



AGENDA

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

July 8, 2014

8:30 AM

Santa Barbara MTD Auditorium

550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

2. ROLL CALL OF THE BOARD OF DIRECTORS

Dave Davis, Chair; Chuck McQuary, Vice Chair; Olivia Rodriguez, Secretary; Dick Weinberg, Director; Bill Shelor, Director; David Tabor, Director, Roger Aceves, Director

3. REPORT REGARDING POSTING OF AGENDA

CONSENT CALENDAR

4. APPROVAL OF PRIOR MINUTES-(ATTACHMENT-ACTION MAY BE TAKEN)

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of June 24, 2014.

5. CASH REPORT-(ATTACHMENTS-ACTION MAY BE TAKEN)

The Board will be asked to review the cash report of June 17, 2014 through June 30, 2014.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board on items within jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk, a "Request to Speak" form including a description of the subject you wish to address. Additional public comment will be allowed during each agenda item, including closed session items. Please fill out the Request to Speak form and indicate the agenda item number that you wish to comment on.

7. MTD ART CONTEST WINNER- (INFORMATIONAL)

MTD staff will introduce Jennie Riker, winner of the MTD art contest, to the Board.

8. RESOLUTION OF APPRECIATION - (ACTION MAY BE TAKEN)

The Board will commend General Manager Sherrie Fisher for her 40 years of service to the district.

9. AIM SYSTEM CONTRACT AWARD RECOMMENDATION - (ACTION MAY BE TAKEN)

Staff recommends that the Board award the AVL & ITS Management (AIM) Systems contract to Clever Devices Ltd.

10. COMMITTEE ASSIGNMENTS-(ACTION MAY BE TAKEN)

MTD committee assignments will be discussed and chosen by the Board.

11. GENERAL MANAGER'S REPORT UPDATE-(ACTION MAY BE TAKEN)

- a) Resolution by the County Board of Supervisors- Sherrie Fisher
- b) Employee BBQ (Wednesday, July 9th at 11:00 a.m.)

12. OTHER BUSINESS AND COMMITTEE REPORTS-(ACTION MAY BE TAKEN)

The Board will report on other related public transit issues and committee meetings.

RELATED TO EACH CLOSED SESSION; PUBLIC COMMENT WILL BE ALLOWED RELATED TO THE CLOSED SESSION ITEM(S) BEFORE THE RECESS

13. RECESS TO CLOSED SESSION- PUBLIC EMPLOYEE APPOINTMENT- (ACTION MAY BE TAKEN)

The Board will meet in closed session pursuant to Government Code Section 54957
Title: General Manager

14. ADJOURNMENT

AMERICAN WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



MINUTES

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

June 24, 2014

9:00 AM

Santa Barbara MTD Auditorium

550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair Davis called the meeting to order at 9:00 a.m.

2. ROLL CALL OF THE BOARD OF DIRECTORS

Chair Davis reported that all members were present with the exception of Director Tabor and Director Weinberg.

3. REPORT REGARDING POSTING OF AGENDA

Natasha Garduno, Executive Assistant, reported that the agenda was posted on Friday, June 20, 2014 at MTD's Administrative Office, mailed and emailed to those on the agenda minutes list, and posted on MTD's website.

4. OATH OF OFFICE – (ACTION MAY BE TAKEN)

Goleta Councilman Roger Aceves took his Oath of Office as the City of Goleta member of the Board of Directors of the Santa Barbara Metropolitan Transit District.

CONSENT CALENDAR

5. APPROVAL OF PRIOR MINUTES-(ATTACHMENT-ACTION MAY BE TAKEN)

Director Rodriguez moved to approve the draft minutes for the meeting of June 10, 2014. Director McQuary seconded the motion. The motion passed unanimously, with one abstention by Director Aceves.

6. CASH REPORT-(ATTACHMENTS-ACTION MAY BE TAKEN)

Director Rodriguez moved to approve the cash report of June 3, 2014 through June 16, 2014. Director McQuary seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

7. PUBLIC COMMENT

None was made.

8. GENERAL MANAGER'S REPORT UPDATE-(ACTION MAY BE TAKEN)

General Manager Fisher shared with the Board that George Amoon, Manager of Planning, attended the monthly Bus Riders' meeting organized by the Coalition for Sustainable Transportation (COAST). COAST announced at the Bus Riders' meeting that they intend to present a Bus Driver of the Month certificate at every monthly meeting. Driver Alan Camez was the first driver to receive this award from COAST.

General Manager Fisher shared with the Board that this would be the last board meeting that Gabriel Garcia, Manager of Human Resources and Risk, would be attending, as his last day with the district is Friday, June 27th. The Board thanked Mr. Garcia for his many years of service to the district and Mr. Garcia shared that it has been a pleasure working for the district over the years.

General Manager Fisher and Mr. Garcia introduced Mr. Jeff Woolever to the Board. Mr. Woolever is joining the MTD team as the interim Manager of Human Resources. The Board welcomed Mr. Woolever to the MTD team.

Jerry Estrada, Assistant General Manager/Controller, introduced Thais Sayat, Assistant Manager of Accounting, who has led the single audit for the last few years for MTD, working with McGowan Guntermann. Ms. Sayat shared with the Board that the parts inventory audit would be happening over the coming weekend, followed by the remaining portion of the audit which is expected to last for the next few months. The Board thanked Ms. Sayat for all of her hard work.

General Manager Fisher updated the Board that MTD's Triennial Review by the Federal Transit Administration (FTA) concluded on June 20th, with MTD having no deficiencies. The Triennial Review is one of FTA's management tools for examining grantee performance and adherence to current FTA requirements and policies. The Board congratulated all of MTD staff for their hard work.

