



Foothill Transit

Executive Board Meeting AGENDA

SPECIAL EXECUTIVE BOARD MEETING

8:00 AM, March 21, 2014

Foothill Transit Administrative Office

2nd Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: MEMBERS DE LA TORRE, HERRERA, LANTZ, MCAUSTIN, TESSITOR
4. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JANUARY 31, 2014
5. PRESENTATIONS:
 - 5.1. Contractors' Employee Recognition
 - 5.2. Introduction of USC Externs
6. PUBLIC COMMENT

CONSENT CALENDAR: Items 7 through 15 are consent items which may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Executive Director's office at (626) 967-3147 extension 7204, at least 48 hours prior to the meeting.

The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementary prior to the meeting by calling (626) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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7. JANUARY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

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

8. FEBRUARY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

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

9. JANUARY PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the January Performance Indicators Report.

10. FEBRUARY PERFORMANCE INDICATORS REPORT

Recommended Action: Receive and file the February Performance Indicators Report.

11. MARCH LEGISLATIVE SUMMARY

Recommended Action: Receive and file the March Legislative Summary. Adopt support positions on AB 1720 and AB 2445.

12. RESOLUTION ADOPTING NEW ANNUAL GOVERNING BOARD MEETING DATE

Recommended Action: Adopt Resolution No. 2014-01 New Annual Governing Board Meeting date.

13. REQUEST TO ISSUE PROPOSALS FOR FLEET AUDIT SERVICES

Recommended Action: Authorize the Executive Director to issue Request for Proposals (RFP) No. 14-032 for physical and maintenance review audit services for an initial term of three years with two one-year options to be exercised at Foothill Transit's sole discretion.

14. CONTRACT AMENDMENT – INSPECTION, REMOVAL, INSTALLATION AND PURCHASE OF VEHICLE SMARTBUS EQUIPMENT

Recommended Action: Authorize the Executive Director to approve Amendment No. 2 to Contract No. 13-023 with Xerox in the amount of One Hundred One Thousand Five Hundred Seventy-Five Thousand Dollars and Thirty-Two Cents \$101,575.32 for: a) Inspections, removal, and installation of SMARTBus Equipment on 41 new buses; and b) Purchase and installation of 23 sets of additional SMARTBus equipment on 23 new buses.



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15. CONTRACT AWARD – CELLULAR BASED GPS SERVICE

Recommended Action: Authorize the Executive Director to negotiate final terms and conditions and enter into a Contract in the amount of one hundred eighty four thousand, eight hundred twenty four dollars (\$184,824.00) with Zonar Systems to provide cellular based GPS service for two years on Foothill Transit's bus fleet.

REGULAR AGENDA:

16. PROPOSED FY 2015 INITIATIVES

Recommended Action: Approve the proposed FY 2015 Business Plan Initiatives.

17. FOOTHILL TRANSIT STUDENT RIDER PROGRAM SUBSIDY

Recommended Action: Establish a uniform subsidy amount for Foothill Transit college programs of \$0.60 per boarding.

18. REQUEST TO ISSUE RFP – SMARTBUS SOFTWARE AND EQUIPMENT REPLACEMENT

Recommended Action: Authorize the Executive Director to issue a Request for Proposals (RFP) No. 14-031 for SMARTBus Software and Equipment Replacement.

19. REQUEST TO ISSUE RFP – SMARTBUS TECHNICAL ADVISORY SERVICES

Recommended Action: Authorize the Executive Director to issue a Request for Proposals (RFP) No. 14-030 for SMARTBus Technical Advisory Services to assist with developing performance specifications for the new CAD/AVL system, for replacement of the analog radio, replacement of the radio service carrier, and assistance with the implementation of the SMARTBus Replacement Project.

20. AZUSA PARK & RIDE MEMORANDUM OF UNDERSTANDING (MOU) – AMENDMENT NO. 4

Recommended Action: Authorize the Executive Director to execute Amendment No. 4 to the Memorandum of Understanding (MOU) with the City of Azusa related to the construction of the Azusa Intermodal Parking Facility.

21. FORWARD FACING FLIP-UP SEATS

Recommended Action: Receive and file the proposed forward-facing flip-up seat retrofit schedule.



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22. **FOOTHILL TRANSIT ARCADIA FACILITY SERVICE AND MAINTENANCE REVIEW**

Recommended Action: Receive and file a report on on-street service and fleet and facility maintenance at Foothill Transit's Arcadia Operations and Maintenance facility.

23. **REQUEST TO ISSUE RFP – TRANSIT SERVICES - ARCADIA FACILITY (RFP NO. 14-028)**

Recommended Action: Authorize the Executive Director to: 1. Amend Agreement No. 12-002 with First Transit, Inc., to change the expiration date for the base contract term from June 30, 2016 to October 4, 2014; and 2. Issue a request for proposals (RFP No. 14-028) for transit operation and maintenance services as Foothill Transit's Arcadia facility.

24. **MANAGEMENT COMPENSATION PLAN MODIFICATIONS**

Recommended Action: Consider possible modifications to the management compensation plan.

25. **EXECUTIVE DIRECTOR COMMENT**

26. **BOARD MEMBER COMMENT**

27. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code § 54957) Title: Executive Director**

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

Agency Representatives Attending Closed Session:
Executive Board Members Chair Tessitor, General Counsel Pieper
Unrepresented Employee Position Title: Executive Director

29. **POSSIBLE AMENDMENT TO EXECUTIVE DIRECTOR'S EMPLOYMENT CONTRACT**

Recommended Action: Consider a possible amendment to the Executive Director Employment Agreement with Doran J. Barnes.

30. **ADJOURNMENT**

**The Next Regular Meeting of the Foothill Transit
Executive Board is scheduled for
Friday, April 25, 2014 at 8:00 a.m.**