



Foothill Transit

EXECUTIVE BOARD MEETING

West Covina, CA
Friday, August 26, 2022



Foothill Transit

Foothill Transit MISSION

To be the premier public transit provider committed to:

SAFETY

COURTESY

QUALITY

RESPONSIVENESS

EFFICIENCY

INNOVATION



Foothill Transit VALUES

SAFETY

We educate, encourage, and endorse a strong culture of safety at all levels of the organization, valuing the responsibility entrusted in us by the communities that we serve.

RESULTS

We value the achievement of organizational goals and initiatives as defined in our business plan and involving all levels of the organization.

INTEGRITY

We are committed to high ethical standards based on accountability, honesty, respect, transparency, and a high level of fiscal responsibility.

GRATITUDE

We are a team united in thankfulness for each other; we express gratitude for our many opportunities by investing our time and energy in our community and industry, and through the open expression of appreciation.

DIVERSITY

We create an environment rich with talented people and differing viewpoints, valuing the unique perspectives that everyone brings.

TEAM MEMBERS

Our team members are the key to Foothill Transit's success and we are committed to supporting them through education, development, and recognition.

COMMUNICATION

We value and are committed to open honest respectful discussion which is responsive, informative, and constructive.

SUSTAINABILITY

We embrace sustainability because it benefits all aspects of our business while helping our communities by protecting the environment through measured and responsible stewardship of resources.



Foothill Transit

Executive Board Meeting AGENDA

EXECUTIVE BOARD MEETING
9:15 AM, AUGUST 26, 2022
Foothill Transit Administrative Office
2nd Floor Board Room
100 South Vincent Avenue
West Covina, CA 91790

1. CALL TO ORDER
2. ROLL CALL: MEMBERS BOYER, CALAYCAY, MOSS, SHEVLIN, STERNQUIST
3. CONFIRMATIONS OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 24, 2022, SPECIAL MEETING OF JULY 8, 2022, SPECIAL MEETING OF JULY 28, 2022, AND SPECIAL MEETING OF AUGUST 5, 2022
5. INTRODUCTION OF Foothill TRANSIT BUSINESS PARTNERS
6. GENERAL 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. Presentations shall not exceed one minute in length. The Board will take public comment under this agenda item for a maximum of 30 minutes. Public Comment will resume later in the meeting if there are members of the public who did not get an opportunity to speak because of the 30-minute limit.

Action may be taken on any item identified on the agenda.

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 one minute 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.



9:15 AM, August 26, 2022
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 2

6.1. Chief Executive Director Response to Public Comment

CONSENT CALENDAR: Items 7 through 19 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. JUNE 2022 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommended Action: Receive and file the Financial Statements and Investment Summary fiscal year report through June 30, 2022. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2022, for the fiscal year ending June 30, 2022.

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 សូមទាក់ទងមកការិយាល័យនាយកប្រតិបត្តិ 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



9:15 AM, August 26, 2022
2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790
Page 3

8. FISCAL YEAR 2022 YEAR-END BUDGET UPDATE

Recommended Action: Receive and file the year-end budget update for the fiscal year ending June 30, 2022.

9. RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS

Recommended Action: Adopt Resolution 2022-14 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

10. AUGUST 2022 PROCUREMENT MONTHLY REPORT

Recommended Action: Receive and file the Procurement Monthly Report for August 2022.

11. AUGUST 2022 LEGISLATIVE REPORT

Recommended Action: Receive and file the August 2022 Legislative Report.

12. RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

Recommended Action: Adopt the following resolution: Resolution No. 2022-15: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).

13. AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR SECURITY SERVICES

Recommended Action: Authorize the Chief Executive Officer to: 1. Cancel Request for Proposals (RFP) No. 22-023 seeking to provide ongoing security services at the Downtown Los Angeles (DTLA) layover, administrative office building, and the El Monte Transit Store. 2. Authorization to Issue Request for Proposals (RFP) No. 23-002 for Security Services for Downtown Los Angeles Layover, Administrative Office, and El Monte Transit Store with an emphasis on blended security services utilizing fixed guards, flexible roving patrol coverage, mobile video surveillance camera capabilities, remote monitoring, and future options for additional locations.

14. AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR VIDEO SECURITY AND ACCESS CONTROL SYSTEMS MAINTENANCE

Recommended Action: Authorize the Chief Executive Officer to issue a Request for Proposals (RFP) No. 23-008 for a contractor to provide ongoing maintenance of Foothill Transit's security and access control systems.



9:15 AM, August 26, 2022

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

Page 4

15. AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR ARCADIA IRWINDALE OPERATIONS AND MAINTENANCE FACILITY SECURITY ENHANCEMENTS

Recommended Action: Authorize the Chief Executive Officer to issue IFB No. 23-013 for the construction and installation of security enhancements at Foothill Transit's Arcadia Irwindale Operations & Maintenance Facility.

16. AUTHORIZATION TO AWARD CONTRACT FOR POMONA OPERATIONS AND MAINTENANCE FACILITY GAS DETECTION MODIFICATIONS FOR HYDROGEN FUEL CELL ELECTRIC BUSES

Recommended Action: Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into Agreement No. 22-092 with Reliable Monitoring Services in the amount of \$1,557,666 for gas detection system modifications for the hydrogen fuel cell electric buses at Foothill Transit's Pomona Operations and Maintenance (O&M) Facility.

17. AUTHORIZATION TO AMEND CONTRACT FOR 33 HYDROGEN FUEL-CELL ELECTRIC BUSES

Recommended Action: Authorize the Chief Executive Officer to amend Contract No. 21-077 to (1) facilitate payment of a four percent surcharge to New Flyer Industries and (2) make progress payments on the purchase of 33 hydrogen fuel-cell electric buses.

18. TITLE VI ANALYSIS FOR LINE 490

Recommended Action: Receive and file the Title VI analysis report for Line 490.

19. PUBLIC PARTICIPATION PLAN

Recommended Action: Authorize the Executive Director to seek public outreach and conduct a public hearing regarding updates to Foothill Transit's Public Participation Plan.

REGULAR AGENDA:

20. FOOTHILL TRANSIT FORWARD UPDATE

Recommended Action: Recommend that the Governing Board authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the proposed changes recommended by the Foothill Transit Forward study.



9:15 AM, August 26, 2022

2nd Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

Page 5

21. CONTINUED GENERAL PUBLIC COMMENT

This time is reserved for those members of the public who were unable to speak earlier in the agenda because of the 30-minute time restriction.

22. CHIEF EXECUTIVE OFFICER COMMENT

23. BOARD MEMBER COMMENT

24. ADJOURNMENT

**The next Regular Meeting of the Executive
Board is scheduled for
Friday, September 30, 2022, at 9:15 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 24, 2022
9:15 a.m.**

DRAFT

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 9:54 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Becky Shevlin, Vice Chair Corey Calaycay, Chair Cynthia Sternquist

Absent: Member Cory Moss (excused)

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of May 27, 2022.

Motion by Member Shevlin, second by Member Boyer, the minutes for the Regular Meeting of May 27, 2022 were approved. Motion carried 4-0.

5. INTRODUCTION OF FOOTHILL TRANSIT BUSINESS PARTNERS

Brian Otchis, General Manager – Arcadia Irwindale Facility, Transdev addressed the Executive Board. He thanked the Executive Board for authorizing the contract award for transit services to Transdev. He thanked the board for the continued partnership.



6. GENERAL PUBLIC COMMENT

Mike Greenspan commented on the homeless, sheriff's department, sales tax measures, and submitted documents for the records. Armando Herman commented on the one-minute allowance for public comment and submitted documents for the record.

6.1. Chief Executive Officer Response to Public Comment

There was no response to public comment by the Chief Executive Officer.

CONSENT CALENDAR

Mike Greenspan commented on Item 8, Resolution Authorizing Teleconferenced Public Meetings. Armando Herman commented on the Brown Act and ADA standards.

7. MAY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through May 31, 2022.

Motion by Member Shevlin, second by Member Boyer, to receive and file. Motion carried 4-0.

8. RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS

Recommendation: Adopt Resolution 2022-11 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

Motion by Member Shevlin, second by Member Boyer, to adopt. Motion carried 4-0.

9. JUNE 2022 PROCUREMENT MONTHLY REPORT

Recommendation: Receive and file the Procurement Monthly Report for June 2022.

Motion by Member Shevlin, second by Member Boyer, to receive and file. Motion carried 4-0.



10. **AUTHORIZATION TO EXERCISE CONTRACT OPTION FOR PRINTING OF INTERIOR BUS CARDS**

Recommendation: Authorize the Chief Executive Officer to exercise the second two-year option (Option Years 3 and 4) in the amount of \$172,340 for the printing of Interior Bus Cards with Kandid Graphics (Contract No. 19-065).

Motion by Member Shevlin, second by Member Boyer, to approve. Motion carried 4-0.

11. **TITLE VI ANALYSIS FOR LINE 690 AND ROUTE VARIANT OF LINE 292**

Recommendation: Receive and file the Title VI analysis report for the cancellation of Line 690 and Route Variant of Line 292.

Motion by Member Shevlin, second by Member Boyer, to receive and file. Motion carried 4-0.

12. **TITLE VI ANALYSIS FOR ONE-YEAR PILOT EXTENSION OF LINE 270 TO THE ARCADIA L LINE STATION**

Recommendation: Receive and file the Title VI analysis report for the one-year pilot extension of Line 270 to the Arcadia L Line Station.

Motion by Member Shevlin, second by Member Boyer, to receive and file. Motion carried 4-0.

REGULAR AGENDA

13. **FARE EXEMPTION DAYS**

Recommendation: Authorize the initiation of fare exemption days on election days, Clean Air Day, and New Year's Eve.

Felicia Friesema, Director of Marketing and Communications, presented this item.

Mr. Friesema reported that there is momentum to institute both local and statewide fareless days for election days, Clean Air Day, which occurs in October, and New Year's Eve, which allows members of the community the opportunity to celebrate and avoid the need to drive. Ridership is unaffected



or shows minimal increases for these days.

There were no comments or questions by the Executive Board. Mike Greenspan and Armando Herman spoke in favor of fare exemption days.

Motion by Member Shevlin, second by Member Sternquist, to approve.
Motion carried 4-0.

14. **HYDROGEN FUEL CELL PROGRAM UPDATE**

Recommendation: Receive and file the Hydrogen Fuel Cell Program Update.

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

Mr. Cordero reported on the hydrogen fuel cell bus procurement, the first fuel cell bus is scheduled for delivery at the end of June. The delivery of the remaining fuel cell buses is delayed due to a shortage of microchips. New Flyer, the manufacturer of the buses, has not been able to provide an updated delivery schedule. He also reported on the fueling infrastructure and fueling stations construction was scheduled to be complete by October 2022, but the schedule has been revised to December 2022 due to supply chain issues.

There were no comments and questions by members of the Executive Board. Mike Greenspan and Armando Herman provided public comment on Item 14.

The Executive Board received and filed this presentation.

15. **AUTHORIZATION TO AWARD CONTRACT FOR GENERAL MARKETING SERVICES**

Recommendation: Authorize the Chief Executive Officer to award a contract to Pulsar Advertising, Inc., for general marketing services with a not-to-exceed amount of \$1,370,458.00 for a base term of three years. The contract will include two one-year options to be exercised at Foothill Transit's sole discretion.

Felicia Friesema, Director of Marketing and Communications, presented this item.

Ms. Friesema reported that the Executive Board authorized a request for



proposals on January 28, 2022. The evaluation committee determined that three proposals were within the competitive range. Interviews were conducted with each firm on May 5, 2022. Pulsar Advertising, Inc. was ranked the highest. Pulsar Advertising, Inc. has 30 years of experience in transportation and public sector, and 20 years of experience work with Foothill Transit.

There were no questions or comments by members of the Executive Board. Mike Greenspan provided comment on Item 15. Armando Herman spoke against Item 15. Member Boyer thanked Pulsar Advertising for their partnership.

Motion by Member Sternquist, second by Member Boyer, to approve. Motion carried 4-0.

16. **PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) UPDATE**

Recommendation: Receive and file an update on Foothill Transit's Public Transportation Agency Safety Plan (PTASP).

John Curley, Chief of Safety and Security, presented this item.

Mr. Curley provided an overview of the PTASP timeline and agency safety plan. The FY 2023 safety performance targets were reviewed, which include changes to the Injuries target and Safety Events target. Changes are being proposed to those two targets primarily due to more operating miles and passengers being projected for FY 2023. Mr. Curley stated that the recommendation for this item was being revised. He requested that the Executive Board approve the second revision to the PTASP.

Staff responded to Member Boyer's question. Mike Greenspan and Armando Herman provided public comment on Item 16. Mr. Armando Herman submitted documents for the record.

Motion by Member Boyer, second by Member Sternquist to approve the revised recommendation, to approve the second revision to the Foothill Transit's Public Transportation Agency Safety Plan. Motion carried 4-0.

17. **JUNE 2022 LEGISLATIVE REPORT**

Recommendation: Receive and file the June 2022 Legislative Report.

Yoko Igawa, Director of Government Relations, presented this item.



Ms. Igawa provided a federal and state legislative update. She reported that the state legislature passed the the Budget Act of 2022. Transportation funding was excluded from the budget as transportation funding is still subject to negotiation between the legislature and governor. Staff continues to monitor State bills AB 2622 - ZEB State Sales Tax Exemption and AB 2868 - Permanent Daylight Saving; the Executive has adopted support positions on both these bills. She reported that staff is recommending a support position on AB 1919 - Youth Transit Pass Pilot Program. AB 1919 would make Foothill Transit eligible for a new grant funding source to augment its Class Pass program and participation in Metro's K-14 GoPass program. Ms. Igawa recommended that the recommendation be revised to include a support position on AB 1919.

Member Sternquist requested updates from other regional agencies such as Gold Line. Mike Greenspan and Armando Herman provided public comment on Item 17.

The recommendation was revised to recommend adopting a support position on AB 1919. Motion by Member Sternquist, second by Member Boyer, to receive and file and adopt a support position on AB 1919. Motion carried 4-0.

18. **CONTINUED GENERAL PUBLIC COMMENT**

Public comment was not reopened as the Public Comment period was concluded earlier in the agenda (Item 6).

19. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- The Hydrogen Fuel Cell Project key safety requirements are moving forward.
- Provided clarification on the Ad Wheel Awards, Pulsar Advertising played a key role in developing three of four awards. The fourth award was for the business plan development. He thanked Jorge Quintana and Denise Martinez for their contributions to the business plan.

20. **BOARD MEMBER COMMENT**



Comments by Members of the Foothill Transit Executive Board.

- Member Sternquist commented on the public comment process.
- Chair Calaycay acknowledged staff for their work and thanked everyone for respecting the public meeting process.

21. **ADJOURNMENT**

Adjournment for the June 24, 2022 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:43 a.m.

**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
TELECONFERENCE VIA ZOOM**



Foothill Transit

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Friday, July 8, 2022
4:00 p.m.**

DRAFT

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 4:04 p.m.

2. ROLL CALL

Roll call was taken by Sabrina Muhne, Board Support Services Coordinator.

Present: Member Gary Boyer, Member Becky Shevlin, Vice Chair Corey Calaycay, Chair Cynthia Sternquist

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

Doran Barnes, Chief Executive Officer, announced that Closed Session is not required, and requested to remove Item 8 and Item 9 from the agenda.

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as revised.

4. FOOTHILL TRANSIT INSURANCE COVERAGE

Recommendation: Authorize the CEO to issue payments totaling \$1,068,914.81 to bind Foothill Transit's Fiscal Year 2023 insurance coverages.

John Curley, Chief of Safety and Security, presented this item.

Mr. Curley provided a brief overview on the state of Foothill Transit's insurance. At the October 2021 board meeting, the board was provided an update on insurance coverages, where it was communicated that there was a substantial increase to the premiums on Foothill Transit's general and excess liability policies. A recent shock case has since exacerbated those premiums.



Mr. Curley introduced Bob Kuhn, Principal, Alandale Insurance, to review changes to this fiscal year's insurance coverages. This fiscal year has shown increased premiums with no room for negotiation, and instead of being able to maintain coverage with two companies, it now has to be covered with four companies. Mr. Kuhn also wanted to clarify that he is not increasing his commission due to an increase in premiums due to helping keep the cost under control. Mr. Kuhn asked the board if they want to add an extra layer of coverage, bringing the coverage amount up to \$21 million, adding a cost layer of \$188,000.

Doran Barnes, Chief Executive Officer, shared that this proposed coverage is more than the approved budget amount and at this time, it is unsure if budget adjustments will be required.

There was no Public Comment on this presentation. Staff responded to questions and comments by the members of the Executive Board.

Member Shevlin asked for clarification on which amount they are authorizing. Mr. Barnes recommended that the board authorize to include the additional coverage to the total coverage amount listed in the recommendation, bringing the total amount of payments to \$1,256,914.81. Member Shevlin made the motion to include the additional coverage of \$21 million.

After discussion and amendment, the motion was adopted to issue premium payments in the amount of \$1,256,914.81 to bind Foothill Transit's Fiscal Year 2023 insurance coverage.

Motion by Member Shevlin, second by Member Sternquist, to authorize. Motion carried 5-0.

5. **RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS**

Recommendation: Adopt Resolution 2022-12 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

Darold Pieper, General Pieper, presented this item.

Mr. Pieper reported that the current state law affecting the ability of boards to meet via teleconference requires that the Executive Board adopt a resolution within 30 days to continue to meet via teleconference. The resolution being considered would allow the Executive Board and Governing Board to meet via teleconference through August 7, 2022, if needed.



There was no Public Comment on this presentation. There were no comments or questions by members of the Executive Board.

Motion by Member Moss, second by Member Shevlin, to adopt. Motion carried 5-0.

6. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Updated the board that our three Duarte buses have identified structural issues on the axels' rear assembly, and staff are working with Proterra and Duarte on corrections. These issues have had no impact on Duarte lines service. Staff has also notified the Federal Transit Administration on these circumstances. Roland Cordero, Director of Maintenance and Vehicle Technology is available to answer any questions.
- First hydrogen fuel cell bus has arrived, and it has been fueled at Cal State LA, but is not ready for service.
- Thanked the board for the flexibility and quick responses in their availability to guide staff through these issues on a late Friday afternoon.

7. **BOARD MEMBER COMMENT**

There were no comments by members of the Executive Board.

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

This item was pulled due to discussion no longer required.

9. **CLOSED SESSION REPORT**

This item was pulled due to Item 8 being pulled.



10. **ADJOURNMENT**

Adjournment for the July 8, 2022, Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Special Executive Board meeting adjourned at 4:48 p.m.



Foothill Transit

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

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Thursday, July 28, 2022
7:45 a.m.**

DRAFT

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 7:48 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Cynthia Sternquist, Member Becky Shevlin, Vice Chair Cory Moss, Chair Corey Calaycay

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

4. RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS

Recommendation: Adopt Resolution 2022-13 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

Darold Pieper, General Counsel, presented this item.

Mr. Pieper reported that the current state law affecting the ability of boards to meet via teleconference requires that the Executive Board adopt a resolution within 30 days to continue to meet via teleconference. The resolution being considered would allow the Executive Board and Governing Board to meet via teleconference through August 27, 2022, if needed.

Motion by Member Shevlin, second by Vice Chair Moss, to approve. Motion carried 5-0.



5. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Los Angeles County may potentially be implementing a mask mandate, and the board may want to consider a move to virtual meetings. Staff will get input from the board once a decision is made.
- Announced he would be attending the APTA Transit Board Members Seminar in his role as a board member of Access Services.

6. **BOARD MEMBER COMMENT**

There were no comments by Members of the Foothill Transit Executive Board.

7. **ADJOURNMENT**

Adjournment for the July 28, 2022, Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 7:53 a.m.



Foothill Transit

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

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Friday, August 5, 2022
8:00 a.m.**

DRAFT

1. CALL TO ORDER

The meeting was called to order by Chair Sternquist at 8:03 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Cory Moss, Member Becky Shevlin,
Vice Chair Corey Calaycay, Chair Cynthia Sternquist

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

4. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL—POTENTIAL LITIGATION pursuant to Government Code Section 54956.9 (d): One Case

There was no Public Comment related to Closed Session.

The Executive Board recessed into Closed Session at 8:04 a.m.

5. CLOSED SESSION REPORT

The Executive Board reconvened at 8:32 a.m.

Chair Calaycay reported that there were no reportable actions.



6. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Thanked the Executive Board for taking the time to meet.

7. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Member Shevlin stated that she enjoyed attending the APTA Transit Board Member Seminar and thanked staff for their support.

8. **ADJOURNMENT**

Adjournment for the August 5, 2022, Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 8:35 a.m.



August 26, 2022

To: Executive Board

Subject: **June 2022 Financial Statements and Investment Summary**

Recommendation

Receive and file the Financial Statements and Investment Summary fiscal year report through June 30, 2022.

The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2022, for the fiscal year ending June 30, 2022.

Balance Sheet Analysis (Attachment A):

Assets

The balance sheet, as of June 30, 2022, shows total assets at \$355.65 million. This total consists primarily of \$210.54 million in fixed assets, \$133.38 million in cash and investments and \$11.21 million in receivable and prepaid assets. Foothill Transit's cash position of \$118.45 million is \$3.97 million less than the previous month, and is \$2.43 million less than last year in June.

Liabilities

The accounts payable balance is \$11.55 million. Accounts Payables include operation and maintenance expenses for \$7.03 million and \$1.75 million for fuel.

The deferred revenue of \$88 million represents funds that are reserved for planned capital expenditures, such as upcoming bus procurements and transit center construction activities.

Our current investments are held in financial instruments pursuant to Foothill Transit's investment policy. The cash and investments balance includes \$34.06 million in liquid accounts held with Bank of the West; \$10.21 million in interest bearing money market accounts with Bank of the West; \$68,000 with Chase; \$14.94 million with Bank of the West treasury bill; and \$74.11 million invested in the Local Agency Investment Fund (LAIF).

