



**Foothill Transit**

## **EXECUTIVE BOARD MEETING**

West Covina, CA  
Friday, May 30, 2025



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.

### **EMBRACIVE**

We are committed to creating a culture that enthusiastically embraces and supports the active participation of all team members, valuing the unique perspectives and life experiences 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.



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 48 시간 전에 (626) 931-7300 내선 7204 번으로 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 សូមទាក់ទងការិយាល័យនាយកគ្នាក្នុងការប្រតិបត្តិការមន្ទីរស័ព្ទលេខ (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

သင်သည် ဘာသာပြန် ဝန်ဆောင်မှုများကို လိုအပ်ပါက အစည်းအဝေးမတင်မီ အနည်းဆုံး 48 နာရီအလို၌ အလုပ်အမှုဆောင်အရာရှိချုပ်ရုံး၊ ဖုန်းနံပါတ် (626) 931-7300 လိုင်းခွဲ 7204 သို့ ဆက်သွယ်ပေးပါ။

如果您需要翻譯服務·請至少在會議開始前 48 小時撥打(626) 931-7300 轉 7204·聯繫首席執行官辦公室。

اگر ضرورت به خدمات ترجمانی دارید، لطفاً حداقل 48 ساعت قبل از برگزاری جلسه، با دفتر مدیر عامل ذریعة نمبر (626) 931-7300 و نمبر داخلی 7204 به تماس شوید.



در صورت تیاژ به خدمات ترجمه، لطفا حداقل 48 ساعت قبل از جلسه از طریق شماره 931-7300 (626) داخلی 7204 یا دفتر مدیر عامل تماس بگیرید.

Inā pono e loa 'a iā 'oe kekahi kōkua 'unuhi 'ōlelo 'ē, 'olu'olu e ka 'a 'ike aku me ka Pouhana ma (626) 931-7300 ma ka laina 7204, e kelepona au ho 'i ma kahi o 48 mau hola ma mua o ka hui pū 'ana aku me lākou.

अगर आपको अनुवाद सेवाओं की आवश्यकता है, तो कृपया बैठक से कम से कम 48 घंटे पहले, मुख्य कार्यपालक अधिकारी के कार्यालय का संपर्क (626) 931-7300 एक्सटेंशन 7204 नंबर पर करें।

No kasapulam ti serbisio ti panagipatarus, maidawat nga kontakem ti opisina ti Chief Executive Officer iti (626) 931-7300 extension 7204, di kumurang a 48 nga oras sakbay ti miting

နမူနာလိပ်ဘဉ် တၢ်တိၣ်စၢၤမၤတဖၣ်လၢ တၢ်ကတိၤကျိၣ်ထံအဂီၢ်န့ၣ်, ဝံသးစူၤဆဲးကျၢၤဘဉ် ပၤဆုၤအံးကွၢ် မူဒါခိၣ် အဝဲၤဒၢး ဝဲ (626) 931-7300 လီၤတဲစိနီၣ်ဂံၢ်ဒု 7204, အစ့ၤကတၢၢ် 48 န့ၣ်ရံၣ် တၢ်ချုးတၢ်ထံၣ်လိာ်အိၣ်ဖျိၣ်သကိးန့ၣ်တက့ၢ်.

ຖ້າທ່ານຕ້ອງການບໍລິການແປພາສາ, ຕິດຕໍ່ຫ້ອງການຫົວໜ້າຜູ້ບໍລິຫານທີ່ເປີ (626) 931-7300 ຕໍ່ຫາ 7204 ຢ່າງ ໜ້ອຍ 48 ຊົ່ວໂມງກ່ອນການປະຊຸມ.

如果您需要翻译服务，请至少在会议开始前 48 小时拨打(626) 931-7300 转 7204，联系首席执行官办公室。

Afai ete manaomia ni auaunaga faaliliu, faamolemole faafesoota'i le ofisa o le Pule Sili i le (626) 931-7300 extension 7204, a itiiti mai i le 48 itula a'o le'i faia le fono.

Tercüme hizmetine ihtiyacınız varsa, lütfen toplantıdan en az 48 saat önce (626) 931-7300 dahili 7204 numaralı telefondan İcra Kurulu Başkanının ofisiyle irtibata geçin.

