoice for each payment described in this Section and upon notification to the Contractor by Foothill Transit that Contractor has performed the professional services necessary for payment, Foothill Transit will pay Contractor the amount due. Neither payment of amounts due by Foothill Transit nor acceptance of any such payment by the Contractor shall constitute a waiver of any claim for errors or omission in invoices or payments.
- B. The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contract receives from Foothill Transit. The prime contractor agrees further to return any retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of Foothill Transit. This clause applies to both DBE and non-DBE subcontracts.

3. Performance Requirement:

- A. The Contractor shall, at all times during the term of the Contract, perform all of its professional services in accordance with appropriate prevailing professional practice standards; and shall furnish all labor, supervision, material and supplies necessary therefor. Notwithstanding the provision of any drawings, technical specifications or other data by Foothill Transit, the Contractor shall have the responsibility of supplying all items and details required to perform the professional services specified in this Contract.
- B. The Contractor shall perform all of its professional services in its own name and as an independent Contractor, and not in the name of, or as an agent for,

Foothill Transit. Under the terms of the Contract, the Contractor is an independent contractor and has and retains full control and supervision of the services performed by and full control over the employment and direct compensation and discharge of all persons, other than Foothill Transit representatives, assisting in the performance of its services. The Contractor agrees to be solely responsible for all matters relating to wages, hours of work, and working conditions and payment of employees, including compliance with social security, all payroll taxes and withholdings, unemployment compensation, and all other requirements relating to such matters. The Contractor agrees to be responsible for its own acts and those of its subordinates, employees, and any and all sub-Contractors during the term of the Contract.

- C. The Contractor shall prepare, complete, and submit to Foothill Transit the necessary reports, plans, specifications and the supporting data required to complete the Scope of Work set forth in this Contract.

4. Indemnification:

- A. The Contractor agrees to indemnify, defend, indemnify and hold harmless Foothill Transit against any claims, losses, costs, liability or damages in any way related to a claim that Foothill Transit is violating federal, state or local laws, or any contractual provisions, relating to copyrights, trade names, licenses, franchises, patents or other means of protecting interests in products or inventions. The Contractor shall bear all costs arising from the use of patented, copyrighted, trade secret or trademarked materials, equipment, devices or processes used on or incorporated in the services provided and Works produced under this Agreement. In case such materials, equipment, devices or processes are held to constitute an infringement and their use is enjoined, the Contractor, at its expense, shall: (a) secure for Foothill Transit the right to continue using the materials, equipment, devices or processes by suspension of any injunction or by procuring a license or licenses for Foothill Transit; or (b) modify the materials, equipment, devices, or processes so that they become non-infringing. This covenant shall survive the termination of this Agreement.

5. Disputes:

- A. Any dispute between the Contractor and Foothill Transit relating to the implementation or administration of the Contract shall be resolved in accordance with this Section.
- B. The Parties shall first attempt to resolve the dispute informally in meetings or communications between the Contractor and Foothill Transit's Representative. If the dispute remains unresolved 15 days after it first arises, the Contractor may request that Foothill Transit's Representative issue a recommended

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decision on the matter in dispute. Foothill Transit's Representative shall issue the recommended decision in writing and provide a copy to the Contractor.

- C. The recommended decision of Foothill Transit's Representative will become final unless, within 15 days of receipt of such recommended decision, the Contractor submits a written request for review to the Foothill Transit Chief Executive Officer. In connection with any such review, the Contractor and Foothill Transit's Representative shall be afforded an opportunity to be heard and to offer evidence on the issues presented. If the dispute remains unresolved after review by the Foothill Transit Chief Executive Officer, either party may seek resolution through referral to non-binding mediation. If such mediation is unsuccessful, either party may seek judicial resolution of the dispute in an appropriate Court of the State of California. Any party seeking resolution through the Courts of the State of California must, as a condition precedent to the commencement of litigation, demonstrate that it has made a good faith effort to resolve the dispute through the use of non-binding mediation.
- D. Pending final resolution of a dispute under this Section, the Contractor shall proceed diligently with performance in accordance with the Contract and the recommended decision of Foothill Transit's Representative.

6. Subcontracting:

- A. The Contractor will not enter into any subcontract except with the prior review and written approval of Foothill Transit. The Contractor shall be fully responsible for all work performed by any sub-Contractor.
- B. Any approval of a subcontract shall not be construed as making Foothill Transit a party to such subcontract, giving the sub-Contractor privity of contract with Foothill Transit, or subjecting Foothill Transit to liability of any kind to any sub-Contractor.
- C. All subcontracts will incorporate in full all appropriate conditions and terms as set forth in this Contract.

