



Foothill Transit

Executive Board Meeting AGENDA

EXECUTIVE BOARD MEETING
9:00 AM OR IMMEDIATELY FOLLOWING GOVERNING BOARD MEETING
AUGUST 23, 2019
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL: MEMBERS BARAKAT, BOYER, CALAYCAY, HERRERA, STERNQUIST
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 28, 2019
5. PUBLIC COMMENT
 - 5.1. Executive Director Response to Public Comment

CONSENT CALENDAR: Items 6 through 7 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. REQUEST TO ISSUE RFP – TRANSIT SERVICES – ARCADIA FACILITY
(RFP NO. 20-010)

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 two 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.

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 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.



Recommended Action: 1. Rescind the Executive Director's authorization to exercise the four-year option on Agreement No. 16-021 with Transdev Services, Inc.; and 2. Authorize the Executive Director to issue a request for proposals (RFP) No. 20-010 for transit operations and maintenance services at Foothill Transit's Arcadia facility.

7. CONTRACT AWARD – ON CALL SCHEDULING SUPPORT

Recommended Action: Receive and file this update on award of Contract No. 19-098 to MetroKinetics Inc. dba CSched USA for On Call Scheduling Support in the not-to-exceed amount of \$83,808.

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) 931-7300 extension 7204, at least 48 hours prior to the meeting.

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

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalin, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626)931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកករិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបញ្ជូនបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626)931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษากรุณาติดต่อสำนักงานผู้อำนวยการบริหารที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



9:00 AM, August 23, 2019
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 3

REGULAR AGENDA:

8. CNG FUEL FIXED PRICE PROPOSAL

Recommended Action: Authorize the Executive Director to negotiate contract terms and amend the existing CNG fueling station operations and maintenance contracts into fixed-price agreements with Clean Energy to guarantee Foothill Transit's cost of natural gas for a period of four years. The pricing will be based on a price per gasoline gallon equivalent (GGE) and costs will not exceed the FY19-20 approved budget for fuel.

9. EXECUTIVE DIRECTOR COMMENT

10. BOARD MEMBER COMMENT

11. ADJOURNMENT

**The next Regular Meeting of the Executive
Board is scheduled for
Friday, September 27, 2019 at 8:00 a.m.**



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, June 28, 2019
8:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 8:01 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Herrera.

3. FOCUS ON SAFETY

Roberto Estrella, Safety Compliance Coordinator, presented a message on Fourth of July safety.

4. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Gary Boyer, Member Corey Calaycay, Vice Chair Cynthia Sternquist, Chair Carol Herrera

5. APPROVAL OF AGENDA

After discussion, by Common Consent, and there being no objection, the Board approved the agenda as presented.

6. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of April 26, 2019.

Motion by Member Barakat, second by Member Calaycay, the minutes for the Regular Meeting of April 26, 2019 were approved. Motion carried 5-0.



7. PRESENTATIONS

7.1 Contractors' Employee Recognition

Bill Jackson, General Manager, Transdev, introduced and recognized the following Arcadia location Transdev operator and employee of the month:

Elvira Garcia, Operator of the Month
James Martus, Employee of the Month

Jeffrey Moore, Interim General Manager, Keolis, introduced and recognized the following Pomona location Keolis operator and employee of the month:

Angel Bird, Operator of the Month
Marcos Rivera, Employee of the Month

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

8. PUBLIC COMMENT

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

CONSENT CALENDAR

9. MAY 2019 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through May 31, 2019. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of May 31, 2019, for the fiscal year ending June 30, 2019.

Motion by Member Calaycay, second by Member Barakat, to receive and file. Motion carried 5-0.

10. MAY 2019 PERFORMANCE INDICATORS REPORT

Recommendation: Receive and file the May 2019 Performance Indicators Report.



Motion by Member Calaycay, second by Member Barakat, to receive and file.
Motion carried 5-0.

11. **JUNE 2019 LEGISLATIVE SUMMARY**

Recommendation: Receive and file the June 2019 Legislative Summary and adopt a support position on H.R. 2164.