Agar siz tarjima xizmatlariga ehtiyoj sezsangiz, uchrashuvdan kamida 48 soat oldin (626) 931-7300 raqamining 7204 kengaytmasi orqali Markaziy Boshqaruv Ofisiga murojaat qiling.



**Foothill Transit**

# Executive Board Meeting **AGENDA**

EXECUTIVE BOARD MEETING  
8:00 AM, MAY 30, 2025  
Foothill Transit Administrative Office  
2<sup>nd</sup> Floor Board Room  
100 South Vincent Avenue  
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL: MEMBERS ALVAREZ, 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

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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](mailto: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.

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.



8:00 AM, May 30, 2025

2<sup>nd</sup> Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

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**CONSENT CALENDAR:** Items 6 through 11 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 SPECIAL EXECUTIVE BOARD MEETING OF APRIL 18, 2025

7. MAY 2025 PROCUREMENT MONTHLY REPORT

*Recommended Action: Receive and file the Procurement Monthly Report for May 2025.*

8. TRANSPORTATION FUND EXCHANGE - CITY OF WEST COVINA

*Recommended Action: Authorize the Chief Executive Officer to execute an assignment agreement with the City of West Covina to exchange Foothill Transit general use funds for Proposition A Transportation Local Return funds.*

9. AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR THE REPLACEMENT OF THE INTERMEDIATE DISTRIBUTION FRAME (IDF) SWITCHES AT THE FOOTHILL TRANSIT ADMINISTRATION BUILDING

*Recommended Action: Authorize the Chief Executive Officer to issue Invitation for Bids No. 25-108 for the Replacement of the Intermediate Distribution Frame (IDF) Switches at the Foothill Transit Administrative Building.*

10. AUTHORIZATION TO ISSUE REQUEST FOR QUALIFICATIONS FOR ENVIRONMENTAL CONSULTING SERVICES FOR THE CAL POLY POMONA MOBILITY HUB

*Recommended Action: Authorize the Chief Executive Officer to Issue Request for Qualifications to provide environmental consulting services as necessary in connection with the development of a Mobility Hub to be located in the Cal Poly Pomona campus.*

11. AUTHORIZATION TO AMEND CONTRACT FOR GENERAL MARKETING SERVICES

*Recommended Action: Authorize the Chief Executive Officer to exercise two one-year options to extend Contract No. 22-054 with Pulsar Advertising, Inc., for an amount not-to-exceed \$959,930 for general marketing services and to include Media Buying costs not-to-exceed \$275,725 (\$134,500 in FY26 and \$141,225 in FY27) for the remainder of the contract.*



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REGULAR AGENDA:

12. AUTHORIZATION TO AWARD CONTRACT FOR ARCADIA/IRWINDALE HYDROGEN FUELING INFRASTRUCTURE DESIGN-BUILD

*Recommended Action: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into an agreement with Clean Energy in the total amount of \$12,698,533.35 for design-build services for the Arcadia/Irwindale hydrogen fueling station, as well as management and maintenance for a base term of three years with two one-year options.*

13. AUTHORIZATION TO AWARD CONTRACT FOR OPERATION AND MAINTENANCE OF CNG FUELING FACILITIES AND SUPPLY OF CNG

*Recommended Action: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into Contract No. 26-001 under a sole source procurement to Clean Energy for the provision of Compressed Natural Gas (CNG) fuel and maintenance of CNG compressors and related equipment at the Pomona and Arcadia/Irwindale Operations and Maintenance Facilities at rates that total up to Seven Million Seven Hundred Eighty-Eight Thousand Two Hundred Sixty-Three Dollars (\$7,788,263).*

14. AUTHORIZATION TO PURCHASE 30 ADDITIONAL HYDROGEN FUEL CELL ELECTRIC BUSES

*Recommended Action: Authorize the Chief Executive Officer to purchase 30 additional Fuel Cell Electric Buses (FCEBs) under Contract No. 25-116 with New Flyer for the total amount of Forty-Nine Million Nine Hundred Forty-Seven Thousand One Hundred Twenty-Five (\$49,947,125), inclusive of California sales and use tax and exclusive of \$128,000 for training.*

15. EXECUTIVE BOARD ELECTION FOR Foothill TRANSIT CHAIR AND VICE CHAIR

16. CHIEF EXECUTIVE OFFICER COMMENT

17. BOARD MEMBER COMMENT

18. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code § 54957)

Title: Chief Executive Officer



8:00 AM, May 30, 2025

2<sup>nd</sup> Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

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19. CLOSED SESSION REPORT

20. ADJOURNMENT

The next Regular Meeting of the Executive Board  
is scheduled for  
Friday, August 29, 2025, at 8:00 a.m.