7. Compliance with Laws and Permits

In any of the following cases, Foothill Transit shall have the right to cancel the Contract without expense to Foothill Transit: (1) the Contractor is guilty of misrepresentation; (2) the Contract is obtained by fraud, collusion, conspiracy, or other unlawful means; or (3) the Contract conflicts with any statutory or constitutional provision of the State of California or the United States. This Section shall not be construed to limit Foothill Transit's right to terminate the Contract for convenience or default, as provided in Sections 18 and 19, respectively.

8. Cancellation of Contract:

In any of the following cases, Foothill Transit shall have the right to cancel the Contract without expense to Foothill Transit: (1) the Contractor is guilty of misrepresentation; (2) the Contract is obtained by fraud, collusion, conspiracy, or other unlawful means; or (3) the Contract conflicts with any statutory or constitutional provision of the State of California or the United States. This Section shall not be construed to limit Foothill Transit's right to terminate the Contract for convenience or default, as provided in Sections 18 and 19, respectively.

9. Termination for Default:

- A. Subject to the provisions of subsection C of this Section, Foothill Transit may terminate the whole or any part of the Contract in any one of the following circumstances:
- (1) If the Contractor fails to provide the services in the manner required by the Contract;
 - (2) If the Contractor fails to perform any of the provisions of the Contract in accordance with its terms; or
 - (3) If the Contractor fails to make progress in the prosecution of the work under the Contract so as to endanger such performance.
- B. In the event that Foothill Transit terminates the Contract in whole or in part as provided in Subsection A of this Section, Foothill Transit may procure, upon such terms and in such manner as Foothill Transit may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable to Foothill Transit for costs associated with the termination of the Contract, the procurement of replacement services by Foothill Transit, any excess costs of such similar supplies or services, and any increase in the total Contract cost as a result of the reprocurement of services from the date of termination to the expiration date of the original Contract. The Contractor shall continue the performance of the Contract to the extent not terminated under the provisions of this Section. Any disputes arising under this Section that cannot be resolved by the Contractor and Foothill Transit are subject to resolution pursuant to Section 11.
- C. If Foothill Transit determines that an event of default under this Section has occurred, it shall immediately notify the Contractor in writing and provide the Contractor with thirty (30) days in which to provide a plan to cure such default including a timetable for accomplishing the cure. Foothill Transit must approve the plan and the timetable, which approval shall not be unreasonably withheld. If the Contractor fails to cure in accordance with its plan and timetable, Foothill Transit may declare the Contractor to be in default and terminate the Contract in whole or in part.

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- D. Except as otherwise provided, settlement of claims by the Contractor under this termination Section shall be in accordance with the provisions set forth in 48 C.F.R. Part 49, as amended from time to time.

10. False or Fraudulent Statement and Claims:

By executing this Contract the Contractor acknowledges that if it makes a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose penalties under the program Fraud Civil Remedies Act of 1986, as amended (31 U. S. C. 3801 et seq.), and implementing Department of Transportation regulations set forth at 49 C.F.R. Part 31.

Attachment 4

Section 26.45: Overall Goal Calculation

Amount of Goal

1. Foothill Transit's overall goal for the following time period 2022 - 2024 is the following: Four (4) percent of the Federal financial assistance we will expend in DOT-assisted contracts, exclusive of FTA funds to be used for the purchase of transit vehicles.
2. \$15,135,000 is the dollar amount of DOT-assisted contracts that Foothill Transit expects to award during FFY 2022 - 2024. This means that Foothill Transit has set a goal of expending \$605,400 with DBEs on these projects during these fiscal years.

Methodology used to Calculate Overall Goal

STEP ONE:

- Projects on which federal funds are expected to be invested during FFY 2022 through FFY 2024 were identified.
 - In-depot hydrogen fueling station
 - Cal Poly Pomona Bronco Mobility Hub
- The various disciplines to be utilized on each project were listed
- The federal investment on each discipline within each project was estimated and listed
- The NAICS codes associated with each discipline was identified and listed
- For each project and NAICS code, a weighting factor was calculated based on the federal financial investment as a percentage of the overall federal financial investment for all of the listed projects
- The relative availability of DBEs by NAICS codes was then calculated by:
 - Identifying the number of DBEs available in Los Angeles County under each of the relevant NAICS codes in the most current list of DBE Certified firms on the Caltrans website
 - Identifying the number of firms (DBE and non-DBE) in the Los Angeles County catchment area available to perform work in each discipline
 - Calculating relative availability as the ratio of the number of DBE firms available in each NAICS code to the number of all firms available in each NAICS code
- The weighted base figure of five (5) percent was calculated by multiplying the weighting factors by the relative availability for each Project and NAICS code and then summing the weighted base figures.