The current interest rates on all accounts are included on Attachment B. The LAIF investment, the CD investments, and the deposits with Chase earn interest and are held for future capital and operating funding requirements.



Operating and Capital Revenues and Expense Analysis (Attachment C)

June 2022 year-to-date fare revenues were \$7,480,849. Although less than pre-pandemic years, fare revenues are more than the planned budget. This is due to slowly increasing ridership and the fare sale during the first quarter of FY2022. Additionally, revenues reflect application of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) federal funds.

Operating costs through June 2022 were \$103.41 million, which is \$7.49 million less than the budget and \$1.46 million more than June 2021. Of this \$103.41 million, \$77.33 million reflects operating costs for the Arcadia and Pomona operations contractors. Other operating expenses include fuel, which was \$8.30 million through June 2022. Although overall expenses ended the year under budget, fuel expense is \$1.2 million higher than budget.

Capital expenditures through June were \$10.93 million compared with \$47.35 million last year at this time. The annual budget for capital expenditures includes the procurement and construction of 33 hydrogen fuel cell buses and a hydrogen fueling station, construction of the Mt. San Antonio College Transit Center, security enhancements at the Arcadia-Irwindale and Pomona operations and maintenance facilities, and CNG equipment replacement at the Pomona operations and maintenance facility.

Total Disbursements (Attachment D)

Total disbursements reflect invoices paid for the month of June 2022; they do not reflect the total expense incurred for the month. If an expense has been incurred but not yet invoiced or paid, Foothill Transit accrues the expense to properly track the expenses during the month in which they actually occurred. Total disbursements for June 2022 were \$10.83 million. Capital disbursements totaled \$0.76 million and other significant disbursements include \$2.69 million to Keolis and \$6.12 million to Transdev for bus operating services.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Chief Executive Officer

Attachments

**Foothill Transit
Balance Sheet
As of June 30, 2022**

Assets

Current Assets:

Cash	\$118,448,642
Investments	14,935,542
Due from government agencies	8,242,245
Other receivables	1,380,615
Other assets	1,586,811
Total Current Assets	<u>\$144,593,855</u>

Non current Assets:

Notes receivable	517,633
Property & Equipment (net of depreciation)	210,541,881
Total Non Current Assets	<u>211,059,514</u>

Total Assets	<u><u>\$355,653,369</u></u>
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Liabilities and Equity

Current Liabilities:

Accounts payable and accrued liabilities	\$11,552,841
Deferred Revenue	87,998,672
Total Liabilities	<u><u>\$99,551,512</u></u>

Equity

Fund Balance:	
Investment in Capital Assets	\$210,541,881
Current Year Change	(24,886,980)
Reserve	70,446,955
Total Equity	<u>\$256,101,857</u>

Total Liabilities and Equity	<u><u>\$355,653,369</u></u>
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**Summary of Cash and
Investment Account
For June 30, 2022**

	Interest Rate	Term	Principal/ Book & Market Value
Cash:			
Bank of the West-Reg. Checking	N/A	Demand Deposit	\$17,957,198
Petty Cash	N/A	N/A	\$400
Revolving Fund - Transit Stores	N/A	N/A	\$1,200
Bank of the West-Excise Tax/LCFS #1106	N/A	Demand Deposit	\$16,099,481
BOW-Prop 1B-Cal Grants #1105	0.31%	Demand Deposit	\$5,492
Bank of the West-Money Market #1110	0.30%	Demand Deposit	\$5,002,674
Bank of the West-Money Market #1111	0.30%	Demand Deposit	\$4,962,671
Bank of the West-LCTOP #1108	0.06%	Demand Deposit	\$240,863
Chase Business Saving #1109	0.05%	Demand Deposit	\$68,085
LAIF Investment #1141	0.75%	Demand Deposit	\$74,110,578
Subtotal Cash on Hand			\$118,448,642
Investments:			
Bank of the West:			
1 Maturity - 09/29/2022 - 6 months	0.87%	US Treasury Bill	\$14,935,542
			\$0
Subtotal Investments			\$14,935,542
Total Cash and Investments			\$133,384,184

Foothill Transit
Statement of Revenue and Expense
For Month Ended June 30, 2022

	Actual YTD June 2022	Budget YTD June 2022	Variance	Actual YTD June 2021
Fare Revenue				
Farebox	\$3,740,291	\$1,416,206	164.11%	\$2,204,095
Pass Sales	\$1,211,463	759,594	59.49%	455,397
TAP Cash Purse	\$2,110,976	787,822	167.95%	1,155,350
MetroLink & Access Service	\$243,216	109,935	121.24%	114,703
EZ Transit Pass	\$174,903	130,743	33.78%	72,632
Total Operating Revenue	\$7,480,849	\$3,204,300	133.46%	\$4,002,178
Operating Subsidies and Other				
Transportation Development Act	\$7,856,393	\$20,669,109	(61.99%)	\$8,185,907
State Transit Assistance (STA)	\$2,344,930	2,344,930	0.00%	3,600,033
Senate Bill 1 - STA	\$1,956,792	1,956,792	0.00%	2,709,087
Senate Bill 1 - STA BSCP	\$189,047	189,047	0.00%	296,110
Prop A 40% Discretionary	\$17,435,533	17,435,533	0.00%	16,936,688
Prop A 40% BSCP	\$5,033,010	5,033,010	0.00%	4,477,996
Prop A Exchange	\$1,000,000	1,000,000	0.00%	3,350,000
Prop C BSIP	\$974,926	974,926	0.00%	955,809
Prop C Base Restructuring	\$2,094,037	2,094,037	0.00%	2,052,977
Prop C Transit Service Expansion	\$348,954	348,954	0.00%	342,112
Transit Security	\$1,037,303	1,037,303	0.00%	787,627
Measure R	\$12,255,473	12,255,473	0.00%	9,244,532
Measure M	\$12,213,722	12,213,722	0.00%	9,114,613
CRD Subsidy	\$0	0	0.00%	1,840,000
Federal CRRSAA 5307	\$30,154,105	30,154,105	0.00%	33,017,520
Miscellaneous Transit Revenues	\$1,038,701	0	0.00%	1,040,874
Total Subsidies and Other	\$95,932,926	\$107,706,940	(10.93%)	\$97,951,884
Total Operating Revenue	\$103,413,775	\$110,911,240	(6.76%)	\$101,954,062
Other Revenues				
Gain on Sale of Fixed Assets	\$416,508	\$0	0.00%	\$115,726
Auxiliary Revenue	\$782,070	\$784,500	0.00%	444,485
Total Other Revenues	\$1,198,577.80	\$784,500	52.78%	\$560,210
Total Operating and Other Revenues	\$104,612,353	111,695,740	(6.34%)	\$102,514,272
Operating Expenses				
Customer Service & Operations	\$89,995,333.15	\$95,159,240	(5.43%)	\$90,243,279
Maintenance & Vehicle Technology	\$826,868.73	\$1,027,660	(19.54%)	778,492
Marketing & Communications	\$1,936,000.32	\$2,193,670	(11.75%)	1,666,886
Information Technology	\$1,927,756.37	\$2,221,040	(13.20%)	1,567,422
Administration	\$2,345,601.25	\$2,345,770	(0.01%)	1,951,453
Procurement	\$746,781.36	\$874,320	(14.59%)	713,635
Government Relations	\$430,526.26	\$982,880	(56.20%)	552,655
Finance	\$1,871,842.17	\$1,851,710	1.09%	1,590,836
Planning	\$1,504,588.26	\$2,154,990	(30.18%)	925,347
Facilities	\$1,828,476.91	\$2,099,960	(12.93%)	1,964,058
Total Operating Expenses	\$103,413,775	\$110,911,240	(6.76%)	\$101,954,062
Other Expenses				
Property Management	\$464,500	\$464,500.00	0.00%	\$127,356
Special Services	266,301	\$320,000.00	0.00%	10,919
Total Other Expenses	\$730,801	\$784,500.00	(6.84%)	\$138,275
Total Operating and Other Expenses	\$104,144,576	\$111,695,740	(6.76%)	\$102,092,337
Capital Revenues				
Capital Grants	\$10,928,210	\$75,578,656	(85.54%)	\$47,354,596
Capital Expenditures				
Capital Expenditures	\$10,928,210	\$75,578,656	(85.54%)	\$47,354,596

Bank Account - Check Details

Period: 06/01/22..06/30/22

Foothill Transit

Tuesday, August 9, 2022

Page 1

FOOTHILLTRANSITJQUINTANA

This report also includes bank accounts that only have balances.

Bank Account: Date Filter: 06/01/22..06/30/22

ATTACHMENT D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
B001	General Checking						
	Phone No.		800-488-2265				
06/01/22	1222	Metrolink		5,790.75	0.00	0.00	Posted
06/01/22	1223	Uniform Headquarters		281.03	0.00	0.00	Posted
06/01/22	1224	Adt Security Services, Inc.		473.34	0.00	0.00	Posted
06/01/22	1225	IMPEX Technologies, Inc.		329.44	0.00	0.00	Posted
06/01/22	1226	AT and T - 5025		500.05	0.00	0.00	Posted
06/02/22	E100321	Powell Consulting DC, LLC		5,500.00	0.00	0.00	Posted
06/03/22	1227	Brand Giants, LLC		19,219.86	0.00	0.00	Posted
06/03/22	1228	Pulsar Advertising		48,543.00	0.00	0.00	Posted
06/03/22	1229	Azteca Landscape		350.00	0.00	0.00	Posted
06/03/22	1230	University of La Verne		1,500.00	0.00	0.00	Posted
06/03/22	1231	Sabrina Ashley Muhne		1,899.68	0.00	0.00	Posted
06/03/22	1232	A1 Event & Party Rentals		243.70	0.00	0.00	Posted
06/03/22	1233	Mitsubishi Electric US, Inc.		230.00	0.00	0.00	Posted
06/03/22	1234	Weatherite Corporation		1,524.00	0.00	0.00	Posted
06/03/22	1235	Dalila Ortiz		50.00	0.00	0.00	Posted
06/03/22	1236	SmartRise Elevator Service Inc		222.60	0.00	0.00	Posted
06/03/22	1237	Commercial Building Management Services, Inc.		4,462.34	0.00	0.00	Posted
06/03/22	1238	Alliance Landcare Inc.		877.00	0.00	0.00	Posted
06/03/22	E100307	Access Pacific, Inc.		295,648.70	0.00	0.00	Posted
06/06/22	1239	MRC Smart Technology Solutions		104.91	0.00	0.00	Posted
06/06/22	1240	Green Thumb Indoor Plant		662.75	0.00	0.00	Posted
06/06/22	1241	T-Mobile USA Inc.		572.61	0.00	0.00	Posted
06/06/22	1242	Tri - Signal Integration, Inc.		175.00	0.00	0.00	Posted
06/06/22	1243	Rotary Club of Walnut Valley		147.10	0.00	0.00	Posted
06/06/22	1244	Digium Inc.		2,567.89	0.00	0.00	Posted
06/06/22	1245	Uniform Headquarters		137.76	0.00	0.00	Posted
06/06/22	1246	Donald Luey		63.00	0.00	0.00	Posted
06/07/22	1247	Fisher Wireless Services, Inc.		21.04	0.00	0.00	Posted
06/07/22	1248	Los Angeles County Busines Federation		5,000.00	0.00	0.00	Posted
06/07/22	1249	Charity IT		3,004.00	0.00	0.00	Posted
06/07/22	1250	Coalition for Clean Air		5,000.00	0.00	0.00	Posted
06/07/22	1251	Thomas J. Koontz		6,432.00	0.00	0.00	Posted
06/07/22	1252	Rodger's Food Service		716.63	0.00	0.00	Posted
06/07/22	1253	Lourdes L. Alvarez		50.00	0.00	0.00	Posted
06/07/22	E100322	Keolis Transit America, Inc.		4,908.49	0.00	0.00	Posted
06/07/22	E100323	Keolis Transit America, Inc.		4,649.87	0.00	0.00	Posted
06/07/22	E100324	Keolis Transit America, Inc.		14,500.00	0.00	0.00	Posted
06/08/22	E100308	Clean Energy		271,730.03	0.00	0.00	Posted
06/08/22	E100309	Clean Energy		75,620.21	0.00	0.00	Posted
06/08/22	E100310	Clean Energy		47,575.44	0.00	0.00	Posted
06/09/22	1254	Landmark Healthplan of California, Inc.		2,029.55	0.00	0.00	Posted
06/09/22	1255	Ashlien Savage		816.73	0.00	0.00	Posted

Bank Account - Check Details

Period: 06/01/22..06/30/22

Foothill Transit

Tuesday, August 9, 2022

Page 2

FOOTHILLTRANSITJQUINTANA

ATTACHMENT D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
06/09/22	E100311	Transdev Services, Inc.		3,682.44	0.00	0.00	Posted
06/09/22	E100312	Transdev Services, Inc.		3,179.81	0.00	0.00	Posted
06/09/22	E100313	Transdev Services, Inc.		4,455.17	0.00	0.00	Posted
06/09/22	E100314	Nelson\Nygaard Consulting Associates, Inc.		13,236.66	0.00	0.00	Posted
06/10/22	1256	Fisher Wireless Services, Inc.		225.32	0.00	0.00	Posted
06/10/22	1257	Schindler Elevator Corporation		2,850.00	0.00	0.00	Posted
06/10/22	1258	Affordable Generator Services, Inc.		586.10	0.00	0.00	Posted
06/10/22	1259	Day - Lite Maintenance Co. Inc.		26.99	0.00	0.00	Posted
06/10/22	1260	MRC Smart Technology Solutions		674.29	0.00	0.00	Posted
06/10/22	1261	AFLAC		1,733.64	0.00	0.00	Posted
06/10/22	1262	Allied Administrators for Delta Dental		6,768.38	0.00	0.00	Posted
06/10/22	1263	Vision Service Plan - (CA)		1,366.20	0.00	0.00	Posted
06/10/22	1264	Doran J. Barnes		1,640.83	0.00	0.00	Posted
06/10/22	1265	Steven Leonard Gandara		38.81	0.00	0.00	Posted
06/13/22	E100315	Transdev Services, Inc.		10,844.43	0.00	0.00	Posted
06/14/22	1266	Cintas Corporation 24		187.17	0.00	0.00	Posted
06/14/22	1267	Southern California Streets Initiative		37,500.00	0.00	0.00	Posted
06/14/22	1268	Avail Technologies, Inc.		175,266.06	0.00	0.00	Posted
06/14/22	1269	FEDEX Corp.		126.91	0.00	0.00	Posted
06/14/22	1270	File Keepers LLC		44.00	0.00	0.00	Posted
06/14/22	1271	California Choice		62,229.89	0.00	0.00	Posted
06/14/22	E100316	Transdev Services, Inc.		2,298,437.05	0.00	0.00	Posted
06/14/22	E100317	Keolis Transit America, Inc.		1,284,884.48	0.00	0.00	Posted
06/15/22	1272	Thompson Coburn LLP		18,068.40	0.00	0.00	Posted
06/15/22	1273	ACC Business		1,066.54	0.00	0.00	Posted
06/15/22	1274	Alta Planning + Design, Inc.		21,928.19	0.00	0.00	Posted
06/15/22	1275	Psomas		20,849.51	0.00	0.00	Posted
06/15/22	1276	Apollo Electric		54,561.35	0.00	0.00	Posted
06/15/22	E100318	Life Insurance Company of North America		5,421.72	0.00	0.00	Posted
06/15/22	E100319	Life Insurance Company of North America		5,421.72	0.00	0.00	Posted
06/15/22	E100320	Transdev Services, Inc.		1,357,562.19	0.00	0.00	Posted
06/16/22	1277	AllOver Media, LLC		5,525.00	0.00	0.00	Posted
06/16/22	1278	Zonar Systems Inc.		6,256.00	0.00	0.00	Posted
06/16/22	1279	Disabled Resources Center, Inc.		750.00	0.00	0.00	Posted
06/16/22	1280	Azteca Landscape		6,158.18	0.00	0.00	Posted
06/16/22	1281	K-9 Partners of Covina		1,600.00	0.00	0.00	Posted
06/16/22	1282	Covina Downtown Merchants Association		2,500.00	0.00	0.00	Posted
06/16/22	1283	Southern California Streets Initiative		500.00	0.00	0.00	Posted
06/16/22	1284	Fisher Wireless Services, Inc.		97,416.00	0.00	0.00	Posted
06/16/22	1285	Downtown Pomona Owners Association		1,000.00	0.00	0.00	Posted
06/16/22	1286	ITsavvy LLC		230.60	0.00	0.00	Posted
06/17/22	1287	N G A Investment Properties LLC		1,023.64	0.00	0.00	Posted

Bank Account - Check Details

Period: 06/01/22..06/30/22

Foothill Transit

Tuesday, August 9, 2022

Page 3

FOOTHILLTRANSITJQUINTANA

ATTACHMENT D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
06/21/22	1288	Birdi Systems, Inc.		7,530.34	0.00	0.00	Posted
06/21/22	1289	Day - Lite Maintenance Co. Inc.		108.00	0.00	0.00	Posted
06/21/22	1290	Basic Backflow		500.00	0.00	0.00	Posted
06/21/22	1291	HD Supply Facilities Maintenance		63.12	0.00	0.00	Posted
06/21/22	1292	Skyline Pest Control		115.00	0.00	0.00	Posted
06/21/22	1293	Schindler Elevator Corporation		1,430.90	0.00	0.00	Posted
06/21/22	1294	Home Depot Credit Services		1,034.76	0.00	0.00	Posted
06/21/22	1295	State of California Department of Transportation		15,800.00	0.00	0.00	Posted
06/21/22	1296	Weatherite Corporation		708.00	0.00	0.00	Posted
06/21/22	1297	Newage PHM, LLC		196.49	0.00	0.00	Posted
06/21/22	1298	Pasadena Police Activities League		700.00	0.00	0.00	Posted
06/21/22	1299	Staples Business Adv.-Dept. LA		77.48	0.00	0.00	Posted
06/21/22	1300	Cintas Corporation 25		296.79	0.00	0.00	Posted
06/21/22	1301	Luis A Renderos		182.83	0.00	0.00	Posted
06/21/22	1302	BroadLux Inc.		6,051.98	0.00	0.00	Posted
06/21/22	1303	FEDEX Corp.		120.95	0.00	0.00	Posted
06/21/22	1304	The Reinalt-Thomas Corporation		275.32	0.00	0.00	Posted
06/21/22	1305	Center for Transportation and the Environment, Inc		26,397.84	0.00	0.00	Posted
06/22/22	1306	Tri - Signal Integration, Inc.		460.00	0.00	0.00	Posted
06/22/22	1307	CDW Government Inc.		3,649.85	0.00	0.00	Posted
06/22/22	1308	Amazon Web Services, Inc		982.02	0.00	0.00	Posted
06/22/22	1309	Liberty Mutual Insurance Company		2,352.00	0.00	0.00	Posted
06/22/22	1310	ODP Business Solutions, LLC		183.93	0.00	0.00	Posted
06/22/22	1311	Proterra Operating Company, Inc.		700.00	0.00	0.00	Posted
06/22/22	1312	Jeffrey Charles Schenkel		800.00	0.00	0.00	Posted
06/22/22	1313	TransTrack Systems Inc.		44,855.00	0.00	0.00	Posted
06/22/22	1314	The Historical Society of Pomona Valley		500.00	0.00	0.00	Posted
06/22/22	1315	Chamber of Commerce - Pomona		1,000.00	0.00	0.00	Posted
06/22/22	1316	Industry Hills Charity Pro Rodeo		3,000.00	0.00	0.00	Posted
06/22/22	1317	Pulsar Advertising		10,867.50	0.00	0.00	Posted
06/22/22	1318	Chamber of Commerce - Glendora		300.00	0.00	0.00	Posted
06/22/22	1319	Kare Youth League		1,200.00	0.00	0.00	Posted
06/22/22	E100325	Clean Energy		172,409.73	0.00	0.00	Posted
06/22/22	E100326	Transdev Services, Inc.		35,895.29	0.00	0.00	Posted
06/22/22	E100327	Darold D. Pieper Attorney at Law		8,310.00	0.00	0.00	Posted
06/22/22	E100328	Nelson\Nygaard Consulting Associates, Inc.		22,104.01	0.00	0.00	Posted
06/22/22	E100329	Keolis Transit America, Inc.		1,378,110.01	0.00	0.00	Posted
06/22/22	E100330	Transdev Services, Inc.		2,440,936.99	0.00	0.00	Posted
06/24/22	E100331	MCG & Associates		2,160.00	0.00	0.00	Posted
06/28/22	1320	Thompson Coburn LLP		69,633.22	0.00	0.00	Posted

Bank Account - Check Details

Period: 06/01/22..06/30/22

Foothill Transit

Tuesday, August 9, 2022

Page 4

FOOTHILLTRANSITJQUINTANA

ATTACHMENT D

Check Date	Check No.	Vendor Name	Description	Amount	Printed Amount	Voided Amount	Entry Status
06/28/22	1321	Birdi Systems, Inc.		385.19	0.00	0.00	Posted
06/28/22	1322	Fisher Wireless Services, Inc.		47.19	0.00	0.00	Posted
06/28/22	1323	Thomas J. Koontz		3,177.50	0.00	0.00	Posted
06/28/22	1324	Dean Gazzo Roistacher LLP		976.00	0.00	0.00	Posted
06/28/22	1325	Alltech Industries, Inc.		6,600.00	0.00	0.00	Posted
06/28/22	1326	SmartRise Elevator Service Inc		2,616.00	0.00	0.00	Posted
06/28/22	1327	Stantec Architecture		336.00	0.00	0.00	Posted
06/28/22	1328	Weatherite Corporation		1,889.00	0.00	0.00	Posted
06/28/22	1329	Newage PHM, LLC		7,607.17	0.00	0.00	Posted
06/28/22	1330	Green's Lock and Safe		280.00	0.00	0.00	Posted
06/28/22	1331	Concur Technologies, Inc.		2,252.80	0.00	0.00	Posted
06/28/22	1332	Industry Public Utility Commission		944.65	0.00	0.00	Posted
06/28/22	1333	AT and T - 5025		3,003.36	0.00	0.00	Posted
06/28/22	1334	South Coast AQMD		1,558.13	0.00	0.00	Posted
06/29/22	1335	CDW Government Inc.		6,863.74	0.00	0.00	Posted
06/29/22	1336	Tri - Signal Integration, Inc.		557.75	0.00	0.00	Posted
06/29/22	1337	Platinum Security Inc.		7,438.86	0.00	0.00	Posted
06/29/22	1338	City of Pomona - Passes		1,500.00	0.00	0.00	Posted
06/29/22	1339	MRC Smart Technology Solutions		139.58	0.00	0.00	Posted
06/29/22	1340	Stantec Architecture		457.50	0.00	0.00	Posted
06/29/22	1341	Paulina Ruiz		298.77	0.00	0.00	Posted
06/29/22	1342	Historical Society of West Covina		600.00	0.00	0.00	Posted
06/29/22	1343	ConvergeOne, Inc		7,444.03	0.00	0.00	Posted
06/29/22	1344	County of L.A. - Sheriff's Dept.		22,388.76	0.00	0.00	Posted
06/29/22	1345	Chamber of Commerce - Pasadena		3,995.00	0.00	0.00	Posted
06/30/22	1346	National CineMedia, LLC		9,746.73	0.00	0.00	Posted
06/30/22	1347	Stantec Architecture		7,553.25	0.00	0.00	Posted
06/30/22	1348	IHeartMedia Entertainment Inc.		4,000.00	0.00	0.00	Posted
06/30/22	1349	Weatherite Corporation		4,011.25	0.00	0.00	Posted
06/30/22	1350	Mariposa Landscapes, Inc.		3,047.54	0.00	0.00	Posted
06/30/22	E100332	Transdev Services, Inc.		5,343.51	0.00	0.00	Posted
06/30/22	E100333	Access Pacific, Inc.		99,551.89	0.00	0.00	Posted
General Checking				10,830,564.67	0.00	0.00	



August 26, 2022

To: Executive Board

Subject: **Fiscal Year 2022 Year-End Budget Update**

Recommendation

Receive and file the year-end budget update for the fiscal year ending June 30, 2022.

