



Foothill Transit

EXECUTIVE BOARD MEETING

West Covina, CA | Friday, October 23, 2026



Foothill Transit

MISSION

TO HELP PEOPLE GET TO THE PLACES
THAT MAKE THEIR LIVES BETTER.

VISION

TO BE THE PREMIER PUBLIC TRANSIT PROVIDER
COMMITTED TO SAFETY, COURTESY, QUALITY,
RESPONSIVENESS, EFFICIENCY, AND INNOVATION.



VALUE

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 serbisyon 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 សូមទាក់ទងការិយាល័យនាយកគ្នាកងារប្រតិបត្តិការមន្ទីរស័ព្ទលេខ (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

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

သင်သည် ဘာသာပြန် ဝန်ဆောင်မှုများကို လိုအပ်ပါက အစည်းအဝေးမစတင်မီ 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 نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه از طریق شماره (626) 931-7300 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 တၢ်တိစၢၤမၤစၢၤတဖၣ်လၢ တၢ်ကတိၤကျိၣ်ထံအဂီၢ်န့ၣ်, ဝံသးစူၤဆဲးကျၢၤဘဉ် ပၤဆှၢအံးကွၢ် မူဒါခိၣ် အဝဲၤဒး ဖဲ (626) 931-7300 လီတဲစိနီၣ်ဂံၢ်ဒု 7204, အစ့ၤကတၢၢ် 48 နံၣ်ရံၣ် တချုးတၢ်ထံၣ်လိာ်အိၣ်ဖျိၣ်သကိးန့ၣ်တက့ၢ်.

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.

જો તમને અનુવાદ સેવાઓની જરૂર હોય, તો કૃપા કરીને બેઠકના ઓછામાં ઓછા 48 કલાક પહેલાં (626) 931-7300, એક્સટેન્શન 7204 પર મુખ્ય કાર્યકારી અધિકારીની કચેરીનો સંપર્ક કરો.

Если вам требуются услуги переводчика, пожалуйста, свяжитесь с офисом генерального директора по телефону (626) 931-7300 (доб. 7204) не менее чем за 48 часов до начала собрания.



Foothill Transit

Executive Board Meeting **AGENDA**

EXECUTIVE BOARD MEETING
8:00 AM, OCTOBER 23, 2026
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL
3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER
4. PUBLIC COMMENT
5. PRESENTATIONS
 - 5.1. Introduction of Foothill Transit Business Partners

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 2 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.

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, October 23, 2026

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

Page 2

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 AUGUST 28, 2026

7. OCTOBER 2026 PROCUREMENT MONTHLY REPORT

Recommended Action: Receive and file the Procurement Monthly Report for October 2026.

8. ADOPT RESOLUTION FOR Foothill Transit OFFICERS AND EMPLOYEES TO BE UNDER ONE MASTER COMMERCIAL GOVERNMENT CRIME INSURANCE POLICY

Recommended Action: Adopt the following Resolution: Resolution No. 2026-06: Authorization for all Foothill Transit officers and employees to be placed under one Master Commercial Government Crime Insurance Policy. (Attachment A)

9. ADOPT POLICY GOVERNING Foothill Transit's RESPONSE TO IMMIGRATION ENFORCEMENT CONSISTENT WITH CALIFORNIA SENATE BILL 580 (2025)

Recommended Action: Adopt the Board Policy Governing Foothill Transit's Response to Immigration Enforcement.

10. RESOLUTION ADOPTING EXECUTIVE BOARD AND GOVERNING BOARD MEETING SCHEDULE FOR 2027

Recommended Action: Adopt Resolution No. 2026-05, the Executive and Governing Board Meeting Schedule for 2027.

11. ADOPT REVISED RESOLUTION AUTHORIZING ACCESS TO STATE CRIMINAL HISTORY INFORMATION THROUGH THE DEPARTMENT OF JUSTICE (DOJ) BACKGROUND CHECK LIVE SCAN PROGRAM FOR EMPLOYMENT PURPOSES

Recommended Action: Approval of the following revised resolution: Resolution No. 2026-01 - 2nd Revision: Authorization for Foothill Transit to access state summary criminal history information through the Department of Justice (DOJ) state level criminal background check process through Live Scan program for employment purposes and authorize resubmission of the resolution to the DOJ. (Attachment A).



8:00 AM, October 23, 2026

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

Page 3

12. 2026 TITLE VI PROGRAM

Recommended Action: Adopt the 2026 Title VI Program.

13. AUTHORIZATION TO AWARD CONTRACT FOR ON-CALL ARCHITECTURAL & ENGINEERING SERVICES

Recommended Action: Authorize the Executive Director to negotiate final terms and conditions and execute Contract No. 26-078 with Stantec for the provision of On-Call Architectural & Engineering Services.

REGULAR AGENDA:

14. AUTHORIZATION TO AWARD CONTRACT FOR CNG FUELING STATION UPGRADES, MONITORING AND MAINTENANCE SERVICES, LEASE OF PUBLIC ACCESS STATIONS, AND SUPPLY OF CNG - SHARLANE

Recommended Action: Authorize the Chief Executive Officer to negotiate final terms and enter into agreements with Clean Energy for design-build services to upgrade the CNG fueling stations at the Pomona and Arcadia/Irwindale Operations and Maintenance Facilities ("O&M Facilities") in an amount not to exceed \$11,619,188.87, inclusive of a \$350,000 provisional sum for allowable change orders and unforeseen conditions, monitoring and maintenance services for the CNG fueling stations at the O&M Facilities priced at up to \$0.23 per Gasoline Gallon Equivalent (GGE) of fuel throughput, operation of public access fueling stations adjacent to the O&M Facilities paying Foothill Transit \$0.25 per GGE, and an environmental credit share of 26 percent on the supply of renewable natural gas.