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

12. **HOLIDAY SERVICE SCHEDULE FOR FISCAL YEAR 2019-2020**

Recommendation: Approve the proposed FY 2019-2020 Holiday Service Schedule.

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

13. **CONTRACT AMENDMENT - CNG BUS PROCUREMENT**

Recommendation: Authorize the Executive Director to amend Contract No. 18-043 with Creative Bus Sales in the amount \$19,710, inclusive of California Sales Tax, for a total option value of \$6,556,570 for the purchase of cleanable seat fabric and installation of rear window glass fill at the bottom half of the bus, on the current option order of ten CNG buses.

Motion by Member Calaycay, second by Member Barakat, to authorize.
Motion carried 5-0.

REGULAR AGENDA

14. **CONTRACT AWARD - SPECIAL LEGAL SERVICES**

Recommendation: Authorize the Executive Director to negotiate final contract terms and conditions and enter into Contract Nos. 19-037.1, 19-037.2, 19-037.3 and 19-037.4 with Thompson Coburn LLP, Daley & Heft LLP, The Sohagi Group PLC and Atkinson, Andelson, Loya, Ruud and Romo, respectively, for special legal services. The contracts will be billed at the proposed hourly rates for services rendered and the cumulative cost of these is agreements is expected to be less than \$600,000 per year.

Chris Pieper, Director of Procurement, presented this item.



Mr. Pieper reported that most transit agencies solicit a multi-disciplinary bench for firms. Staff designed the RFP around ten major areas of expertise. Nine proposers were determined to be in the competitive range in at least one of the specialties and were brought in for interviews.

Daley & Heft ranked highest in Insurance and Liability. The Sohago Group PLC ranked highest in Environmental Law. Atkinson, Anderson, Loya, Ruud & Romo was the top ranked proposer in Labor and Employment. Thompson Coburn LLP ranked highest in Civil Rights, ADA, Finance, Intellectual Property, Federal Compliance, Public Transportation Operations, Real Estate, and Procurement.

Motion by Member Calaycay, second by Member Barakat, to authorize. Motion carried 5-0.

15. **TRANSIT STORE QUARTERLY REPORT**

Recommendation: Receive and file the Transit Store Quarterly Report.

Paulina Perez, Transit Business Intelligence Analyst, presented this item.

Ms. Perez presented sales and activity for the Third Quarter of FY2018-2019, which includes the months of January, February, and March 2019. Sales for the third quarter totaled \$1,005,210. During the third quarter, a total of 49,706 phone calls were received. Customer Service Representatives answered 94 percent of the calls. Walk-in traffic for the third quarter was 39,922.

Received and filed.

16. **EXECUTIVE DIRECTOR COMMENT**

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.

Mr. Barnes reported the following:

- Director of Planning Joe Raquel will be installed as the Chair for the Regional Chamber.
- Planning Manager Josh Landis will be serving on the Pomona Chamber board.
- An article in the LA Times focuses on transit ridership. Ridership continues to be the most important topic that transit agencies are focusing on.



- No meetings for the Executive Board or Governing Board in July 2019. Several Board Member are scheduled to participate in the APTA Transit Board Members Seminar in July 2019.

17. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Herrera stated that she attended a San Gabriel Valley Council of Governments Transportation Committee meeting and Metro made a presentation on what they are doing to increase ridership.
- Chair Herrera wished Executive Director Doran Barnes an early Happy Birthday.
- Member Calaycay recommended staff monitor SB592. Staff may consider providing an update in August or September. Director of Government Relations David Reyno reported that SB592 is not exactly the same as SB50. SB50 will be addressed in January 2020. SB592 was a bill that dealt with barbershop and cosmetology and it was gutted and amended and replaced with language that will close loop holes in the Housing Accountability Act that was implemented in 1982 and intended to make it harder for local governments to block housing projects. Vice Chair Sternquist reported that the San Gabriel Valley Council of Governments sent a letter of opposition.