9. OTHER BUSINESS AND COMMITTEE REPORTS-(ACTION MAY BE TAKEN)

The Board asked for the July 8th agenda to include committee assignments, as the Board has a newly-appointed member.

RELATED TO EACH CLOSED SESSION; PUBLIC COMMENT WILL BE ALLOWED RELATED TO THE CLOSED SESSION ITEM(S) BEFORE THE RECESS

10. RECESS TO CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code § Section 54956.9 (a).
One Claim: Susana Cruz Garcia vs. MTD

Upon returning from closed session, Chair David reported that no action was taken.

TIME CERTAIN 9:30 A.M.

11. RECESS TO CLOSED SESSION- PUBLIC EMPLOYEE APPOINTMENT- (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code Section 54957
Title: General Manager

Upon returning from closed session, Chair Davis reported that the Board unanimously appointed Jerry Estrada as interim General Manager for the Santa Barbara Metropolitan Transit District, effective July 19, 2014.

12. ADJOURNMENT

Director Rodriguez moved to adjourn the meeting at 9:52 a.m. Director McQuary seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of July 8, 2014
For the Period June 17, 2014 through June 30, 2014

MONEY MARKET

Beginning Balance June 17, 2014 **\$11,554,562.13**

| | |
|------------------------------|------------|
| SB-325 (LTF) | 602,078.40 |
| Passenger Fares | 182,352.71 |
| Accounts Receivable | 26,430.25 |
| Property Tax Revenue | 21,737.08 |
| Advertising/Prepaid Deposits | 15,310.45 |
| FTA Capital | 4,323.00 |
| Interest Income- May '14 | 3,748.94 |
| Miscellaneous/Asset Sales | 1,209.51 |
| Measure "A" | .00 |

Total Deposits **857,190.34**

| | |
|-----------------------|--------------|
| ACH Garn/Escrow | (1,163.12) |
| Bank Fee CC - May '14 | (1,413.31) |
| WC Transfer - May '14 | (24,730.74) |
| ACH Pensions Transfer | (33,399.32) |
| ACH Tax Deposit | (142,001.38) |
| Operations Transfer | (202,421.12) |
| Payroll Transfer | (298,127.45) |

Total Disbursements **(703,256.44)**

Ending Balance **\$11,708,496.03**

CASH INVESTMENTS

| | |
|----------------------|----------------|
| LAIF Account | \$3,329,857.03 |
| Money Market Account | 11,708,496.03 |

Total Cash Balance **\$15,038,353.06**

SELF INSURED LIABILITY ACCOUNTS

| | |
|-------------------------|------------------|
| WC / Liability Reserves | (\$2,147,161.99) |
|-------------------------|------------------|

Working Capital **\$12,891,191.07**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

| Check # | Date | Company | Description | Amount | Voids |
|---------|-----------|-------------------------------|-----------------------------|-----------|-------|
| 106925 | 6/19/2014 | ABC BUS COMPANIES INC | BUS PARTS | 626.78 | |
| 106926 | 6/19/2014 | ACCONTEMPS DBA | PROFESSIONAL SERVICE | 3,728.40 | |
| 106927 | 6/19/2014 | ALLIED ELECTRONICS, INC | SHOP SUPPLIES | 29.06 | |
| 106928 | 6/19/2014 | APTA | MEMBERSHIP DUES | 27,276.00 | |
| 106929 | 6/19/2014 | APPLEONE EMPLOYMENT SERVIC | CONTRACT SERVICES | 1,674.00 | |
| 106930 | 6/19/2014 | AXLE TECH INTERNATIONAL D | BUS PARTS | 550.80 | |
| 106931 | 6/19/2014 | BIG BRAND TIRES, BRANDCO BILL | SERVICE VEHICLE MAINTENANCE | 375.34 | |
| 106932 | 6/19/2014 | BUENA TOOL, INC. | SHOP/B&G SUPPLIES | 66.64 | |
| 106933 | 6/19/2014 | CALIFORNIA ELECTRIC SUPPLY, I | SHOP/B&G SUPPLIES | 19.08 | |
| 106934 | 6/19/2014 | CARQUEST AUTO PARTS | BUS PARTS & SUPPLIES | 167.19 | |
| 106935 | 6/19/2014 | COAST TRUCK PARTS | BUS PARTS | 277.78 | |
| 106936 | 6/19/2014 | CUMMINS PACIFIC, LLC | BUS PARTS | 6,973.60 | |
| 106937 | 6/19/2014 | DOCUPRODUCTS CORPORATION | COPIER COPIES & SUPPLIES | 29.33 | |
| 106938 | 6/19/2014 | DOWNTOWN ORGANIZATION, INC | TC MAINTENANCE | 450.00 | |
| 106939 | 6/19/2014 | FAST UNDERCAR | EV BUS PARTS | 9.78 | |
| 106940 | 6/19/2014 | FEDEX OFFICE | PRINTING SERVICES | 196.28 | |
| 106941 | 6/19/2014 | GIBBS INTERNATIONAL INC | BUS PARTS | 1,398.18 | |
| 106942 | 6/19/2014 | GILLIG LLC | BUS PARTS | 2,215.13 | |
| 106943 | 6/19/2014 | H.G. MAKELIM CO., INC. | BUS PARTS | 0.00 | V |
| 106944 | 6/19/2014 | H.G. MAKELIM CO., INC. | BUS PARTS | 7,368.44 | |
| 106945 | 6/19/2014 | HOME IMPROVEMENT CTR. | SHOP/B&G SUPPLIES | 35.84 | |
| 106946 | 6/19/2014 | INTERCON TECHNOLOGIES DBA | EV/CHARGER REPAIRS | 3,752.00 | |
| 106947 | 6/19/2014 | IPC (USA), INC. | BUS FUEL | 24,452.88 | |
| 106948 | 6/19/2014 | MC CORMIX CORP. (OIL) | LUBRICANTS | 2,421.33 | |
| 106949 | 6/19/2014 | MCMaster-CARR SUPPLY CO. | SHOP/B&G SUPPLIES | 47.28 | |
| 106950 | 6/19/2014 | MOHAWK MFG. AND SUPPLY CO. | BUS PARTS | 234.21 | |
| 106951 | 6/19/2014 | MCI SERVICE PARTS, INC. | BUS PARTS | 16.18 | |
| 106952 | 6/19/2014 | MOUNTAIN SPRING WATER | SHOP & OFFICE SUPPLIES | 1,351.95 | |
| 106953 | 6/19/2014 | NEW PIG CORP. | B/G SUPPLIES (OF) | 317.12 | |
| 106954 | 6/19/2014 | PERFECT PATTERN DIFFERENTIAL | OVERHAULED TRANSFERS | 640.61 | |
| 106955 | 6/19/2014 | PETTY CASH - CARBAJAL, NATAS | MISC. PURCHASES | 233.36 | |
| 106956 | 6/19/2014 | PHILLIPS 66-CONOCO-76 | SERVICE VEHICLE FUEL | 148.40 | |
| 106957 | 6/19/2014 | POWERSTRIDE BATTERY CO. | EV BATTERIES | 624.78 | |
| 106958 | 6/19/2014 | SB LOCKSMITHS, INC. | B&G REPAIR & SUPPLIES | 50.75 | |
| 106959 | 6/19/2014 | SILVAS OIL CO., INC. | LUBRICANTS | 526.31 | |
| 106960 | 6/19/2014 | SHIELD HEATING AND AIR DBA | B&G REPAIRS & SUPPLIES | 975.00 | |
| 106961 | 6/19/2014 | SM TIRE, CORP. | BUS TIRE MOUNTING | 285.00 | |
| 106962 | 6/19/2014 | SO. CAL. EDISON CO. | UTILITIES | 4,336.06 | |

