



Foothill Transit

Executive Board Meeting AGENDA

EXECUTIVE BOARD MEETING

8:00 AM, June 27, 2014

Foothill Transit Administrative Office

2nd Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS DE LA TORRE, HERRERA, LANTZ, SHEVLIN, TESSITOR
4. APPROVAL OF MINUTES FOR THE STRATEGIC PLANNING WORKSHOP OF FEBRUARY 21, 2014, THE REGULAR MEETING OF APRIL 25, 2014 AND JOINT MEETING OF THE ANNUAL GOVERNING BOARD MEETING & EXECUTIVE BOARD MEETING OF MAY 21, 2014
5. PRESENTATIONS:
 - 5.1. Margaret McAustin Recognition
 - 5.2. Contractors' Employee Recognition
6. PUBLIC COMMENT

Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

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 Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

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) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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CONSENT CALENDAR: Items 7 through 17 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.

7. APRIL FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the April Financial Statements and Investment Summary for Fiscal Year 2014.

8. MAY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the May Financial Statements and Investment Summary for Fiscal Year 2014.

9. APRIL PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the April Performance Indicators Report.

10. MAY PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the May Performance Indicators Report.

11. JUNE LEGISLATIVE SUMMARY

Recommended Action: Receive and file the June Legislative Summary. Adopt support positions on AB 1433 and SB 1298.

12. REQUEST TO ISSUE RFP – BUS BOOK PRINTING

Recommended Action: Authorize the Executive Director to issue a Request for Proposals (RFP) No. 14-043 for the design, production, and printing of Bus Books.

13. OPTION EXERCISE – FLEET AUDIT SERVICES

Recommended Action: 1. Receive and file an update on the cancellation of Request for Proposals (RFP) No. 14-032 for Fleet Audit Services; and 2. Authorize the Executive Director to exercise an option in the amount of Seventy-Eight Thousand Dollars (\$78,000) with Vehicle Technical Consultants (VTC) for the provision of fleet audit services and turnover audit services.



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14. SOLE SOURCE CONTRACT AWARD - BUSINESS INTELLIGENCE USER LICENSE MAINTENANCE AND SUPPORT

Recommended Action: Authorize the Executive Director to enter into a sole source agreement in the amount of \$115,000 with TransTrack for a term of three years for business intelligence user license and support with an option for two additional years to be exercised at Foothill Transit's sole discretion.

15. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM GOAL

Recommended Action: Authorize the Executive Director to conduct a public hearing to solicit input on the continued suitability of Foothill Transit's DBE goal of six percent.

16. Foothill Transit Credit Card Policy Update

Recommended Action: Authorize the Executive Director to expand the existing Foothill Transit credit card policy to include non-travel related expenses, as required, to obtain certain small dollar goods and services more quickly and conveniently.

17. MANAGEMENT COMPENSATION PROGRAM ADJUSTMENTS

Recommended Action: Approve modifications to the management compensation plan.

REGULAR AGENDA:

18. EXERCISE OF CONTRACT OPTION – PROCUREMENT OF TWO (2) PROTERRA VERSION 2 ELECTRIC BUSES AND CHARGING STATION AT THE POMONA FACILITY

Recommended Action: Authorize the Executive Director to exercise an option, negotiate final terms and conditions and enter into a Contract with Proterra LLC for the procurement of two (2) Version 2 40-foot electric buses and a fast charging station to be constructed at the Foothill Transit Pomona facility in the amount of Two Million Four Hundred Thousand Dollars (\$2,400,000), excluding sales taxes.

19. CONTRACT AWARD – SMARTBUS TECHNICAL ADVISORY SERVICES

Recommended Action: Authorize the Executive Director to negotiate final contract terms and conditions and award a contract in the amount of \$466,689.34 to IBI Group for SMARTBus Technical Advisory Services to assist with developing performance specifications for the new CAD/AVL system, for replacement of the analog radio, replacement of the radio service carrier, and assistance with the implementation of Foothill Transit's SMARTBus Replacement Project.



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20. FISCAL YEAR 2014 MANAGEMENT CONTRACTOR INCENTIVE PAYMENT

Recommended Action: Authorize an incentive payment in the amount of \$33,000 to Veolia Transportation for their efforts on behalf of Foothill Transit during Fiscal Year 2014.

21. PUENTE HILLS MALL TRANSIT STORE UPDATE

Recommended Action: Receive and file the Puente Hills Mall Transit Store Update.

22. ENVIRONMENTAL SUSTAINABILITY MANAGEMENT SYSTEM (ESMS) UPDATE

Recommended Action: Receive and file an update on Foothill Transit's ESMS program at the Arcadia operations and maintenance facility.

23. FEDERAL TRANSIT ADMINISTRATION TRIENNIAL REVIEW FOR FEDERAL FISCAL YEARS 2011 – 2014 (FFY11 – FFY14)

Recommended Action: Receive and file an overview of the Federal Transit Administration (FTA) Triennial Review process for FFY11 – FFY14.

24. EXECUTIVE DIRECTOR COMMENT

25. EXECUTIVE BOARD COMMENT

26. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATORS
(Gov't Code § 54957.6)

Agency Representatives Attending Closed Session:

Executive Board Chair Tessitor, General Counsel Pieper

Unrepresented Employee Position Title: Executive Director, Deputy Executive Director

27. POSSIBLE AMENDMENT TO EXECUTIVE DIRECTOR'S EMPLOYMENT CONTRACT

Recommended Action: Authorize Chair Tessitor to execute any possible amendment(s) to the Executive Director's Employment Agreement.

28. ADJOURNMENT

The Next Regular Meeting of the Foothill Transit

Executive Board is scheduled for

Friday, July 25, 2014 at 8:00 a.m.