18. **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION** Existing Litigation, Government Code § 54956.9(a)

Name of Case: Gabriela Cabrera v. Foothill Transit
Superior Court of California County of Los Angeles, Case Number BC723268

The Executive Board recessed into Closed Session at 8:43 a.m.

19. **CLOSED SESSION REPORT**

The Executive Board reconvened 9:15 a.m.

Chair Herrera reported that there were no reportable actions on Closed Session Item 18.



20. **ADJOURNMENT**

Adjournment for the June 28, 2019 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:16 a.m.



August 23, 2019

To: Executive Board

Subject: **Request to Issue RFP – Transit Services - Arcadia Facility
(RFP No. 20-010)**

Recommendations

1. Rescind the Executive Director’s authorization to exercise the four-year option on Agreement No. 16-021 with Transdev Services, Inc.; and
2. Authorize the Executive Director to issue a request for proposals (RFP) No. 20-010 for transit operations and maintenance services at Foothill Transit’s Arcadia facility.

Analysis

Transdev Services, Inc., assumed operation of transit service at Foothill Transit’s Arcadia facility on October 5, 2014, and provided transit operations services under Agreement No. 14-028 for 145 CNG buses operating out of that facility. A new procurement was issued for those services in October 2015 and Transdev was the highest ranked proposer of the six firms who submitted proposals and were interviewed. Transdev began providing transit services under the terms of Agreement No. 16-021 on July 3, 2016. The base term of the current agreement expires on June 30, 2020, and the Executive Board considered and authorized exercise of the available four-year option at their meeting on April 26, 2019.

Subsequent to the April 2019 Executive Board meeting, Transdev’s corporate leadership requested that the Board reconsider the option exercise due to financial considerations they are experiencing in the California and Nevada region. Staff presented that request to the Board at the August 2, 2019, Study Session and was directed to present a recommendation to the Board at an upcoming meeting.

If authorized by the Board, a new RFP will be issued and among other elements, the new RFP for transit service will include:

- A number of clarifications to the RFP and supporting documents to ensure that proposers include correct assumptions in their technical and price proposals;
- The performance of a third-party analysis of price proposals to ensure that proposed pricing is reasonable and realistic;



- The inclusion in the Agreement of specific representations, certifications and warranties from the Contractor; and
- Other technical and conforming changes to the Agreement and updates to the Attachments and Exhibits.

Evaluation of the proposals will involve a prequalification phase and a technical qualification phase. The prequalification factors will be evaluated on a Pass/Fail basis and will include the following:

- Submittal Letter
- Evidence of Good Standing and Authorized Execution
- Summary of Qualifications
- Information Regarding Debarments, Findings of Non-Responsibility, Default, Claims, Disputes, and Related Events
- Financial Information
- Certifications
- Plans and Policies
- Proposal Bond
- Performance Bond and Insurance
- Exceptions

Subsequent to the prequalification evaluation, each technical proposal will be evaluated based on the following criteria and weighting:

Technical Qualifications

- Local Project Team Management and Technical Competence
- Capability and Experience
- Approach to Key Cost Drivers
- Quality of Staffing and Training Plan
- Quality of Vehicle Maintenance Program and Plans
- Quality of Other Plans and Submittals
- Financial Viability*

*Financial Viability will be evaluated by an independent, third party firm with experience in this area.

Additionally, at this stage of the evaluation, evaluators will consider the results of reference checks that will be performed on each proposer.



Price will be weighted at 25 percent of the total score and will be scored as follows:

$$\text{Proposer's Price Score} = \frac{\text{Lowest Price}}{\text{Proposer's Price}} * 100 \text{ Points}$$

Overall pricing for each contractor will be determined primarily by their stated fixed monthly fee, their stated rate per revenue mile by route, their stated rate per revenue hour by route, the number of revenue hours by route, and the number of revenue miles by route as indicated in the RFP. In addition, each firm will propose their startup costs and separate costs per hour for Extra Work such as equipment transfers from retired to new coaches, and for Special Services such as Rose Bowl service. Those costs will be factored into their overall pricing using the projected number of annual hours in each category.

