



BOARD OF DIRECTORS MEETING AGENDA

**Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, May 15, 2018
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101**

1. CALL TO ORDER

2. ROLL CALL OF THE BOARD MEMBERS

Dave Davis (Chair), David Tabor (Vice Chair), Bill Shelor (Secretary), Olivia Rodriguez (Director), Dick Weinberg (Director), Chuck McQuary (Director), Paula Perotte (Director).

3. REPORT REGARDING POSTING OF AGENDA

CONSENT CALENDAR

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

The Board of Directors will be asked to waive the reading of and approve the draft minutes for the meeting of April 24, 2018.

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

The Board of Directors will be asked to review and approve the Cash Report from April 17, 2018 through April 30, 2018.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board of Directors 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 that includes both a description of the subject you wish to address and, if applicable, the agenda item number for which you would like to comment. Additional public comment will be allowed during each agenda item, including closed session items. Forms are available at www.sbmtd.com and at MTD Administrative offices.

BOARD OF DIRECTORS MEETING AGENDA
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- 7. COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2018 - (ACTION MAY BE TAKEN)**
Staff recommends that the Board of Directors authorize MTD staff to bind coverage and place commercial property insurance with Travelers Indemnity Company of Connecticut, at an annual premium of \$13,047, effective May 24, 2018 through May 24, 2019.
- 8. MTD - SBCC TRANSIT PASS PROGRAM AGREEMENT - (ACTION MAY BE TAKEN)**
Staff recommends that the Board of Directors authorize General Manager Jerry Estrada to sign the attached Agreement with Santa Barbara City College (SBCC) to continue the student transit pass program, including Exhibit A: Memorandum of Understanding Regarding Smart Card Boarding.
- 9. EARTHQUAKE INSURANCE RENEWAL EFFECTIVE MAY 24, 2018 - (ACTION MAY BE TAKEN)**
Staff recommends that the Board of Directors authorize MTD staff to bind coverage and place earthquake insurance with StarStone Specialty Insurance Company, effective May 24, 2018 through May 24, 2019, at a total annual premium of \$13,658.
- 10. DRAFT FINAL FY 2018-19 SERVICE PLAN - (ACTION MAY BE TAKEN)**
Staff recommends that the Board of Directors receive FY 2018-19 draft final service plan, provide direction to staff, and consider approval of the draft final.
- 11. DRAFT RFQ/RFP FOR CALLE REAL DEVELOPMENT - (ACTION MAY BE TAKEN)**
Staff recommends that the Board of Directors review draft Request for Qualifications/Request for Proposal (RFQ/RFP) for residential development of MTD's Calle Real property and consider adopting Resolution 2018-03 authorizing release of the RFQ/RFP.
- 12. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)**
 - a. Fleet Update
 - b. SCE
 - c. Earth Day
 - d. FEMA
 - e. SB1 Competitive Grant Applications
- 13. OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)**
The Board will report on other related public transit issues and Committee meetings.
- 14. ADJOURNMENT**

AMERICAN WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 805.963.3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



BOARD OF DIRECTORS MEETING MINUTES

**Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, April 24, 2018
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101**

1. CALL TO ORDER

Chair Davis called the meeting to order at 8:30am.

2. ROLL CALL OF THE BOARD MEMBERS

Chair Davis reported that all members were present.

3. REPORT REGARDING POSTING OF AGENDA

Lilly Gomez, Interim Board Clerk, reported that the agenda was posted on Friday, April 20, 2018 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website at: www.sbmtd.gov.

CONSENT CALENDAR

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

The Board was asked to waive the reading of and approve the draft minutes for the meeting of March 27, 2018.

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

The Board was asked to review and approve the Cash Reports from March 20, 2018 through April 2, 2018 and April 3, 2018 through April 16, 2018.