| Check # | Date | Company | Description | Amount | Voids |
|---------|-----------|-------------------------------|---------------------------------|-----------|-------|
| 106963 | 6/19/2014 | SOAP MAN DISTRIBUTIN DBA | CLEANING SUPPLIES | 196.02 | |
| 106964 | 6/19/2014 | SOUTHERN CALIFORNIA GAS CO | UTILITIES | 149.80 | |
| 106965 | 6/19/2014 | SPECIALTY TOOL & BOLT, LTD | SHOP SUPPLIES | 5.57 | |
| 106966 | 6/19/2014 | STAPLES INC. & SUBSIDIARIES | OFFICE SUPPLIES | 30.06 | |
| 106967 | 6/19/2014 | STAPLES CREDIT PLAN | OFFICE & COMPUTER SUPPLIES | 75.58 | |
| 106968 | 6/19/2014 | STEWART'S DE-ROOTING & PLUM | PLUMBING REPAIRS | 90.00 | |
| 106969 | 6/19/2014 | TIERRA CONTRACTING, INC. | BUS SHELTERS INSTALLATION | 13,410.00 | |
| 106970 | 6/19/2014 | TILFORD WELDING | VENDOR BUS REPAIRS | 40.00 | |
| 106971 | 6/19/2014 | TANK TEAM INC. | TANK TESTS | 123.00 | |
| 106972 | 6/19/2014 | TRANSIT PRODUCTS AND SERVIC | BUS PARTS | 3,290.00 | |
| 106973 | 6/19/2014 | VALLEY POWER SYSTEMS, INC. | BUS PARTS | 1,794.08 | |
| 106974 | 6/19/2014 | VERIZON CALIFORNIA | TELEPHONES | 887.81 | |
| 106975 | 6/19/2014 | WAXIE SANITARY SUPPLY DBA | JANITORIAL SUPPLIES | 624.79 | |
| 106976 | 6/19/2014 | WURTH USA WEST INC. | SHOP SUPPLIES | 637.75 | |
| 106977 | 6/19/2014 | YELLOW (YRC) TRANSPORTATIO | FREIGHT CHARGES | 145.00 | |
| 106978 | 6/19/2014 | BUYNAK, FAUVER, ARCHBALD&S | LEGAL COUNSEL | 7,217.71 | |
| 106979 | 6/19/2014 | LIBERTY MUTUAL GROUP INC. | ANNUAL PROPERTY INSURANCE | 14,878.00 | |
| 106980 | 6/19/2014 | TEAMSTERS MISC SECURITY TRU | UNION MEDICAL/DENTAL | 2,443.00 | |
| 106981 | 6/27/2014 | ABC BUS COMPANIES INC | BUS PARTS | 811.56 | |
| 106982 | 6/27/2014 | HENRY ANDREWS | RETIREE HEALTH REIMBURSEMENT | 285.00 | |
| 106983 | 6/27/2014 | AXLE TECH INTERNATIONAL D | BUS PARTS | 255.96 | |
| 106984 | 6/27/2014 | KARL BRETZ | RETIREE HEALTH REIMBURSEMENT | 494.52 | |
| 106985 | 6/27/2014 | BROWN & BROWN/WHILT FATCH | INSURANCE | 512.98 | |
| 106986 | 6/27/2014 | CALIFORNIA ELECTRIC SUPPLY, I | SHOP/B&G SUPPLIES | 104.49 | |
| 106987 | 6/27/2014 | GILBERT CALLES | RETIREE HEALTH REIMBURSEMENT | 60.00 | |
| 106988 | 6/27/2014 | CARQUEST AUTO PARTS | BUS PARTS & SUPPLIES | 34.37 | |
| 106989 | 6/27/2014 | CLEVER DEVICES LTD | BUS PARTS | 378.04 | |
| 106990 | 6/27/2014 | COMMLINE INC. | TWO-WAY RADIO SUPPLIES | 205.63 | |
| 106991 | 6/27/2014 | CIO SOLUTIONS, LP | PROFESSIONAL SERVICES | 941.25 | |
| 106992 | 6/27/2014 | COAST TRUCK PARTS | BUS PARTS | 152.44 | |
| 106993 | 6/27/2014 | CROCKER REFRIGERATION & AIR | HVAC MAINTENANCE | 742.04 | |
| 106994 | 6/27/2014 | CUMMINS PACIFIC, LLC | BUS PARTS | 21,966.82 | |
| 106995 | 6/27/2014 | STATE OF CALIFORNIA DTSC | EPA MANIFEST ANNUAL FEE | 207.00 | |
| 106996 | 6/27/2014 | MARY DEAIL | PAYROLL RELATED | 106.15 | |
| 106997 | 6/27/2014 | DEFEO MANUFACTURING INC. | BUS PARTS | 111.21 | |
| 106998 | 6/27/2014 | DENMUN OFFICE EQUIPMENT | OFFICE MACHINE SUPPLIES/MAINTEN | 5,250.00 | |
| 106999 | 6/27/2014 | ALICIA DIEHL | RETIREE HEALTH REIMBURSEMENT | 60.00 | |
| 107000 | 6/27/2014 | FIA CARD SERVICES | MISC CREDIT CARD CHARGES | 12,563.02 | |
| 107001 | 6/27/2014 | MELVIN FOUNTAIN | RETIREE HEALTH REIMBURSEMENT | 60.00 | |
| 107002 | 6/27/2014 | STATE OF CALIFORNIA/FTB | PAYROLL RELATED | 181.89 | |
| 107003 | 6/27/2014 | GIBBS INTERNATIONAL INC | BUS PARTS | 695.49 | |