Key dates in the proposed procurement timeline are as follows:

Event	Date
Issuance of RFP	September 30, 2019
Proposals due	January 7, 2020
Initial Evaluation and Interviews	January 14, 2020 - January 28, 2020
Best and Final Offers due from Proposers	February 26, 2020
Contract award by Foothill Transit Executive Board and authorization to execute contract	March 27, 2020
Commencement Date	June 28, 2020

This schedule will provide adequate time for execution of final contract documents and transition to the delivery of service under the new agreement.



Budget Impact

Foothill Transit will incur costs related to conducting comprehensive audits of the fleet and facility, third party analysis of the price proposals, and determination of financial viability of the proposers during the procurement process.. Historically, these costs have been approximately \$120,000. A major portion of these costs are available in the FY2019-2020 Procurement Department budget. The remainder will be funded through budget savings in the current year. We will keep the Board informed of our progress in this effort. Funds will be programmed in the Fiscal Year 2020-2021 and subsequent Business Plans and Budgets for operation of transit service at Foothill Transit's Arcadia facility.

Sincerely,

Handwritten signature of Kevin Parks McDonald in blue ink.

Kevin Parks McDonald
Deputy Executive Director

Handwritten signature of Doran J. Barnes in blue ink.

Doran J. Barnes
Executive Director

Handwritten signature of Michelle Lopes Caldwell in blue ink.

Michelle Lopes Caldwell
Director of Finance and Treasurer

Handwritten signature of Christopher Pieper in blue ink.

Christopher Pieper
Director of Procurement



August 23, 2019

To: Executive Board

Subject: **Contract Award - On Call Scheduling Support**

Recommendation

Receive and file this update on award of Contract No. 19-098 to MetroKinetics Inc. dba CSched USA for On Call Scheduling Support in the not-to-exceed amount of \$83,808.

Analysis

On May 31, 2019, the Executive Board authorized the issuance of Request for Proposals (RFP) No. 19-098 for On Call Scheduling Support. Such support helps troubleshoot errors that may occur with new schedule uploads to the SMARTBus system and provides in-depth coaching on the Giro Hastus software suite Foothill Transit uses to create line routing and schedules.

The RFP was issued on June 11, 2019, to vendors using the agency's e-procurement platform PlanetBids and advertised online on TransitTalent. One proposal, by CSched USA, was received in response to the RFP. Vendor interest checks were conducted with non-responding prospective proposers to determine that competition was adequate and unrestricted.

CSched USA's Pre-qualification Submittal was evaluated by Foothill Transit's Procurement staff and Legal Counsel. The submittal consisted of a proposal letter, certifications, evidence of good standing, and exceptions taken to the draft contract. The pre-qualification review also examined the Technical and Price Proposal to determine compliance with the requirements of the RFP. Subsequently, an evaluation committee, consisting of five members of Foothill Transit's administrative team, reviewed CSched USA's Technical Proposal. The following technical factors comprised 80 percent of the total score:

- Project Understanding (20 percent)
- Statement of Qualifications, Experience, and Past Performance (30 points)
- Work Plan and Technical Approach (30 percent)

Price was weighted at 20 percent of the total score and was scored as follows:



$$\text{Price Score} = \frac{\text{Lowest Price}}{\text{Proposer's Price}} * 20 \text{ Points}$$

Overall price was determined by the total estimated service hours and the firm's blended hourly rate.

The evaluation committee determined that CSched USA's proposal meets the requirements of the RFP. A summary of the scores and pricing is provided in Attachment A. A price analysis was also performed to determine the reasonableness of CSched USA's proposed price.

CSched USA currently works with transit clients like Chicago Transit Authority, Culver City, and King County Metro on similar support tasks. Its proposed team has over ten years of experience with the Giro Hastus system.