**Foothill Transit**

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

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

**Friday, April 18, 2025  
8:00 a.m.**

**DRAFT**

1. **CALL TO ORDER**

The meeting was called to order by Chair Moss at 8:01 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 Edward Alvarez, Member Corey Calaycay, Member  
Cynthia Sternquist, Vice Chair Becky Shevlin, Chair Cory Moss

4. **CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER**

Doran Barnes, CEO, requested that Item 12, SoCalGas Angeles Link Phase 2, under the Regular Agenda be presented first.

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

5. **PRESENTATIONS**

5.1. Introduction of Foothill Transit Business Partners

W.C. Pihl, Senior Vice-President of Business Development for Transdev, addressed the Executive Board.

Frances Julien, Vice President of Operations for Keolis, addressed the Executive Board.

5.2. Contractors' Employee Recognition

Doug Brockwell, Keolis General Manager, introduced and recognized the following Pomona location Keolis operator and employee of the month:

Mirna Yassine - Employee of the Month  
Robert Rubico - Operator of the Month

Hector Calvinisti, Transdev Director of Safety and Security, introduced and recognized the following Arcadia location Transdev operator and employee of the month:

Sevak Kouyoumjian- Employee of the Month  
Erasmio Rubio - Operator of the Month

After discussion, by Common Consent, and there being no objection, the Board recognized the operators and employees of the month.

6. **PUBLIC COMMENT**

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

**CONSENT CALENDAR**

The Executive Board took action on a single motion on items 7-8 and 10. Item 9, April Legislative update was pulled for discussion.

7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MARCH 28, 2025**

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

8. **APRIL 2025 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for April 2025.

The Executive Board received and filed the Procurement Monthly Report for April 2025.

9. **APRIL 2025 LEGISLATIVE UPDATE**

Recommendation: 1. Receive and file the April 2025 Legislative Update; and 2. Adopt SUPPORT positions on SB 71, SB 752, and AB 35.

Doran Barnes, Chief Executive Officer, requested that this item be pulled for discussion. Yoko Igawa, Director of Government Relations, provided further details on AB 1070. The bill would require that governing board members of a “transit district” to demonstrate that they use public transit in order to be compensated for serving on a transit board and would add 2 non-voting members to transit boards.

The Executive Board received and filed the April 2025 Legislative Update; and on Motion by Vice Chair Shevlin, second by Member Calaycay, to adopt support positions on SB 71, SB 752, and AB 35. Motion carried 5-0.

10. **HOLIDAY SERVICE SCHEDULE FOR FISCAL YEAR 2026**

Recommendation: Approve the proposed Fiscal Year 2026 Holiday Service Schedule.

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

**REGULAR AGENDA**

11. **PROPOSED FISCAL YEAR 2026 BUSINESS PLAN AND BUDGET**

Recommendation: Recommend approval of Foothill Transit’s proposed Business Plan, Budget, and Performance Targets for Fiscal Year 2026 to the Foothill Transit Governing.

Jorge Quintana, Budget and Grants Manager, presented this item.

Mr. Quintana reported that a \$175.5 million budget is proposed for Fiscal Year 2026 for operating expenses and \$17.6 million budget is proposed for new capital investments. The agency expects to operate approximately 879,994 vehicle service hours and anticipates 11.1 million passenger boardings. He also presented the goals and performance targets, and

proposed initiatives for Fiscal Year 2026. Doran Barnes, CEO, noted that there may be a need for a budget adjustment in the future to add staffing due to the ARCHES program, due to a robust response to the Bus Stop Enhancement Program (BSEP) it was recommended to increase the budget for the BSEP, additional funding will also be needed for the bus stop improvements to the two bus stops located just outside the Foothill Transit Administrative Office. Staff responded to comments and questions from the Executive Board related to fare revenues, subsidies, and free fares for fire victims.

Motion by Member Calaycay, second by Vice Chair Shevlin, to approve with the amendments for additional funding for the Bus Stop Enhancement Program and bus stop improvements to the two bus stops located just outside the Foothill Transit Administrative Office. Motion carried 5-0.