Analysis

As of June 30, 2022, Foothill Transit ended the fiscal year \$7.5 million under the approved year-to-date operating budget of \$110.9 million. Please note that these are unaudited results and could change slightly once the Annual Comprehensive Financial Report (ACFR) is finalized.

Operating accomplishments during FY2022 included the following: marketing and communication campaigns that promoted safety and kept customers informed of changing conditions brought forth by the pandemic; advocating for additional funding from both the State and Federal governments; continued work on Foothill Transit Forward (Comprehensive Operational Analysis); operation of shuttle service for events at the Rose Bowl and L.A. Marathon; and, development of a new fare structure. All team members have been instrumental in mitigating the impacts of the coronavirus pandemic and ensuring business continuity amid the COVID-19 pandemic.

Capital program achievements during FY2022 included continuation of the bus heavy maintenance program; contract award for 33 fuel cell electric buses and the supporting infrastructure; delivery of the first Foothill Transit fuel cell electric bus; facility improvements at both operations and maintenance facilities; continued construction of the Mt. San Antonio College Transit Center; security enhancements at all Foothill Transit properties; further development of the Foothill Transit website redesign; and continued upgrades of essential information technology equipment and software necessary for essential business operations.

Foothill Transit spent \$10.9 million of its \$75.6 million capital budget in FY2023. This is primarily a result of the worldwide supply chain delays that are a direct result of the pandemic. As a result, project managers have



heightened communication with vendors to limit further delays that can be controlled.

Budget Impact

Foothill Transit experienced budget savings across each department throughout the fiscal year. These savings were largely related to the adjustment of service levels to best meet the needs of the communities thus resulting in significant purchased transportation savings. As in-person training and development opportunities became more available, some team members returned but not at the level that was anticipated, due to a resurgence of COVID. Delays in the Foothill Transit Forward project schedule also led to some operating savings that will be adjusted in FY2023. We monitored surging fuel costs throughout the year and ended the year under the approved operating budget despite being \$1.2 million over budget in the fuel account. We took these surging costs into consideration when preparing the budget for FY2023 and do not anticipate another overage.

Foothill Transit collected \$7.5 million of fare revenues in FY2022, surpassing the target fare revenue of \$3,204,300. Revenue savings will be reprogrammed to mitigate any future revenue shortages.

Staff have reviewed the figures reported, however these figures are unaudited. Foothill Transit's audited financial performance will be included in the Annual Comprehensive Financial Report (ACFR) for 2022.

Sincerely,

Michelle Lopes Caldwell
Director of Finance and Treasurer

Doran J. Barnes
Chief Executive Officer

Attachment

TOTAL BUDGET BY DEPARTMENT
FY2022 Quarterly Budget Variance Report QTR 4
07/01/2021 to 06/30/2022

Attachment A

DEPARTMENTS		Budget Y-T-D	Actual Y-T-D	Variance Fav(unf)
1	Customer Service & Operations	\$95,159,240	\$ 89,999,360	\$ 5,159,880
2	Maintenance & Vehicle Technology	1,027,660	826,869	200,791
3	Marketing and Communications	2,193,670	1,936,000	257,670
4	Information Technology	2,221,040	1,931,783	289,257
5	Administration	2,345,770	2,345,770	-
6	Procurement	874,320	746,781	127,539
7	Government Relations	982,880	434,640	548,240
8	Finance	1,851,710	1,851,710	-
9	Planning	2,154,990	1,508,615	646,375
10	Facilities	2,099,960	1,801,175	298,785
11	TOTAL	\$ 110,911,240	\$ 103,382,703	\$ 7,528,537



August 26, 2022

To: Executive Board

Subject: **Resolution Authorizing Teleconferenced Public Meetings**

Recommendation

Adopt Resolution 2022-14 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

Analysis

Government Code Section 54953 of the Ralph M. Brown Act was amended by AB 361 on an urgency basis to permit continued agency public meetings by teleconference on and after October 1, 2021, subject to making the following findings:

- (A) The legislative body has reconsidered the circumstances of the state of emergency.
- (B) Any of the following circumstances exist:
 - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - (ii) State or local officials continue to impose or recommend measures to promote social distancing.

On July 28, 2022, the Executive Board made these findings in Resolution 2022-13, which permitted public meetings by teleconference through August 27, 2022.

To continue to convene public meetings by teleconferencing for 30 days after August 26, 2022, (through September 25, 2022), the Executive Board must now make the findings embodied in Resolution 2022-14.

Sincerely,

Darold Pieper
General Counsel

Doran J. Barnes
Chief Executive Officer

RESOLUTION NO. 2022-14
A RESOLUTION OF THE EXECUTIVE BOARD OF
FOOTHILL TRANSIT AUTHORIZING REMOTE
TELECONFERENCE MEETINGS OF THE FOOTHILL
TRANSIT EXECUTIVE BOARD AND GOVERNING BOARD
PURSUANT TO RALPH M. BROWN ACT

The Executive Board of Foothill Transit does resolve as follows:

1. Findings. The Executive Board hereby finds and declares the following:

A. Government Code Section 54953 of the Ralph M. Brown Act was amended by AB 361 on an urgency basis to permit continued agency public meetings by teleconference on and after October 1, 2021, subject to the following findings:

(1) The Governor issued a Proclamation of State of Emergency on March 4, 2020, pursuant to section 8625 of the California Emergency Services Act, and that Proclamation has not been terminated as required by section 8629 of that Act.

(2) The California Department of Public Health continues to urge residents to “continue to practice physical distancing when possible”.

(3) The Los Angeles County Department of Public Health continues to recommend that residents social distancing and the use of masks indoors with people outside ones’ household.

(4) The Executive Board has reconsidered the circumstances of the state of emergency which can vary greatly by time and date depending upon multiple factors with the progression of the pandemic.

(5) The state of emergency may continue to directly impact the ability of the members to meet safely in person.

[Continued on page 2.]

Attachment A

B. Accordingly, there may be a need for the Foothill Transit Executive Board or Governing Board to meet by teleconferencing meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953.

2. Action.

A. The Executive Board directs that Executive Board or Governing Board meetings held within the next 30 calendar days may be held by teleconferencing in compliance with section 54953(e) of the Ralph M. Brown Act.

B. The determination of whether to meet by teleconferencing or in person shall be made by the Chair of the Executive Board in consultation with the Chief Executive Officer and General Counsel.

C. This Resolution shall be effective immediately and remain in effect through September 25, 2022, or until such time the Executive Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Foothill Transit may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

3. **Adoption.** PASSED AND ADOPTED at a Regular Meeting of the Executive Board held on August 26, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

COREY CALAYCAY, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By: _____

By: _____



August 26, 2022

To: Executive Board

Subject: **August 2022 Procurement Monthly Report**

Recommendation

Receive and file the Procurement Monthly Report for August 2022.

Awarded Procurements:

Since the June 24, 2022 Executive Board Meeting, there have been two awards of agreements over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Contract No. 22-077 was signed for a sole-source award to Iteris for bus signal priority along the Pasadena, Monrovia, Duarte, Azusa corridor. The total contract price for three years of operations and maintenance of the system is \$186,677.75. Iteris has previously installed and currently manages the technology in this corridor for L.A. Metro. The Independent Cost Estimate for this project was \$207,000.00.
- Contract No. 22-097 was signed for a sole-source award to Genfare for farebox power supply units. The current units reached the end of their useful life and need to be replaced using Genfare's proprietary hardware. The total contract price for replacement and installation of the units is \$185,473.18. The Independent Cost Estimate for this project was \$192,000.00.

Upcoming Procurements:

Since the last Executive Board meeting, the Procurement Department has initiated one procurement over \$100,000.00 but below the Executive Board's approval threshold of \$250,000.00.

- Request for Quotes 23-004 for temporary hydrogen fueling. The Independent Cost Estimate for this solicitation is \$240,000.00. Responses were received on July 21, 2022 and the agency is currently negotiating the agreement.

Sincerely,

Christopher Pieper
Director of Procurement

Doran J. Barnes
Chief Executive Officer



August 26, 2022

To: Executive Board

Subject: **August 2022 Legislative Report**

Recommendation

Receive and file the August 2022 Legislative Report.

Federal Update:

FY 2023 Appropriations Bill

On July 28, the Senate Committee on Appropriations released its draft FY 2023 Appropriations package, including their proposal for the FY 2023 Transportation, Housing and Urban Development, and Related Agencies (THUD) Appropriations bill. This Senate THUD Appropriations bill fully funds the public transit contract authority provided by the Infrastructure Investment and Jobs Act (IIJA), and provides a total of \$21.1 billion for public transit in FY 2023. This amount reflects a \$565 million increase from the FY 2022 enacted level, but is also \$621 million less than the House THUD Appropriations bill released on June 30, which provided \$21.7 billion for public transit in FY 2023. The Senate THUD Appropriations bill also provides additional General Fund funds that were larger than the “plus-ups” proposed in the House THUD Appropriations bill, including \$220 million for Buses and Bus Facilities competitive grants (\$200 million proposed in the House bill), \$135 million for Low-No Emission Bus Grants (\$75 million proposed in the House bill), and \$1.1 billion for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) competitive grants for surface transportation projects (\$775 million proposed in the House bill).

The Senate THUD Appropriations bills also included \$98 million in public transit earmarks, or congressionally directed spending requests submitted by members of the Senate. While Senator Alex Padilla’s funding request on behalf of Foothill Transit for the purchase of 24 zero-emissions double-deck buses was excluded from the list of these earmarks, \$4 million for Foothill Transit’s earmark request made by U.S. House Representative Linda Sánchez was included among the \$267 million in earmarks set aside for public transit projects within the House THUD Appropriations bill.

Inflation Reduction Act of 2022

On August 16, President Biden signed H.R. 5376, the Inflation Reduction Act of 2022 after over a year of negotiations that culminated in a party-line vote in the Senate on August 7, followed by a 220-207 vote in the House on August 12. This reconciliation bill represents the largest federal investment to combat climate change, with roughly \$370 billion dedicated to curbing harmful



emissions and advancing green technology. This legislation includes \$1 billion in investments toward replacing dirty medium and heavy-duty vehicles with zero-emitting vehicles, \$3 billion for environmental and climate justice block grants, \$3 billion for Neighborhood Access and Equity Grants, and an extension of the Alternative Fuels Tax Credit and Biodiesel and Renewable Diesel Excise Tax Credit from 2021 through 2024.

FY 2022 FTA Buses and Bus Facilities and Low or No Emission Grant Program

On August 16, the FTA announced \$1.66 billion in grant awards for the FY 2022 Buses and Bus Facilities and Low-No programs. Despite strong community and congressional delegation support, Foothill Transit's project for 15 hydrogen fuel cell buses, 15 battery-electric buses, and supporting zero-emission infrastructure was not selected for this grant cycle.

State and Local Update:

In Sacramento, the State Legislature reconvened from summer recess on August 1, and the last day for each house to pass bills is August 31. The Governor then has until September 30 to sign or veto bills that were passed by the Legislature before September 1.

Monitored State Legislation

Foothill Transit took a SUPPORT position on AB 2622, which would extend from January 1, 2024 to January 1, 2026, the sales tax exemption for zero-emission transit buses established by AB 784. This bill passed in the Senate Appropriations Committee on August 11, and now awaits a Senate Floor vote.

A SUPPORT position was also taken on AB 1919 after it was significantly amended to reflect amendment requests made on behalf of California transit agencies by the California Transit Association. This bill would create an elective Youth Transit Pass Pilot Program offering free youth transit passes to students and would allow a transit agency to partner with one or more educational institutions to receive new state funding to establish, maintain, subsidize, or expand a fare free program. In addition to these uses, transit agencies with existing fare free programs for youth 18 and younger would be eligible to receive new state funding for transit operations. This bill passed in the Senate Appropriations Committee on August 11, and now awaits a Senate Floor vote.

Sincerely,

Yoko J. Igawa
Director of Government Relations

Doran J. Barnes
Chief Executive Officer



August 26, 2022

To: Executive Board

Subject: **Resolution for the California State of Good Repair Program**

Recommendation

Adopt the following resolution:

Resolution No. 2022-15: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).

Analysis

The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), signed by the Governor on April 28, 2017, includes a program that will provide additional revenues for transit infrastructure repair and service improvements. This investment in public transit will be referred to as the State of Good Repair program. This program provides funding of approximately \$105 million annually to the State Transit Assistance (STA) Account. These funds are to be made available for eligible transit maintenance, rehabilitation, and capital projects.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, in order to be eligible for State of Good Repair funding, potential agencies must comply with various reporting requirements. The State of Good Repair Guidelines will describe the general policies and procedures in carrying out the reporting requirements and other statutory objectives of the Road Repair and Accountability Act of 2017.

With the Board's authorization, Foothill Transit will request funds to support the state of good repair of Foothill Transit's fleet and facilities. The proposed project for SB1 State of Good Repair funds will fund the repair and rehabilitation of Foothill Transit's fleet.

Attachment A is the proposed resolution for authorization for the execution of the State of Good Repair Certifications and Assurances required to receive the grant funding.



Budget Impact

This resolution will enable Foothill Transit to submit an allocation request of \$1,630,253 to fund the repair and rehabilitation of Foothill Transit's fleet and facilities.

Sincerely,

Michelle Lopes Caldwell
Director of Finance & Treasurer

Doran J. Barnes
Chief Executive Officer

RESOLUTION #2022-15

**APPROVING THE PROJECT LIST FOR FY 2022-23
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

WHEREAS, Senate Bill 1 (SB1), the Road Repair and Accountability Act 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, the Los Angeles County Metropolitan Transportation Authority is an eligible project sponsor and may receive and distribute State Transit Assistance - State of Good Repair funds to Foothill Transit for eligible transit capital projects;

WHEREAS, the Los Angeles County Metropolitan Transportation Authority distributing SGR funds to Foothill Transit under its regional jurisdiction; and

WHEREAS, the Los Angeles County Metropolitan Transportation Authority concurs with and approves the attached project list for the State of Good Repair Program funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Board of Foothill Transit hereby approves the SB1 State of Good Repair Project List for FY 2022-2023; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of Foothill Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

NOW, THEREFORE, BE IT RESOLVED, that the Director of Finance is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair funds and to execute the related grant applications, forms and agreements.

[Continued on page 2.]

Attachment A

Adoption. PASSED AND ADOPTED at a Regular Meeting of the Executive Board held on August 26, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

COREY CALAYCAY, CHAIR

APPROVED AS TO FORM:
DAROLD PIEPER, GENERAL COUNSEL

ATTEST:
CHRISTINA LOPEZ, BOARD SECRETARY

By:_____

By:_____



August 26, 2022

To: Executive Board

Subject: **Authorization to Issue Request for Proposals for Security Services.**

Recommendation

Authorize the Chief Executive Officer to:

1. Cancel Request for Proposals (RFP) No. 22-023 seeking to provide ongoing security services at the Downtown Los Angeles (DTLA) layover, administrative office building, and the El Monte Transit Store.
2. Authorization to Issue Request for Proposals (RFP) No. 23-002 for Security Services for Downtown Los Angeles Layover, Administrative Office, and El Monte Transit Store with an emphasis on blended security services utilizing fixed guards, flexible roving patrol coverage, mobile video surveillance camera capabilities, remote monitoring, and future options for additional locations.

Analysis

At the June 25, 2021 Executive Board meeting, authorization was given to the Chief Executive Officer to issue RFP No. 21-111 to provide ongoing security services at both the Downtown Los Angeles (DTLA) layover and administrative office building. As the evaluation process was underway, it became apparent it would be in Foothill Transit's best interest to consolidate our complete portfolio of security guard services into a single agreement with one vendor. Therefore, at the October 1, 2021, Executive Board meeting, approval was given to add the El Monte Transit Store to leverage security services to provide for a cohesive and coordinated protection plan, rather than three separate stand-alone resources (RFP No. 22-023).

On October 7, 2021, RFP No. 22-023 was issued and the procurement was completed within a two-month period. On January 28, 2022, the Authorization to Award Contract for Security Services was pulled from the agenda.

The contract term for this new procurement remains unchanged at three years with two one-year options; however, there were significant changes in terms of the scope and budget. Specifically, an emphasis on blended security services utilizing fixed guards, flexible roving patrol coverage, mobile video surveillance camera capabilities, remote monitoring, and future options for



additional locations. The new Safety and Security budget program was established to accommodate Foothill Transit's 21st Century vision for security.

The intent of this RFP is to secure the services of a qualified vendor to provide highly trained personnel and technological solutions capable of designing, developing, and assembling technologies while complementing human guard services that will offer a greater return on investment. Although all three locations offer unique challenges, contracting with a single entity, capable of guard services and 21st Century technology, is an efficient and transparent approach to providing security services that meet Foothill Transit's goals. Moreover, a strengthened ability to provide options for future expansion at additional Foothill Transit critical infrastructure.

The administrative offices parking attendant agreement had been month-to-month and was terminated in July 2022 in whole, by the contractor. The security services at the remaining two sites are currently on a month-to-month basis.

Budget Impact

Foothill Transit's adopted Business Plan and Budget includes funding for Foothill Transit's security services in Department 70, Account Number 5721.

Sincerely,

John Curley
Chief of Safety and Security

Doran J. Barnes
Chief Executive Officer

Michelle Lopes Caldwell
Director of Finance and Treasurer

Christopher Pieper
Director of Procurement



August 26, 2022

To: Executive Board

Subject: **Authorization to Issue Request for Proposals for Video Security and Access Control Systems Maintenance**

Recommendation

Authorize the Chief Executive Officer to issue a Request for Proposals (RFP) No. 23-008 for a contractor to provide ongoing maintenance of Foothill Transit’s security and access control systems.

Analysis

In 2013, the video security management system and access control systems at Foothill Transit’s Pomona and Arcadia operations and maintenance facilities and the West Covina administrative offices were upgraded to enhance the safety of its employees, contracted personnel, and day-to-day operations. The video security management system (VSS) covers critical common areas of each of Foothill Transit’s facilities and allows local real-time monitoring and post-incident viewing of events at Foothill Transit’s Arcadia and Pomona facilities, as well as real-time and post-incident viewing from the West Covina administration offices of events at all Foothill Transit facilities. The access control system (ACS) ensures that the buildings and facilities are properly secured with appropriate levels of access to staff members and visitors.

The intent of this RFP is to secure the services of a qualified vendor to provide ongoing maintenance and repair services, as necessary, beginning on January 1, 2023. The contract term will be for three years with two one-year options. In addition, the selected vendor will be contracted to provide software updates to Foothill Transit’s VSS and ACS as required by the Original Equipment Manufacturers.

Budget Impact

Foothill Transit’s adopted Business Plan and Budget includes funding for maintenance of Foothill Transit’s security and access control systems in Department number 90, Account number 5991.

Sincerely,

Aaron Lim
Facilities Manager

Doran J. Barnes
Chief Executive Officer

Michelle Lopes Caldwell
Director of Finance and Treasurer

Christopher Pieper
Director of Procurement



August 26, 2022

To: Executive Board

Subject: **Authorization to Issue Invitation for Bids for Arcadia Irwindale Operations & Maintenance Facility Security Enhancements**

Recommendation

Authorize the Chief Executive Officer to issue IFB No. 23-013 for the construction and installation of security enhancements at Foothill Transit's Arcadia Irwindale Operations & Maintenance Facility.

Analysis

The security-hardening project for the overflow parking lot at the Arcadia Irwindale Operations & Maintenance Facility is currently in Plan Check review with LA County and City of Irwindale Building Department.