The total independent cost estimate for an initial contract term of three years was \$120,000 and required authorization by the Executive Board for issuance of the RFP. CSched USA's proposed price for the three-year base term is \$83,808; below the \$100,000 award threshold requiring authorization by the Executive Board. As this contract's price fell within the Executive Director's award authority, Contract No. 19-098 was awarded to CSched USA.

The services in Contract No. 19-098 will be performed for an initial term of three years with two one-year options to be executed at the sole discretion of Foothill Transit.

Budget Impact

Funding for this project is included in Foothill Transit's proposed FY19-20 Business Plan and Budget. Planning for future year expenses is included in the Foothill Transit agency-wide ten-year forecast.

Sincerely,

Christopher Pieper
Director of Procurement

Doran J. Barnes
Executive Director

Michelle Lopes Caldwell
Director of Finance and Treasurer

ATTACHMENT A
RFP No. 19-098 On Call Scheduling Support

Evaluation Score Summary

Evaluation Factors	Maximum Score	CSched USA
1. Project Understanding	20	17.80
2. Statement of Qualifications, Experience, and Past Performance	30	28.02
3. Work Plan and Technical Approach	30	28.50
<i>Technical Score</i>	<i>80</i>	<i>74.32</i>
Price - Base Yrs		\$ 83,808.00
Price - Option Yrs		\$ 59,376.00
Price Total		\$ 143,184.00
<i>Price Score</i>	<i>20</i>	<i>20.00</i>
<i>Overall Score</i>	<i>100</i>	<i>94.32</i>



August 23, 2019

To: Executive Board

Subject: **CNG Fuel Fixed Price Proposal**

Recommendation

Authorize the Executive Director to negotiate contract terms and amend the existing CNG fueling station operations and maintenance contracts into fixed-price agreements with Clean Energy to guarantee Foothill Transit's cost of natural gas for a period of four years. The pricing will be based on a price per gasoline gallon equivalent (GGE) and costs will not exceed the FY19-20 approved budget for fuel.

Background

As reported to the Board during the FY18-19 budget updates, the price of CNG fuel fluctuated dramatically during the past fiscal year. Overall, expenditures in CNG fuel were \$6,873,660; this is \$780,770 more than was budgeted for fuel.

Clean Energy constructed the CNG fueling stations at Foothill Transit's Pomona and Arcadia facilities and they have been providing Foothill Transit with the compressed natural gas to fuel our buses since 2002. They are our current provider of renewable natural gas and manage the Low Carbon Fuel Standard (LCFS) credits that Foothill Transit earns by using CNG.

Clean Energy has offered to negotiate a fixed price with Foothill Transit that reflects average pricing. For example, the average SoCal City Gate natural gas price over the past 3.5 years was \$0.49 per GGE. The average price in 2018 was \$0.64; 2017 was \$0.44; and, 2016 was \$0.32. Prices in June and July 2019 were \$0.41 and \$0.49. The price offered by Clean Energy will be dependent on market conditions and timing of the execution of the contract.

If we applied a fixed price of \$0.47 per GGE (indicative of the price for June and July 2019) to last year's quantity of CNG, we would have saved \$586,000 in CNG fuel costs.



Clean Energy has also proposed to contract for a “take or pay” agreement (such as 80 percent) of usage at each facility. The remaining 20 percent would be priced as it is today. This ratio can be adjusted as Foothill Transit transitions away from CNG fueled buses to zero emission buses.

Budget Impact

The current budget for fuel in FY2019-2020 is \$6,092,890. If we were to negotiate a price per GGE of \$0.47 (for example), we would ensure a total annual fuel expenditure of less than \$5.5 million.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Roland Cordero'.

Roland Cordero
Director of Maintenance
And Vehicle Technology

A handwritten signature in blue ink, appearing to read 'Doran J. Barnes'.

Doran J. Barnes
Executive Director

A handwritten signature in blue ink, appearing to read 'Michelle Lopes Caldwell'.

Michelle Lopes Caldwell
Director of Finance and Treasurer

A handwritten signature in blue ink, appearing to read 'Chris Pieper'.

Christopher Pieper
Director of Procurement