15. AUTHORIZATION TO AWARD CONTRACT FOR ADMINISTRATIVE OFFICES 2ND FLOOR RENOVATIONS

Recommended Action: Authorize the Chief Executive Officer to award Contract No. 27-006 for construction services related to the Administrative Offices 2nd Floor Renovations to Full Swing Construction for \$735,000.

16. AUTHORIZATION TO AWARD CONTRACT FOR AUDIO VISUAL UPGRADES TO BOARD ROOM AND LARGE CONFERENCE ROOM

Recommended Action: Authorize the Chief Executive Officer to award Contract No. 25-115 for Audio Video Upgrades to the Board Room and Large Conference Room to EIDIM AV Technology in the amount of \$322,769.89.

17. CHIEF EXECUTIVE OFFICER COMMENT



8:00 AM, October 23, 2026

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

Page 4

18. BOARD MEMBER COMMENT

19. ADJOURNMENT

The next Regular Meeting of the Executive Board
is scheduled for
Friday, December 11, 2026, at 8:30 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, August 28, 2026
8:00 a.m.**

DRAFT

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 postponed 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.



October 23, 2026

To: Executive Board

Subject: **October 2026 Procurement Monthly Report**

Recommendation

Receive and file the Procurement Monthly Report for October 2026.

Awarded Procurements:

Since the previous Executive Board meeting on August 28, 2026, there have been two awards of agreements over \$100,000 but below the Executive Board's approval threshold of \$250,000.

- Allison Mechanical, Inc. was awarded Contract No. 26-066 to provide HVAC maintenance services for the heating, ventilation, and air conditioning systems at four Foothill Transit locations: the Administrative Building, Industry & Park Facility, Azusa Intermodal Transit Center, and Covina Transit Center. The Independent Cost Estimate for the project was \$160,181.72. Nine bids were received and the contract was awarded to lowest priced responsive and responsible bidder in the amount of \$112,968.00 to complete all required services.
- Contract No. 27-013 was awarded to Granite Telecommunications, LLC for the renewal of SD-WAN interconnection services that provide critical network connectivity between Foothill Transit facilities. These services are necessary to support the agency's server upgrade initiative. The Independent Cost Estimate was approximately \$120,000 per year, and the contract was awarded in the amount of \$211,261.69 for three years.

Upcoming Procurements:

Since the previous 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.

- Request for Proposal No. 27-024 was initiated to provide custom uniform shirts for bus operators. The scope of work includes manufacturing, fulfillment, distribution, and an online ordering platform



that enables operators to manage their uniform orders. The Independent Cost Estimate is \$124,150, and the solicitation is currently being drafted for issuance.

Sincerely,

Christopher Pieper
Director of Procurement

Doran J. Barnes
Chief Executive Officer



October 23, 2026

To: Executive Board

Subject: **Adopt Resolution for Foothill Transit Officers and Employees to be under one Master Commercial Government Crime Insurance Policy**

Recommendation

Adopt the following Resolution:

Resolution No. 2026-06: Authorization for all Foothill Transit officers and employees to be placed under one Master Commercial Government Crime Insurance Policy. (Attachment A)

Analysis

Foothill Transit's operations involve positions that are safety-focused, public-facing, and entrusted with access to facilities, systems, vehicles, customer and financial information. Government Code section 1481 allows a Joint Powers Authority to use a master bond to cover all its officers and employees. Furthermore, Government Code section 1463 allows a Joint Powers Authority to use a commercial government crime insurance policy or employee dishonesty policy to cover all its officers and employees, which would provide even broader and more cost-effective coverage than a crime bond. Moreover, it would eliminate the necessity of writing bonds on specifically named individuals for their term of office, reducing both cost and paperwork.

By adopting this Resolution, the insurance policy shall encompass claims for forgery or alteration, theft, disappearance, or destruction; robbery and safe burglary; public employee dishonesty; computer fraud, and fund transfer fraud. The form of the policy shall be subject to approval by the Chief Executive Officer.

Budget Impact

The implementation of binding government crime insurance is expected to have minimal and manageable fiscal impact on Foothill Transit and can be absorbed within the existing Safety and Security budget.

Sincerely,

John Curley
Chief of Safety & Security

Doran J. Barnes
Chief Executive Officer

RESOLUTION NO. 2026-06

**A RESOLUTION OF THE EXECUTIVE BOARD OF FOOTHILL TRANSIT
AUTHORIZING FOOTHILL TRANSIT COVERAGE FOR ALL OFFICERS AND
EMPLOYEES UNDER ONE MASTER COMMERCIAL GOVERNMENT CRIME
INSURANCE POLICY**

The Executive Board of Foothill Transit resolves as follows:

1. Findings. The Executive Board hereby finds and declares the following

A. Government Code section 36518 requires a surety bond for a City Clerk and City Treasurer.

B. Government Code section 1480 authorizes a Joint Powers Authority to require bonds of officers or employees of Joint Powers Authority.

C. Government Code section 1481 allows a Joint Powers Authority to use a master bond to cover all its officers and employees.