In 2012, Foothill Transit undertook a project to improve the safety and security systems for the facilities at the Pomona and Arcadia Irwindale Operations and Maintenance facilities and the administrative office building. The security cameras and software at all three of these locations have been updated as needed over time, however more robust and up-to-date technology on wireless secured security systems are now available to ensure effective facility security for all agency-owned and/or operated properties. Similarly, and because the timing of this project coincides with an upcoming security services procurement, staff is seeking approval to issue an IFB, specifically for access control measures and security cameras at the security-hardening site, both of which are within the approved project scope. In the upcoming year, staff plans to implement an updated security system for all Foothill Transit infrastructure. New fencing, cameras, and a gated access control system at the Arcadia Irwindale overflow parking facility will be the foundation for future security services and approval of this IFB allows staff to plan strategically.



Budget Impact

The funding for the security-hardening project at the Arcadia Irwindale Operations & Maintenance facility is included in the previously approved capital project #237 Arcadia Irwindale security hardening project.

Sincerely,

John Curley
Chief of Safety and Security

Doran J. Barnes
Chief Executive Officer

Michelle Lopes Caldwell
Director of Finance and Treasurer

Christopher Pieper
Director of Procurement



August 26, 2022

To: Executive Board

Subject: **Authorization to Award Contract for Pomona Operations and Maintenance Facility Gas Detection Modifications for Hydrogen Fuel Cell Electric Buses**

Recommendation

Authorize the Chief Executive Officer to negotiate final terms and conditions and enter into Agreement No. 22-092 with Reliable Monitoring Services in the amount of \$1,557,666 for gas detection system modifications for the hydrogen fuel cell electric buses at Foothill Transit's Pomona Operations and Maintenance (O&M) Facility.

Analysis

At the May 2022 Executive Board meeting, the Board authorized the issuance of Invitation for Bids (IFB) No. 22-092 for construction services related to modifications of the gas detection system for hydrogen fuel cell electric buses at Foothill Transit's Pomona Operations and Maintenance (O&M) Facility.

Foothill Transit is in the process of adding a fleet of hydrogen fuel cell buses to the Pomona O&M Facility, and construction of the hydrogen-fueling infrastructure for the new fuel cell bus fleet is currently underway. Adding this fuel technology will require upgrades to the facility to ensure employee safety at the facility.

The scope of the project includes the replacement of gas detection and heating and ventilation equipment and systems at the maintenance and bus wash buildings. These include radiant gas-fired heaters, roof-mounted exhaust fans, gas-leak detection systems for hydrogen/methane/carbon dioxide gases, hot-water pressure washer, and roof-mounted gravity ventilators at the bus wash building.

IFB No. 22-092 was issued on June 2, 2022. A mandatory site visit was conducted on June 14, 2022, and the deadline for receipt of bids was July 28, 2022. Four bids were received and Reliable Monitoring Services (RMS) was the lowest responsive and responsible bidder. RMS has over 18 years of experience leading in safety management design, installation, and servicing. RMS has successfully delivered projects with similar scope for public agencies such as California General Services, Omnitrans, and Eastern Municipal Water District.



Budget Impact

Funding is included in the approved FY 2023 Business Plan under capital project No. 0212 Hydrogen Fuel Cell Bus Replacement and Fueling Infrastructure.

Sincerely,

Vincent Saucedo
Capital Projects Manager

Doran J. Barnes
Chief Executive Officer

Chris Pieper
Director of Procurement

Michelle Lopes Caldwell
Director of Finance and Treasurer



August 26, 2022

To: Executive Board

Subject: **Authorization to Amend Contract for 33 Hydrogen Fuel-Cell Electric Buses**

Recommendation

Authorize the Chief Executive Officer to amend Contract No. 21-077 to (1) facilitate payment of a four percent surcharge to New Flyer Industries and (2) make progress payments on the purchase of 33 hydrogen fuel-cell electric buses.

Analysis

On June 15, 2022, New Flyer sent a letter to Foothill Transit's Chief Executive Officer requesting a seven percent price increase on our existing contract for the purchase of 33 hydrogen fuel-cell electric buses. They sent similar requests to other clients with orders for vehicles with a delivery date on or after July 1, 2022. The letter (Attachment A) states that the increase is due to business disruptions due to the COVID pandemic that have resulted in global supply chain issues.

Staff performed an analysis of the actual increase in cost to Foothill Transit's specific bus order and found it to be 8.4 percent or \$79,084 per bus (Attachment B), higher than New Flyer's requested surcharge of seven percent, or \$74,809 per bus.

Staff proposed a four percent increase or \$45,000 per bus to New Flyer, plus progress payments with the following milestones and percentages:

- Fuel Cell delivery to New Flyer: 25%
- Battery Installation in the bus 35%
- Approval for shipment of each bus to Foothill Transit 30%
- Vehicle Acceptance 10%

Contract No. 21-077 can be amended in writing under Section 235 of the agreement. In addition, under the change order process in section 211(c), New Flyer can request a change order on the basis of an extraordinary and unanticipated increase in the cost of materials or components used to manufacture the vehicle that arises after the contract is signed and directly results in additional cost or time to perform the work. Under the process set forth, New Flyer is required to submit a detailed price and schedule for the



change. Foothill Transit can accept, reject, or modify the change order requested. In addition, under Section 211(b)(5), Foothill Transit has the right to conduct a cost or price analysis on any change order, including contractor-requested change orders.

Budget Impact

At their October 29, 2021 Governing Board meeting, the Governing Board approved an increase in the Life of Project Budget for Project No. 212 to \$45.6 million. There are sufficient funds available to facilitate the four percent surcharge on the 33 hydrogen fuel-cell electric buses.

The funding for the buses will be a combination of federal, state, and local funds and will be available in the FY2023 budget.

Sincerely,

Roland M. Cordero
Director of Maintenance & Vehicle Technology

Doran J. Barnes
Chief Executive Officer

Michelle Lopes Caldwell
Director of Finance and Treasurer

Christopher Pieper
Director of Procurement

Attachments

From: [James Smith](#)
To: [Roland Cordero](#)
Cc: [Gina Locklear](#)
Subject: SR-2668 Foothill Transit - Surcharge Documentation
Date: Tuesday, August 16, 2022 10:18:44 AM
Attachments: [SR2668 Foothill XHE40 Surcharge v2.pdf](#)
Importance: High

Roland,

Attached is the back-up data for New Flyer's Surcharge request. Per previous discussions, this includes the realized increased costs since the Proposal was provided to Foothill, the initial 7% increase New Flyer requested, and the \$45,000 per bus Foothill and New Flyer agreed to. The presentation has been marked Confidential. New Flyer appreciates Foothill keeping this private to the extent the governing law allows.

Foothill has also agreed to make Progress Payments based on the following milestones and percentages.

- 25% at Fuel Cell delivery
- 35% Battery installation
- 30% Approval for shipment
- 10% at Acceptance

Please feel free to use this information as supporting documentation during Foothill's next Board meeting.

New Flyer would like to again thank Foothill Transit for their willingness to help with this difficult request and recognize the strong business partnership both organizations share with the other. It's great people like yourselves that make this business so incredible to be a part of.

Have a great day,
James N. Smith
Customer Program Manager

C 256.452.0243
James_Smith@newflyer.com

[New Flyer | MCI](#)

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Please consider the environment before printing this e-mail.



Foothill Transit 7% Price Increase Support

August 15, 2022



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SR #	2668	
Customer:	Foothill Transit	
Model No.:	XHE40	
Order Quantity:	33	
	INCREASE	%
<u>COST OF SALES (LABOR EXCLUDED)</u>		
Material Cost	45,721	
Material - inbound freight	10,545	
California DGS Fee	10,960	
Delivery cost	1,431	
Bus Warranty	-	
Acceptance Costs (provision)	-	
Retrofit	-	
Contract Spares	-	
TOTAL COST OF SALES INCREASE	68,657	7.9%
OVERHEAD per Bus	8,716	
SG&A per Bus	1,711	
Realized Cost increase per Bus	79,084	8.4%
<u>Price Adjustment Agreement</u>		
Contract Price	\$ 1,068,698	
Proposed Price Adjustment	\$ 74,809	7.0%
Foothill Agreed Portion of Realized Cost Increase per Bus	\$ 45,000	

Attachment B





Public Outreach

Staff commenced the public outreach process on June 1, 2019. During the public comment period, customers and other stakeholders were given the opportunity to provide comments and feedback regarding the implementation of Line 490. Those customers affected by the implementation, as well as anyone else who was interested, had the option of submitting their comments via mail, e-mail, phone, or through Foothill Transit’s social media pages. Twelve comments were received regarding the implementation of Line 490. Ten comments were in favor and two were opposed to the change.

An official public hearing was held on Saturday, August 10, 2019, at Foothill Transit’s Board Room. The public hearing was advertised on Foothill Transit’s website, social media pages, and onboard the buses.

In Favor	10
Not in Favor	2
Total Comments:	12

Title VI Analysis

Methodology

This Title VI analysis report is in accordance with the FTA’s Title VI Circular 4702.1B, which states that agencies shall evaluate major service and fare changes at the planning stages to determine whether these changes have a discriminatory impact. This report provides a demographic analysis, comparing Line 490’s minority and low-income populations to the minority and low-income populations of Foothill Transit’s service area.

Foothill Transit staff utilized the 2020 Decennial Census Redistricting Data and the 2016-2020 American Community Survey 5-Year Estimates at the block group level to determine the impacts that Line 490 might have on the minority and low-income populations within the ¼-mile and 1-mile radius of each route.

Foothill Transit considers low-income to be a household that earns 30 percent or less of the median household income in its service area. The average median household income in Foothill Transit’s service area is \$81,154; therefore, the low-income threshold is \$24,346.20. Because the census reports household income in increments, Foothill Transit considers any household with an income less than \$25,000 as “low-income.”



Results

The analysis looked at both a ¼-mile radius and a one-mile radius.

Quarter-mile radius analysis:

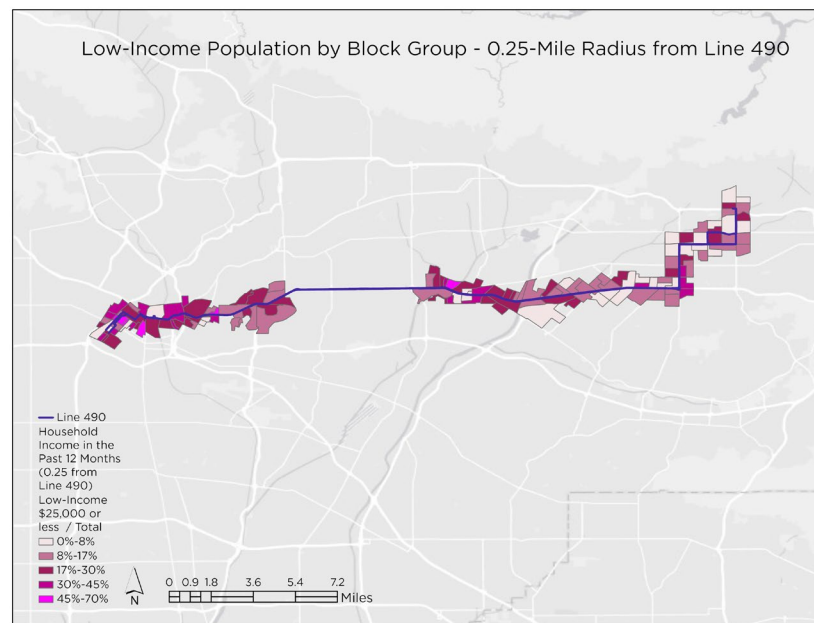
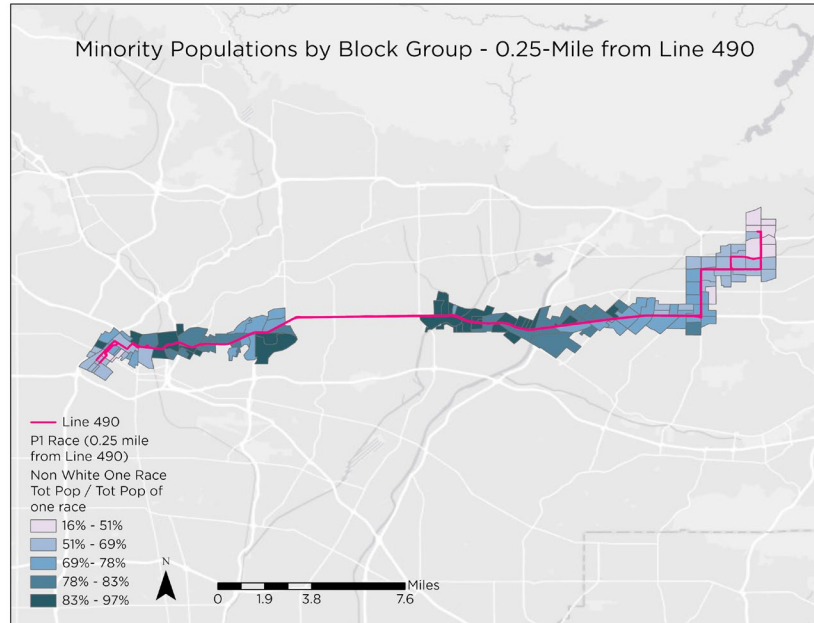


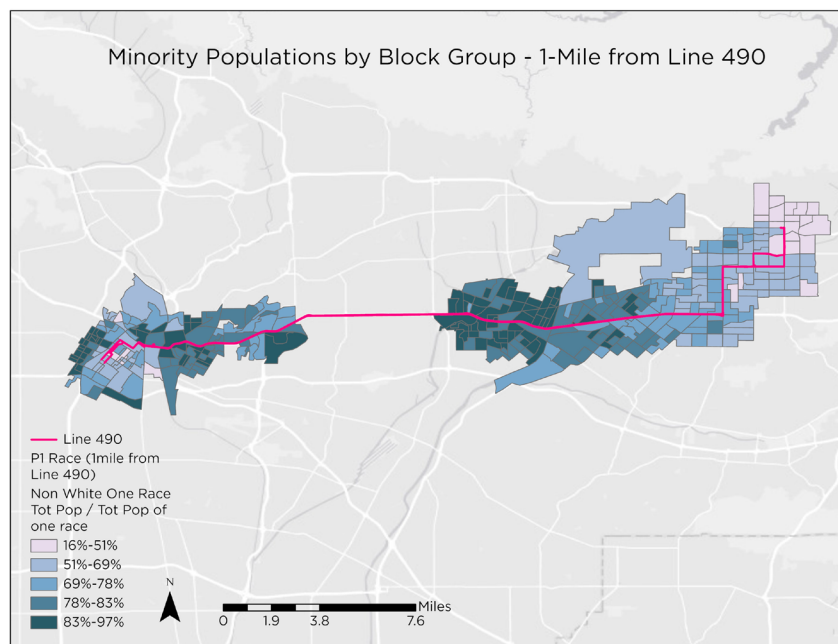


Table 1 **Line 490 vs Overall Service Area: Quarter-mile-radius Buffer Analysis**

	Population	Minority proportion of population	Difference from overall service area	Low-income proportion of population	Difference from overall service area
¼-mile radius of Line 490	197,522	72.84%	+4.16	10.62%	-6.82
Overall Service Area	1,548,670	68.68%		17.44%	

When comparing the minority and low-income proportion of populations between the ¼-mile radius around Line 490 and the overall service area, the quarter-mile radius analysis results demonstrate impacts of less than 15 percent for minority and low-income populations.

One-mile-radius analysis:



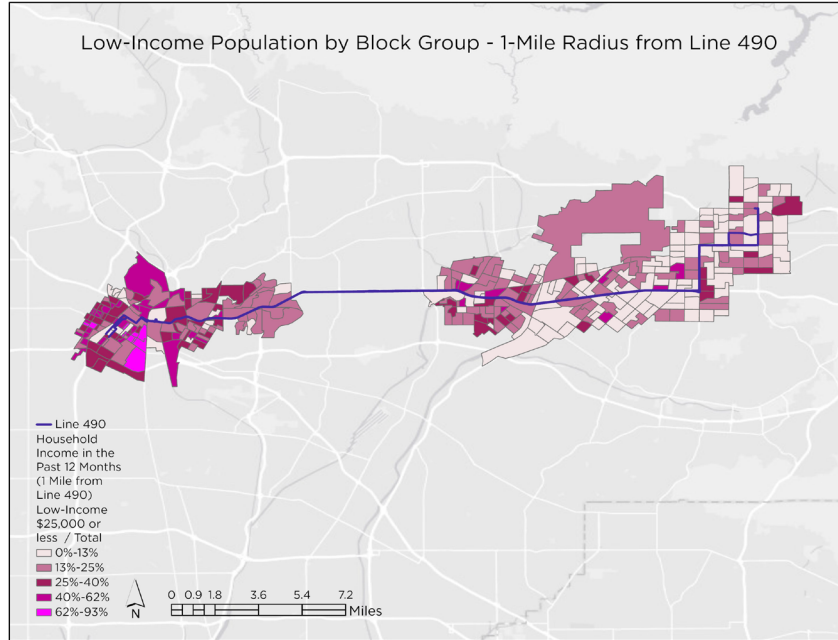


Table 3 **Line 490 vs Overall Service Area: One-mile-radius Buffer Analysis**

	Population	Minority proportion of population	Difference from overall service area	Low-income proportion of population	Difference from overall service area
1-mile radius of Line 490	487,755	74.47%	+5.79	12.36%	-5.08%
Overall Service Area	1,548,670	68.68%		17.44%	

When comparing the minority and low-income proportion of populations between the one-mile radius around Line 490 and the overall service area, the one-mile radius analysis results demonstrate impacts of less than 15 percent for minority and low-income populations.



Results of Onboard Passenger Survey of 2021

The 2021 Onboard Passenger Survey results demonstrate that 48 percent of Line 490 riders identify themselves as Hispanic/Latin only, 20 percent identify themselves as Hispanic with a race category, four percent identify themselves as African American/Black, 20 percent identify themselves as Asian, and eight percent identify themselves as Caucasian/White.

Foothill Transit considers low-income to be a household that earns 30 percent or less of the median household income in its service area. The average median household income in Foothill Transit's service area is \$81,154; therefore, the low-income threshold is \$24,346.20. The 2021 Onboard Passenger Survey results demonstrate that 17 percent of Line 490 riders have an annual household income less than \$25,000. As such, they are considered low-income riders.

Mitigating, Minimizing and/or Offset Disproportionate Impact Measures

This Title VI analysis report is a Federal Transit Administration (FTA) Title VI Circular 4702.1B requirement. FTA requires agencies to evaluate major service and fare changes to determine whether these changes have a disparate impact or disproportionate burden.

The introduction of Line 490 will not produce any disparate impact or disproportionate burden as defined by FTA on minority populations and low-income populations based on the quarter-mile and one-mile analysis results.

Sincerely,

Lourdes Álvarez
Transit Planner

Doran J. Barnes
Chief Executive Officer



August 26, 2022

To: Executive Board

Subject: **Public Participation Plan**

Recommendation

Authorize the Executive Director to seek public outreach and conduct a public hearing regarding updates to Foothill Transit's Public Participation Plan.

Analysis

A Public Participation Plan (PPP) is a required element of compliance with the Federal Transit Administration (FTA) Circulars 4702.1B and 4703.1. As a recipient of federal funds, Foothill Transit is committed to acting in accordance with Title VI of the Civil Rights Act of 1964 (Title VI) by ensuring that no beneficiaries are discriminated against based on race, color, or national origin, including the denial of meaningful access for Limited English Proficient (LEP) persons. Foothill Transit is aware that Title VI and Executive Order 12898 addressing Environmental Justice for minority and low-income populations overlap; therefore, all outreach plans consider the needs of all underrepresented communities.

The intent of the PPP is to standardize Foothill Transit's communication methods. It provides guidance to Foothill Transit staff on how to develop a project-specific outreach plan and utilize the best outreach methods and techniques to distribute and collect information from customers related to a proposed project.

The document includes a discussion of the many tools and pieces of information useful in creating project-specific outreach plans, including:

- Service area demographics
- Ongoing outreach initiatives
- Public participation methods and techniques
- Inclusion methods for LEP persons and underrepresented communities

The plan is intended to be a "work in progress" document and the tools and techniques used to outreach to the public will be updated and evaluated regularly to ensure effectiveness. Many of the tools used need to be regularly



updated as new technology and tools become available for disseminating information to the public. The PPP is a part of Foothill Transit's Title VI Program and must be updated at least every three years.

Budget Impact

There is no budget impact.

Sincerely,

Lourdes Álvarez
Transit Planner

Doran J. Barnes
Chief Executive Officer



August 26, 2022

To: Executive Board

Subject: **Foothill Transit Forward Update**

Recommendation

Recommend that the Governing Board authorize the Chief Executive Officer to seek public input and conduct public outreach regarding the proposed changes recommended by the Foothill Transit Forward study.

Analysis

What is Foothill Transit Forward?

As a reminder:

- Foothill Transit Forward is an evaluation of Foothill Transit service to determine how best to meet the needs of existing and potential customers.
- The Foothill Transit Forward study includes a detailed review of existing service and robust community outreach.
- The study aims to create a more effective, efficient, equitable, and sustainable transit system that will get people where they need to go in the shortest time possible.
- The outcome of Foothill Transit Forward will be an updated service plan, which will guide Foothill Transit service improvements over the next five years.

The next big milestone of this effort is to finalize the list of suggested route changes to present to the public for their comments, which will kick off Phase 2 of public outreach. Just as in the first phase, a series of public workshops and meetings, both physical and virtual, will be held to collect feedback.

Once the public outreach is complete, the proposed route changes may be modified based on the comments received. Any such changes will be included in the final report and recommended for implementation.

The goal of the recommendations is to increase and/or provide uniform frequencies of key routes, reduce redundancies, and change or streamline routes to match travel demands. The recommendations are summarized



below, followed by detailed sheets showing each proposed route change, including maps illustrating the changes. The final impact to service hours and budget will be determined at the conclusion of the public outreach once the recommended changes have been finalized.