| Check # | Date | Company | Description | Amount | Voids |
|-------------------------------------------|-----------|--------------------------------|------------------------------|---------------------|-------|
| 107004 | 6/27/2014 | GILLIG LLC | BUS PARTS | 698.14 | |
| 107005 | 6/27/2014 | GARY GLEASON | RETIREE HEALTH REIMBURSEMENT | 247.95 | |
| 107006 | 6/27/2014 | INTELLICORP RECORD INC. | PRE-EMPLOYMENT CHECK | 36.65 | |
| 107007 | 6/27/2014 | DONALD JACKSON | RETIREE HEALTH REIMBURSEMENT | 90.00 | |
| 107008 | 6/27/2014 | KIRKS AUTOMOTIVE, INC | BUS/AUTO PARTS | 311.58 | |
| 107009 | 6/27/2014 | LNI CUSTOM MANUFACTURING | ASSESS DAMAGED SHELTER | 975.00 | |
| 107010 | 6/27/2014 | MOHAWK MFG. AND SUPPLY CO. | BUS PARTS | 65.71 | |
| 107011 | 6/27/2014 | NATIONAL DRIVE | PAYROLL DEDUCTION | 152.00 | |
| 107012 | 6/27/2014 | PREVOST CAR INC.- CREDIT DEPT. | BUS PARTS | 360.61 | |
| 107013 | 6/27/2014 | OR DEPT OF JUSTICE | PAYROLL RELATED | 145.11 | |
| 107014 | 6/27/2014 | ANN BRADY OTTIERI | PAYROLL RELATED | 277.00 | |
| 107015 | 6/27/2014 | PERFECT PATTERN DIFFERENTIAL | OVERHAULED TRANSFERS | 705.90 | |
| 107016 | 6/27/2014 | PORT SUPPLY DBA | BUS PARTS | 29.12 | |
| 107017 | 6/27/2014 | PRISCILLA REID | RETIREE HEALTH REIMBURSEMENT | 360.00 | |
| 107018 | 6/27/2014 | AL ROMERO SR. | RETIREE HEALTH REIMBURSEMENT | 60.00 | |
| 107019 | 6/27/2014 | SB COUNTY FEDERAL CREDIT UNI | PAYROLL DEDUCTION | 1,060.00 | |
| 107020 | 6/27/2014 | KAREN SEELEY | PAYROLL RELATED | 75.69 | |
| 107021 | 6/27/2014 | SANTA BARBARA SHERIFF'S DEPT | PAYROLL RELATED | 717.16 | |
| 107022 | 6/27/2014 | SM TIRE, CORP. | BUS TIRE MOUNTING | 2,862.42 | |
| 107023 | 6/27/2014 | JOHN L. STRATFORD | BUS PARTS | 405.00 | |
| 107024 | 6/27/2014 | SB CITY OF-REFUSE/WATER | UTILITIES | 748.81 | |
| 107025 | 6/27/2014 | T.F. HUDGINS, INC. | BUS PARTS | 238.99 | |
| 107026 | 6/27/2014 | TNT USA INC. | LITHIUM BATTERY PROJECT | 102.28 | |
| 107027 | 6/27/2014 | TEAMSTERS UNION LOCAL NO. 18 | UNION DUES | 392.74 | |
| 107028 | 6/27/2014 | UNITED WAY OF SB | PAYROLL DEDUCTION | 111.00 | |
| 107029 | 6/27/2014 | VALLEY POWER SYSTEMS, INC. | BUS PARTS | 1,688.72 | |
| 107030 | 6/27/2014 | JOHN J. VASQUEZ | EVENT EXPENSES | 1,000.00 | |
| 107031 | 6/27/2014 | VERIZON CALIFORNIA | TELEPHONES | 1,120.30 | |
| 107032 | 6/27/2014 | VERIZON WIRELESS | WIRELESS PHONES | 663.34 | |
| 107033 | 6/27/2014 | YACO SCHOLARSHIP FUND | PAYROLL DEDUCTION | 51.00 | |
| 107034 | 6/27/2014 | ALEXANDER YOUNG | RETIREE HEALTH REIMBURSEMENT | 570.00 | |
| | | | | 202,421.12 | |
| Current Cash Report Voided Checks: | | | | 0.00 | |
| Prior Cash Report Voided Checks: | | | | 0.00 | |
| Grand Total: | | | | \$202,421.12 | |

**Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable**

| Date | Company | Description | Amount |
|-----------------------------------------------------|-------------------------|---------------------------------|--------------------|
| 6/17/2014 | Santa Barbara Airport | Advertising on Buses | 1,678.00 |
| 6/17/2014 | SB County Public Health | Passes/Token Sales | 3,937.50 |
| 6/18/2014 | KCSB - FM | Advertising on Buses | 396.00 |
| 6/23/2014 | UCSB Bookstore | Passes/Passport Sales | 12,825.00 |
| 6/23/2014 | UCSB Transportation | Transit Enhancement Apr-Jun '14 | 5,166.25 |
| 6/26/2014 | County of Santa Barbara | Passes/Token Sales | 2,427.50 |
| Total Accounts Receivable Paid During Period | | | \$26,430.25 |



BOARD OF DIRECTORS REPORT

MEETING DATE: JULY 8, 2014 **AGENDA ITEM #: 9**

TYPE: ACTION

PREPARED BY: BRAD DAVIS

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: AIM System Contract Award Recommendation

RECOMMENDATION:

Based upon the discussion that follows, staff recommends that the board award the AVL & ITS Management (AIM) Systems contract to Clever Devices Ltd. for a price of \$3,574,959.16. Such contract is for a turnkey project that includes payment for three years of hardware warranty and five years of software warranty and license fees.

DISCUSSION:

PROJECT DESCRIPTION

The following is an outline of the main features of the AVL & ITS Management (AIM) System. Staff will also provide a PowerPoint presentation of these benefits as part of the agenda item discussions during the board meeting.

A. Automatic Vehicle Location

1. Bus Time of Arrival Information

- Using real-time data, inform passengers of next bus arrivals by route and bus stop.
- Bus arrival times provided via MTD website, smart phone apps, text messaging, e-mail, and Transit Center electronic display signs.
- Send real time alerts and public service announcements in English or Spanish.

2. Schedule Adherence & Reporting

- Provides real-time on-time performance information based on route, bus stop, run, date, time, and other indicators.
- Historical reporting system with detailed and summary data on route performance parameters that include schedule and route adherence, travel times, bus stop dwell times, revenue time, and other important metrics.
- Includes analytical tools that calculate the average, mean, variance, standard deviation, and other statistical parameters of interest.

3. Automated Bus Stop Announcements

- Automated announcements of upcoming bus stops and transfer points via audio and electronic signs.
- Automated exterior audio announcements of route and destination upon arrival at bus stops.
- Automated changing of exterior headsign destinations based upon vehicle location.
- Full compliance with ADA accessibility requirements and bilingual announcements.

4. Automated Passenger Counting

- Automated passenger counting at all bus doors (and shuttle doorways) using overhead 3-D sensing detectors with a proven average accuracy of 98%.
- All boardings and alightings are counted at every bus stop, providing real-time vehicle loading conditions to applicable MTD driver supervisors and personnel.
- APC data will be merged with farebox fare category counts for reporting analysis.

5. Vehicle Health Monitoring

- Monitor vehicle mechanical and operating systems and provides a log of all out of tolerance conditions.
- Real-time alerts of designated conditions to Operations and Maintenance to reduce in-service breakdowns, roadcalls, and vehicular damage.
- Centralized historical database to aid mechanics in diagnostics and troubleshooting.

6. Computer-Aided Dispatch

- Provides dispatch supervisors with the real-time status of all buses including bus number, location, route, driver, run, block and other pertinent operational data.
- Reports system-level performance perspective and alerts to out-of-tolerance conditions such as late pullout, off-route, adherence to schedule, etc.
- Google Maps-based display shows routes and vehicle locations with more detailed data available by placing the mouse pointer over vehicle icons on map.
- Alerts dispatch of driver emergency situations via a silent alarm that allows dispatch to access to bus interior audio and track the vehicle through the CAD map display.
- Full CAD functionality for road supervisors through ruggedized laptop or tablet computer.

B. Onboard Security Cameras

- Installation of eight security cameras on all buses (five on electric shuttles), that continuously record via on-board digital video recorder.
- Video that is “tagged” by the driver is automatically uploaded to MTD network via Wi-Fi connection upon return of vehicle to bus yard. All recorded video may be manually uploaded or viewed by authorized users.
- Provide evidence of vandalism that is anticipated to deter and reduce future vehicle damage.
- Document passenger and traffic incidents and accidents that may be used as evidence for resolving claims.

PROJECT BUDGET & FUNDING

The budget for the current fiscal year includes \$3.7 million for the AVL/ITS project. To date, MTD has incurred approximately \$125,000 in costs for the project, primarily for required software integration with existing MTD systems. A request has been submitted to the California Transportation Commission (CTC) to award an additional \$237,000 in Proposition 1B – Transit Security funds (FY 2013-14) toward this project, bringing the budgeted total to \$3,937,000. The amount budgeted in excess of the Clever Devices contract amount would be set aside as a contingency fund for the project.

From a grant funding perspective, the AVL/ITS project is composed of three major components: a two-way radio system, the AVL system, and the onboard security cameras. Implementation of the components has been divided into two phases:

- A. Phase 1 – Two-way Radio System (Completed)—MTD budgeted \$262,000 in Prop 1B – Transit Security funds for the first phase. The two-way radio system component consisted of the acquisition and installation of new mobile radios for MTD’s fleet of buses and service vehicles. This phase allowed MTD to comply with FCC “narrow banding” requirements and to improve system performance. The project was delivered under budget by \$115,000 which the CTC approved for allocation to the second phase of the project.
- B. Phase 2 – AVL & Onboard Security Camera System— As discussed earlier in this report, MTD has budgeted \$3.7 million for the second phase of this project and another \$237,000 is pending CTC approval.

