Foothill Transit

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, August 28, 2026
8:00 a.m.

1. **CALL TO ORDER**

The meeting was called to order by Chair Shevlin at 8:07 a.m.

2. **ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Edward Alvarez, Member Corey Calaycay, Member Cory Moss, Vice Chair Cynthia Sternquist, Chair Becky Shevlin

Chair Shevlin recessed the meeting at 8:08 a.m.

Chair Shevlin reconvened the meeting at 9:46 a.m.

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

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

4. **PUBLIC COMMENT**

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

5. **PRESENTATIONS**

5.1. Introduction of Foothill Transit Business Partners

There were no presentations by Foothill Transit Business Partners.

CONSENT CALENDAR

The Executive Board took action on a single motion on items 6 - 22.

6. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 26, 2026**

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

7. **AUGUST 2026 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for August 2026.

The Executive Board received and filed the August 2026 Procurement Monthly Report.

8. **JULY 2026 KEY PERFORMANCE INDICATORS REPORT**

Recommendation: Receive and file the July 2026 Key Performance Indicators Report.

The Executive Board received and filed the July 2026 Performance Indicators Report.

9. **TRANSPORTATION FUND EXCHANGE – CITY OF MAYWOOD**

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

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

10. **ADOPT REVISED RESOLUTION AUTHORIZING ACCESS TO STATE AND FEDERAL CRIMINAL HISTORY INFORMATION THROUGH THE DEPARTMENT OF JUSTICE (DOJ) AND FEDERAL BUREAU OF INVESTIGATION (FBI) BACKGROUND CHECK LIVE SCAN PROGRAM FOR EMPLOYMENT PURPOSES**

Recommendation: Adopt the following revised resolution: Resolution No. 2026-01 Revised: Authorization for Foothill Transit to access state and federal summary criminal history information through the Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) criminal background check process through Live Scan program for employment purposes and authorize resubmission of the resolution to the DOJ. (Attachment A).

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

11. **PROPOSED PROCUREMENT POLICIES AND PROCEDURES MANUAL REVISIONS**

Recommendation: Adopt the proposed Procurement Policies and Procedures Manual revisions.

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

12. **RESOLUTION APPROVING THE ANNUAL CLAIM FORMS FOR FISCAL YEAR 2026-2027 FOR THE TRANSPORTATION DEVELOPMENT ACT, ARTICLE IV AND STATE TRANSIT ASSISTANCE FUNDS**

Recommendation: Adopt the following resolution: Resolution No. 2026-03: Authorization for the Approval of the Annual Claim Forms for Transportation Development Act, Article IV and State Transit Assistance Funds.

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

13. **RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

Recommendation: Adopt the following resolution: Resolution No. 2026-02: Authorization for the Approval of the Annual Project List and Claim Forms for the California State of Good Repair Program (Attachment A).

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

14. **UPDATE TO FOOTHILL TRANSIT RESOLUTION AUTHORIZING INVESTMENT IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)**

Recommendation: Adopt the attached updated resolution authorizing investment of Foothill monies in the Local Agency Investment Fund (Attachment A) and Authorization for Transfer Form.

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

15. **AUTHORIZATION TO INITIATE PROCUREMENT FOR MATERIALS TESTING AND SPECIAL INSPECTIONS SERVICES FOR THE CAL POLY POMONA MOBILITY HUB**

Recommendation: Authorize the Chief Executive Officer to initiate procurement for Materials Testing and Special Inspections Services related to the Cal Poly Pomona Mobility Hub.

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

16. **AUTHORIZATION TO INITIATE PROCUREMENT FOR ARCADIA IRWINDALE OPERATIONS & MAINTENANCE FACILITY LANDSCAPE AND TRELLIS REPLACEMENT**

Recommendation: Authorize the Chief Executive Officer to initiate procurement for Arcadia Irwindale Operations & Maintenance Facility Landscape and Trellis Replacement.

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

17. **AUTHORIZATION TO INITIATE PROCUREMENT FOR ASSET MANAGEMENT SOFTWARE UPGRADE**

Recommendation: Authorize the Chief Executive Officer to initiate procurement for Asset Management Software Upgrade.