Proposed Route Changes

Line 190

Extend the short trips that currently start and end at Eastland Center to run the full route from Cal Poly Pomona to El Monte Station.

Line 194

Extend the short trips that currently start and end at Valley Boulevard and Lemon Boulevard to run the full route from Cal Poly Pomona to El Monte Station.

Line 195

The proposed change is to eliminate the Corporate Center Drive loop and continue along South Campus Drive due to low ridership. In conjunction with the proposed Line 291 reroute, Line 195 will be changed to serve South Garvey Avenue, East County Road, and South Towne Avenue to provide coverage for almost all stops currently served by Line 291.

Line 272

Extend the route to serve Mountain Vista Plaza in the city of Duarte.

Line 274

Change the northern terminus from the Baldwin Park Metrolink Station to Plaza West Covina. There is greater ridership potential and more Foothill Transit lines for transfer at West Covina. Customers in Baldwin Park can use Line 178 to travel to West Covina.

Line 281

Keep the line on Citrus Avenue instead of going into the Covina Transit Center. This change will save 5 minutes on the southbound trip and 2 minutes on the northbound trip.

Line 282

The proposal is to cancel the line due to duplication; the only unique portion of this route is a segment on Haliburton Road, which has low ridership.



Customers along this segment are about a 5-minute walk to bus stops served by other Foothill Transit routes.

Line 286

The proposal is to change the northern terminus from the Pomona Transit Center to the Mt. SAC Transit Center.

Line 291

Change the southern terminus from an industrial area to Rancho Camino Drive, which is close to retail stores such as Target, Walmart, and Win Co.

Line 292

Reroute the line to provide a direct connection between Pomona and Claremont. The data shows most of the ridership is between Pomona Transit Center and Arrow Highway. The modified route would also run until 7PM instead of ending service at 4:45PM.

Line 482

The propose change is to eliminate the segment connecting to the Industry Transit Center; the segment generates few riders and adds 10 minutes of travel. The Industry Transit Center will continue to be served by Line 495. The other change to the line is the elimination of the Corporate Center Drive loop. The segment generates few riders and the location is short walk from South Campus Drive.

Line 486

Extend the line to the Pomona Transit Center along Holt Avenue.

Line 487

This new line would combine Lines 197 and 289 and provide a one-seat ride from Puente Hills Mall to Montclair. The route would also eliminate the segment low ridership segments along Fairplex Drive. Service to the Pomona Fairplex will be provided along White Avenue and will link the future La Verne Gold Line Station to the Fairplex.

Line 498

The proposed change is to eliminate the Industry City Hall Park and Ride due to low ridership. Customers can go to either the West Covina City Hall Park and Ride or Puente Hills Mall.



Line 851

The recommendation is to cancel this line due to low ridership. Foothill Transit should explore the possibility of collaborating with the Glendora Shuttle to provide service.

Line 853/854

The recommendation is to combine the two lines to improve utilization and efficiency. The modified alignment will cover the highest ridership stops of both routes.

Line 860/861

The recommendation is to combine both Duarte routes into one consolidated route. The route will provide service to the city's biggest destinations. The new route will provide faster and more direct service for existing customers while being easier to understand for new customers. Customer in residential areas north of Royal Oaks Drive may need to walk further to access service.

Silver Streak

The recommendation is to connect Cal Poly Pomona to the route. The Silver Streak will service the school during the weekdays between the hours of 7AM to 7PM.

Gold Line Service

This new route will provide service from the San Dimas Gold Line station to the schools of Mt. SAC and Cal Poly Pomona.

Sincerely,

Joseph Raquel
Director of Planning

Doran J. Barnes
Chief Executive Officer

Attachments

- Summary of route changes by city spreadsheet
- One page summaries of proposed route changes

Summary of cities affected by proposed route changes

Attachment A

City	Foothill Transit Governing Board Cluster	Line 190	Line 194	Line 195	Line 272	Line 274	Line 281	Line 282	Line 286	Line 291	Line 292	Line 482	Line 486	Line 487	Line 498	Line 851	Line 853/854	Line 860/861	Line Silver Streak	Line New Goldline Service
Arcadia	3																			
Azusa	2						x													
Baldwin Park	2	x			x	x	x													x
Bradbury	3																			
Claremont	1										x			x						
Covina	2															x				
Diamond Bar	4								x			x					x			
Duarte	3				x													x		
El Monte	4	x	x					x					x							x
Glendora	2															x				
Industry	4		x			x	x	x				x		x	x					
Irwindale	2				x															
La Puente	4		x				x						x							
La Verne	1										x									
Monrovia	3																			
Pasadena	3																			
Pomona	1	x	x	x					x	x	x	x	x	x			x		x	x
San Dimas	1																			x
South El Monte	4																			
Temple City	3																			
West Covina	2	x			x	x	x								x					x
Walnut	1	x	x						x				x	x						x

Line 190

El Monte - West Covina - Pomona



Proposed Changes

Coverage

All trips would begin or end at Cal Poly Pomona, which would increase the number of trips between Eastland Center and Cal Poly Pomona.

Hours of Service

	Weekday	Saturday	Sunday
Existing	4:40 AM-12:50 AM	5:30 AM-12:50 AM	6:10 AM-12:50 AM
Recommended	4:40 AM-12:50 AM	5:30 AM-12:50 AM	6:10 AM-12:50 AM

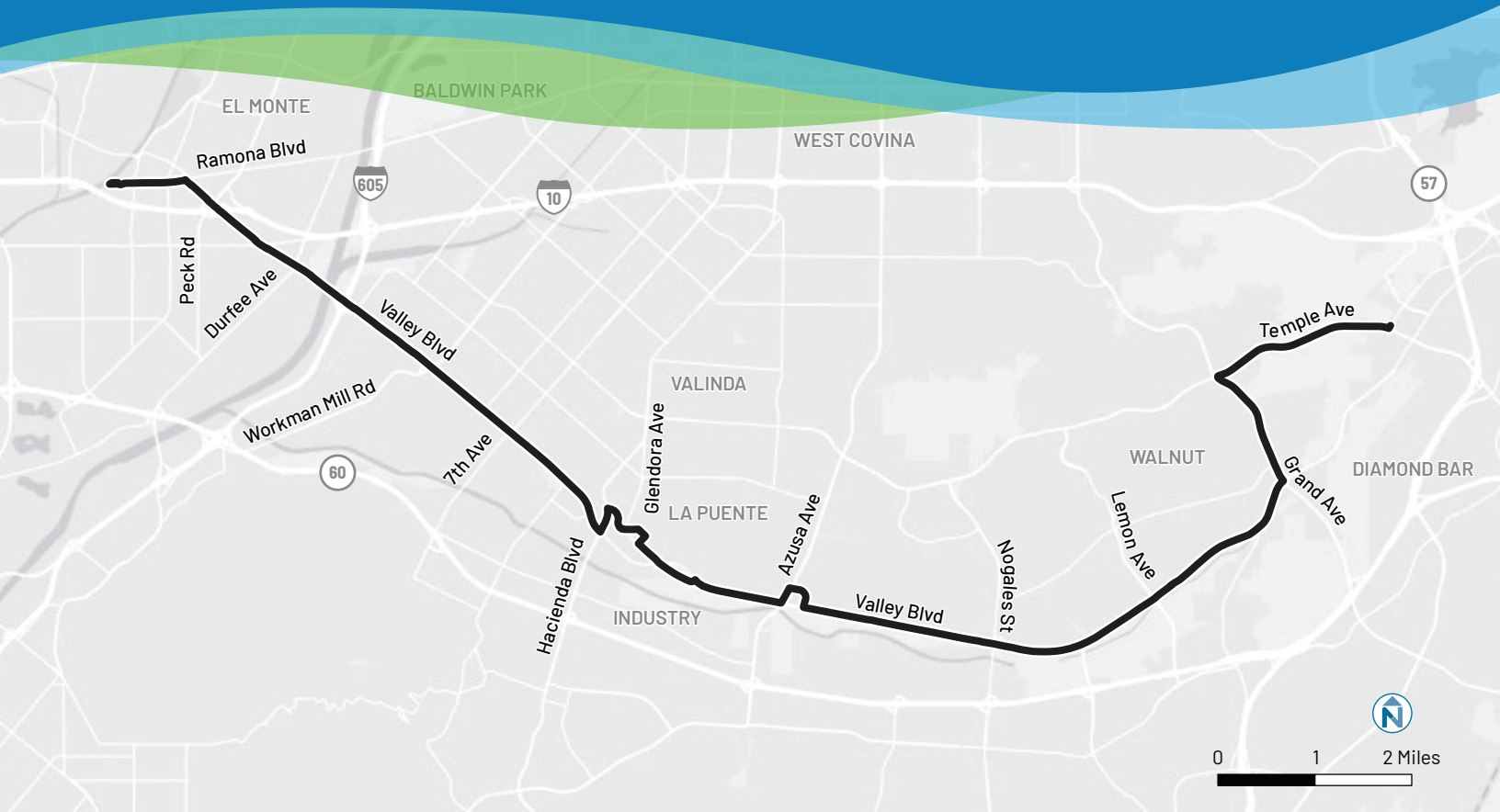
Frequency

Weekday midday frequency in the eastbound direction would be improved from every 40 minutes to every 30 minutes. The westbound direction would continue to operate every 30 minutes as it does today.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	15-20	30-40	30-60
	Saturday	30-60	60	60
	Sunday	60	60	60
Recommended	Weekday	15-20	30	30-60
	Saturday	30-60	60	60
	Sunday	60	60	60

Line 194

El Monte - Industry - La Puente - Pomona



Proposed Changes

Coverage

All trips would begin or end at Cal Poly Pomona, which will increase the number of trips between Valley Boulevard and Cal Poly Pomona.

Hours of Service

	Weekday	Saturday	Sunday
Existing	4:15 AM-2:00 AM	4:50 AM-2:00 AM	4:45 AM-2:00 AM
Recommended	4:15 AM-2:00 AM	4:50 AM-2:00 AM	4:45 AM-2:00 AM

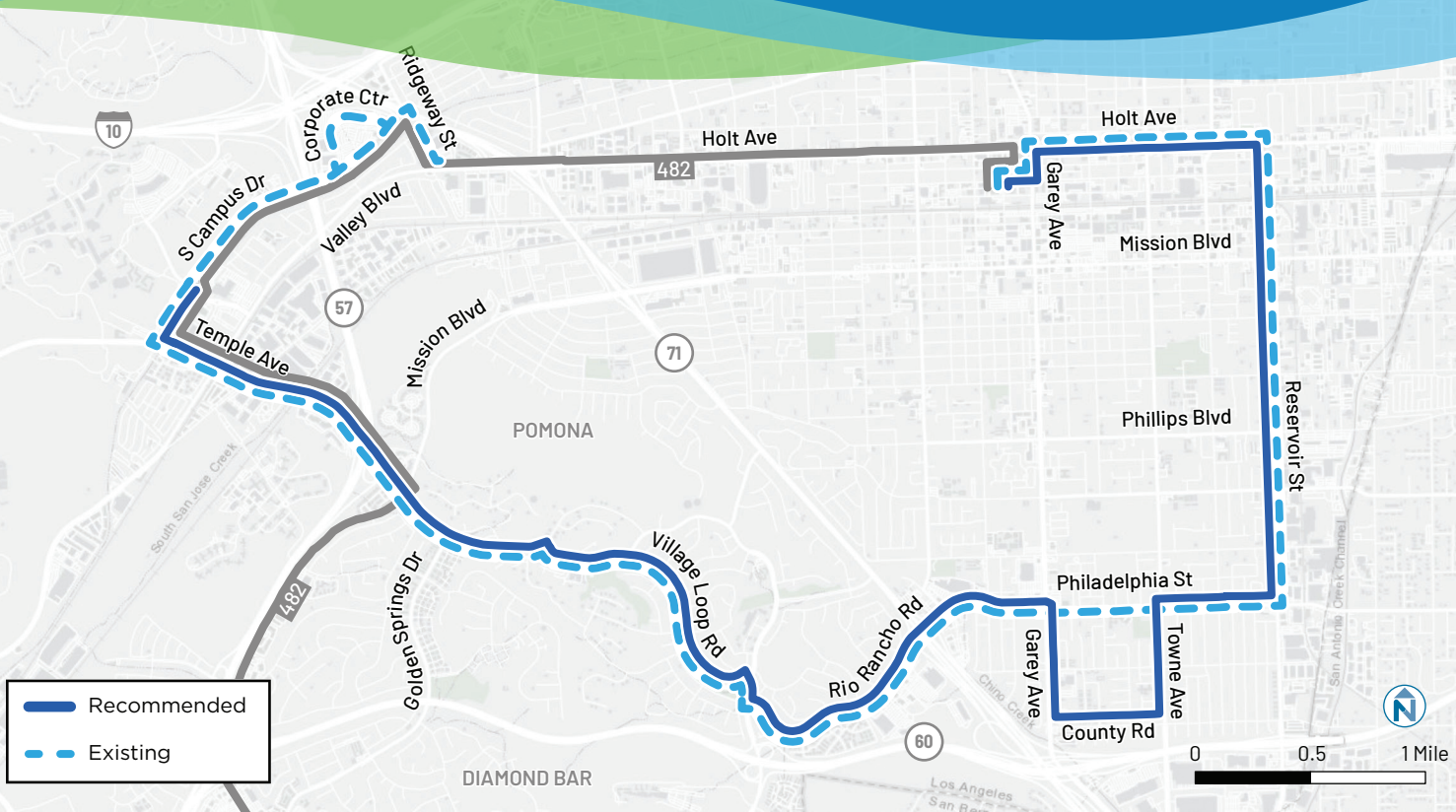
Frequency

Weekday midday frequency would be improved from every 40 minutes to every 20 minutes. Sunday frequencies would be “balanced” to every 30 minutes in both directions, which would improve overall connectivity considering current service is 20 minutes in one direction and 40 minutes in the other direction.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	15	40	30-60
	Saturday	20	20	60
	Sunday	20-40	20-40	60
Recommended	Weekday	15	20	30-60
	Saturday	20	20	60
	Sunday	30	30	60

Line 195

Pomona - via Reservoir



Proposed Changes

Coverage

Due to low ridership, the western end of Line 195 would be shortened to Cal Poly Pomona. Line 482 would continue to serve the Corporate Center Drive vicinity.

In conjunction with a proposed reroute of Line 291 to serve the Pomona Ranch Walmart, Line 195 would be changed to serve S Garey Avenue, E County Road, and S Towne Avenue. This change would provide coverage for almost all stops currently served by Line 291.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	5:30 AM-8:15 PM	6:15 AM-7:00 PM	6:15 AM-7:00 PM
Recommended	5:30 AM-8:15 PM	6:15 AM-7:00 PM	6:15 AM-7:00 PM

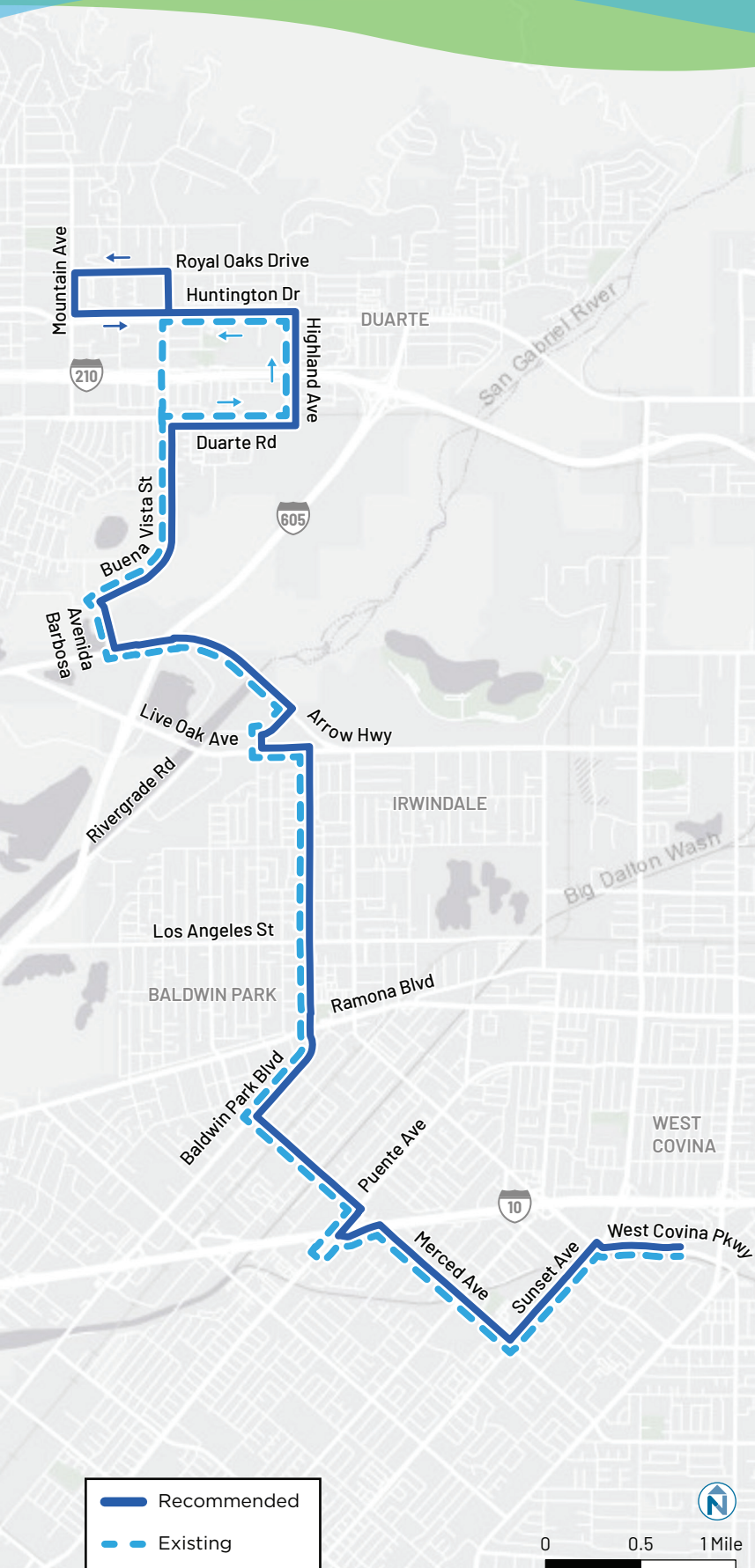
Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-5pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	60	60	60
Recommended	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	60	60	60

Line 272

Duarte - Baldwin Park - West Covina



Proposed Changes

Coverage

Line 272 would be extended to Mountain Vista Plaza to provide a better all-day destination for passengers.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	5:30 AM-9:15 PM	7:00 AM-7:45 PM	7:00 AM-7:45 PM
Recommended	5:30 AM-9:15 PM	7:00 AM-7:45 PM	7:00 AM-7:45 PM

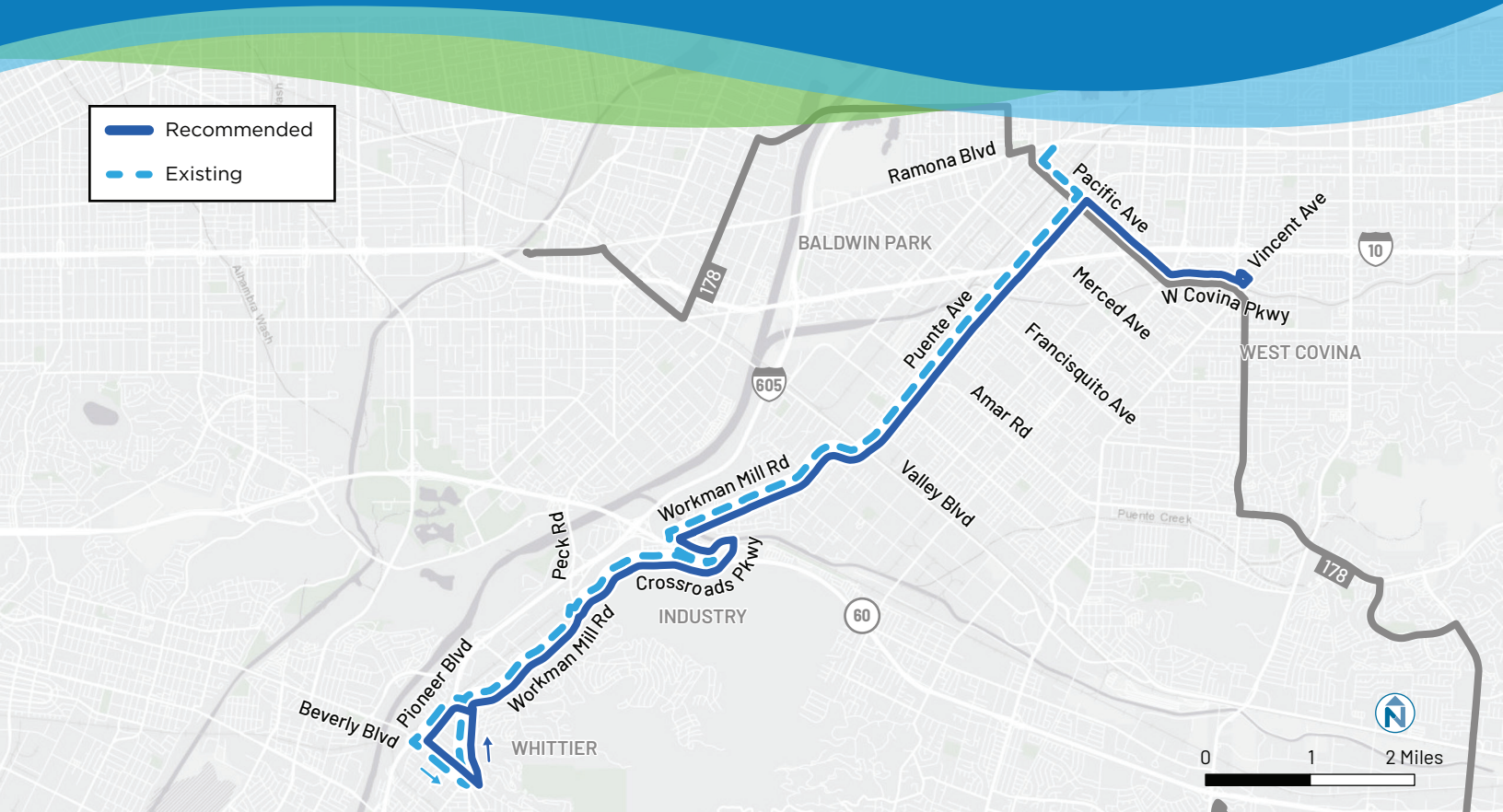
Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	30-60	60	60
	Saturday	60	60	60
	Sunday	60	60	60
Recommended	Weekday	30-60	60	60
	Saturday	60	60	60
	Sunday	60	60	60