Director McQuary moved to approve the consent calendar. Vice Chair Tabor seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

7. ADVANCE AUTHORITY TO EXECUTE DIESEL FUEL CONTRACT - (ACTION MAY BE TAKEN)

Assistant General Manager / Controller Brad Davis requested that the Board provide General Manager Jerry Estrada with advance authorization to award a diesel fuel

BOARD OF DIRECTORS MEETING MINUTES

contract to the lowest bidder from the upcoming bid solicitation. The current fixed-price contract will expire in November 2018. The new contract, to commence December 1, 2018, is a one-year contract with a one-year option and requires advance authorization from the Board. Current diesel fuel prices are up 40% from the contract that began in December 2017. Advance authorization will allow General Manager Estrada to take advantage of fluctuations in market prices, especially given seasonal market changes.

Director Rodriguez moved to grant advance authorization. Director Perotte seconded the motion. The motion passed unanimously.

8. FUNDING OF OPEB TRUST - (ACTION MAY BE TAKEN)

Assistant General Manager / Controller Davis recommended that the Board authorize actions regarding the Other Postemployment Benefits (OPEB) Trust: First, use OPEB Trust funds to pay current retiree health benefits costs on an ongoing basis beginning in fiscal year 2018-19; second, prefund MTD's OPEB obligation by an additional \$500,000 this fiscal year through the deposit of such amount into its OPEB Irrevocable Trust.

The OPEB Trust is projected to earn sufficient income to pay the current operating expense, thereby offsetting the cash outlays for retiree benefits and assisting in balancing the budget each year. Additional prefunding of \$500,000.00 will enable the Trust to continue earning income for future liability growth costs. Following the next biannual actuarial valuation on July 1, 2019, staff will report OPEB liabilities to the Board and offer additional recommendations for trust funding.

Director Shelor, Director McQuary, and Assistant General Manager / Controller Davis thanked staff for their responsible actions in planning for future budget needs and protecting ridership. Additional congratulations were offered to MTD staff for proactively approaching the Board with the option to invest in the OPEB trust.

Vice Chair Tabor moved to approve the funding of the OPEB Trust and prefund the Trust in the amount of \$500,000. Director McQuary seconded the motion. The motion passed unanimously.

9. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)

On behalf of General Manager Estrada, Assistant General Manager / Controller Davis introduced the General Manager's report.

Operations Manager Bill Morris commented on the progress of the new Amtrak connecting service. To account for fluctuations in the daily demand for the connecting service, MTD is operating a flexible schedule with 1 regular and 1 stand-by bus at the Santa Barbara station and 2 regular and 1 stand-by at the Goleta station. Margie Kern, SBCAG Executive Director, reported that employers are supporting commuting employees by offering flexible work schedules and fare subsidies.

Capital Projects Manager Ryan Gripp updated the Board on the purchase of 17 buses from SamTrans, all of which have been rebranded. In early May, Clever Devices will install ITS equipment in all of the new buses, after which MTD will begin to retire the Nova buses, which date back to 1998. In an effort to reduce costs, MTD will transfer ITS equipment from the Nova fleet to the new buses.

BOARD OF DIRECTORS MEETING MINUTES

Assistant General Manager / Controller Davis reported that General Manager Estrada is in negotiations with Easy Lift Transportation regarding the ADA paratransit service contract. The original one-year contract offered two option years; the first option year will end on June 30, 2018.

MTD is reviewing company qualification proposals for the upcoming Diesel Fuel Bid Solicitation.

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

Director Davis reported that the External Affairs Committee recommended support for Proposition 69 to commit SB1 funds to transportation.

The Calle Real Subcommittee drafted a Request for Qualifications (RFQ) and a Request for Proposal (RFP) to select a developer for the Calle Real property. The subcommittee will submit the final RFQ / RFP draft at the General Board meeting on May 8, 2018.

Director Shelor noted the he is working with James Wagner (UCSB Transportation Alternatives Program Manager), Howard Green (with the Santa Barbara Transportation Committee), and Hillary Blackerby (MTD Marketing and Community Relations Manager) to resolve issues with the text messaging system.

Both Director Shelor and Director Rodriguez informed the Board that they will be absent for the May 8, 2018 General Board Meeting.