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

18. **AUTHORIZATION TO AMEND CONTRACT FOR ON-CALL ARCHITECTURAL & ENGINEERING SERVICES**

Recommendation: Authorize the Chief Executive Officer to execute an amendment to Contract No. 23-048 with Stantec Architecture Inc. in the amount of $370,117.07 for On-Call Architectural and Engineering Services related to the final design of restroom renovations at the Foothill Transit Operation and Maintenance Facilities.

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

19. **AUTHORIZATION TO AWARD CONTRACT FOR TRANSIT MAINTENANCE MOBILE APPLICATION**

Recommendation: Authorize the Chief Executive Officer to enter into a three-year agreement with Connixt Inc. in the amount of Six Hundred Eighteen Thousand Forty-Five Dollars ($618,045) for Transit Maintenance Mobile Application.

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

20. **AUTHORIZATION TO AWARD CONTRACT FOR DIGITAL VIDEO RECORDER UPGRADE**

Recommendation: Authorize the Chief Executive Officer to enter into a contract with Transit Solutions Incorporated (TSI) in the amount of in the amount of One Million Six Hundred Thousand Dollars ($1,600,000).

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

21. **AUTHORIZATION TO AWARD CONTRACT FOR DESIGN-BUILD SERVICE FOR TRANSIT SIGNAL PRIORITY PROJECT ALONG LINE 187 AND LINE 188 CORRIDOR**

Recommendation: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into an agreement with Crosstown Electrical and Data, Inc. in the not to exceed amount of $6,472,054.50 for design-build services for the Transit Signal Priority along Line 187 and Line 188 corridor.

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

22. **AUTHORIZATION TO AWARD CONTRACT FOR AMAR ROAD TRANSIT SIGNAL PRIORITY (TSP) TRAFFIC SIGNAL UPGRADE**

Recommendation: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into an agreement with Branson Industries LLC., in the amount of $298,000.00.

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

REGULAR AGENDA

23. **AUTHORIZATION TO AWARD CONTRACT FOR DESIGN-BUILD SERVICES FOR 21ST CENTURY SECURITY PROJECT**

Recommendation: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into an agreement with Everon in the total amount of $1,557,666,42 for design-build services for the 21st Century Security Project. The project includes all design-build services necessary for the installation, programming, testing, documentation, and training for turn-key access control, video surveillance, and emergency telephone systems for select Foothill Transit properties.

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

Mr. Curley reported that this capital project will modernize and integrate aging infrastructure and security systems at select Foothill Transit properties. A total of five proposals were received and two were pre-qualified to submit proposals. Final evaluations ranked Everon highest with an overall score of 87.54. Chris Applegate with Everon addressed the

Executive Board.

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

24. **AUTHORIZATION TO AWARD CONTRACT FOR DESIGN-BUILD SERVICES FOR ELECTRICAL CHARGING INFRASTRUCTURE UPGRADES**

Recommendation: Authorize the Chief Executive Officer to enter into an agreement with Camber Charging Systems in the amount of Three Million Seven Hundred Thirty-Two Thousand Six Hundred Four Dollars and Twenty-one Cents ($3,732,604.21) for Design-Build Services for Electrical Charging Infrastructure Upgrades at the Arcadia Irwindale Operations and Maintenance Facility

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

Mr. Cordero reported that to efficiently charge the 24 Alexander Dennis double deck buses being purchased requires direct current (DC) chargers that charge at very fast speeds. This would provide a range of up to 300 miles on a single charge. Five responsive proposals were received, and the proposers were requested to submit a Best and Final Offer. Camber Charging Systems was ranked the highest with an overall score of 83.44. Camber has a successful record working on various electrification projects within the transit industry. Brendon Hardy with Camber Charging Systems addressed the Executive Board.

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

25. **AUTHORIZATION TO INITIATE PROCUREMENT FOR CAL POLY POMONA MOBILITY HUB DESIGN BUILD SERVICES**

Recommendation: Authorize the Chief Executive Officer to issue Request for Qualifications and Request for Proposals (RFQ/RFP) for design-build services associated with detail design and construction of the Cal Poly Pomona Mobility Hub.