STEP TWO:

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- A comparison was made between the projects undertaken in the previous three-year period and those to be undertaken in the upcoming three-year period. The upcoming projects are similar to past projects and utilize many of the same disciplines as in prior years.
 - FFY 2019 – FFY 2021 Projects: Transit Center and Park & Ride Construction; Park & Ride surface lot development; Electric Bus charging station construction
 - FFY 2022 – FFY 2024 Projects: Transit Center Construction; Hydrogen Fuel Cell Bus infrastructure construction
- Because the upcoming projects are similar to those undertaken recently, the median DBE past participation (2.17%) on contracts completed during the last three years and the relative availability of ready, willing and able DBEs in the appropriate NAICS codes were considered and averaged in with the weighted base figure calculated in Step One to determine the DBE Program Goal of four percent for FFY 2022 – FFY 2024.
- The Step 2 adjustment appears reasonable in light of the significant construction activity in and around downtown Los Angeles that is currently occurring and projected to continue through the next several years.

Public Participation

We published our goal information using a variety of means, including but not limited to Foothill Transit's website and through classified ads placed in the San Gabriel Valley News, the Inland Valley Daily Bulletin, Excelsior, Sing Tao, Downtown News, and the Los Angeles Times, as well as through our procurement portal at PlanetBids.

We received comments from these individuals or organizations: No comments were received

Summaries of these comments are as follows: n/a

Our responses to these comments are: n/a



Attachment 5

Section 26.51: Breakout of Estimated

Race-Neutral & Race Conscious Participation

Foothill Transit will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Foothill Transit uses the following race-neutral means to increase DBE participation:

Encourage participation of DBE's in pre-bid conferences

Outreach to DBE trade associations to provide information on Foothill Transit contracting opportunities

Solicit support of DBE trade associations to distribute bid announcements including bid specifications.

Encourage DBE's to discuss their capabilities with prime contractors at pre-bid conferences.

We estimate that, in meeting our overall goal of 4%, we will obtain 4% from race-neutral participation.

As a transit agency operating in California and covered by the decision of the U.S. Court of Appeals for the Ninth Circuit in the case of *Western States Paving Co., Inc. v. Washington State DOT*, Foothill Transit will not adopt race-conscious measures of DBE participation prior to the implementation of a disparity study.

In order to ensure that our DBE program will be narrowly tailored to overcome the effects of discrimination, if we use contract goals we will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual DBE participation (see 26.51(f)) and we will track and report race-neutral and race conscious participation separately. For reporting purposes, race-neutral DBE participation includes, but is not necessarily limited to, the following: DBE participation through a prime contract a DBE obtains through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry DBE goal; DBE participation on a prime contract exceeding a contract goal; and DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

We will maintain data separately on DBE achievements in those contracts with and without contract goals, respectively.

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Attachment 6

Forms 1 & 2 for Demonstration of Good Faith Efforts



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FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

_____ The bidder/offeror is committed to a minimum of _____% DBE utilization on this contract.

_____ The bidder/offeror (if unable to meet the DBE goal of _____%) is committed to a minimum of _____% DBE utilization on this contract a submits documentation demonstrating good faith efforts.

Name of bidder/offeror’s firm: _____

State Registration No. _____

By _____ Title _____
(Signature)

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FORM 2: LETTER OF INTENT

Name of bidder/offeror's firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of DBE firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Description of work to be performed by DBE firm:

The bidder/offeror is committed to utilizing the above-named DBE firm for the work described above. The estimated dollar value of this work is \$ _____.

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By _____
(Signature) (Title)

If the bidder/offeror does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.



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Attachment 7

Certification Application Forms - N/A

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Attachment 8

Procedures for Removal of DBE's Eligibility

In the event we propose to remove a DBE's certification, we will forward our proposal to the CUCP.



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Attachment 9

Regulations: 49 CFR Part 26



August 30, 2024

To: Executive Board

Subject: **Authorization to Purchase 12 Additional Battery Electric Double-Deck Buses**

Recommendation

Authorize the Chief Executive Officer to purchase 12 additional Battery Electric Double-Deck buses under Contract No. 24-055 with Alexander Dennis in the amount of \$21,096,000.00.