12. **SOCALGAS ANGELES LINK PHASE 2**

Recommendation: Provide direction to staff regarding becoming a party to a California Public Utilities Commission proceeding for SoCalGas' application for Angeles Link Phase 2.

Yoko Igawa, Director of Government Relations, made an introduction.

Ms. Igawa introduced SoCalGas Regulatory Strategy and Policy Business Manager Edith Moreno, and SoCalGas Public Affairs Manager Lanae O'Shields who presented on the second phase of the proposed renewable hydrogen pipeline system called Angeles Link, which is currently being reviewed by the California Public Utilities Commission (CPUC) for approval. The presentation included information on the delivery of renewable hydrogen to Central and Southern California, potential directional routes, the Phase 2 application process, and potentially becoming a party to a CPUC proceeding for SoCalGas' application for Angeles Link. Presenters and staff responded to comments and questions from the Executive Board related to potential number of producers, cost recovery, and potential number of customers.

Motion by Member Calaycay, second by Vice Chair Shevlin, to approve becoming a party to the CPUC proceeding for the SoCalGas application for Angeles Link. Motion carried 5-0.

**13. CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- Work continues on the future of the Puente Hills Mall Transit Center. Staff continues to work with City of Industry staff and thanked Chair Moss for her leadership.
- There have been renewed discussions on the West Covina Transit Center along West Covina Parkway.
- Capital Projects Manager Vincent Saucedo has accepted a position with LA Metro.
- Foothill Transit has hired Roosevelt Campbell as the new Creative Content Creator.
- Staff has been working on creating hydrogen fuel cell toy buses, but delivery may be delayed due to tariffs.
- The Annual Meeting of the Governing Board is scheduled for May 30, 2025.
- Member Sternquist has been elected to the California Joint Powers Insurance Authority Executive Committee. She will represent Foothill Transit on the committee.
- Foothill transit secured a \$2.8 Million grant from Metro for the bus electrification program.
- Announced that Foothill Transit received two American Public Transportation Association Gold Awards for Safety and Emergency Management Preparedness.

**14. BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Sternquist reported that Cluster 5 met prior to the Executive Board Meeting for board elections. She announced that she was reelected Executive Board Member and Member Lloyd was reelected Executive Board Alternate.
- Dr. John Lloyd, Executive Board Alternate, reported that he gave a presentation to the residents of the Mt. San Antonio Gardens retirement community on Foothill Transit services. The presentation was well received. Dr. Lloyd also announced that he will retire from teaching at Cal Poly Pomona at the end of 2025 and will enter the faculty early retirement program, which will reduce his teaching load.



15. **ADJOURNMENT**

Adjournment for the April 18, 2025, Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:39 a.m.



May 30, 2025

To: Executive Board

Subject: **May 2025 Procurement Monthly Report**

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**Recommendation**

Receive and file the Procurement Monthly Report for May 2025.

**Awarded Procurements:**

Since the previous Procurement Monthly Report for April 2025, there has been one award of an agreement over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Excellence Professional Cleaning, Inc. was awarded Contract No. 25-058 to provide janitorial services at the Administrative Office Building and Covina Transit Center. The independent cost estimate for this solicitation was \$236,564.07 for three years of service. The firm is one of thirteen that submitted a quotation. A contract was awarded in the amount of \$234,000.

**Upcoming Procurements:**

Since the previous Procurement Monthly Report for April 2025, the Procurement Department has initiated three procurements over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Invitation for Bid No. 25-103 for removal and replacement of exterior LED light bars at the Administrative Office Building. The independent cost estimate for this procurement is \$146,356.
- Request for Quotations No. 25-110 for the renewal of annual maintenance and support services for the Palo Alto firewall system. The independent cost estimate for this procurement is \$141,474.65.
- Request for Quotations No. 25-117 for sweeping and trash services at the Administrative Office Building and downtown Los Angeles bus layover for two years with one one-year option to extend. The independent cost estimate for this procurement is \$122,452.91.

Sincerely,

Lillian Lin  
Procurement Manager

Doran J. Barnes  
Chief Executive Officer



May 30, 2025

To: Executive Board

Subject: **Transportation Fund Exchange - City of West Covina**

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**Recommendation**

Authorize the Chief Executive Officer to execute an assignment agreement with the City of West Covina to exchange Foothill Transit general use funds for Proposition A Transportation Local Return funds.