D. Government Code section 1463 allows a Joint Powers Authority to use a commercial government crime insurance policy or employee dishonesty policy to cover all its officers and employees, which will provide even broader and more cost-effective coverage than a crime bond.

E. A commercial government crime insurance policy eliminates the necessity of writing bonds on specifically named individuals for their term of office, reducing both cost and paperwork.

F. Foothill Transit has bound a commercial government crime insurance policy through the auspices of the California Joint Powers Insurance Authority.

2. Action. The Executive Board of Foothill Transit hereby resolves that

A. Pursuant to Government Code section 1481, the Executive Board authorizes and directs the coverage of all their officers and employees under one master commercial government crime insurance policy with the adoption of this resolution.

B. The form of such a master commercial government crime insurance policy shall meet the minimum standards prescribed by Government Code section 1481, as amended from time to time.

[Continued on page 2.]

3. Adoption.

PASSED AND ADOPTED at a meeting of the Executive Board held on October 23, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

BECKY A. SHEVLIN, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By:_____

By:_____



October 23, 2026

To: Executive Board

Subject: **Adopt Policy Governing Foothill Transit's Response to
Immigration Enforcement Consistent with California Senate Bill
580 (2025)**

Recommendation

Adopt the Board Policy Governing Foothill Transit's Response to Immigration Enforcement.

Analysis

Foothill Transit is committed to providing safe, accessible, and equitable public transportation services to all members of the community regardless of immigration status. Consistent with California law, including Government Code Section 12532.5, Foothill Transit shall limit participation in immigration enforcement activities permitted by law and implement procedures governing interactions with immigration enforcement authorities.

Foothill Transit does not use Agency personnel, facilities, equipment, funds, property, databases, or other resources to assist in federal civil immigration enforcement activities except as expressly required by federal or state law or pursuant to a judicial warrant, court order, or other legally sufficient authority. All interactions with immigration enforcement authorities shall be conducted in accordance with applicable law and this Board Policy (Attachment A).

California Senate Bill 580 requires state and local agencies to adopt policy by January 1, 2027, for responses to immigration enforcement activity occurring within or around agency facilities. The policy must be consistent with federal and state law, including the State of California's goal of limiting the use of public resources for immigration enforcement, protecting privacy, and maintaining public trust.



In 2025, Foothill Transit identified immigration enforcement activities occurring in the region. Operations and Maintenance Contractors observed similar activities and as a result, staff reported the following to the Governing Board on August 29, 2025 (Agenda Item No. 9):

“As it pertains to Los Angeles County Sheriff’s Department (LASD) and the recent activity of Immigration Customs Enforcement (ICE) in the region, Foothill Transit works closely with the Los Angeles County Sheriff’s Department (LASD) who has clear policies and open communication to reassure immigrants they will not be targeted for their immigration status. Instead, LASD focuses on public safety and ensuring transparent communication which fosters a more cooperative relationship with immigrant communities. This approach not only enhances the effectiveness of law enforcement, but it contributes to a safer community. Both staff and contractors have been briefed on this and other related scenarios to ensure they understand Foothill Transit does NOT have an adopted policy regarding (ICE) and its agents’ ability to board Foothill Transit buses to conduct checks.

Foothill Transit is a public transportation agency. ICE operates as an official federal law enforcement agency, functioning under the Department of Homeland Security (DHS) and authorized to enforce federal laws related to immigration, customs, and border control; meaning ICE agents are considered sworn federal law enforcement officers. Foothill Transit staff and its contractors who operate the buses would not be required to assist but they could not prevent ICE checks from occurring. Additionally, Foothill Transit does not collect any information related to immigration status of any of our patrons.”

The proposed policy is intended to ensure that Foothill Transit responses to immigration enforcement activity occurring within or around agency facilities are consistent with federal and state law.

Sincerely,

John Curley
Chief of Safety & Security

Doran J. Barnes
Chief Executive Officer



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 1 of 6

Purpose and Background

Foothill Transit is committed to providing safe, accessible, and equitable public transportation services to all members of the community regardless of immigration status. Consistent with California law, including Government Code Section 12532.5, the Agency shall limit participation in federal civil immigration enforcement activities to the fullest extent permitted by law and shall implement procedures governing interactions with immigration enforcement authorities and the protection of Agency-held information.

Responses to Immigration Enforcement Activity

Foothill Transit shall not use Agency personnel, facilities, equipment, funds, property, databases, or other resources to assist in federal civil immigration enforcement activities except as expressly required by federal or state law or pursuant to a judicial warrant, court order, or other legally sufficient authority.

All interactions with immigration enforcement authorities shall be conducted in accordance with applicable law, the California Attorney General's model policies, and this Board Policy.

The purpose of this Policy is to:

1. Promote public trust and confidence in Foothill Transit services.
2. Ensure compliance with applicable federal and California laws.
3. Establish clear procedures for Agency personnel responding to immigration enforcement requests.
4. Protect personally identifiable and confidential information maintained by the Agency.
5. Ensure Agency resources are not used for immigration enforcement purposes except as required by law.



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 2 of 6

Scope

This Policy applies to:

- Members of the Foothill Transit Board of Directors.
- All employees.
- Contracted personnel acting on behalf of Foothill Transit.
- Consultants and volunteers when performing Agency functions.
- All Agency facilities, operations, records, information systems, and transportation centers.

Definitions

Civil Immigration Enforcement Activity

Activities undertaken by a federal immigration authority to investigate, detain, apprehend, transfer, monitor, or remove individuals for purposes of enforcing federal civil immigration laws.