Line 274

Baldwin Park - Industry - Whittier



Proposed Changes

Coverage

Line 274's northern terminus would shift from the Baldwin Park Metrolink Station to Plaza West Covina. Plaza West Covina is a stronger activity center than Baldwin Park and has greater ridership potential. In addition, there are more Foothill Transit lines at Plaza West Covina, including the Silver Streak, that would allow for more connections and better access to Rio Hondo College. Riders in Baldwin Park would continue to have service with Line 178.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	5:00 AM-9:30 PM	6:00 AM-6:30 PM	6:00 AM-6:30 PM
Recommended	5:00 AM-9:30 PM	6:00 AM-6:30 PM	6:00 AM-6:30 PM

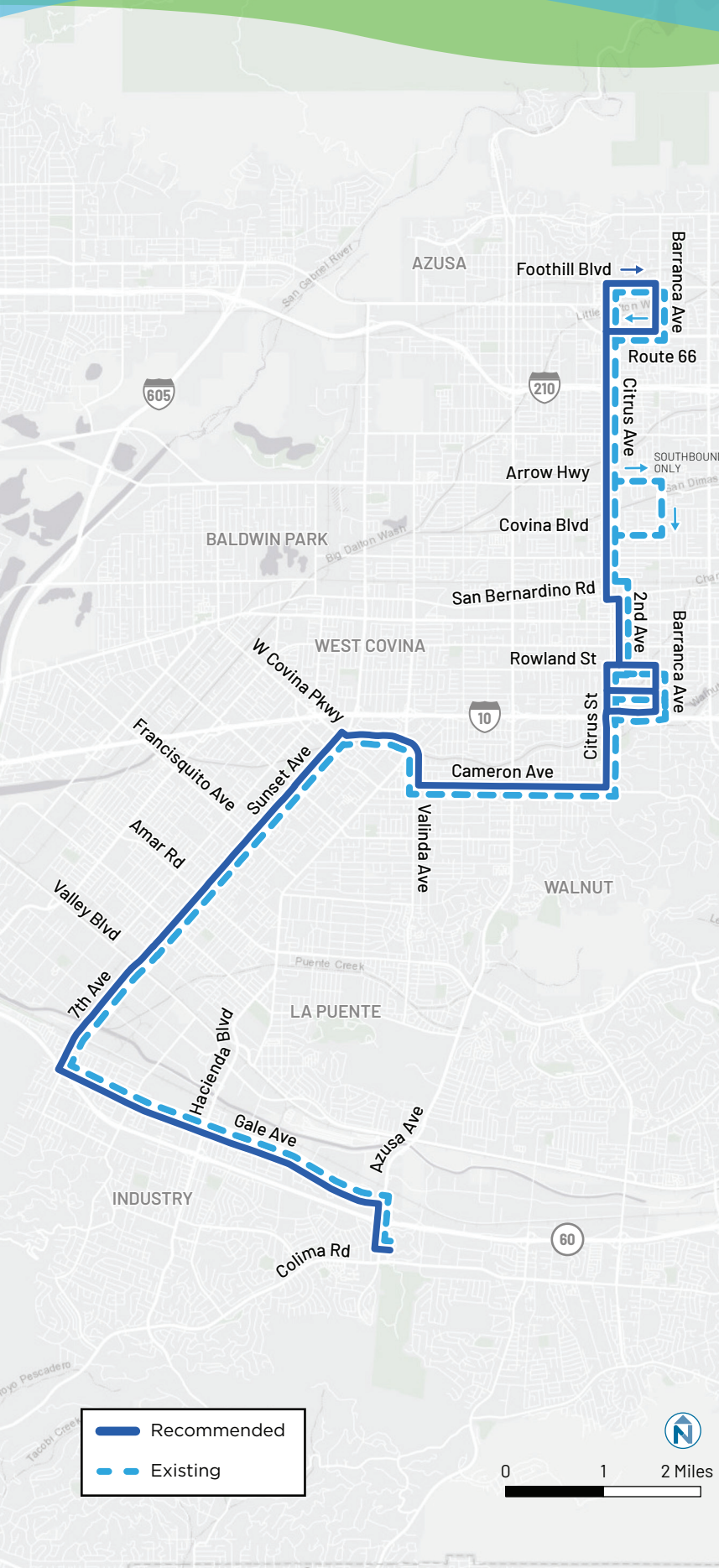
Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	60	60	60
	Saturday	45-90	45	90
	Sunday	45-90	45	90
Recommended	Weekday	60	60	60
	Saturday	45-90	45	90
	Sunday	45-90	45	90

Line 281

Glendora - Azusa - West Covina - Puente Hills Mall



Proposed Changes

Coverage

Southbound Line 281 currently makes a 5 minute deviation to serve the Covina Transit Center. Ridership at the transit center is very low and the deviation adds travel times to anyone coming from Azusa. Southbound Line 281 would serve the Covina Transit Center via a stop at Citrus Avenue/ Covina Boulevard, where a signalized intersection allows pedestrians to safely cross Citrus Avenue. Consideration should also be given to streamlining northbound Line 281 to save 2 minutes of travel time. A stop on Citrus Avenue could be added less than 100 yards from the transit center platform. The majority of passengers will benefit as a result due to better reliability and faster travel times.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	5:00 AM-10:45 PM	5:45 AM-7:30 PM	5:45 AM-7:30 PM
Recommended	5:00 AM-10:45 PM	5:45 AM-7:30 PM	5:45 AM-7:30 PM

Frequency

No changes.

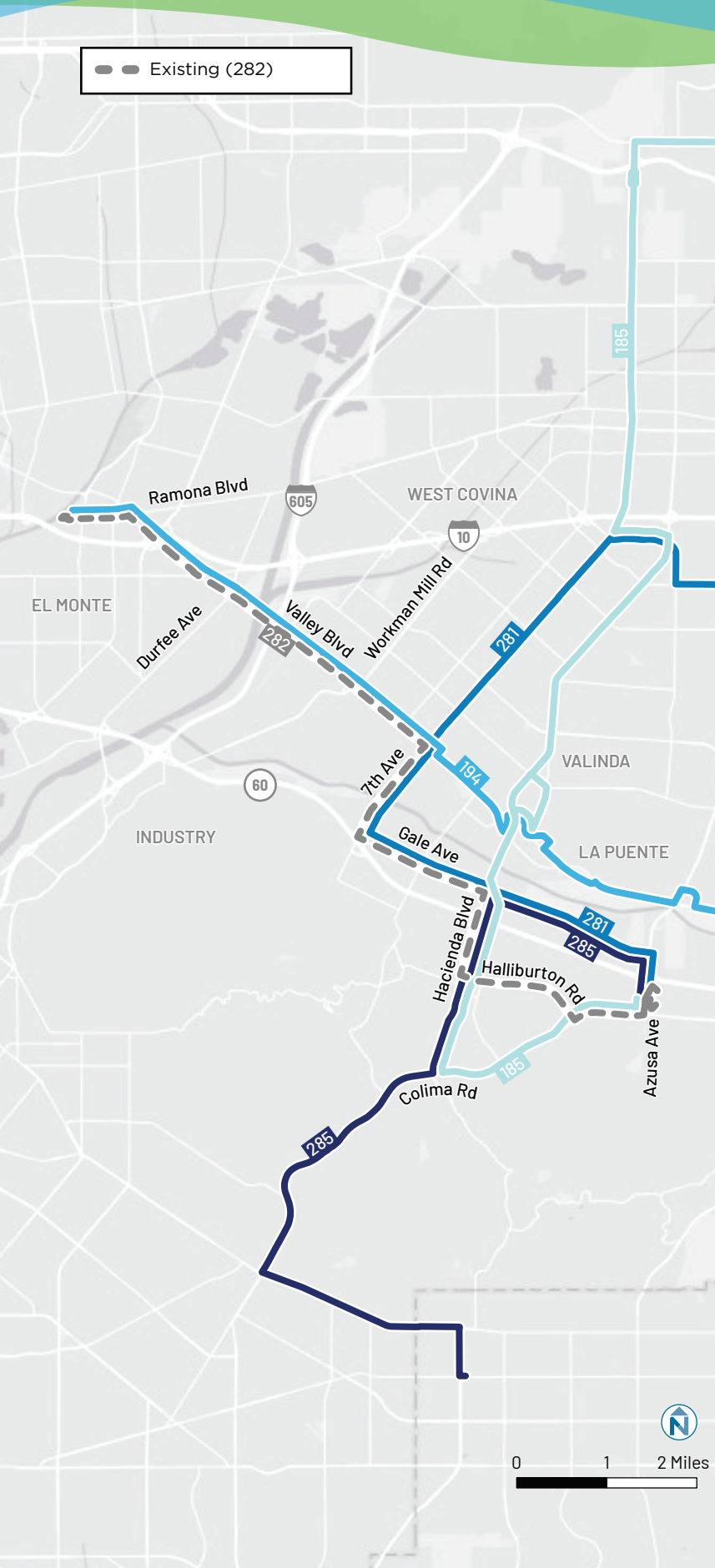
	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	30	30	30
	Saturday	60	60	60
	Sunday	60	60	60
Recommended	Weekday	30	30	30
	Saturday	60	60	60
	Sunday	60	60	60



Line 282

El Monte - Puente Hills Mall

Existing (282)



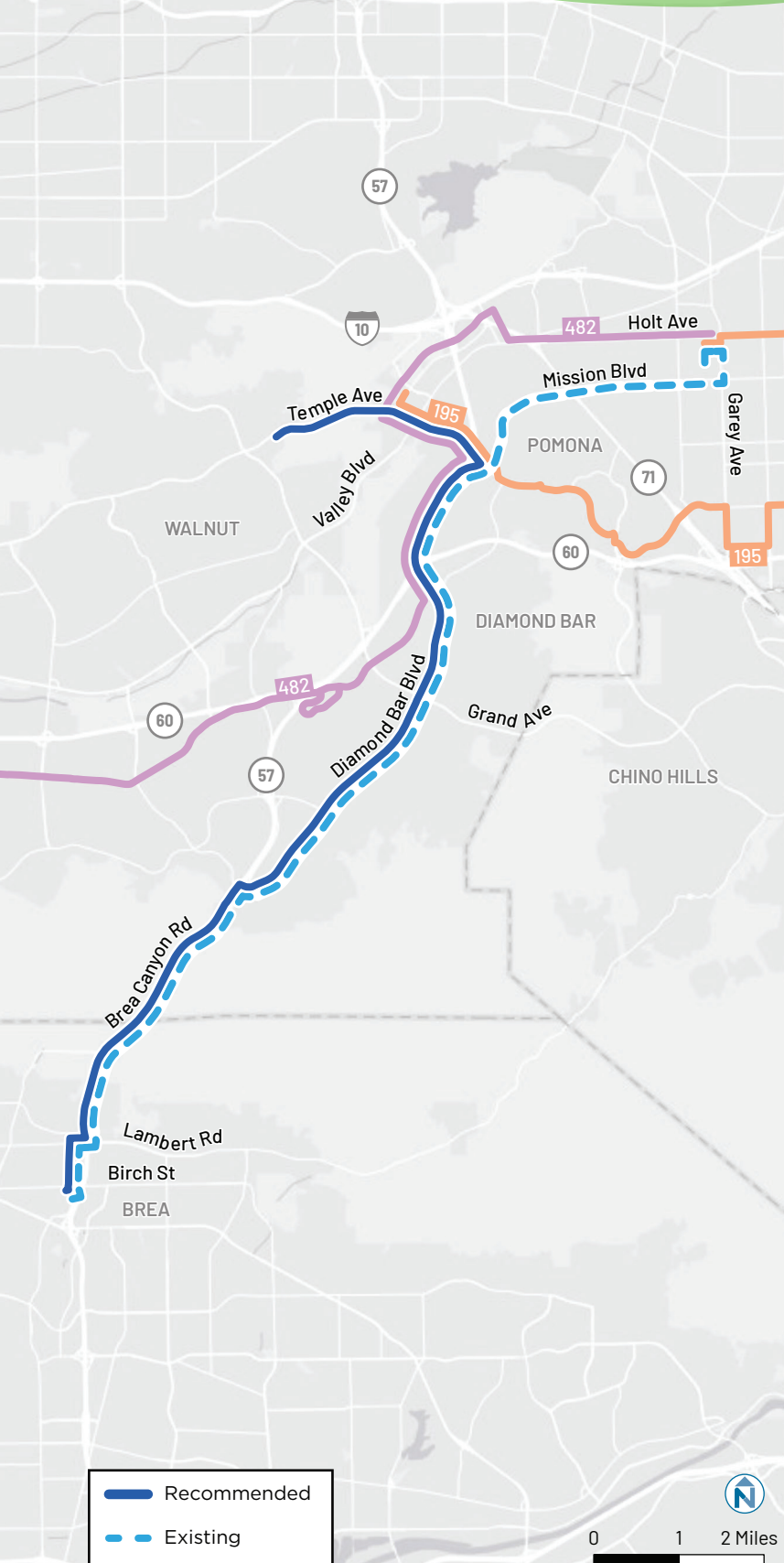
Proposed Changes

Line 282 duplicates Line 194 on Valley Boulevard, Line 281 on 7th Avenue and Gale Avenue, and Lines 185 and 285 on Hacienda Boulevard. The only unique segment is on Haliburton Road, which has low ridership.

Line 282 resources would be reallocated to improving Line 194 service, which would reduce duplication of service. Aside from Halliburton Road, all riders would continue to have service with other Foothill Transit lines. Riders using the Halliburton Road/Stimson Avenue stops would need to walk 5 minutes to Line 185 or 285 service on S Hacienda Boulevard. Riders using the Halliburton Road/Ember Glen Road stops would need to walk 5 minutes to Line 185 service on Colima Road.

Line 286

Pomona - Diamond Bar - Brea Mall



Proposed Changes

Coverage

Travel demand analysis shows more people from Brea are destined to either Cal Poly Pomona or Mt. San Antonio College than downtown Pomona. To better serve this demand, Line 286's northern terminus would shift from the Pomona Transit Center to the new Mt. San Antonio College Transit Center. This change would also directly serve Cal Poly Pomona.

At least three different lines would provide frequent options between Cal Poly Pomona and the Pomona Transit Center, so almost all existing riders would continue to have access to Foothill Transit service. Riders at the W Mission Boulevard/Allegro Lane stop would need to walk 5 minutes to W Temple Avenue/N Diamond Bar Boulevard for service on Lines 195, 286, or 482.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	6:00 AM-10:45 PM	7:30 AM-8:15 PM	7:30 AM-8:15 PM
Recommended	6:00 AM-10:45 PM	7:30 AM-8:15 PM	7:30 AM-8:15 PM

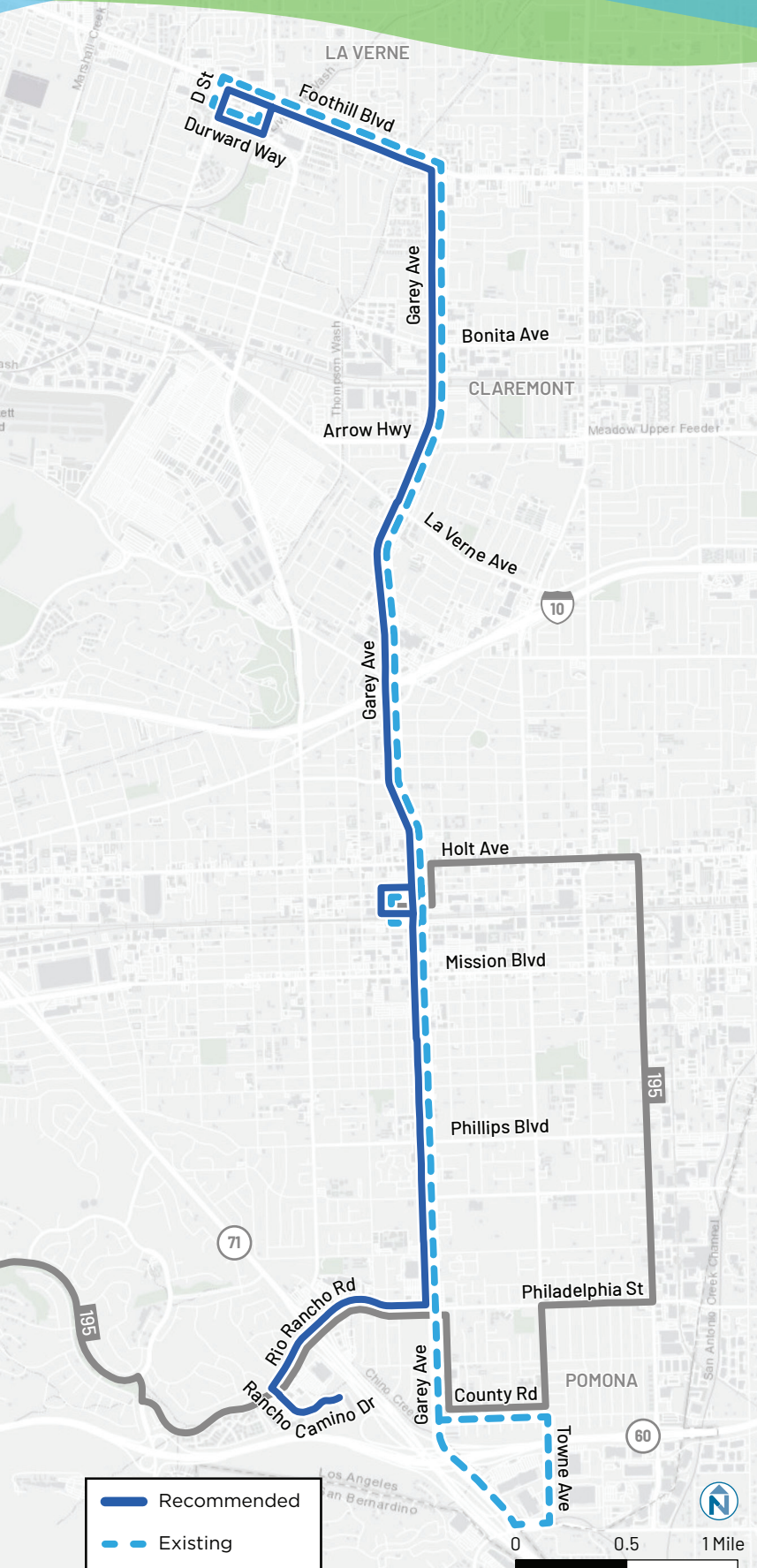
Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	60	60	60
Recommended	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	60	60	60

Line 291

La Verne - Pomona South Pomona via Garey



Proposed Changes

Coverage

Line 291's southern terminus is in an industrial area, which does not generate high ridership. To better connect Pomona residents to jobs and shopping opportunities, Line 291 would be realigned to end at Rancho Camino Drive off of Rio Rancho Road. This will provide access to WinCo, Walmart, and Target.

In conjunction with this change, Line 195 would be modified to serve all existing Line 291 stops on S Garey Avenue and E County Road. Line 291 riders at the Towne Avenue/Market Place stop would need to walk approximately 5 minutes to the E County Road/Towne Avenue stop for service.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	4:00 AM-10:15 PM	5:00 AM-10:15 PM	5:00 AM-10:15 PM
Recommended	4:00 AM-10:15 PM	5:00 AM-10:15 PM	5:00 AM-10:15 PM

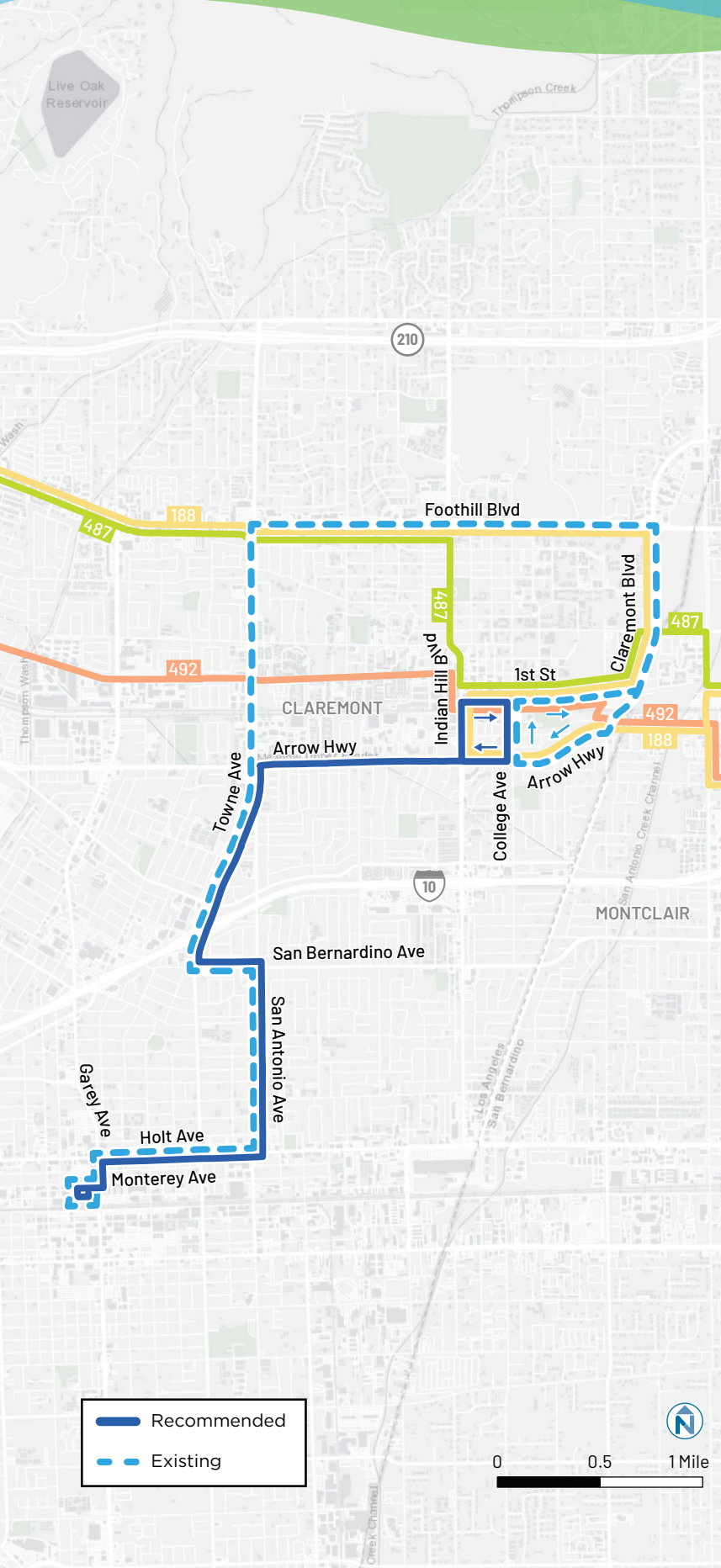
Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	15	15	15
	Saturday	30	30	30
	Sunday	30	30	30
Recommended	Weekday	15	15	15
	Saturday	30	30	30
	Sunday	30	30	30

Line 292

Claremont - Pomona



Proposed Changes

Coverage

Line 292 carries few riders, with most being between the Pomona Transit Center and Arrow Highway. Service is geared to schools, and ends by 5 PM, which is too early for most work trips.

