



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD**

**FOOTHILL TRANSIT OPERATIONS &
MAINTENANCE FACILITY
200 S. EAST END AVENUE
POMONA, CA 91766**

**Friday, October 5, 2018
9:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 9:19 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Pedroza, Member Corey Warshaw, Vice Chair Carol Herrera, Chair Corey Calaycay

3. APPROVAL OF AGENDA

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

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Special Meeting of August 24, 2018.

Motion by Member Barakat, second by Member Warshaw, the minutes for the Special Meeting of August 24, 2018 were approved. Motion carried 5-0.

5. PUBLIC COMMENT

Mary Griffieth, Transit Advocate, addressed the Executive Board. Ms. Griffieth expressed her concern that the minutes did not reflect her comments regarding the 1400 series bus that broke down on Mission because of the bad streets, and drivers having bad backs and hearing problems because of the needs of the older buses. Ms. Griffieth indicated that it took two buses to get to the Pomona Operations & Maintenance Facility for today's meeting. She has been attending Foothill Transit board meetings for many years, she is very aware of the procedures, and she



knows when people are not being genuine. She states Foothill Transit needs to start listening to the riders. Meetings for the committee that included riders that was run by George Karbowski and Vicky Vargas were always being canceled. One past board member was upset because she stated that more discussions needed to take place in regards to the needs of the drivers other than the farebox recovery. She also stated that Foothill Transit could not force people to pay the fare. Ms. Griffith stated that she has been left stranded over an hour on buses used by Foothill Transit from the 900 series up to the 1600 series. She will continue to use public transit and she stated that she has never been given credit for things she has done for Foothill Transit staff like dinner, cookies, and drivers rewarded with chicken and sandwiches.

Chair Calaycay thanked Ms. Griffith for her comments and for coming out to the Pomona facility for the meeting. Member Barakat thanked Ms. Griffith for her generosity.

CONSENT CALENDAR

6. COACH OPERATOR AUDIT RESULTS

Recommendation: Receive and file the results of the July 2018 Coach Operator Audits.

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

7. RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

Recommendation: Resolution No. 2018-04: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).

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

8. REQUEST TO ISSUE INVITATION FOR BIDS - ARCADIA OPERATIONS & MAINTENANCE FACILITY ROOF REPLACEMENT

Recommendation: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 19-024 for replacement of the asphalt roof at Foothill Transit's Arcadia Operations and Maintenance Facility.



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

9. **REQUEST TO ISSUE REQUEST FOR PROPOSALS - Foothill Transit Website Redesign Services**

Recommendation: Authorize the Executive Director to finalize and issue Request for Proposals (RFP) No. 19-010 for Foothill Transit Website Redesign Services.

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

REGULAR AGENDA

10. **CONTRACT AMENDMENT - BUS HEAVY MAINTENANCE AGREEMENT NO. 15-062**

Recommendation: Authorize the Executive Director to amend Contract No. 15-062 with Complete Coach Works (CCW) in the amount of \$28,754 to complete the repainting, livery upgrade, bus decal installation, and heavy maintenance on 30 60-foot articulated buses.

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

Mr. Cordero reported that at the June 28, 2018 Executive Board Meeting the Board approved amending the Complete Coach Works contract to add \$1.8 million to complete the work needed on nine remaining buses. The actual cost to complete the work on the nine remaining buses will be slightly higher due to unanticipated work for rotted flooring, body stress cracks, worn exit door assemblies, and undercoating. An additional \$28,755 is needed to complete work on the nine remaining buses.

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

11. **SOLE SOURCE CONTRACT AWARD - NEXTBUS REAL-TIME BUS ARRIVAL SYSTEM**

Recommendation: Authorize the Executive Director to enter into a sole source agreement with Cubic Transportation Systems in the amount of \$301,962 for up to three years of service for the NextBus real time bus arrival



system. Pricing for the first year of the agreement is \$110,719. The agreement will include two one-year options. Option Year 1 pricing is \$100,654, and Option Year 2 pricing is \$90,589.

Joe Raquel, Director of Planning, presented this item.

Mr. Raquel reported that the Cubic NextBus system has been in use at Foothill Transit for the past five years. The system allows customers to see when their bus is predicted to arrive at a select stop. A sole source contract is being recommended because the system has been in place for the last five years and it would give staff the ability to evaluate Avail's real time system. A contract with a one-year base and two one-year options is being recommended.

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

12. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- In the future, Governing Board Meetings will be held at the facilities every other year. This will allow Governing Board Members to see the inner workings of the operations and maintenance facilities hands-on.
- The 2019 Meeting Calendar will go before the board at the November 2, 2018 Executive Board Meeting. More meetings like the ones held today where an Executive Board Meeting and Governing Board Meeting are held on the same day will be scheduled for 2019.
- A Study Session is scheduled for October 30, 2018. A discussion will be held on the free ride coupon policy. Another possible item up for discussion is the retail lease component related to the Covina Transit Center.

13. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Calaycay stated that a study session is scheduled for October 30, 2018 and a regular meeting is scheduled for November 2, 2018.



14. **ADJOURNMENT**

Adjournment for the October 5, 2018 Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Special Executive Board Meeting adjourned at 9:42 a.m.