Immigration Enforcement Authority

Any federal agency or officer whose responsibilities include enforcement of federal immigration laws, including U.S. Immigration and Customs Enforcement (ICE) and U.S. Customs and Border Protection (CBP). It does not include members of the U.S. Department of Homeland Security, Federal Bureau of Investigation, Transit Security Administration, and related federal officials who are assisting Foothill Transit with its transit security needs and obligations rather than enforcing federal immigration laws.

Judicial Warrant

A warrant issued and signed by a federal or state judge or magistrate.

Personally Identifiable Information (PII)

Information that identifies or can reasonably be used to identify a specific individual.



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 3 of 6

Access to Foothill Transit Facilities

A. Public Areas

Immigration enforcement officials may enter publicly accessible areas of Agency facilities, including its in-service buses, in the same manner as any other member of the public.

B. Non-Public Areas

Immigration enforcement officials shall not be granted access to non-public Agency facilities, maintenance facilities, operations centers, administrative offices, vehicle yards, employee workspaces, or restricted areas without:

1. A valid judicial warrant;
2. A court order; or
3. Authorization from the Chief Executive Officer or General Counsel after legal review.

C. Employee Responsibilities

Employees shall:

1. Remain professional and non-confrontational.
2. Request identification from immigration enforcement personnel.
3. Immediately notify a supervisor, Chief of Safety and Security, and General Counsel.
4. Refrain from consenting to access beyond that authorized by law.
5. Not interfere with lawful activities conducted pursuant to valid legal authority.

Requests for Information

A. General Rule

Foothill Transit shall not voluntarily disclose information for immigration enforcement purposes unless required by law.



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 4 of 6

B. Employee Actions

Employees receiving requests for information from immigration authorities shall:

1. Refer the request to the General Counsel or Chief of Safety and Security.
2. Not provide records, databases, surveillance footage, personnel information, rider information, contractor information, or other Agency data without legal review.
3. Document the request and preserve associated records.

C. Verification of Legal Authority

Prior to releasing records, the Agency shall verify:

1. The identity of the requesting authority;
2. The legal basis for the request;
3. Whether disclosure is mandated by law; and
4. Whether any privacy protections or exemptions apply.

Protection of Personal Information and Databases

Foothill Transit shall implement administrative, technical, and physical safeguards to limit access to personal information for immigration enforcement purposes consistent with California Attorney General guidance.

Such safeguards shall include:

1. Limiting collection of information not required for Agency operations.
2. Restricting employee access to sensitive information on a need-to-know basis.
3. Reviewing data-sharing agreements to ensure compliance with state law.
4. Maintaining appropriate access controls, retention schedules, and audit capabilities.



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 5 of 6

5. Conducting periodic reviews of databases and information systems to minimize unnecessary disclosure risks.

Use of Foothill Transit Resources

Agency resources shall not be used to:

1. Investigate the immigration status of any individual;
2. Collect immigration status information unless required by law;
3. Assist in civil immigration enforcement activities; or
4. Share information for the primary purpose of facilitating civil immigration enforcement absent legal compulsion.

Nothing in this Policy prohibits cooperation required by federal or state law, court order, or judicial warrant.

Service to the Public

Foothill Transit shall continue providing transportation services without discrimination based on actual or perceived:

- Citizenship;
- Immigration status;
- National origin;
- Ethnicity; or
- Ancestry.

Agency personnel shall not inquire about a rider's immigration status except where expressly required by law.



Foothill Transit

Responses to Immigration Enforcement Activity	Policy No: SS2026-001
	Revised:
	Page: 6 of 6

Training

The Chief Executive Officer shall ensure periodic training is provided regarding:

1. This Policy.
2. Applicable California laws.
3. Attorney General guidance and model policies.
4. Proper response procedures when immigration officials request access to facilities, records, or information.
5. Protection of confidential and personally identifiable information.

Training shall be updated as necessary to reflect changes in law or Attorney General guidance.

Reporting and Documentation

The Chief Executive Officer shall establish procedures requiring documentation of:

1. Requests by immigration authorities for access to facilities.
2. Requests for records or information.
3. Warrants, subpoenas, or court orders received.
4. Actions taken by Foothill Transit in response.

The Agency shall maintain such records in accordance with applicable record retention requirements.

Revision History:

Adopted October 23, 2026

Effective January 1, 2027

Revised



October 23, 2026

To: Executive Board

Subject: **Resolution Adopting Executive Board and Governing Board Meeting Schedule for 2027**

Recommendation

Adopt Resolution No. 2026-05, the Executive and Governing Board Meeting Schedule for 2027.

Analysis

Attachment A is the proposed schedule of Executive Board and Governing Board meetings for calendar year 2027. Foothill Transit's Joint Powers Agreement (JPA) requires that meetings be fixed by resolution (Attachment B).

Upon adoption, the resolution and meeting schedule will be filed with the JPA member cities and Los Angeles County.

Due to business issues that may arise, it may be necessary to modify the meeting schedule. Notification will be provided in a timely manner of any possible date or time changes and proper notifications will be posted.

