



Foothill Transit

Executive Board Meeting AGENDA

EXECUTIVE BOARD MEETING

8:00 AM, August 29, 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 REGULAR MEETING OF JULY 25, 2014
5. PRESENTATIONS:
 - 5.1. Contractors' Employee Recognition
6. PUBLIC COMMENT

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.

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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7. FY 14/15 JULY MONTHLY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the July Financial Statements and Investment Summary for fiscal year 2014/2015.

8. JULY PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the July 2014 Performance Indicators Report.

9. AUGUST 2014 LEGISLATIVE SUMMARY

Recommended Action: Receive and file the August 2014 Legislative Summary. There are no recommended positions on bills this month.

10. EXECUTIVE BOARD COMPUTER POLICY

Recommended Action: Adopt the revised Executive Board Computer Policy (Attachment A).

11. CONTRACT AMENDMENT – GENERAL MARKETING SERVICES

Recommended Action: Authorize the Executive Director to amend the General Marketing Services contract in the amount of \$10,634 for the redesign of the bus livery to accommodate the new dimensions of the Proterra V2 electric bus.

12. CONTRACT AWARD – BUS BOOK PRINTING

Recommended Action: Authorize the Executive Director to negotiate final contract terms and conditions and award a contract for a base period of three years with two available one-year options in the amount of one hundred seventy nine thousand, two hundred forty two dollars and eighty two cents (\$179,242.82) to Transit Information Products for the design, production, and printing of Bus Books.

13. CONTRACT AWARD – ARCHITECTURAL AND ENGINEERING DESIGN FOR THE AZUSA INTERMODAL PARKING FACILITY

Recommended Action: Authorize the Executive Director to execute Amendment No. 5 to Contract No. 11-036 with Choate Parking Consultants in the amount of \$13,175 for the design of site signage, striping; and conduit infrastructure for future license plate recognition cameras for the Azusa Intermodal Parking Facility.



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14. REMOVAL AND REINSTALLATION OF SMARTBUS EQUIPMENT ON 60 NABI BUSES

Recommended Action: Authorize the Executive Director to enter into Contract No. 15-016 with Scintech Associates, Inc. in the amount of One Hundred Thirty-Five Thousand Dollars (\$135,000) for the removal of 60 sets of SMARTBus equipment from retired Foothill Transit buses and installation on 60 new NABI 42 ft. low-floor CNG buses.

15. RESOLUTIONS FOR FINANCIAL DELEGATION OF AUTHORITY

Recommended Action: Adopt the following two resolutions:

Resolution No. 2014-02: A Continuing Resolution of the Executive Board of Foothill Transit Authorizing the Filing of Grant Applications with the United States Department of Transportation (Attachment A)

Resolution No. 2014-03: Authorization for the Execution of the Certification and Assurances for the Public Transportation Modernization, Improvement and Service Enhancement Account Bond Program (Attachment B)

16. Foothill Transit's 2014 Title VI Program Submission

Recommended Action: Approve Foothill Transit's 2011-2014 Title VI Program update and analysis.

17. SOLE SOURCE CONTRACT AWARD – ZONAR SYSTEMS ELECTRONIC VEHICLE INSPECTION REPORT

Recommended Action: Authorize the Executive Director to enter into a sole source contract with Zonar Systems for Electronic Vehicle Inspection Report (EVIR) services for a period of five years for a total amount of One Hundred Thirty-Nine Thousand Twenty Dollars (\$139,020.00) for pre-trip and post-trip inspections of Foothill Transit's bus fleet.

REGULAR AGENDA:

18. Foothill Transit Comprehensive Operational Analysis (COA) Update

Recommended Action: Receive and file the Foothill Transit COA update.

19. CONTRACT TRANSITION – Foothill Transit Arcadia Operations and Maintenance

Recommended Action: Receive and file a status update on contract transition activities at Foothill Transit's operations and maintenance facility in Arcadia.



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20. FY 13/14 END OF YEAR FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2013/2014.

21. BOARD STIPEND POLICY REVISIONS

Recommended Action: Recommend that the Governing Board revise the Stipend Policy for Foothill Transit Executive Board and Governing Board Members.

22. EXECUTIVE DIRECTOR COMMENT

23. BOARD MEMBER COMMENT

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

Agency Representatives Attending Closed Session:

Executive Director Doran Barnes, General Counsel Pieper

Unrepresented Employee Position Title: Deputy Executive Director

25. EMPLOYMENT CONTRACT FOR DEPUTY EXECUTIVE DIRECTOR

Recommended Action: Authorize the Executive Director to execute an Employment Contract with the Deputy Executive Director.

26. ADJOURNMENT

**The Next Regular Meeting of the Foothill Transit
Executive Board is scheduled for
Friday, September 26, 2014 at 8:00 a.m.**