STRATEGIC PLAN OBJECTIVES

MTD’s Strategic Plan, adopted by the Board on November 13, 2012, includes six goals with associated objectives and action items. The AVL/ITS Project will assist MTD in achieving each of the six goals, as follows.

Goal 1: Provide High Quality Public Transit Service—The AVL system will aid efforts to enhance the quality of MTD’s transit service in several ways. It will improve the ability of MTD staff to monitor service on-time performance; provide the means for riders to know accurate bus arrival times; automatically announce stops; and produce ridership data by bus stop. The on-board cameras will enhance safety and security. Additionally, a specific action item under this goal calls for MTD to deliver the AVL/GPS system. (Action Items 2, 3, 4, 5, & 6)

Goal 2: Maintain a Fair & Effective Fare Policy—As mentioned above, the AVL system will include the ability to produce data regarding boarding by bus stop. Increased detail regarding boardings will allow MTD to develop more finely-tuned analyses of boarding patterns by different types of riders, increasing MTD’s ability to recommend fair and effective fare policies.

Goal 3: Responsible & Efficient Stewardship of Public Funds—The AVL system will improve the ability of MTD planning staff to precisely identify the correct amount of time by route segment that will allow a bus to stay on schedule while remaining as productive as possible. The system also includes a module to notify maintenance staff of possible issues with a bus. These features will enable MTD to expend public funds more efficiently.

Goal 4: Professional, Knowledgeable & Courteous Public Servants—The enhanced ability to maintain on-time performance and the increased options for passengers to track arrival times

will reflect positively on the public perception of MTD staff as professional, knowledgeable, and courteous public servants, and is expected to reduce passenger complaints. (Action Item 4.)

Goal 5: Productive Community & Government Outreach Activities—The AVL system’s improvements to MTD’s ability to provide accurate and detailed information regarding on-time performance and passenger boarding information will enhance staff’s efforts to work with stakeholders in planning and developing the best feasible transit service.

Goal 6: Practical & Environmentally Prudent Fleet, Facility & Real Property Management Practices—As mentioned in Goal 3 above, the system includes a module to notify maintenance staff of possible issues with a bus. This will enhance MTD’s ability to identify and fix possible issues with a bus without the need for a road call. The security cameras are expected to reduce graffiti damage. These features will assist MTD’s fleet management practices (Action Item 7).

SOLICITATION PROCESS

Specification Development—The AIM System specifications were initially developed using a template document from an ITS consultant that was modified to coincide with MTD’s specific needs and requirements. These specifications were further amended following input from MTD employees including drivers, mechanics, supervisors, staff, and department managers. The end product is considered a team effort that is expected to be well received both by MTD employees and the public at large.

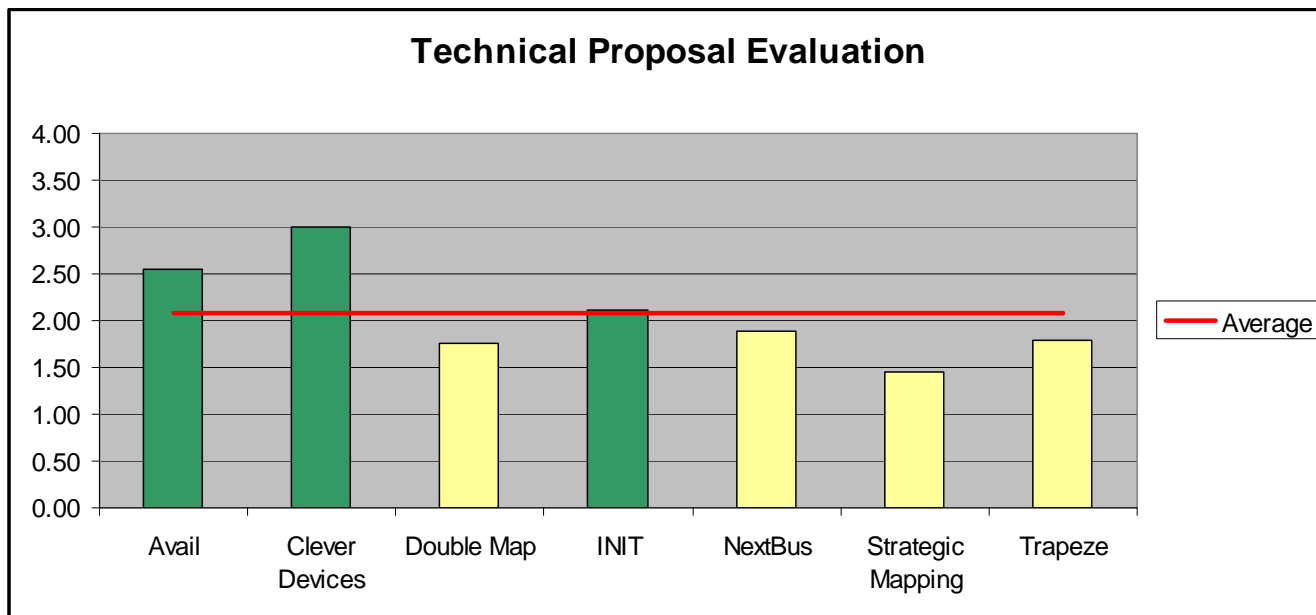
Request for Proposals—The Request for Proposals (RFP) procurement process was used in order to take into account system features, technical issues, and firm experience and qualifications in addition to project cost. The RFP was publicly noticed in October, 2013, in *Passenger Transport* and the *Santa Barbara News-Press*. It was simultaneously e-mailed to 36 vendors indicating interest in the project. A mandatory pre-proposal conference/job walk was very well attended. Given the complicated nature of a project of this scope, there were hundreds of questions and requests for clarification which resulted in three addenda and culminated in the receipt of seven proposals by the December, 2013, deadline.