Sincerely,

Christina Lopez
Board Secretary

Doran J. Barnes
Chief Executive Officer

Attachments

**Attachment A****DRAFT****2027 Executive Board & Governing Board Meeting Schedule**

January 2027	Friday, January 29 at 8:00 a.m. – Governing Board Meeting Friday, January 29 at 8:00 a.m. – Executive Board Meeting
February 2027	Friday, February 26 at 8:00 a.m. – 3:00 p.m. – Strategic Planning Session, Location TBD
March 2027	Friday, March 26 at 8:00 a.m. – Governing Board Meeting Friday, March 26 at 8:00 a.m. – Executive Board Meeting
April 2027	Friday, April 30 at 8:00 a.m. – Executive Board Meeting
May 2027	Friday, May 28 at 8:00 a.m. – Annual Governing Board Meeting Friday, May 28 at 8:00 a.m. – Executive Board Meeting
June 2027	Friday, June 25 at 8:00 a.m. – Executive Board Meeting
July 2027	No meetings scheduled in July
August 2027	Friday, August 27 at 8:00 a.m. – Governing Board Meeting Friday, August 27 at 8:00 a.m. – Executive Board Meeting
September 2027	Friday, September 17 at 8:00 a.m. – Executive Board Meeting
October 2027	Friday, October 29 at 8:00 a.m. – Governing Board Meeting Friday, October 29 at 8:00 a.m. – Executive Board Meeting
November 2027	No meetings scheduled in November
December 2027	Friday, December 10 at 8:30 a.m. – Executive Board Meeting

RESOLUTION NO. 2026-05
A RESOLUTION OF THE EXECUTIVE BOARD OF
FOOTHILL TRANSIT ADOPTING THE 2027 MEETING
SCHEDULE

The Executive Board of Foothill Transit does resolve as follows:

1. Findings. The Executive Board hereby finds and declares the following:

A. The Joint Exercise of Powers Agreement governing Foothill Transit requires that the dates of the regular meetings of the Governing Board and Executive Board fixed by resolution.

B. It is most convenient and useful to the agency and its members to fix the dates of the regular meetings and of other significant meetings through the adoption of an annual schedule.

2. Action.

A. The Executive Board adopts the 2027 Executive Board and Governing Board Meeting Schedule attached as Attachment A.

3. Adoption. PASSED AND ADOPTED at a Regular Meeting of the Executive Board held on October 23, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

BECKY A. SHEVLIN, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By:_____

By:_____



October 23, 2026

To: Executive Board

Subject: **Adopt Revised Resolution Authorizing Access to State Criminal History Information through the Department of Justice (DOJ) Background Check Live Scan Program for Employment Purposes**

Recommendation

Approval of the following revised resolution:

Resolution No. 2026-01 - 2nd Revision: Authorization for Foothill Transit to access state summary criminal history information through the Department of Justice (DOJ) state level criminal background check process through Live Scan program for employment purposes and authorize resubmission of the resolution to the DOJ. (Attachment A).

Analysis

The Board previously approved a resolution authorizing Live Scan background checks that included both California DOJ and FBI criminal history information. Since that approval, the FBI has temporarily suspended approval of new California legislative review requests due to concerns regarding California Penal Code section 11105(b)(11). As a result, agencies are currently unable to obtain approval for FBI-level background check services. Due to FBI-level services being currently unavailable, Foothill Transit may only proceed with DOJ state-level background check services. The California DOJ requires a resolution specifically authorizing state-level services; therefore, an updated Board-approved resolution is required.

Approval of the revised resolution will allow Foothill Transit to continue conducting Live Scan background checks using DOJ state-level criminal history information while federal services remain unavailable.

If FBI-level services become available in the future and Foothill Transit elects to pursue them, individuals previously processed under state-level services may be required to submit a new set of fingerprints to obtain FBI clearance.



Foothill Transit will continue to monitor guidance from the DOJ and FBI and will return to the Board if federal background check services become available and additional authorization is needed.

Budget Impact

There is no fiscal impact associated with approval of the revised resolution. The revisions are administrative and do not affect the previously identified implementation costs.

Sincerely,

Joyce Rooney
Director of Finance

Doran J. Barnes
Chief Executive Officer

Ashlien Savage
Human Resources Manager

RESOLUTION NO. 2026-01 – 2nd Revision

**RESOLUTION OF THE EXECUTIVE BOARD OF FOOTHILL TRANSIT
AUTHORIZING FOOTHILL TRANSIT TO ACCESS STATE LEVEL SUMMARY
CRIMINAL HISTORY INFORMATION.**

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) authorize cities, counties, districts and joint powers authorities to access state and local summary criminal history information for employment; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment based on specific criminal conduct on the part of the subject of the record; and

WHEREAS, Penal Code Sections 11105(b)(11) and 13300(b)(11) require the city council, board of supervisors, governing body of a city, county or district or joint powers authority to specifically authorize access to summary criminal history information for employment.

NOW THEREFORE, BE IT RESOLVED, that Foothill Transit is hereby authorized to access state summary criminal history information for employment with Foothill Transit (including volunteers and contract employees) purposes and may not disseminate the information to a private entity; and

BE IT FURTHER RESOLVED that Foothill Transit shall not consider a person who has been convicted of a violent or serious felony or misdemeanor eligible for employment (including volunteers and contract employees, if applicable).

[Continued on page 2.]

The Board Secretary of Foothill Transit shall certify as to the adoption of this Resolution.

Adoption. PASSED AND ADOPTED at a Regular Meeting of the Executive Board held on October 23, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

BECKY A. SHEVLIN, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By:_____

By:_____



October 23, 2026

To: Executive Board

Subject: **2026 Title VI Program**

Recommendation

Adopt the 2026 Title VI Program.