**Analysis**

The City of West Covina has \$2,000,000 of uncommitted Proposition A Transportation Local Return funds which may be made available to Foothill Transit to assist in providing transit services. In exchange, Foothill Transit will provide the City of West Covina with \$1,500,000 of available general use funds. Proposition A Transportation Local Return funds may only be used for transportation-related expenditures.

The exchange will take place a) within 30 days of execution of the assignment agreement, and b) approval of the exchange by the Los Angeles County Metropolitan Transportation Authority (LACMTA).

**Budget Impact**

Foothill Transit will benefit from this exchange by receiving a net gain of \$500,000 more than our contribution. The City of West Covina will benefit from this exchange by receiving funds that provide more flexibility to meet the city's expenditure needs. Foothill Transit will program the funds into eligible transit operating and capital expenses.

Sincerely,

Joyce Rooney  
Director of Finance

Doran J. Barnes  
Chief Executive Officer



May 30, 2025

To: Executive Board

Subject: **Authorization to Issue Invitation for Bids for the Replacement of the Intermediate Distribution Frame (IDF) Switches at the Foothill Transit Administration Building**

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**Recommendation**

Authorize the Chief Executive Officer to issue Invitation for Bids No. 25-108 for the Replacement of the Intermediate Distribution Frame (IDF) Switches at the Foothill Transit Administrative Building.

**Analysis**

The Intermediate Distribution Frame (IDF) Switches are network switches in the West Covina Administration Building that help manage and distribute network services and data. They form the backbone of internal communications across all floors, supporting critical voice and data connectivity. The switches also reduce congestion and improve network performance.

Originally acquired in May 2019, the switches have reached the end of their recommended five-year life cycle. On October 31, 2025, Cisco Systems, the manufacturer of the switches, will no longer provide maintenance and support for the IDF switches currently installed. Continuing to operate this aging equipment beyond its supported lifespan significantly increases the risk of unplanned hardware failures, which could disrupt essential services for the administrative staff and the Transit Store.

To ensure uninterrupted operations and maintain system reliability, staff recommends purchasing fourteen switches which will replace all switches and provide one spare switch in the event of an equipment failure.

**Budget Impact**

The funding of the Administration Building IDF Switch Replacement is included in the FY 2024-2025 Information Technology capital budget under Project No. 0256 Data Center Upgrade and Replacement.

Sincerely,

Gary Castro  
IT Specialist

Doran J. Barnes  
Chief Executive Officer



May 30, 2025

To: Executive Board

Subject: **Authorization to Issue Request for Qualifications for Environmental Consulting Services for the Cal Poly Pomona Mobility Hub Project**

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### **Recommendation**

Authorize the Chief Executive Officer to Issue Request for Qualifications to provide environmental consulting services as necessary in connection with the development of a Mobility Hub to be located in the Cal Poly Pomona campus.

### **Analysis**

The Cal Poly Pomona Mobility Hub will be partially funded by federal grants and as such Foothill Transit must adhere to the requirements of the National Environmental Policy Act (NEPA) and prepare appropriate documentation in order to obtain environmental clearance from the Federal Transit Administration (FTA). Similarly, environmental reviews and the preparation of appropriate documentation will be required to comply with California Environmental Quality Act (CEQA).

Foothill Transit intends to contract with an environmental consultant or consultants who will be responsible for preparing appropriate environmental documents, including the completion of a traffic analysis to comply with NEPA and CEQA. The consultant will examine potential environmental impacts of the proposed project and the potential level of the significance of the impacts before and after mitigation. The consultant will also identify the type of environmental clearance documentation required by the Federal and State statutes. The consultant, either directly or under a subcontract, will conduct a traffic analysis to determine what if any significant impacts will result from any new traffic generated by the project and, if appropriate, recommend physical and/or operational improvements necessary to accommodate those traffic impacts.

### **Budget Impact**

Foothill Transit's Fiscal Year 2025 Business Plan includes funding for the Cal Poly Pomona Mobility Hub Project.