11. ADJOURNMENT

Director Tabor moved to adjourn the meeting at 10:38am. Director McQuary seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of May 8, 2018
For the Period April 17, 2018 through April 30, 2018

MONEY MARKET

Beginning Balance April 17, 2018 **\$5,898,853.33**

SB-325 (LTF)	467,850.56
Property Tax Revenue	453,845.96
Accounts Receivable	358,319.88
Measure A Transfer	127,604.48
Passenger Fares	107,301.81
Miscellaneous Income	39,677.52
Prepays & Advertising	1,074.60
Interest Income	61.94

Total Deposits **1,555,736.75**

Garn/Escrow Transfers	(1,974.34)
Bank & CC Fees	(3,508.08)
401(k)/Pension Transfer	(32,670.86)
Workers' Comp	(70,371.07)
Payroll Taxes	(173,437.90)
Accounts Payable	(380,047.10)
Payroll	(382,808.85)

Total Disbursements **(1,044,818.20)**

Ending Balance **\$6,409,771.88**

CASH INVESTMENTS

LAIF Account	\$6,436,593.83
Money Market Account	6,409,771.88

Total Cash Balance **\$12,846,365.71**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,407,656.81)
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Working Capital **\$8,438,708.90**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
117923	4/19/2018	ABC BUS COMPANIES INC	BUS PARTS	342.65	
117924	4/19/2018	BILL ADAMS	DMV/VTT REIMBURSEMENT	138.00	
117925	4/19/2018	AMERICAN MOVING PARTS, LLC	BUS PARTS	1,106.38	
117926	4/19/2018	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	282.06	
117927	4/19/2018	APPLEONE EMPLOYMENT SERVIC	CONTRACT EMPLOYMENT	1,471.60	
117928	4/19/2018	AXLE TECH INTERNATIONAL D	BUS PARTS & REPAIRS	154.62	
117929	4/19/2018	B2B PRINTING SERVICES INC.	OFFICE SUPPLIES	469.79	
117930	4/19/2018	BATTERY SYSTEMS OF OXNARD	BUS PARTS	1,224.03	
117931	4/19/2018	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	132.23	
117932	4/19/2018	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
117933	4/19/2018	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	434.35	
117934	4/19/2018	CITY OF SANTA BARBARA	SUPERSTOPS - PERMIT FEES	80.00	
117935	4/19/2018	CELTIS VENTURES, INC.	MARKETING SERVICES	6,079.15	
117936	4/19/2018	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
117937	4/19/2018	CLASSIC GRAPHICS DBA	BUS PAINTING	6,407.33	
117938	4/19/2018	CINTAS CORPORATION	FIRST AID SUPPLIES	523.93	
117939	4/19/2018	CIO SOLUTIONS, LP	IT SERVICES	787.50	
117940	4/19/2018	CURTIS, NANCY	RETIREE HEALTH REIMBURSEMENT	154.15	
117941	4/19/2018	CA DEPT. OF TAX & FEE ADMIN.	QTRLY USER FUEL TAX	1,512.99	
117942	4/19/2018	CA. DEPT. of TAX & FEE ADMINIST	UNDERGROUND STORAGE TANK FEE	2,972.44	
117943	4/19/2018	DEPARTMENT OF MOTOR VEHICL	VEHICLE REGISTRATION	484.00	
117944	4/19/2018	DAVID DAVIS JR.	DIRECTOR FEES	120.00	
117945	4/19/2018	LYNROSE PARAS DIMALANTA	REIMBURSEMENTS	99.89	
117946	4/19/2018	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	450.00	
117947	4/19/2018	EASY LIFT TRANSPORTATION, INC	MONTHLY ADA SUBSIDY	72,421.50	
117948	4/19/2018	ELECTRONIC DATA MAGNETICS, I	BUS PASSES	1,903.13	
117949	4/19/2018	SHERRIE FISHER	RETIREE HEALTH REIMBURSEMENT	285.00	
117950	4/19/2018	FLEET SERVICES, INC.	BUS PARTS	96.82	
117951	4/19/2018	FRONTIER CALIFORNIA INC.	TELEPHONES	1,155.30	
117952	4/19/2018	GIBBS INTERNATIONAL INC	BUS PARTS	696.66	
117953	4/19/2018	GILLIG LLC	BUS PARTS	2,124.32	
117954	4/19/2018	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
117955	4/19/2018	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	753.18	
117956	4/19/2018	STEVEN DAVID GOODMANSON	DMV-VTT REIMBURSEMENT	33.00	
117957	4/19/2018	GRAPHICINK	PROMO ITEM	197.96	
117958	4/19/2018	GRAYPHICS DIGITAL IMAGING D	PRINTING SERVICES	436.44	
117959	4/19/2018	GRAINGER, INC.	SHOP/B&G SUPPLIES	154.95	
117960	4/19/2018	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	260.84	