Analysis

Since 1972, the Federal Transit Administration (FTA) has required recipients of federal financial assistance to provide assessments of compliance with Title VI of the Civil Rights Act of 1964. Title VI regulations mandate that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance from the FTA.

In October 2012, the FTA issued updated Title VI guidelines that clarified the reporting responsibilities of transit agencies and established additional requirements. In accordance with FTA Circular 4702.1B, *Title VI Requirements and Guidelines for Federal Transit Administration Recipients*, Foothill Transit's Title VI Program addresses the agency's policies, procedures, outreach efforts, and monitoring activities to ensure equitable access to transit services. The program includes information on how Foothill Transit communicates Title VI rights to its customers and receives and addresses Title VI-related complaints; its public outreach program and strategy, including efforts to engage individuals with Limited English Proficiency (LEP); system-wide service standards and policies; demographic characteristics of the service area; procedures for evaluating major service changes and their impacts on Black, Indigenous, and People of Color (BIPOC) and low-income communities; and the results of monitoring activities used to assess compliance with Title VI policies and procedures.

These requirements are particularly important given the diversity of Foothill Transit's service area, which encompasses communities with a wide range of racial, ethnic, linguistic, and socioeconomic characteristics. Approximately 84 percent of the population within the service area identifies as BIPOC. A significant portion of the BIPOC population within the service area identifies as Hispanic/Latino or Asian and high concentrations of BIPOC populations are in El Monte, Pomona, Rowland Heights, Walnut, Industry, Temple City, and Baldwin Park.



Foothill Transit’s service area also includes a diverse range of languages and English proficiency levels. Spanish, Chinese, Korean, Tagalog, and Vietnamese are the most spoken languages among populations with Limited English Proficiency. As a result, Foothill Transit’s Title VI Program places an emphasis on effective communication and outreach strategies that ensure individuals with LEP have meaningful opportunities to access information, participate in the public process, and understand their rights and available transit services.

Socioeconomic characteristics are another important consideration in evaluating equitable access to transit. Approximately 17 percent of the population within Foothill Transit’s service area is classified as low-income. Foothill Transit adopted its definition of “low-income” from the California Department of Housing and Community Development’s definition of “extremely low income,” which applies to households earning 30 percent or less of the median household income. The average median household income within Foothill Transit’s service area is \$91,134, resulting in a low-income threshold of \$27,340.²¹ Because census data reports household income in increments, Foothill Transit considers households with an annual household income of less than \$30,000 to be “low-income.” The highest concentrations of low-income households are in Pomona and El Monte.

Understanding these demographic and socioeconomic characteristics is integral to Foothill Transit’s Title VI compliance efforts. The agency uses this information to evaluate the potential impacts of major service changes, assess the distribution of transit services and amenities, develop appropriate outreach strategies, and ensure that BIPOC, low-income, and LEP populations have equitable opportunities to benefit from Foothill Transit’s programs and services.

An updated Title VI Program is required by FTA every three years. Foothill Transit’s next report is scheduled to be submitted by October 30, 2026. Although responsibility for implementing the Title VI Program is shared among several departments, the Planning team takes the lead in ensuring that the appropriate policies, procedures, monitoring activities, and outreach strategies are established and maintained to meet FTA requirements. Through these efforts, Foothill Transit seeks to ensure that its planning and service decisions reflect the diverse needs of the communities it serves and remain consistent with the principles of equity and nondiscrimination established under Title VI.

The 2026 Title VI Program is available upon request.



Budget Impact

There is no financial impact associated with this update.

Sincerely,

Lourdes Álvarez
Transit Planner

Doran J. Barnes
Chief Executive Officer



October 23, 2026

To: Executive Board

Subject: **Authorization to Award Contract for On-Call Architectural & Engineering Services**

Recommendation

Authorize the Executive Director to negotiate final terms and conditions and execute Contract No. 26-078 with Stantec for the provision of On-Call Architectural & Engineering Services.

Analysis

At the May 2026 Executive Board meeting, the Board authorized the release of Request for Qualifications (RFQ) No. 26-078 for On-Call Architectural and Engineering (A&E) Services. Foothill Transit issued the RFQ on July 14, 2026, seeking proposals from qualified A&E firms to provide on-call support for small-scale facility projects.

Foothill Transit regularly utilizes on-call A&E services to support minor facility improvements. For each project, a task order is issued requesting that the consultant develop a defined scope of work and schedule for the required architectural and engineering services.

Three firms were prequalified, and interviews were conducted on September 15, 2026. The highest-rated proposer was Stantec Architecture, Inc. (Stantec), a leading design firm with extensive experience providing architectural and engineering services to cities, counties, and transit agencies throughout California.

The on-call A&E contract will include a two-year base term with one additional one-year option. Foothill Transit will issue task orders as specific services are required. For each task order, the consultant will submit a scope of work, schedule, and proposed compensation, all subject to negotiation.

Each task order functions as a separate contract, and the Chief Executive Officer is authorized to approve and execute task order amendments. Task orders under this on-call A&E contract will be issued on an as-needed basis and are limited to projects where the value of services provided is less than \$250,000.



Budget Impact

Funding for on-call Architectural & Engineering services is included in Foothill Transit's proposed FY26-27 Budget in the specific capital projects which require the task order.