Responsiveness & Responsibility—The proposals were reviewed for “responsiveness” to determine that all required materials, information and forms were provided and “responsibility” to determine the financial capacity to undertake the project. All seven proposals/firms were found responsive/responsible and thus progressed on to the proposal evaluation stage. (Technical capacity, normally considered part of the responsibility determination, was part of the evaluation process discussed next.)

Proposal Evaluation—Because of the wide ranging areas affected by the AVL/ITS project, the evaluation committee was composed of six members representing most MTD departments and an ITS technical consultant: George Amoon (Planning), Brad Davis (Procurement), Jeff Gerfen (Vaquero Systems), Steve Hahn (Maintenance), Bill Morris (Operations), and Tom Sheldon (IT). The committee’s goal was to determine the vendor proposal that it believed would provide MTD with the “best value” as determined through an evaluation of the technical proposal (i.e., how well the proposal features meet MTD’s requirements and desires); vendor qualifications and prior experience; and proposal price.

The technical evaluation was carried out first. Each committee member independently reviewed each vendor proposal and scored a number of system features and specifications.

The committee met over several sessions to come up with a consensus score for each area resulting in the overall technical score for each vendor as indicated in the following table:



Based on the scores and taking into account other issues—primarily excessive price or lack of compliance with significant technical requirements—the committee established the competitive range to include Avail Technologies, Clever Devices, and INIT: Innovations in Transit. The next stages were to review the vendor project team qualifications and experience; and to contact work references. The latter task was an extensive interview effort carried out by Vaquero Systems which was very informative concerning the AVL vendors. Overall, the vendor qualifications/prior experience evaluation scoring was bunched very closely between 2.58 and 2.83 for the three competitive range parties and thus did little to affect the overall evaluations.

MTD then asked the vendors to visit MTD for interviews. The meetings provided MTD an opportunity to see demonstrations of the vendor products, meet the management and project teams, and discuss the proposals in greater detail. The full day session for each ITS vendor proved very productive and all three firms did a good job of demonstrating their product and answering MTD questions. Nonetheless, the consensus of the evaluation committee—and other MTD personnel attending the sessions—was that Avail Technologies and Clever Devices did a superior job in nearly all respects of the interviews.

Pricing was next addressed with MTD requesting the parties to revise their price proposals to take into account the many issues discussed and clarified during the evaluation process. Taking into consideration the revised proposal prices and the previous evaluation factors, the committee decided that it would seek best and final offers (BAFO) only from Avail Technologies and Clever Devices. Last May, the BAFOs were received. Clever Devices supplied all of MTD’s desired AIM System features for the then \$3.5 million budget. Avail Technologies offered to provide the same feature set for \$3.8 million. Taking into account all of the evaluation criteria, the evaluation committee determined that the Clever Devices final offer would provide MTD with the most value. The committee met with MTD’s General Manager and Assistant General Manager to review the process and conclusions and they concurred with the committee’s recommendation.

PROJECT CONTRACT

MTD and Clever Devices have worked over the last month in putting the contract together and resolving any differences. The contract has been reviewed and approved by MTD legal counsel. There are still a small number of minor contract issues which are expected to be worked out by the time of the board meeting.

Because of the size of the contract, it has not been attached to this staff report but is available on MTD's website on the agenda webpage at <http://www.sbmtd.gov/about/mtd-board-agenda.html>.

COMMITTEE ASSIGNMENTS

| | Current | New |
|---------------------------------------------------------------|------------------|-----|
| Committees | | |
| Development & Marketing | Dave Davis | |
| | Chuck McQuary | |
| | Bill Shelor | |
| | | |
| R & D Technology | Dave Davis | |
| | Dick Weinberg | |
| | Dave Tabor | |
| | | |
| External Affairs/Legislative (General Plans) | Olivia Rodriguez | |
| | Dave Davis | |
| | (Vacant) | |
| | | |
| Facilities | Dick Weinberg | |
| | Olivia Rodriguez | |
| | Dave Tabor | |
| | | |
| Finance/Audit | Dave Davis | |
| | Bill Shelor | |
| | Dave Davis | |
| | | |
| Human Resources/Personnel | Dick Weinberg | |
| | Olivia Rodriguez | |
| | (Vacant) | |
| | | |
| SBCAG South Coast Subregional Committee Member | Dick Weinberg | |
| | | |
| EV Task Force Ad hoc | Dave Davis | |
| | Dave Tabor | |
| | (Vacant) | |

To: MTD Board of Directors
From: Sherrie Fisher, General Manager
Date: July 3, 2014
Subject: General Manager's Report

Transportation Secretary Foxx recently notified Congress that the federal Highway Trust Fund will soon go below \$4 billion, which is the cushion federal officials have stated is needed for incoming fuel tax revenue to cover outgoing payments to states. The Highway Trust Fund pay's for highway and transit programs.

The reason for the shortfall is that revenue from the federal 18.4-cents-a-gallon gasoline and 24.4-cents-a-gallon diesel tax haven't kept pace with transportation needs. The taxes haven't been increased in more than 20 years, while construction and other costs have continued to go up. Staff will monitor the issue and report back to the Board as the situation unfolds.

MTD recently finalized a license agreement with Sansum Medical Clinic pertaining to the use of a portion of the Overpass property adjacent to their location.