Sincerely,

Sharlane R. Bailey  
Director of Capital Projects and Facilities

Doran J. Barnes  
Chief Executive Officer



May 30, 2025

To: Executive Board

Subject: **Authorization to Amend Contract for General Marketing Services**

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### Recommendation

Authorize the Chief Executive Officer to exercise two one-year options to extend Contract No. 22-054 with Pulsar Advertising, Inc., for an amount not-to-exceed \$959,930 for general marketing services and to include Media Buying costs not-to-exceed \$275,725 (\$134,500 in FY26 and \$141,225 in FY27) for the remainder of the contract.

### Analysis

#### Exercise of Options

On June 24, 2022, the Executive Board authorized award of Contract No. 22-054 to Pulsar Advertising, Inc. (“Pulsar”) for a base term of three years. The base term of the contract will end on June 20, 2025 with two one-year options available to extend services.

- Option Year 1: \$475,213
- Option Year 2: \$484,717

Pulsar is a full-service advertising, marketing, and communications agency that has provided services to Foothill Transit for over 23 years. Under the current contract, Pulsar develops marketing programs for the following service areas:

- General Marketing Program;
- Fleet Livery Adaptations;
- Media Purchasing;
- Special Services Campaigns;
- Customer and General Demographic Research; and
- Digital Communication Strategy.

Based on Pulsar’s performance to date, continued improvement in the above service areas, and compliance with the terms of the contract, the recommendation is to exercise the available options to extend their services for two years.



Advertising and Media Buying

Foothill Transit's media purchases do not meet the minimum invoicing thresholds set by platforms such as Meta and Reddit. As a result, in the past, payments were made via credit card which was not ideal.

Pulsar, the General Marketing Services contractor for Foothill Transit, has direct bill invoicing agreements with the major digital advertising corporations that will resolve these issues. To streamline campaigns and reduce procurement costs, the recommendation is to allow Pulsar to make direct advertising purchases on behalf of Foothill Transit at cost with no-mark up. This would not add administrative or service fees to Pulsar's contract, however with the Executive Board's authorization Foothill Transit's annual budget for media buys would be included in an amendment to the contract.

**Budget Impact**

Foothill Transit's proposed FY2026 Business Plan and Budget includes funding for the annual not-to-exceed amount in Contract No. 22-054 and Media Buying costs. Funds for general marketing services are included annually into the Foothill Transit Business Plan and Budget.

Sincerely,

Felicia Friesema  
Director of Marketing and Communications

Doran J. Barnes  
Chief Executive Officer



May 30 2025

To: Executive Board

Subject: **Authorization to Award Contract for Arcadia/Irwindale Hydrogen Fueling Infrastructure Design-Build**

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### **Recommendation**

Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into an agreement with Clean Energy in the total amount of \$12,698,533.35 for design-build services for the Arcadia/Irwindale hydrogen fueling station, as well as management and maintenance for a base term of three years with two one-year options.

### **Analysis**

On August 30, 2021, the Executive Board authorized the issuance of Request for Proposals No. 25-001 to provide design-build services for hydrogen fueling infrastructure at the Arcadia Irwindale Operations and Maintenance Facility. The design-build contractor for the hydrogen fueling station shall be responsible for project management, design and permitting, construction and installation, commissioning, training, and maintenance and support services for a base term of three years with two one-year options.

Procuring design-build services is a two-step process requiring a Request for Qualifications (“RFQ”) (Phase I) to establish a pool of vendors qualified to submit responses to a Request for Proposals (“RFP”) (Phase II). Foothill Transit developed procurement documents and specifications together with its fuel cell consultant, Center for Transportation and the Environment (CTE).

Phase I of the procurement process was initiated on September 3, 2024, with the issuance of RFQ No. 25-001A on Foothill Transit’s e-procurement portal and advertisement in TransitTalent. A site visit, pre-proposal conference, and question and answer period were held to familiarize interested parties with the project site, scope of work, and RFQ requirements. Respondent submittals were evaluated by an Evaluation Committee, consisting of four Foothill Transit staff and one outside representative from a peer transit agency who has experience in deployment of fuel cell electric bus and hydrogen fueling infrastructure. The Evaluation Committee reviewed and scored each submittal for its project approach, experience and qualifications, and proposed project team. Of the eight respondents, five were pre-qualified to submit proposals in Phase II. Phase II of the procurement process was initiated on November 26, 2024, with the issuance of RFP No. 25-001B to the entities short-listed in



Phase I. Three site visits, a pre-proposal conference, and a question-and-answer period were conducted to assist the pre-qualified entities with their proposal submittals. Three proposals were received by the January 23, 2025 deadline from Clean Energy, Messer, and Trillium.