Check #	Date	Company	Description	Amount	Voids
117961	4/19/2018	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	264.77	
117962	4/19/2018	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	99.25	
117963	4/19/2018	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	440.00	
117964	4/19/2018	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	19.21	
117965	4/19/2018	IRON HORSE AUTO BODY OF SB D	SERVICE VEHICLE REPAIRS	452.37	
117966	4/19/2018	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	277.61	
117967	4/19/2018	JANICARE DBA	JANITORIAL SERVICES	5,041.18	
117968	4/19/2018	MONTE KIMZEY	RETIREE HEALTH REIMBURSEMENT	294.00	
117969	4/19/2018	LINDA LEE LACKEY	RETIREE HEALTH REIMBURSEMENT	855.00	
117970	4/19/2018	LAWSON PRODUCTS INC	SHOP SUPPLIES	321.60	
117971	4/19/2018	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	272.84	
117972	4/19/2018	JUAN MARTINEZ	TOOL ALLOWANCE	138.00	
117973	4/19/2018	MC CORMIX CORP. (OIL)	LUBRICANTS	7,557.84	
117974	4/19/2018	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,769.09	
117975	4/19/2018	KENNETH B. MILLS	PROCUREMENT SERVICES	2,123.00	
117976	4/19/2018	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	6,878.27	
117977	4/19/2018	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	44.18	
117978	4/19/2018	MCI SERVICE PARTS, INC.	BUS PARTS	270.73	
117979	4/19/2018	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	26,703.01	
117980	4/19/2018	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	880.60	
117981	4/19/2018	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,903.42	
117982	4/19/2018	O'CONNOR PEST CONTROL DBA	FUMIGATION	77.00	
117983	4/19/2018	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	200.00	
117984	4/19/2018	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	282.34	
117985	4/19/2018	POWERSTRIDE BATTERY CO.	EV BATTERIES	2,373.59	
117986	4/19/2018	PROFORMA COLOR PRESS DBA	PROMOTIONAL GIVEAWAYS	2,275.97	
117987	4/19/2018	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	164.19	
117988	4/19/2018	RILEY'S FLOWERS DBA	SYMPATHY/GET WELL BOUQUETS	99.71	
117989	4/19/2018	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	98.00	
117990	4/19/2018	RUIZ, ANTONIO	DMV REIMBURSEMENT	55.00	
117991	4/19/2018	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	116.95	
117992	4/19/2018	SANSUM CLINIC	MEDICAL EXAMS	270.00	
117993	4/19/2018	SANTA BARBARA FASTENERS, INC	SHOP SUPPLIES	244.59	
117994	4/19/2018	SANTA BARBARA HOSE & SUPPLY,	BUS PARTS	18.15	
117995	4/19/2018	SANTA MARIA TIMES, INC	EMPLOYMENT ADS/PUBLIC NOTICES	898.52	
117996	4/19/2018	SILVAS OIL CO., INC.	LUBRICANTS	220.29	
117997	4/19/2018	SMITTY'S TOWING SERVICE D	TOWING SERVICES	300.00	
117998	4/19/2018	KELLY ROY SMITH	DMV-VTT REIMBURSEMENT	55.00	
117999	4/19/2018	SANTA BARBARA TROPHY	DRIVER NAME PLATES	41.76	
118000	4/19/2018	SM TIRE, CORP.	BUS TIRE MOUNTING	997.50	
118001	4/19/2018	SMART & FINAL	OFFICE/MEETING SUPPLIES	131.47	