MTD staff will be meeting with Santa Barbara City College (SBCC) staff to discuss the West Campus Classroom and Office Building project proposed adjacent to the West Campus turnaround. The project, proposed for completion in 2016, will include relocating some classrooms from the main campus to a West Campus location. Discussion will include the additional transit demand that may be created on West Campus, particularly at the Line 16 stop located within the turnaround and the bus stops on Cliff Drive near Oceano Avenue, which also serve West Campus.

MTD staff is assessing the installation of shelters with solar powered lighting at the bus stop on Cliff Drive near Loma Alta, across from the SBCC main campus. Given the narrow sidewalk, passengers currently stand and sit on benches in a dirt area. Because many underground utilities exist in the project area, the assessment includes locating the pad and shelter foundations to avoid any conflicts.

Two new trainees, Christopher Baty and Steven Goodmanson, began training on June 30th. They will spend most of their first week in classroom training, and then will continue on into different areas of knowledge including Department of Motor Vehicles rules and testing, routes, policies and procedures, fare box, head signs, customer service, and all related safety training. New operators complete a minimum of 6 weeks of education before assuming their bid shifts. A hearty welcome to Chris and Steve; we wish them a long, happy, and safe tenure with MTD!

The annual Solstice Parade took place on June 21st in the downtown corridor. Attendance was documented in the 100,000 range. Due to advanced planning, MTD service was minimally impacted, with directed detours around the parade staging, route and finish areas. Extra supervision was implemented, along with booster service to mitigate the large passenger loads and expected delays. The Operations Department has logistically managed this event for many years, with annual adjustments implemented due to changes in the runs. Our modifications, as in the past, were successful.

Attendees at the Carpinteria Independence Day Parade on Saturday, June 28th saw two MTD Shuttles that carried the Carpinteria City Council and the Carpinteria Chamber of Commerce, respectively. Supervisor Manny Castanon and Operator Harley Coates drove these units, which were patriotically decorated.

The Operations Department is proud to announce that Supervisor Manny Castanon successfully completed and passed the TSI Operators Operation Training last week, through the California Department of Transportation. Having this certification allows Manny to instruct operators, and to sign off on the Verification of Transit Training, which is specific to our type of service. Congratulations Manny!

On June 24th, Operations Department staff attended an advanced planning meeting for 4th of July at the Waterfront with various departments and agencies directly involved with the fireworks and festivities for this particular weekend. This was informational in nature for MTD. On July 4th MTD bus service will run on a Sunday service schedule and routes affected by the State street closure will be put on detour.

Gabriel Garcia accepted a position with the City of Lompoc as Human Resources Manager. Board members and employees sent Gabriel off with many heartfelt thanks, and MTD best wishes for his future endeavors.

Jeffrey Woolever has accepted the position as interim Manager of Human Resources and Risk. After less than two weeks of coordination with Gabriel, Jeffrey (working closely with Jill Grisham, Assistant Manager of Human Resources & Risk, who has been with MTD for 27 years) are ensuring that the department is well-managed. We are grateful to both of them for handling this organizational change smoothly.

The Human Resources Department, with the help of Dale Zielinski, Manager of Maintenance, has begun the interview process for the open Assistant Mechanic position.

An offer of employment for the Administrative Assistant/Reception position was made and accepted by Lilliana Gomez. She will begin training with Natasha Garduno, Executive Assistant and Nancy Alexander, Administrative Services Manager next week.

Nancy Alexander, Administrative Services Manager, recently completed an online webinar related to senior bus riders.

MTD's Triennial Review by the Federal Transit Administration (FTA) wrapped up on Thursday and Friday, June 19th & 20th, with the reviewer's site visit to MTD. The reviewer found MTD to be in compliance with all FTA requirements, and did not make any "findings" of non-compliance.

General Manager Fisher and Steve Maas, Manager of Government Relations and Compliance attended a meeting of the Santa Barbara County Chapter of the California Special Districts Association on June 23rd. Ms. Fisher was asked to speak at the meeting to familiarize the members with MTD.

General Manager Fisher and several MTD managers met with new Goleta Councilmember Tony Vallejo on July 1st to provide him with an introduction to MTD.

Steve Maas, Manager of Government Relations & Compliance, attended a meeting of the Santa Barbara Hispanic Chamber of Commerce on July 2nd to familiarize the members with MTD's Disadvantaged Business Enterprise (DBE) program.

MCI bus #801, one of the Coastal Express Limited buses, is having the transmission replaced.

Valley Power Systems is doing an on-site campaign to replace a failing spring in the valve body of the Allison B400R transmissions in the seven 2011 40 ft. Gillig buses. To date four of the seven buses have been completed.

In Gillig #904, Valley Power Systems has replaced the previously installed new hybrid Dual Power Inverted Module (DPIM) with a remanufactured unit. The new DPIM had been installed as an interim repair to allow the bus to run until a remanufactured DPIM became available.

Gillig #914 has been running without setting off the formerly-repetitive crank sensor error codes. The cause of the problem was open insulation on the wiring harness for the 24V alternator.

Gillig #626 has been running without the formerly frequent incidents of the rear door not closing. The remedy to the problem was adjustment of the door control switch when rotated to the rearward position.

The contract for replacement of the Gillig #600 - #614 and #700 - #713 seat inserts is being awarded to vendor Molina. Following pre-award insurance verification, the work is anticipated to begin next week.

Swing sets of Gillig #600 - #614 and #700 - #713 seat inserts are in the process of being procured.

This Thursday, July 3rd, 2:00PM is the deadline for bidders to submit bids for design and fabricate trays for LiFePO4 cells.

The annual Storm Water Discharge Report was completed and filed by the July 1st deadline. Due to minimal rain during this last reporting period, there was only one sampling opportunity for T1 and none for T2.

The operating permit for the Admin Building elevator has been received and posted in the elevator as required.