Each Technical Proposal was reviewed and scored by the Evaluation Committee based on the following weighted criteria (75 points total):

- |  |           |
|--|-----------|
| 1. Experience and Past Performance                 | 25 points |
| 2. Key Personnel, Organization, and Subcontractors | 15 points |
| 3. Technology Solution                             | 20 points |
| 4. Project Management and Approach to Schedule     | 15 points |

Price Proposals were evaluated and scored using a mathematical formula that compared the proposer's price against the lowest proposed price at the following weights (25 points total):

- |                                    |           |
|------------------------------------|-----------|
| 1. Lump Sum Price Proposal (LSPP)  | 24 points |
| 2. Life Cycle Cost Proposal (LCCP) | 1 point   |

After the initial evaluation, interviews and discussions with each of the three proposers were held on February 20, 2025, to allow the proposers to respond to questions and expand upon their proposals.

Following interviews, proposers were requested to submit a Best and Final Offer (BAFO). The Evaluation Committee conducted another evaluation of proposals based on the additional information gleaned from interviews and BAFO submittals, and with CTE providing clarification on any technical areas of concern. A competitive range was then established from this second round of evaluations that included Clean Energy and Trillium. It was determined that further clarifications regarding the proposers' price and project approach were necessary to ensure selection of the proposer that will provide greatest value to the agency.

After receiving the proposers' second BAFOs on April 11, 2025, a third round of evaluations were conducted. Final evaluations ranked Clean Energy highest with an overall score of 91.22 out of a possible 100 points. Clean Energy is recommended as the proposer providing the best value based on technical qualification and price. A summary of final scores is provided below.



Evaluation Factors	Maximum Score	Clean Energy	Trillium
1. Experience and Past Performance	25	21.25	22.25
2. Technology Solution	20	17.88	17.60
3. Key Personnel, Organization, and Subcontractors	15	13.32	13.29
4. Project Management and Approach to Schedule	15	13.77	12.90
<i>Technical Score</i>	75	66.22	66.04
Price - Capital Price		\$ 10,993,533.35	\$ 12,223,103.11
Price - Annual Fees (5 yrs.)		\$ 1,705,000.00	\$ 1,493,316.00
Price Total		\$ 12,698,533.35	\$ 13,716,419.11
<i>Price Score</i>	25	25.00	22.38
<b>Overall Score</b>	<b>100</b>	<b>91.22</b>	<b>88.42</b>
<b>Rank</b>		<b>1</b>	<b>2</b>

Clean Energy is based in Newport Beach, California. The firm has a successful track record executing and maintaining public works transit projects, including Foothill Transit’s two CNG stations and hydrogen fueling station at its Pomona Operations and Maintenance Facility. They have designed, built, operated and maintain, and/or supplied cryogenic (LNG/LCNG), CNG and RNG services to 80 current transit customers including our Pomona and Arcadia facilities.

Innova Technologies and Intertek-PSI will provide subconsultant engineering services. FASTECH will provide subconsultant construction services. Clean Energy has partnered with FASTECH since 2012. The construction subconsultant constructed the Heavy Duty Vehicle hydrogen refueling station at the Port of Long Beach and a fuel cell plant in the City of Long Beach.

**Budget Impact**

Funding for the design-build services is included in Foothill Transit’s FY 2025 Business Plan and Budget under capital project No. 0242 (Hydrogen Fuel Cell Fueling Infrastructure).

Sincerely,

Roland Cordero  
Director of Maintenance and Vehicle Technology

Doran J. Barnes  
Chief Executive Officer



May 30, 2025

To: Executive Board

Subject: **Authorization to Award Contract for Operation and Maintenance of CNG Fueling Facilities and Supply of CNG**

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### **Recommendation**

Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into Contract No. 26-001 under a sole source procurement to Clean Energy for the provision of Compressed Natural Gas (CNG) fuel and maintenance of CNG compressors and related equipment at the Pomona and Arcadia/Irwindale Operations and Maintenance Facilities at rates that total up to Seven Million Seven Hundred Eighty-Eight Thousand Two Hundred Sixty-Three Dollars (\$7,788,263).