Check #	Date	Company	Description	Amount	Voids
118002	4/19/2018	SO. CAL. EDISON CO.	UTILITIES	5,962.80	
118003	4/19/2018	SOCALGAS	UTILITIES	523.02	
118004	4/19/2018	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	0.00	V
118005	4/19/2018	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	1,607.45	
118006	4/19/2018	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	380.00	
118007	4/19/2018	SB COUNTY AIR POLLUTION	PERMIT FEE	429.00	
118008	4/19/2018	TANK TEAM INC.	TANK TESTS	184.00	
118009	4/19/2018	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	77,459.59	
118010	4/19/2018	J.C. M. AND ASSOCIATES INC.	UNIFORMS	770.47	
118011	4/19/2018	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,808.58	
118012	4/19/2018	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	198.13	
118013	4/19/2018	WAYNE'S TIRE INC.	VEHICLE TIRES	1,712.20	
118014	4/19/2018	WEST MARINE PRO DBA	BUS PARTS	150.76	
118015	4/19/2018	WORKER'S COMPENSATION ADMI	PROFESSIONAL SERVICES	14,248.75	
118016	4/19/2018	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	260.40	
118017	4/19/2018	TEAMSTERS PENSION TRUST	UNION PENSION	92,877.94	
118018	4/27/2018	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	347.93	
118019	4/27/2018	CDTFA	SALES/CONSUMER USE TAX	924.00	
118020	4/27/2018	STATE OF CALIFORNIA	PAYROLL RELATED	369.78	
118021	4/27/2018	FRONTIER CALIFORNIA INC.	TELEPHONES	804.75	
118022	4/27/2018	ROBIN GONZALEZ	PR RELATED	250.00	
118023	4/27/2018	NATIONAL DRIVE	PAYROLL DEDUCTION	44.00	
118024	4/27/2018	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
118025	4/27/2018	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
118026	4/27/2018	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	726.61	
118027	4/27/2018	SOCALGAS	UTILITIES	25.23	
118028	4/27/2018	SB CITY OF-REFUSE/WATER	UTILITIES	693.64	
118029	4/27/2018	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	856.80	
118030	4/27/2018	UNITED WAY OF SB	PAYROLL DEDUCTION	68.00	
118031	4/27/2018	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	1,198.13	
118032	4/27/2018	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	48.00	
				380,047.10	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$380,047.10

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

Date	Company	Description	Amount
4/17/2018	OMD Media Reconciliation	Advertising on Buses	4,510.80
4/17/2018	OMD Media Reconciliation	Advertising on Buses	2,255.40
4/18/2018	Measure A, Section 3 LSTI	Measure A Funds	333,155.68
4/23/2018	City of SB Creeks Division	Advertising on Buses	300.00
4/24/2018	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship	4,138.40
4/24/2018	Department of Rehabilitation	Passes/Passports Sales	516.00
4/26/2018	Blue Line Media LLC	Advertising on Buses	358.20
4/26/2018	Blue Line Media LLC	Advertising on Buses	358.20
4/26/2018	Blue Line Media LLC	Advertising on Buses	358.20
4/26/2018	Blue Line Media LLC	Advertising on Buses	8,802.00
4/26/2018	First5	Advertising on Buses	1,528.00
4/30/2018	Federal Transit Administration	FTA Capital Assistance	2,039.00
Total Accounts Receivable Paid During Period			\$358,319.88



BOARD OF DIRECTORS REPORT

MEETING DATE: MAY 15, 2018 **AGENDA ITEM: #7**
DEPARTMENT: RISK
TYPE: ACTION ITEM
PREPARED BY: MARY GREGG _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE
MAY 24, 2018

RECOMMENDATION:

Staff recommends that the Board of Directors authorize MTD staff to bind coverage and place commercial property insurance with Travelers Indemnity Company of Connecticut, at an annual premium of \$13,047, effective May 24, 2018 through May 24, 2019.

DISCUSSION:

The District's property insurance policy is written by Travelers, an A++ XV (Superior) AM Best rated carrier. Brown and Brown, MTD's insurance broker conducted a marketing survey of major carriers. Travelers offered the best pricing with coverage matching expiring limits.