Analysis

As part of the fleet replacement program, the acquisition of 24 electric double-deck buses was planned. The life of project budget in the Fiscal Year 2024 Business Plan and Budget reflected \$36 million for electric double deck buses. This provided sufficient funds to purchase 12 battery electric double-deck buses. In January 2024, the Executive Board authorized entering into a contract with Alexander Dennis for the first 12 buses with a cost of \$21 million.

In order to accommodate the full cost of the project, the Fiscal Year 2025 Business Plan and Budget, the life of project #0243 has increased to \$48 million funded. Funding for this investment will come from Federal Bus and Bus Facilities grant, Formula 5307, Federal Earmarks, TDA, and Metro Express Lanes. The additional life of project funding provides capacity to award a contract for all 24 buses.

Budget Impact

Funding for the buses is included in a Board approved life of project budget under capital project #0243. Funding will be a combination of federal and state funds and programmed in the approved Fiscal Year 2025 budget.

Sincerely,

Roland M. Cordero
Director of Maintenance and Vehicle Technology

Doran J. Barnes
Chief Executive Director

Joyce Rooney
Director of Finance and Treasurer

Christopher Pieper
Director of Procurement



August 30, 2024

To: Executive Board

Subject: **Authorization to Award Sole Source Contract for Headsign Replacement**

Recommendation

Authorize the Chief Executive Officer to execute Contract No. 25-002 with I/O Controls in the amount of Three Hundred Ninety Eight Thousand and Ten Dollars (\$398,010.00) for headsign replacement on 60 Foothill Transit buses.

Analysis

Foothill Transit's 2200 and 2300 series buses currently have the Luminator destination signs installed in 2014 and 2015 respectively. Due to the age of the signs, parts are no longer available and the technology is outdated. Furthermore, the 2200 and 2300 series buses are the last two series of buses within Foothill Transit's fleet that currently have the Luminator destination signs.

The benefits of upgrading to the IO Control destination signs are as follows:

1. Remotely update the destination signs on the buses
2. Local field technician is available to address any issues
3. Parts are readily available
4. With this upgrade, Foothill Transit's fleet of buses will all have the IO Control destination signs, which would streamline operations

Budget Impact

The approved Fiscal Year 2025 Business Plan and Budget includes funding for the replacement of the bus destination signs in Project #0273.

Sincerely,

Roland M. Cordero
Director of Maintenance & Vehicle Technology

Joyce Rooney
Director of Finance and Treasurer

Doran J. Barnes
Chief Executive Officer

Christopher Pieper
Director of Procurement



August 30, 2024

To: Executive Board

Subject: **Public Outreach for Line 492 Pilot**

Recommendations

Recommend that the Governing Board authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the Line 492 Pilot.

Analysis

Line 492 travels between El Monte Station and Montclair Transit Center along Arrow Highway. At the April 2024 service change, the Executive Board approved the frequency modification from thirty minutes to twenty minutes throughout the day for weekday service to augment Foothill Transit's Frequent Network.



Foothill Transit's Frequent Network are lines that travel on key corridors in the service area at twenty minutes or better frequency. Since the implementation of



the increased of frequency, Line 492 has seen an eighteen percent increase in ridership when compared to the same period last year. See chart below.

Before Change			After Change		
Month	Ridership		Month	Ridership	Change
Apr-23	39,800		Apr-24	49,509	24%
May-23	42,639		May-24	51,193	20%
Jun-23	42,461		Jun-24	46,094	9%
Jul-23	40,257		Jul-24	48,853	21%
Total	165,157		Total	195,649	18%

Public Outreach and Next Steps

Since the Line 492 pilot affects more than 25 percent of the service hours, this is considered a major service change. Foothill Transit staff will conduct the necessary outreach and review as required by the Federal Transit Administration to ensure changes have no disparate impacts on Black, Indigenous, and other People of Color or disproportionate burden on low income populations in our service area.

Foothill Transit will hold a public hearing to gather public comments on the frequency change to Line 492. At the conclusion of the Public Comment period and Public Hearing, staff will review the comments and bring back a recommendation to the Governing Board to determine if the proposed change will become permanent.

The below table outlines the next steps with anticipated timelines for various outreach gatherings.

Next Steps	
Executive Board recommendation to seek Governing Board authorization to conduct public outreach	August 2024
Seek Governing Board authorization to conduct public outreach	October 2024
Conduct Public Outreach in accordance with Title VI, including Public Hearing	November/ December 2024
Present final recommendations to the Executive Board	December 2024
Present final recommendations to the Governing Board for approval	January 2025



Budget Impact

The increased frequency to Line 492 has been programmed in the FY 24-25 purchased transportation budget.

Sincerely,

Henry Lopez
Transit Planner

Doran J. Barnes
Chief Executive Officer