Sincerely,

Vincent Saucedo
Capital Projects Manager

Doran J. Barnes
Chief Executive Director



October 23, 2026

To: Executive Board

Subject: **Authorization to Award Contract for CNG Fueling Station Upgrades, Monitoring and Maintenance Services, Lease of Public Access Stations, and Supply of CNG**

Recommendation

Authorize the Chief Executive Officer to negotiate final terms and enter into agreements with Clean Energy for design-build services to upgrade the CNG fueling stations at the Pomona and Arcadia/Irwindale Operations and Maintenance Facilities (“O&M Facilities”) in an amount not to exceed \$11,619,188.87, inclusive of a \$350,000 provisional sum for allowable change orders and unforeseen conditions, monitoring and maintenance services for the CNG fueling stations at the O&M Facilities priced at up to \$0.23 per Gasoline Gallon Equivalent (GGE) of fuel throughput, operation of public access fueling stations adjacent to the O&M Facilities paying Foothill Transit \$0.25 per GGE, and an environmental credit share of 26 percent on the supply of renewable natural gas.

Analysis

On March 27, 2026, the Executive Board authorized the issuance of a Request for Proposals (RFP) for equipment upgrades, management and maintenance services, lease of public access stations and supply of compressed natural gas (CNG) at the Pomona and Arcadia Irwindale CNG fueling stations.

Procurement of design-build services is a two-phase process that begins with a Request for Qualifications (RFQ) to establish a pool of firms qualified to participate in the RFP. Foothill Transit worked with its consultant, Stantec Architecture, to develop the specifications for this project.

Phase I of the procurement process began with the issuance of RFQ No. 26-069A on April 2, 2026, via Foothill Transit’s e-procurement portal and advertisement in TransitTalent. Respondent submittals were evaluated by an Evaluation Committee, consisting of three Foothill Transit team members and the Maintenance Managers at the Pomona and Arcadia-Irwindale Operation and Maintenance Facilities. The Evaluation Committee reviewed and scored each submittal for its project approach, experience and qualifications, and proposed project team. Of the two respondents – Clean Energy and Trillium USA dba Love’s Alternative Energy – both were pre-qualified to submit proposals in Phase II.



Phase II of the procurement process was initiated on June 10, 2026, with the issuance of RFP No. 26-069B to the two firms pre-qualified in Phase I. Proposals from both pre-qualified firms were received by the receipt deadline. Each technical proposal was reviewed and scored by the Evaluation Committee based on the following weighted criteria (75 points total):

- | | |
|--|--------|
| 1. Fueling System Solution | 20 pts |
| 2. Experience and Past Performance | 20 pts |
| 3. Key Personnel, Organization, and Major Subcontractors | 15 pts |
| 4. Project Management and Schedule | 10 pts |
| 5. Monitoring and Maintenance Plans | 10 pts |

Price Proposals were evaluated and scored using a mathematical formula that compared the proposers' prices at the following weights (25 points total):

- | | |
|--|-------|
| 1. Design-Build of CNG Stations | 5 pts |
| 2. Life Cycle Cost | 1 pt |
| 3. Design-Build Alternates | 2 pts |
| 4. Monitoring and Maintenance of Legacy Stations | 4 pts |
| 5. Monitoring and Maintenance of Upgraded Stations | 5 pts |
| 6. Lease and Operation of Public Access Stations | 5 pts |
| 7. Natural Gas Commodity Rebate | 3 pts |
| 8. Natural Gas Credit Sharing | 3 pts |

After the initial evaluation, interviews and discussions with each of the proposers were held to allow them to respond to questions, expand upon their proposals, and clarify their pricing. 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.

Final evaluations ranked Clean Energy highest and is therefore recommended as the firm offering the best value based on the technical and price evaluation factors set forth above. A summary of final scores is provided below.



Evaluation Factors	Maximum Score	Clean Energy	Love's Alternative Energy
1. Fueling System Solution	20	17.40	11.60
2. Experience and Past Performance	20	17.20	13.72
3. Key Personnel, Organization, and Major Subcontractors	15	12.45	10.50
4. Project Management and Schedule	10	8.40	6.80
5. Monitoring and Maintenance Plans	10	8.80	7.20
<i>Technical Score</i>	<i>75</i>	<i>64.25</i>	<i>49.82</i>
Design-Build Total		\$11,269,188.87	\$12,265,705.83
Monitoring and Maintenance of Legacy Stations		\$0.15/GGE	\$0.17-\$0.18/GGE
Monitoring and Maintenance of Upgraded Stations		\$0.19-\$0.23/GGE	\$0.17-\$0.19/GGE
Natural Gas Commodity Rebate		\$0.70/Therm	\$0.00/Therm
Natural Gas Credit Sharing		26% RIN 26% LCFS	20% RIN 27% LCFS
<i>Price Score</i>	<i>25</i>	<i>23.16</i>	<i>18.21</i>
<i>Overall Score</i>	<i>100</i>	<i>87.41</i>	<i>68.03</i>
<i>Rank</i>		<i>1</i>	<i>2</i>

If authorized, the awarded contract will include design-build fixed costs and annual per Gasoline Gallon Equivalent (GGE) price rates for monitoring and maintenance services. A rate of \$0.25 per GGE will be paid to Foothill Transit for Clean Energy's lease and operation of the public access stations. Renewable natural gas will be supplied by Clean Energy at commodity rates with a percentage of Renewable Identification Number (RIN) and Low Carbon Fuel Standard (LCFS) credit revenue shared with Foothill Transit.

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 current CNG stations and hydrogen fueling station at the Pomona Operations and Maintenance Facility. They have designed, built, operated and maintained, and/or supplied LNG/LCNG, CNG and RNG services to 80 current transit customers including our Pomona and Arcadia-Irwindale facilities. Long time partners with Clean Energy, Valley Civil



Design and FASTECH, will provide respective subconsultant engineering and construction services.