Line 292 would be restructured to provide a direct connection between Pomona and Claremont and operate later to 7 PM to attract a broader ridership base.

All service north of Arrow Highway would be removed due to low ridership. Riders on Foothill Boulevard would continue to have service with a modified Line 188 and a new Line 487. Riders on N Towne Avenue would need to walk 5 minutes to either Foothill Boulevard (Line 188 and 487), Bonita Avenue (Line 492), or Arrow Highway (Line 292) for service.

Hours of Service

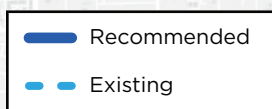
Service would be extended from 4:45 PM to 7 PM on weekdays.

	Weekday	Saturday	Sunday
Existing	5:30 AM-4:45 PM	No Service	No Service
Recommended	5:30 AM-7:00 PM	No Service	No Service

Frequency

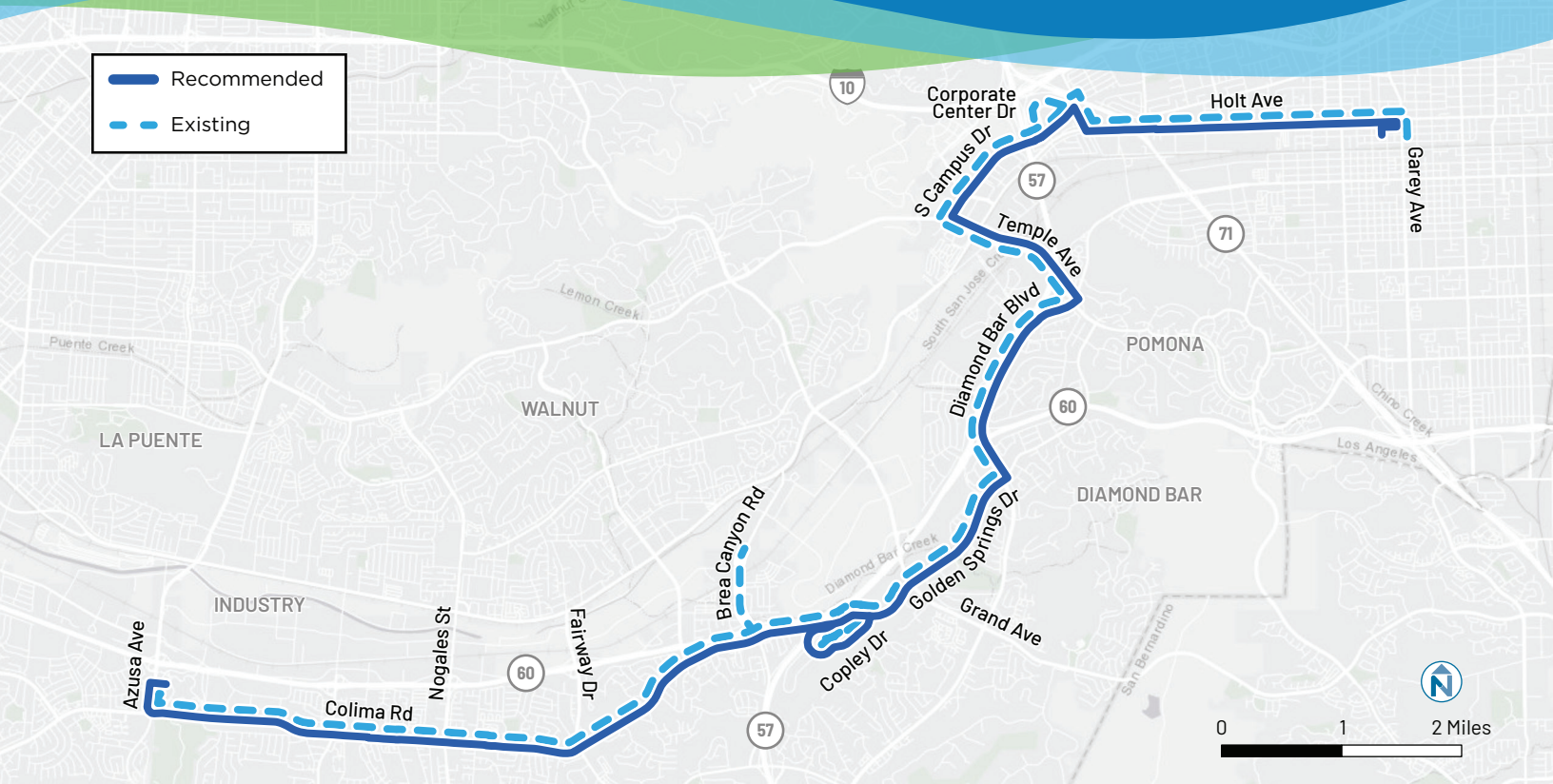
No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	30	60	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service
Recommended	Weekday	30	60	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service



Line 482

Pomona - Rowland Heights - Puente Hills Mall via Colima Rd.



Proposed Changes

Coverage

Line 482 serves the Industry Park & Ride on some, but not all, trips. This results in unevenly timed arrivals at Puente Hills Mall and at the Pomona Transit Center, which complicates transfers. The Industry Park & Ride generates few riders yet adds almost 10 minutes of travel time for existing riders.

The deviation to the Industry Park & Ride would be eliminated. Passengers would benefit from faster travel times and more consistent transfer opportunities. The Park & Ride would continue to be served by Line 495.

Service to Corporate Center Drive would be removed due to low ridership. Access would still be possible with a short walk from S. Campus Drive.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	4:00 AM-1:00 AM	5:30 AM-12:30 AM	5:30 AM-12:30 AM
Recommended	4:00 AM-1:00 AM	5:30 AM-12:30 AM	5:30 AM-12:30 AM

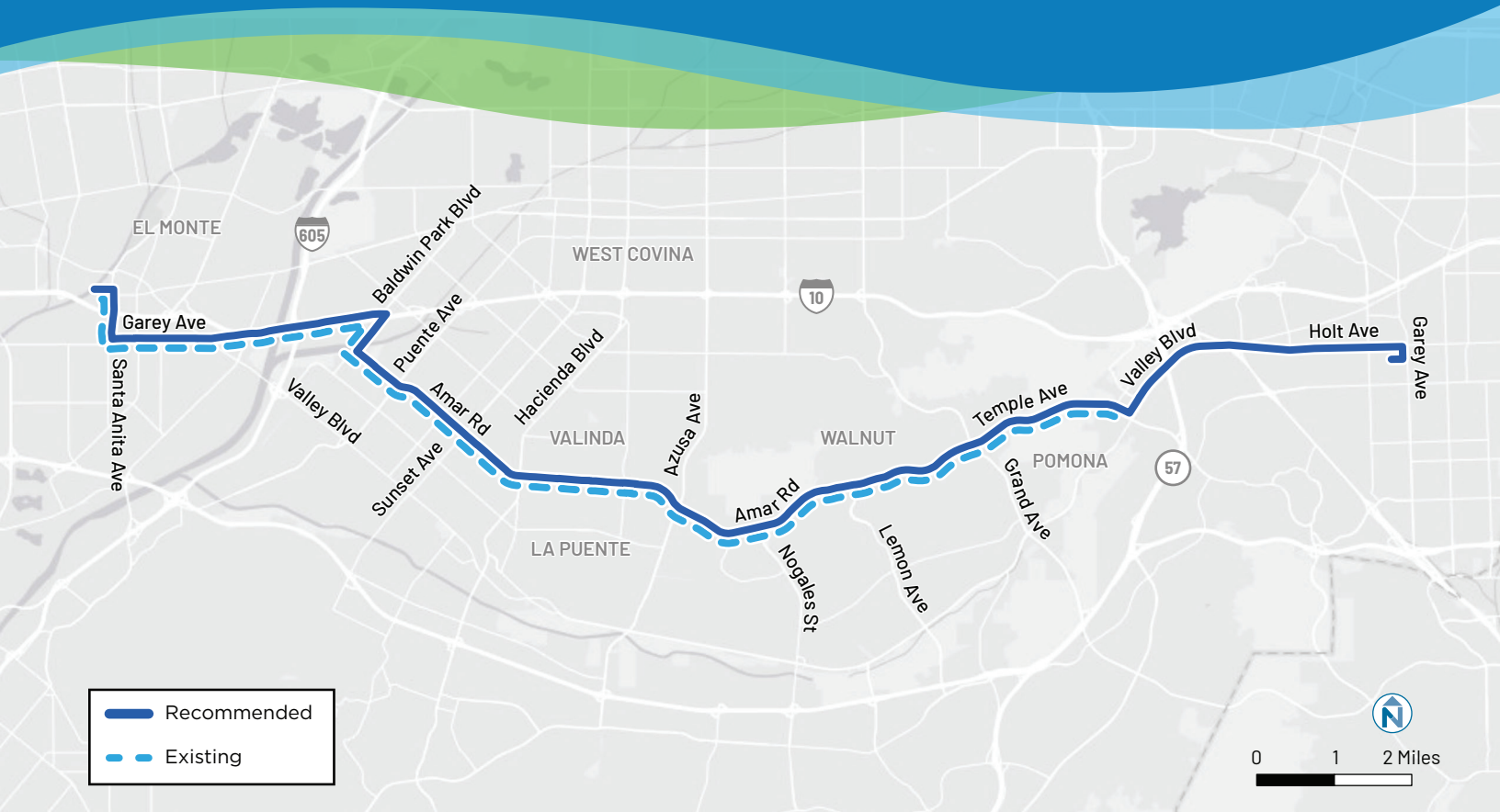
Frequency

Frequencies would remain the same; however, 30-minute weekday frequencies will be more uniform with the elimination of the deviation to the Industry Park & Ride.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	30	30	30
	Saturday	30	30	30
	Sunday	30	30	30
Recommended	Weekday	30	30	30
	Saturday	30	30	30
	Sunday	30	30	30

Line 486

Pomona - La Puente - El Monte via Amar Rd.



Proposed Changes

Coverage

Line 486 is one of Foothill Transit’s most productive routes, with 15-minute service on weekdays. Extending this high-frequency line to Pomona Transit Center would increase accessibility for Pomona residents. Line 486 would be extended east to the Pomona Transit Center along Holt Avenue.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	4:45 AM-11:45 PM	5:30 AM-11:45 PM	5:30 AM-11:45 PM
Recommended	4:45 AM-11:45 PM	5:30 AM-11:45 PM	5:30 AM-11:45 PM

Frequency

No changes.

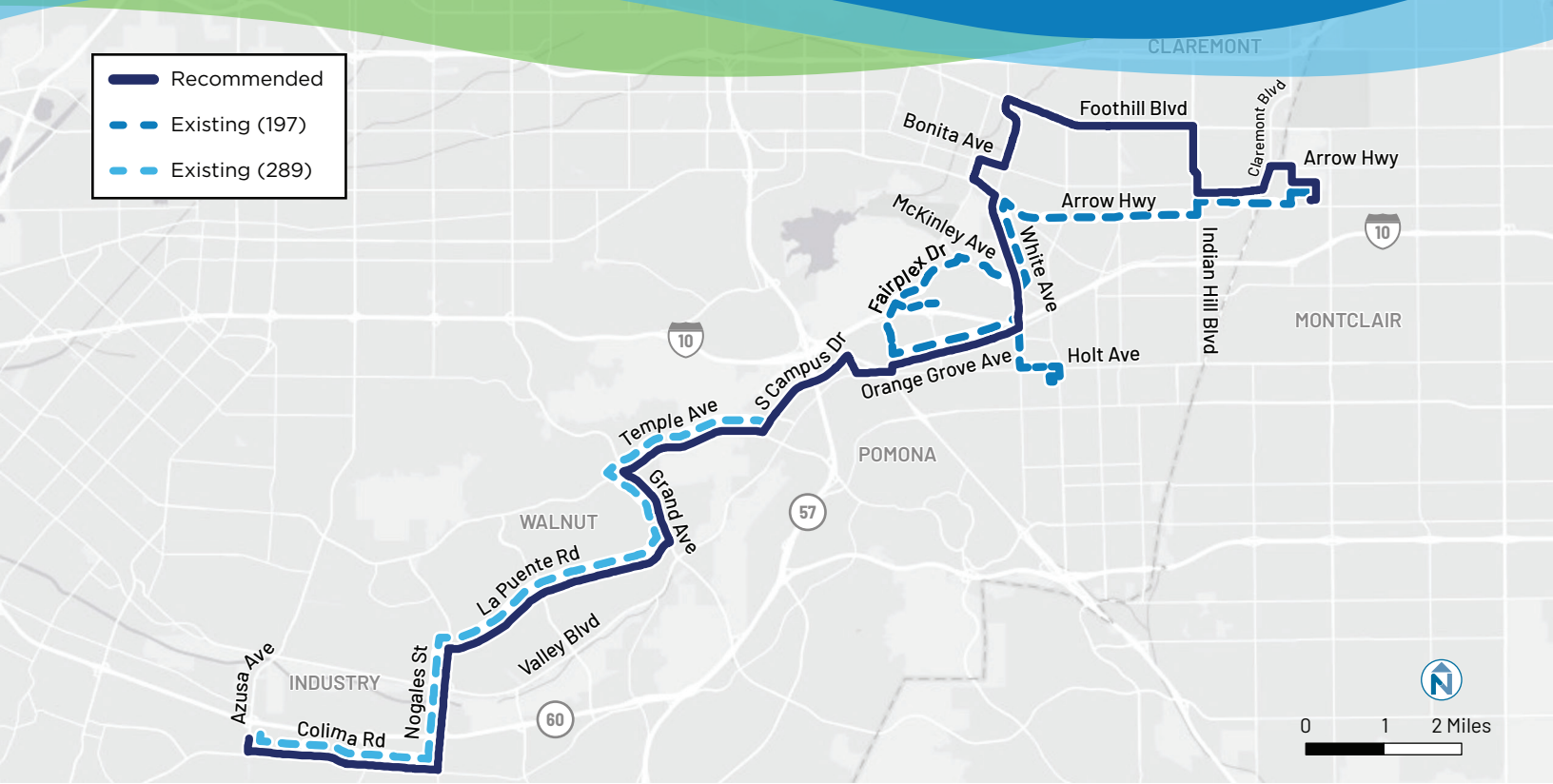
	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	15	15	30
	Saturday	30	30	30
	Sunday	30	30	30
Recommended	Weekday	15	15	30
	Saturday	30	30	30
	Sunday	30	30	30

New Line 487 (Old Lines 197 and 289)

Puente Hills Mall - Pomona - Montclair



- Recommended
- Existing (197)
- Existing (289)



Proposed Changes

Coverage

Line 197 is a low ridership route that connects parts of Pomona, the Fairplex, and Claremont. Line 197 has long stretches, such as Fairplex Drive, with no ridership activity.

Line 197 would be restructured to add new destinations that should improve ridership potential. On the south end, the alignment would serve Cal Poly Pomona, which is a bigger ridership destination than downtown Pomona. It would also be combined with Line 289 and called the new Line 487. Service would remove the low-ridership segments on Fairplex Drive, and instead serve the Fairplex via White Avenue. Service would continue to downtown LaVerne and serve the planned LaVerne Gold Line station - providing a link between the Gold Line and the Fairplex. The line would then serve commercial areas including Aldi and Target along Foothill Boulevard, before ending in Claremont and Montclair.

This change provides a one-seat ride from Puente Hills to the Fairplex, creates a new connection from the future Gold Line to Cal Poly Pomona and Mt. San Antonio College, and better connects Pomona residents to educational and job opportunities.

Hours of Service

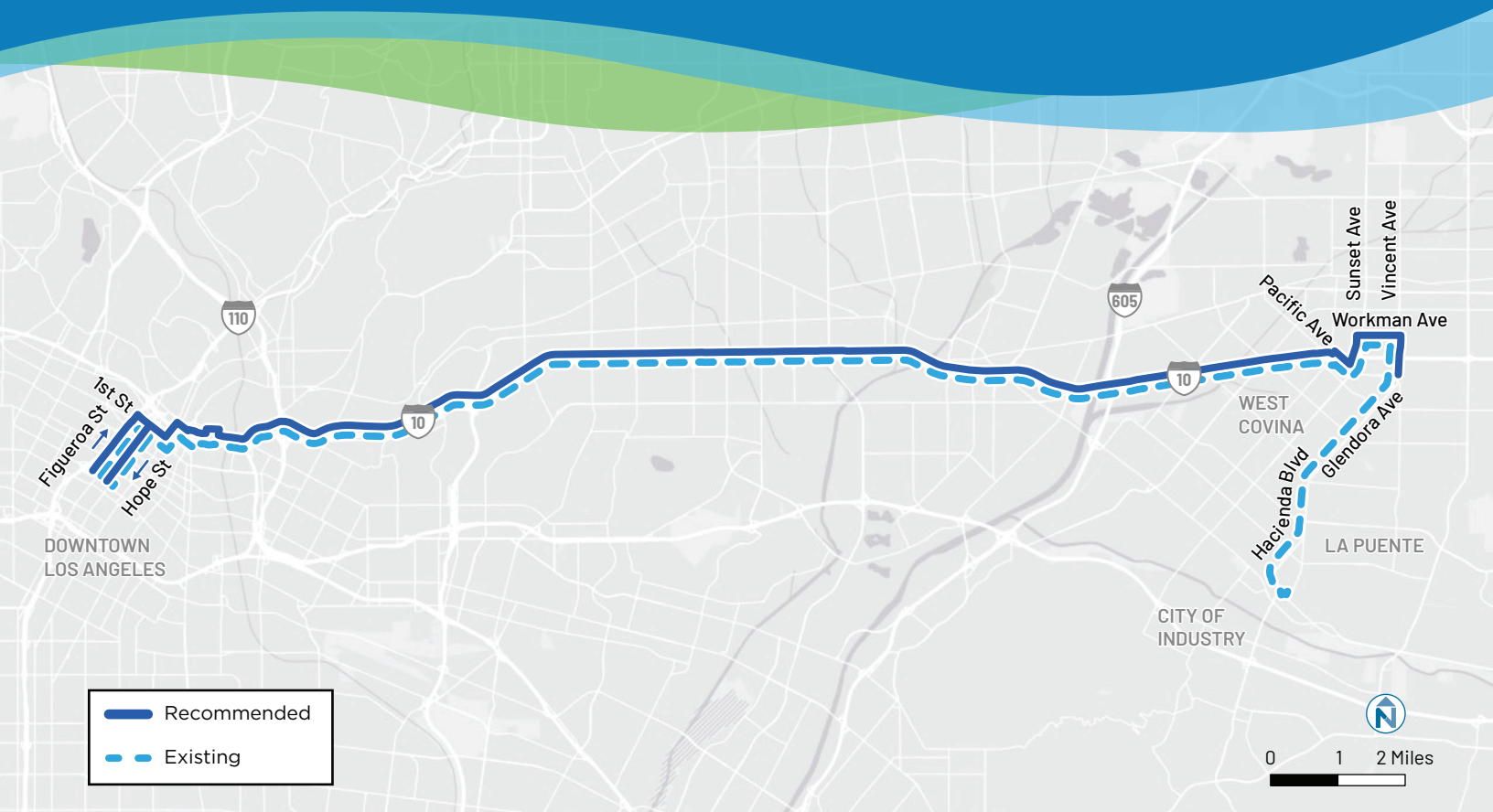
	Weekday	Saturday	Sunday
Existing Line 197	5:30 AM-9:00 PM	6:00 AM-8:00 PM	6:00 AM-8:00 PM
Existing Line 289	6:30 AM-8:15 PM	6:15 AM-7:00 PM	6:15 AM-7:00 PM
Recommended	5:30 AM-9:00 PM	6:00 AM-8:00 PM	6:00 AM-8:00 PM

Frequency

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing Line 197	Weekday	30	60	60
	Saturday	60	60	60
	Sunday	60	60	60
Existing Line 289	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	60	60	60
Recommended	Weekday	30	60	60
	Saturday	60	60	60
	Sunday	60	60	60

Line 498

City of Industry - West Covina - Downtown Los Angeles Express



Proposed Changes

Coverage

Due to low ridership, Line 498 would no longer serve the Industry City Hall Park & Ride. Line 498 service would continue to run between Plaza West Covina and downtown Los Angeles. Affected customers can access express services at Puente Hills Mall (Line 493) and Plaza West Covina (Line 498).