### **Analysis**

Foothill Transit has a long-standing relationship with Clean Energy starting in 2001 for the design-build and operation of Foothill Transit's first CNG fueling station. For almost a quarter of a century, Clean Energy has provided the CNG fueling capability to Foothill Transit's CNG buses, currently at 305 .

Clean Energy and Foothill Transit currently have four separate contracts for the operations and maintenance of the Pomona and Arcadia/Irwindale CNG stations, a lease agreement granting Clean Energy an easement to construct and operate a public access CNG dispenser adjacent to the Arcadia/Irwindale facility, and a supply agreement for Renewable Natural Gas (RNG), which are all scheduled to expire on June 30, 2025.

Foothill Transit has determined that the alternative fuel delivery market is sufficiently developed to support a competitive procurement for CNG fueling station operations, maintenance, and supply services. However, with the developments to the industry since the CNG fueling station was built over 20 years ago, Foothill Transit recommends conducting further research, including reviewing procurements at other regional transit agencies, to understand the full scope of its options.



In addition, due to the extensive nature of the agreements with Clean Energy, including being the account holder for the Southern California gas accounts for the Pomona and Arcadia/Irwindale stations, account owner of the Southern California Edison electricity to power the CNG compressors at the Arcadia facility and holding exclusive easement for the Pomona and Arcadia public access stations, Foothill Transit recognizes it is necessary for uninterrupted supply of natural gas to its CNG compressors while conducting an open procurement process.

We have determined that entry into a one-year contract with Clean Energy is necessary and justified on a sole-source basis in order to ensure continuation of operations and maintenance of the Pomona Station and the Arcadia Station and uninterrupted supply of natural gas to Foothill Transit's CNG compressors and to provide Foothill Transit with sufficient time to conduct a full and open competitive procurement process to obtain such services including the incorporation of the public access stations.

Foothill Transit's Procurement Policies and Procedures, as well as Federal procurement requirements and guidance, permit goods and services on a sole-source basis

**Budget Impact**

The cost for operations, maintenance, and provision of CNG is included in the FY2025 Adopted Business Plan and Budget and proposed FY2026 Business Plan and Budget.

Sincerely,

Roland M. Cordero  
Director of Maintenance and Vehicle Technology

Doran J. Barnes  
Chief Executive Officer

Joyce Rooney  
Director of Finance



May 30, 2025

To: Executive Board

Subject: **Authorization to Purchase 30 Additional Hydrogen Fuel Cell Electric Buses**

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**Recommendation**

Authorize the Chief Executive Officer to purchase 30 additional Fuel Cell Electric Buses (FCEBs) under Contract No. 25-116 with New Flyer for the total amount of Forty-Nine Million Nine Hundred Forty-Seven Thousand One Hundred Twenty-Five (\$49,947,125), inclusive of California sales and use tax and exclusive of \$128,000 for training.

**Analysis**

In July 2024, Foothill Transit submitted a grant application to the California State Transportation Agency (CalSTA) for a Transit and Intercity Rail Capital Program (TIRCP) funding to purchase 30 zero-emission hydrogen buses; implement transit signal priority technology (TSP) on Lines 187/188; and create Line 295 to connect the A-Line station with the Cal Poly Pomona Bronco Mobility Hub and the Mt. San Antonio College (Mt. SAC) Transit Center.

These 30 new FCEBs will replace 30 retiring Compressed Natural Gas (CNG) buses that have met the Federal Transit Administration’s guideline for bus retirement.

In October 2024, Foothill Transit was notified by CalSTA of the grant award amounting to the full request of \$16,891,000 of which \$12,700,000 is to be allocated to the purchase of 30 buses and \$4,191,000 is to be allocated to the TSP deployment. The California Transportation Commission (CTC) approved Foothill Transit’s allocation request at their May CTC meeting allowing Foothill Transit to move forward with contract award. The remaining funding for this project will come from federal formula funds allocated to Foothill Transit.

**Budget Impact**

Funding for the buses is included in the Board approved life of project budget under capital project #0277. Funding will be a combination of federal and state funds and programmed in the approved Fiscal Year 2026 budget.

Sincerely,

Roland M. Cordero  
Director of Maintenance and Vehicle Technology

Doran J. Barnes  
Chief Executive Director