Budget Impact

The Chief Executive Officer will negotiate final terms with Clean Energy for the design-build project to align with Foothill Transit's current capital budget. Under the negotiated terms, Clean Energy's firm fixed price for the design-build work (\$11,269,188.87), plus the not-to-exceed provisional sums (\$350,000), would be funded from two sources: (1) a capital outlay not to exceed \$7,500,000.00, and (2) an adjustment to the percentage allocation of RIN and LCFS credit revenue sharing between the parties to cover the remaining balance. The Chief Executive Officer will negotiate the revised revenue-sharing allocations, including the percentage, duration, and mechanism of the adjustment, needed to satisfy that remaining balance.

The funding for capital improvements, monitoring and maintenance, and fuel at the Pomona and Arcadia-Irwindale Operations and Maintenance Facilities is included in the FY2027 Business Plan and Budget.

Sincerely,

Sharlane Bailey
Director of Capital Projects and Facilities

Doran J. Barnes
Chief Executive Officer



October 23, 2026

To: Executive Board

Subject: **Authorization to Award Contract for Administrative Offices 2nd Floor Renovations**

Recommendation

Authorize the Chief Executive Officer to award Contract No. 27-006 for construction services related to the Administrative Offices 2nd Floor Renovations to Full Swing Construction for \$735,000.

Analysis

At the August 2026 Executive Board meeting, the Board authorized the initiation of a procurement to renovate the second floor of the Administration Office Building. The second floor has not undergone a comprehensive update in many years, and several areas require modernization to support daily operations, improve accessibility, maintain a state of good repair, and enhance the experience of both employees and visitors.

The renovation scope includes construction of new single-occupancy restrooms that meet current accessibility standards, replacement of flooring throughout the second floor to address wear and improve durability, and upgrades to the existing kitchenette to provide a more functional and efficient space for staff. In addition, the Transit Store customer service counter requires refinishing to replace damaged areas and extend its service life. The Board Room dais will also be modified to better accommodate leg space. These improvements are intended to refresh heavily used spaces, address aging finishes, and ensure that the second floor continues to serve as a professional, welcoming environment for employees, customers, and Board members.

Invitation for Bids (IFB) No. 27-006 was issued on September 9, 2026. A mandatory pre-bid site visit was conducted on September 16, 2026. Bids were due on due October 6, 2026. A total of 11 bids were received. Following review for responsiveness and responsibility, Full Swing Construction was determined to be the lowest responsive and responsible bidder at \$735,000. Full Swing Construction has been in business for 15 years and is based in Garden Grove, CA and has completed similar renovation and tenant-improvement projects for Santa Ana Unified School District and City of Huntington Beach.



Award of Contract No. 27-006 will allow Foothill Transit to proceed with construction following approval of plans by the City of West Covina's Building Department. Construction is tentatively planned to begin in mid-December 2026.

Budget Impact

Funding for the Administrative Offices 2nd Floor Renovations is included in the approved FY26-27 Business Plan.

Sincerely,

Vincent Saucedo
Capital Projects Manager

Doran J. Barnes
Chief Executive Officer



October 23, 2026

To: Executive Board

Subject: **Authorization to Award Contract for Audio Video Upgrades to Board Room and Large Conference Room**

Recommendation

Authorize the Chief Executive Officer to award Contract No. 25-115 for Audio Video Upgrades to the Board Room and Large Conference Room to EIDIM AV Technology in the amount of \$322,769.89.

Analysis

On May 29, 2026, the Executive Board authorized a solicitation for Audio Video Upgrades to the Board Room and Large Conference Room.

The audio video equipment installed in Foothill Transit's Board Room has reached end of life. The equipment is necessary to run effective meetings. The upgraded equipment will improve the sound quality and video presentations during meetings held in the Board Room. Foothill Transit will also upgrade the video and web meeting capabilities in the large conference room.

In the Board Room, Foothill Transit will replace the existing Christie Video Wall with a new video wall. The current video wall has reached end of life and replacement parts are difficult to purchase. The speakers in the Board Room will be replaced and repositioned to provide optimal audio. The system that controls the audio levels in the room will also be upgraded to better equalize the sound. The speakers currently installed in the Board Room will be repurposed and installed in the Administrative Building's Lobby to allow audio from the Board Room or another source to be played in the lobby.

The video projector and screen in the Administrative Building's Large Conference Room will be replaced with a large LCD display. To facilitate web meetings, a video conference system will be installed in the Large Conference Room.

Foothill Transit worked with an audio video consultant to develop the specifications for Invitation for Bids No. 25-115 that was issued on September 9, 2026.



A mandatory site visit and optional pre-bid conference were held on September 16, 2026, to allow potential bidders to walk the job site, ask questions, and request addenda.

Foothill Transit received bids from seven firms by the due date on October 9, 2026. The Procurement team reviewed the bids for responsiveness and verified bidder qualifications. EIDIM AV Technology was determined to be the lowest price responsive and responsible bidder.

EIDIM AV Technology is based in Fullerton, California and has been in business since 1999. The firm has completed similar projects for the North County Transit District (NCTD) and the Cities of Pasadena and Norwalk.

Budget Impact

The funding for this project is included in the FY2026-2027 Capital budget.

Sincerely,

Joseph Raquel
Director of Planning and IT

Doran J. Barnes
Chief Executive Officer