Sharlane Bailey, Director of Capital Projects and Facilities, presented this item.

Ms. Bailey reported on the project's progress and milestones. Foothill Transit has elected a design-build project delivery method. Under this delivery method one team is responsible for both final design and constructing the project under a single contract. Staff anticipate awarding a contract in March 2027.

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

26. **AUTHORIZATION TO INITIATE PROCUREMENT FOR POMONA OPERATIONS AND MAINTENANCE FACILITY TRANSIT SERVICES**

Recommendation: Authorize the Chief Executive Officer to initiate a procurement (Request for Proposals (RFP) No. 27-001) for transit operations and maintenance services at Foothill Transit's Pomona facility.

Ali Showkatian, Director of Customer Service and Operations, presented this item.

Mr. Showkatian reported that Keolis has been operating transit services at Foothill Transit's Pomona Operations and Maintenance Facility since July 2017. The current contract is set to expire on June 30, 2027. A Request for Proposals will be issued on September 16, 2026, if authorized. A contract award will take place at the March 2027 Executive Board Meeting, and commencement of the new contract is scheduled for June 27, 2027.

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

27. **AUTHORIZATION TO INITIATE PROCUREMENT ADMINISTRATIVE OFFICES OFFICE 2ND FLOOR RENOVATIONS**

Recommendation: Authorize the Chief Executive Officer to initiate a procurement for Administrative Offices 2nd Floor Renovations.

Sharlane Bailey, Director of Capital Projects and Facilities , presented this item.

Ms. Bailey reported that the project consists of updating and modernizing high-traffic areas at the administrative office 2nd floor. Areas being renovated include restrooms, kitchen, Transit Store, large conference room, and board room. Pending authorization, an Invitation for Bids will be issued

in September 2026, and a contract will be awarded at the October 2026, Executive Board Meeting. Construction is tentatively scheduled to start in December 2026.

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

28. COMMUTER EXPRESS SERVICE UPDATE

Recommendation: Postpone approved changes to the Commuter Express Service as staff continues to monitor ridership.

Joe Raquel, Director of Service Development and IT, presented this item.

Mr. Raquel reported that at the last Executive Board Meeting, staff proposed a series of changes to express service. The Executive Board provided direction and approved to advance one of the proposed changes. That change was to combine Line 490 and Line 498.

Since the last Executive Board Meeting, there has been an increase in express service ridership. July had the highest ridership in the last three years. This may be attributed to more organizations returning to in office work and higher gas prices. Based on the increase in ridership, staff requested that changes be postposed to allow for continued monitoring of ridership.

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

29. CHIEF EXECUTIVE OFFICER COMMENT

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

Mr. Barnes reported the following:

- Thanked the Executive Board for their support in moving projects forward.
- Noted that he'll be meeting with staff at the congressional level discussing congressional priorities.
- At the Board's direction the agency has joined California Contract Cities and California League of Cities as an associate member.

- The Board Secretary will distribute the draft 2027 meeting schedule for Board feedback.

30. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Sternquist reported on attending the California Joint Powers Insurance Association insurance orientation.
- Member Calaycay reported on attending the American Public Transportation Association Transit Board Members Seminar and the Alexander Dennis, Air Liquide, and Regional Transportation Commission of Southern Nevada site visits.
- Member Alvarez reported on attending the Conference of Minority Transportation Officials National Meeting and Training Conference, and the Alexander Dennis, Air Liquide, and Regional Transportation Commission of Southern Nevada site visits.
- Chair Shevlin reported on attending the Conference of Minority Transportation Officials National Meeting and Training Conference, and the Alexander Dennis, Air Liquide, and Regional Transportation Commission of Southern Nevada site visits.

31. **ADJOURNMENT**

Adjournment for the August 28, 2026, Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting was adjourned in memory of Forest Tennant, former West Covina Mayor and Dolly Parton at 10:38 a.m.

Prepared by:

Christina Lopez, Board Secretary

Approved on: 10/23/2026