



# Executive Board Meeting AGENDA

## Foothill Transit

EXECUTIVE BOARD MEETING  
8:00 AM, August 26, 2011  
Foothill Transit Administrative Office  
2<sup>nd</sup> Floor Board Room  
100 South Vincent Avenue  
West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS CHANDLER, HERRERA, LANTZ, TESSITOR, WALLACH
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 24, 2011
5. PRESENTATIONS:
  - 5.1. Contractors' Employee Recognition
6. PUBLIC COMMENT

**CONSENT CALENDAR:** Items 7 through 15 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.

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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. FISCAL YEAR 2011 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY – JUNE 2011

*Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2011.*

8. FISCAL YEAR 2012 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY – JULY 2011

*Recommended Action: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2012*

9. PERFORMANCE INDICATORS REPORT – JULY 2011

*Recommended Action: Receive and file the JULY 2011 Performance Indicators Report.*

10. 2011 LEGISLATION SUMMARY

*Recommended Action: Receive and file the August 2011 Legislative Summary. Adopt a support position on AB 1097.*

11. FLEET MAINTENANCE AUDIT RESULTS

*Recommended Action: Receive and file the results of the Fleet Maintenance Audits conducted in June 2011 and historical audit results for the period July 2009 through January 2011.*

12. PROPOSED Foothill TRANSIT ENDORSEMENT POLICY

*Recommended Action: Adopt the proposed Foothill Transit Endorsement Policy.*

13. STATE ADVOCACY SERVICES CONTRACT

*Recommended Action: Receive and file a status update on Foothill Transit's State Advocacy Services agreement with Capital Representation Group.*

14. EXERCISE OPTION – BUS BOOK PRINTING

*Recommended Action: Authorize the Executive Director to exercise the first of four available one-year options on Agreement No. 11-007 with Transit Information Products in the amount of One Hundred Sixty Two Thousand Nine Hundred Thirty Dollars (\$162,930) plus applicable sales tax and negotiate terms and conditions for two printings of an English, Spanish and Chinese version of the Bus Book during the 2012 calendar year.*



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**15. REQUEST TO ISSUE IFB – QUALITY ASSURANCE SUPPORT VEHICLES**

*Recommended Action: 1. Rescind the contract award to Theodore Robins Ford for four Hybrid SUV Quality Assurance support vehicles; and  
2. Authorize the Executive Director to issue Invitation of Bids (IFB) No. 12-019 for four hybrid-electric Quality Assurance support vehicles to replace the four vehicles currently in the fleet.*

**REGULAR AGENDA:**

**16. OPTION SELECTION AND REQUEST TO ISSUE IFB – TRAVERTINE REPLACEMENT**

*Recommended Action: 1. Select one of three options to replace the existing exterior Travertine cladding system; and  
2. Authorize the Executive Director to issue an Invitation for Bids (IFB) for construction and installation of a new exterior cladding system.*

**17. CONTRACT AWARD – ELECTRIC COOLING SYSTEM RETROFITS**

*Recommended Action: Authorize the Executive Director to negotiate final contract terms and conditions and execute a contract in the amount of One Million Two Hundred Ninety Six Thousand Seven Hundred and Five Dollars (\$1,296,705.00) with Diversified Services for Electric Cooling System Retrofits on 75 Foothill Transit buses.*

**18. FEDERAL FISCAL YEAR 2010-2012 DISADVANTAGED BUSINESS ENTERPRISE GOAL (DBE) PROGRAM GOAL**

*Recommended Action: 1. Adopt a revised goal of six percent DBE participation for Foothill Transit's federally funded capital projects wholly utilizing race-neutral means for Federal Fiscal Years (FFY) 2010-2012; and  
2. Authorize issuance of a public notice as required under 49 Code of Federal Regulations (CFR) Part 26 of the Department of Transportation (DOT) DBE rule, informing the public of Foothill Transit's DBE goal.*

**19. REVISIONS TO PROCUREMENT POLICIES AND PROCEDURES**

*Recommended Action: Approve one revised Procurement Policy, one new Procurement Policy and several revised Procurement Procedures.*

**20. REVIEW OF VEOLIA'S EQUAL EMPLOYMENT OPPORTUNITY PROGRAM**

*Recommended Action: Authorize Foothill Transit's General Counsel to:  
1. Perform an annual review of Veolia Transportation's Equal Employment Opportunity (EEO) program; and  
2. Present Veolia's EEO Program to the Foothill Transit Executive board for approval.*



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21. PERFORMANCE INDICATORS FISCAL YEAR 2011 REPORT

*Recommended Action: Receive and file The Fiscal Year 2011 Performance Indicators Report.*

22. TRANSIT STORE FISCAL YEAR 2011 REPORT

*Recommended Action: Receive and file the Transit Store Fiscal Year 2011 Report.*

23. INVITATION FOR BIDS – FACILITY SECURITY ENHANCEMENTS

*Recommended Action: Authorize the Executive Director to issue Invitation for Bids (IFB) No. 12-020 for security enhancements at Foothill Transit's operations and maintenance facilities.*

24. SAN GABRIEL VALLEY PARK AND RIDE – CITY OF INDUSTRY

**This item will be provide under separate cover.**

*Recommended Action:*

25. EXECUTIVE DIRECTOR COMMENT

26. BOARD MEMBER COMMENT

27. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL –ANTICIPATED  
LITIGATION Initiation of litigation pursuant to Government Code Section 54956.9 (c): One  
Case

28. ADJOURNMENT

**A Special Meeting of the Foothill Transit  
Governing Board is scheduled for  
Wednesday, September 14, 2011 at 7:45 AM**

**The next Regular Meeting of the Foothill Transit  
Executive Board is scheduled for  
Friday, September 30, 2011 at 8:00 AM**