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	4:45 AM-10:00 AM, 2:15 PM-8:00 PM	No Service	No Service
Recommended	4:45 AM-10:00 AM, 2:15 PM-8:00 PM	No Service	No Service

Frequency

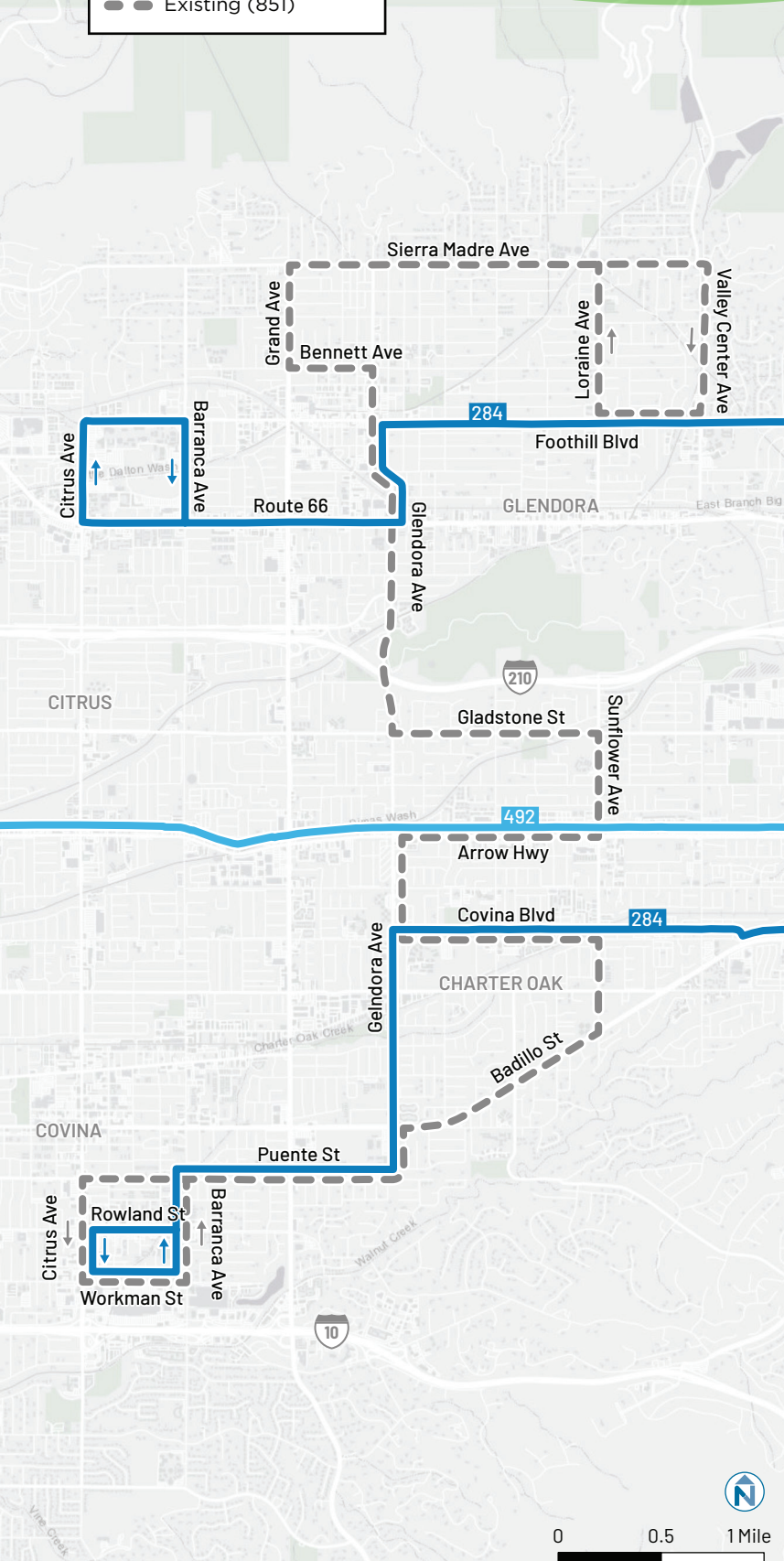
No changes.

	Day	Peak (minutes) (5-10am, 2-8pm)	Midday (minutes) (10am-2pm)	Evening (minutes) (8pm-12am)
Existing	Weekday	15-20	No Service	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service
Recommended	Weekday	15-20	No Service	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service

Line 851 Covina - Glendora



Existing (851)



Proposed Changes

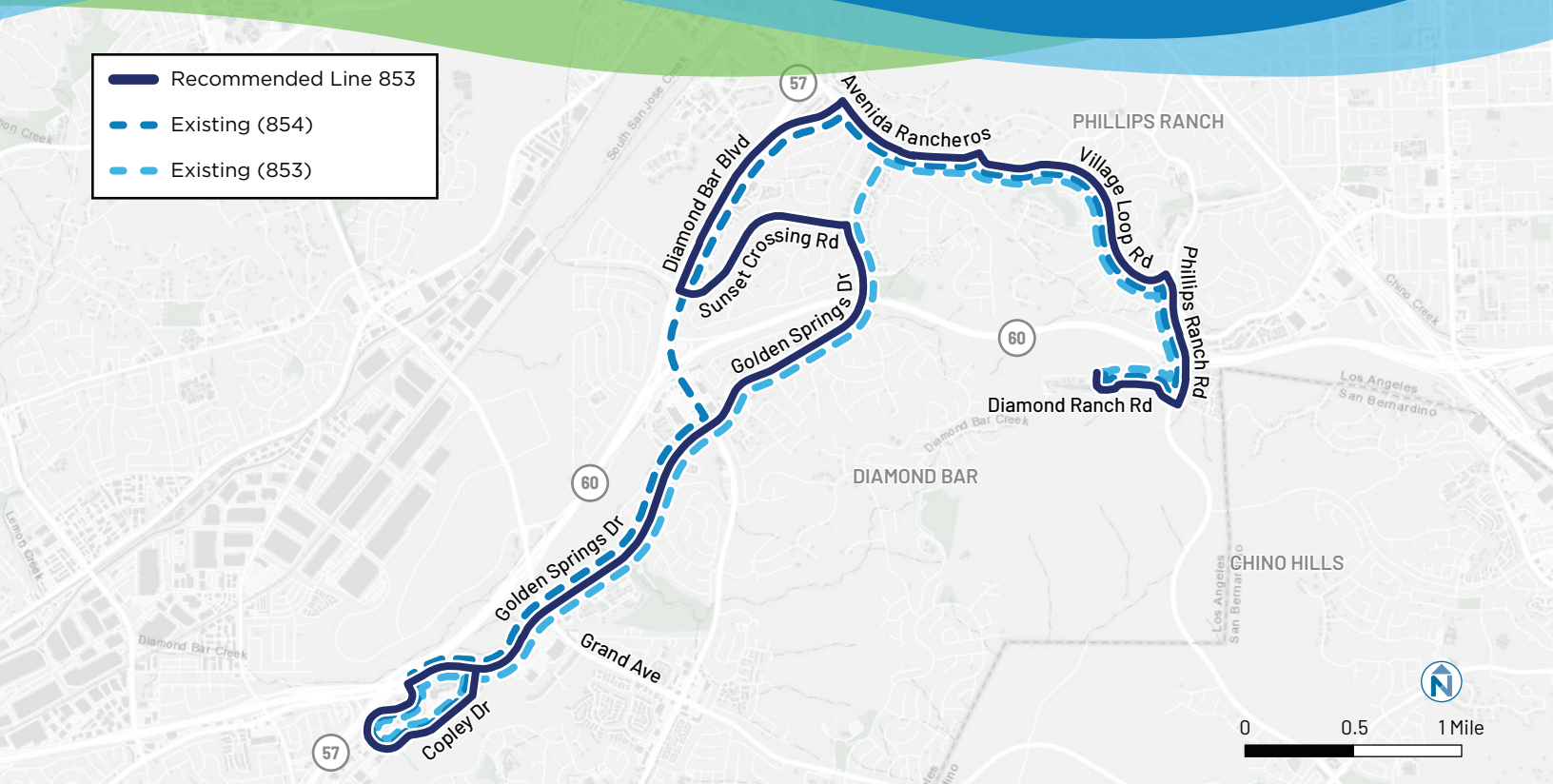
Line 851 is a school-oriented route that connects multiple different schools, including Royal Oak Intermediate School, Charter Oak High School, Arrow High School, and Glendora High School. Two morning trips in each direction and three afternoon trips are provided. Line 851 is severely underutilized, with just over 2 passengers per trip throughout the day. The maximum ridership is one trip with 4 passengers.

Due to low ridership, Line 851 should be deleted. Most schools would still have Foothill Transit service. A partnership with the Glendora Shuttle should also be explored to maintain direct service to Glendora High School.

Line 853/854

Diamond Bar

— Recommended Line 853
- - - Existing (854)
- - - Existing (853)



Proposed Changes

Coverage

Lines 853 and 854 both provide service to Diamond Ranch High School with overlapping alignments. To improve rider utilization and improve efficiency, Lines 853 and 854 would be combined into one alignment that serves almost all existing stops. The modified alignment would use Avenida Rancheros, Diamond Bar Boulevard, Sunset Crossing Road, and Golden Springs Drive to cover the highest ridership stops on both lines.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing	Mon-Thurs: 6:30 AM-7:45 AM, 2:30 PM-3:45 PM Fri: 8:00 AM-8:45 AM, 2:30 PM-3:45 PM	No Service	No Service
Recommended	Mon-Thurs: 6:30 AM-7:45 AM, 2:30 PM-3:45 PM Fri: 8:00 AM-8:45 AM, 2:30 PM-3:45 PM	No Service	No Service

Frequency

No changes.

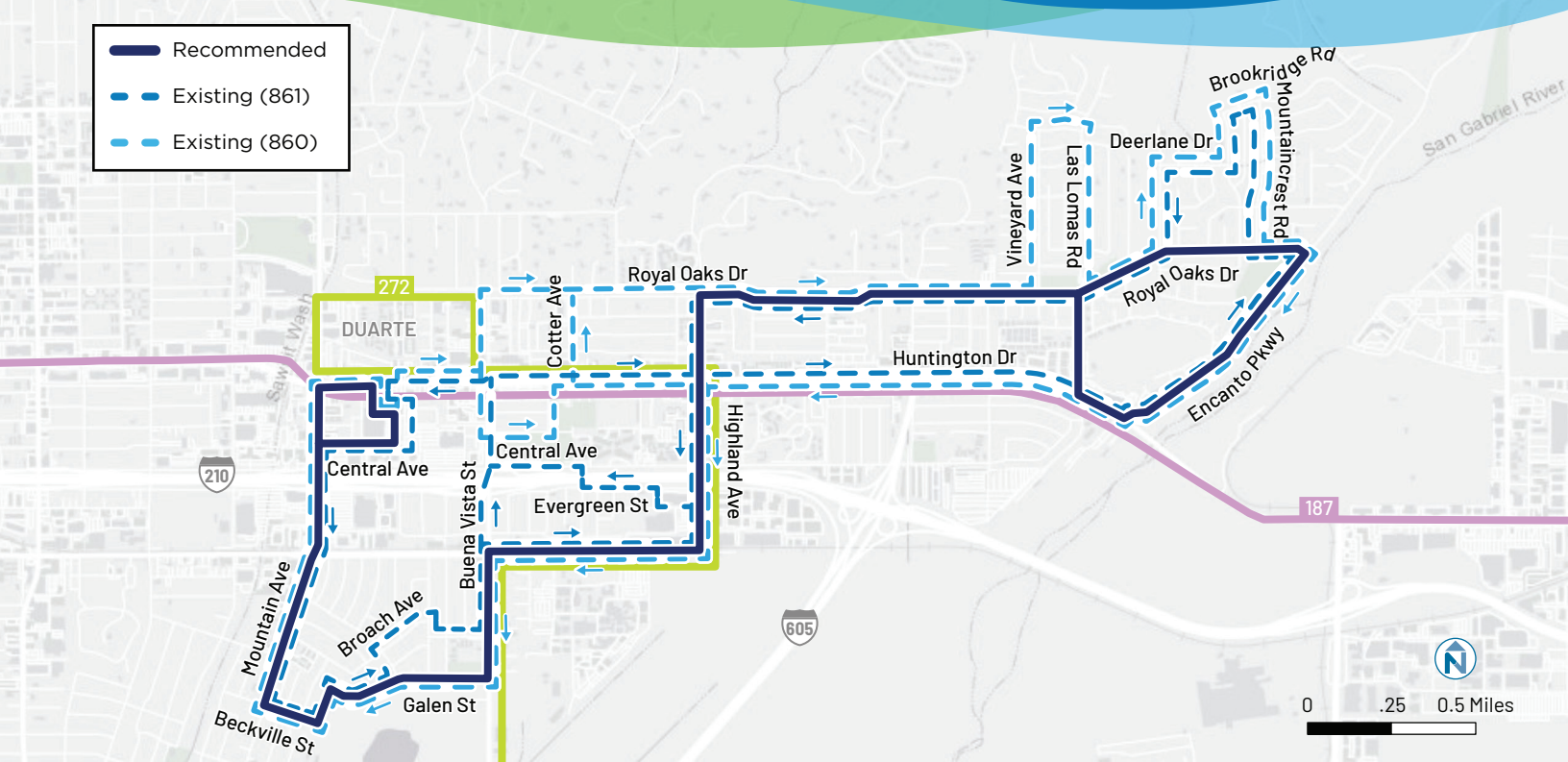
	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	3 trips in AM, 2 trips in PM	No Service	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service
Recommended	Weekday	3 trips in AM, 2 trips in PM	No Service	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service

Line 860/861

Mountain Vista Plaza - Huntington Dr - Royal Oaks



— Recommended
— Existing (861)
— Existing (860)



Proposed Changes

Coverage

Current DuarteBus service is indirect, slow, and carries few riders. Two reversing loops with different alignments make the service confusing for new customers to understand.

Lines 860 and 861 would be consolidated into a single alignment that provides bi-directional service connecting the biggest destinations in Duarte, including Encanto Park, the Gold Line, the City of Hope Medical Center, Walmart, and Mountain Vista Plaza. This would be done in conjunction with extending Line 272 from the Duarte Gold Line Station to Mountain Vista Plaza, which would cover parts of Buena Vista Street and Royal Oaks Drive.

Existing customers would have a faster, more direct ride. Future customers would better be able to understand the alignment.

Customers in residential areas north of Royal Oaks Drive may need to walk further to access service as a result of this recommendation.

Hours of Service

No changes.

	Weekday	Saturday	Sunday
Existing Line 860	6:30 AM-6:15 PM	No Service	No Service
Existing Line 861	5:45 AM-8:30 PM	7:40 AM-7:30 PM	No Service
Recommended Line 860/861	5:45 AM-8:30 PM	7:40 AM-7:30 PM	No Service

Frequency

No changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing Line 860	Weekday	60	60	No Service
	Saturday	No Service	No Service	No Service
	Sunday	No Service	No Service	No Service
Existing Line 861	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	No Service	No Service	No Service
Recommended Line 860/861	Weekday	60	60	60
	Saturday	60	60	60
	Sunday	No Service	No Service	No Service

Silver Streak

Downtown LA - Montclair



Proposed Changes

Coverage

Travel demand patterns show that significant numbers of Cal Poly Pomona students are coming from Los Angeles. Transit service is not always attractive, as they must first get to downtown Los Angeles to board the Silver Streak and then transfer again to a line that serves the college.

Silver Streak service would be modified to serve this market. The new alignment would continue to operate between downtown LA and Montclair but deviate to serve Cal Poly Pomona between Plaza West Covina and the Pomona Transit Center. There would continue to be 15 minute (or better) peak service between Montclair and downtown LA between 5:00 AM and 7:00 PM. However, trips from Montclair to downtown LA via Cal Poly Pomona would take 5 to 10 minutes longer than trips using the existing Silver Streak alignment.

In addition to improving connectivity to Cal Poly Pomona, additional buses may be added between Plaza West Covina and downtown LA to address capacity constraints as ridership continues to recover from the pandemic.

At all other times, existing Silver Streak service would continue to operate as scheduled between downtown LA and Montclair.

Hours of Service

No Changes.

	Weekday	Saturday	Sunday
Existing	24 hours a day	24 hours a day	24 hours a day
Recommended	24 hours a day	24 hours a day	24 hours a day

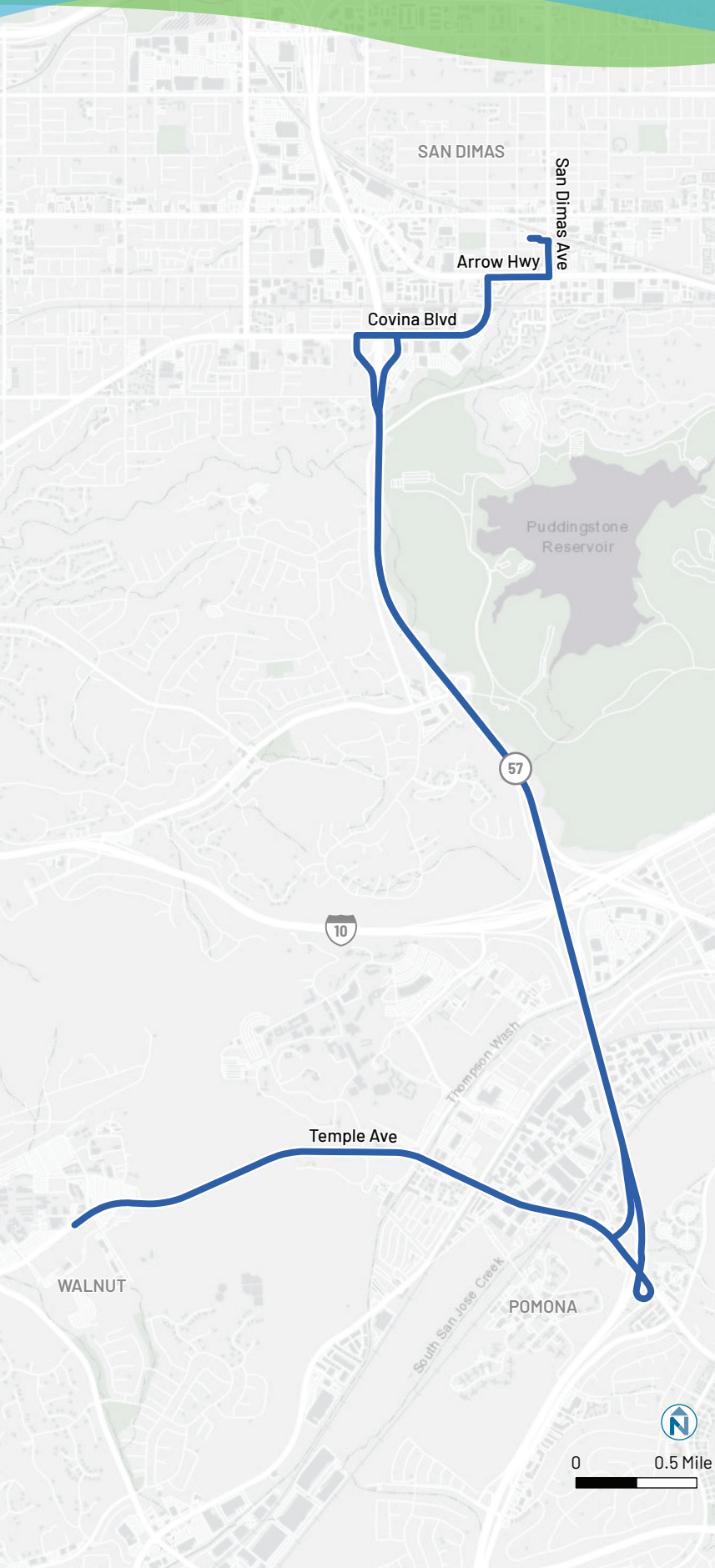
Frequency

No Changes.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Existing	Weekday	15	15	15-30
	Saturday	30	30	30
	Sunday	30	30	30
Recommended	Weekday	15	15	15-30
	Saturday	30	30	30
	Sunday	30	30	30

New Service to Gold Line

San Dimas - Cal Poly Pomona - Mt. SAC



Proposed Changes

Coverage

The Gold Line extension to Pomona represents an opportunity to better connect communities and major destinations to the regional rail system. With the current Gold Line service, many colleges are either served directly by the Gold Line or with a transfer to Foothill Transit service. Currently, Cal Poly Pomona and Mt. San Antonio College do not have a Foothill Transit line that takes riders directly to a Gold Line station. Instead, riders must make two transfers - Gold Line to bus, and then to a second bus that serves the two campuses. With the extension of the Gold Line, there is an opportunity to introduce a new Foothill Transit line that connects these two colleges directly to the Gold Line at the new San Dimas Station.

Hours of Service

Service would be operate from 7 AM to 9 PM daily.

	Weekday	Saturday	Sunday
Proposed	7:00 AM-9:00 PM	7:00 AM-9:00 PM	7:00 AM-9:00 PM

Frequency

The line would operate every 30 minutes on weekdays and every 60 minutes on weekends.

	Day	Peak (minutes) (6-9am, 3-6pm)	Midday (minutes) (9am-3pm)	Evening (minutes) (6pm-12am)
Recommended	Weekday	30	30	30
	Saturday	60	60	60
	Sunday	60	60	60