The commercial property insurance policy renewal covers all MTD locations as follows:

- 550 Olive Street - six buildings
- 1020 Chapala Street - Transit Center
- 5353 Overpass Road - four buildings
- 5775 Carpinteria Avenue - charging station

BUDGET/FINANCIAL:

	2018-2019 Renewal	2017-2018 Expiring	2016-2017 Prior Year	2015-2016 Prior Year
Blanket Building and Blanket Business Personal Property	\$13,047	\$12,451	\$15,718	\$15,054

HISTORICAL:

The District's property insurance policy was previously issued by Liberty National. Liberty increased their rates to go into effect June 2017 and was unable to compete with Travelers' quote for the 2017-2018 policy. Travelers offered the same terms as the expiring policy and the Board authorized MTD staff to bind coverage with Travelers on May 2, 2017.



BOARD OF DIRECTORS REPORT

MEETING DATE: MAY 15, 2018 **AGENDA ITEM: #8**
DEPARTMENT: GOVERNMENT RELATIONS
TYPE: ACTION ITEM
PREPARED BY: STEVE MAAS _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: MTD - SBCC TRANSIT PASS PROGRAM AGREEMENT

RECOMMENDATION:

Staff recommends that the Board authorize General Manager Jerry Estrada to sign the attached Agreement with Santa Barbara City College (SBCC) to continue the student transit pass program, including Exhibit A: Memorandum of Understanding Regarding Smart Card Boarding.

DISCUSSION:

The week of April 23, 2018, SBCC students voted to approve a new two-year Transit Pass Program Agreement with MTD. The Agreement will continue the long-standing bulk pass program whereby each SBCC student (with certain exceptions) pays MTD a fee each term, and in return is allowed to ride MTD buses (with the exception of the Downtown-Waterfront Shuttle) without paying an additional fare.

Under the terms of the new Agreement, the per-student fee will remain \$32 for each fall and spring semester in the 2018-19 and 2019-20 academic years. The per-student fee will remain \$14 for each summer session in both 2018 and 2019. The Agreement will continue through the end of the spring semester in calendar year 2020.

Exhibit A to the Agreement describes the process for implementing smart card technology for SBCC students. This will allow the farebox to accept or reject the registration card based on the student's registration status, and will allow SBCC to track ridership by student.

ATTACHMENTS:

- Draft MTD - SBCC Transit Pass Program Agreement
- Draft Exhibit A: Memorandum of Understanding Regarding Smart Card Boarding

TRANSIT PASS PROGRAM AGREEMENT

Santa Barbara Metropolitan Transit District and Santa Barbara City College

This TRANSIT PASS PROGRAM AGREEMENT is entered into by and between the SANTA BARBARA METROPOLITAN TRANSIT DISTRICT (hereinafter "DISTRICT") and the SANTA BARBARA COMMUNITY COLLEGE DISTRICT (hereinafter "SBCC") at Santa Barbara, California, as of the later date set forth below.

WHEREAS:

- A. SBCC is located in the South Coast of Santa Barbara County; and
- B. DISTRICT provides public mass transportation in the South Coast; and
- C. It is in the mutual interest of DISTRICT and SBCC and to the benefit of the South Coast of Santa Barbara County that the Parties hereto mutually and cooperatively promote and encourage students attending SBCC to use public transportation; and
- D. DISTRICT and SBCC desire to implement a program whereby all registered SBCC students shall be eligible to utilize DISTRICT mass transit services; and
- E. SBCC students must approve by a majority vote any transportation fee that may be imposed to support SBCC's public transit expenditures; and
- F. DISTRICT and SBCC agree to work collaboratively together to craft a long term sustainable structure for both entities; and
- G. DISTRICT and SBCC agree to work collaboratively together to seek legislation to adjust the current California Education Code cap on the combination of parking and transportation fees; and
- H. DISTRICT and SBCC agree to reassess for academic year 2020-21 and look at a stepped fare increase which approaches DISTRICT's lowest adult pass fare.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. SBCC shall pay to DISTRICT \$32.00 per SBCC student for each fall and spring term in the 2018-19 and 2019-20 academic years. The SBCC enrollment figure used to calculate the fee due DISTRICT each term shall be the enrollment figure determined on the official census day of the term.
2. SBCC shall pay DISTRICT \$14.00 per SBCC student for each summer term. The SBCC enrollment figure used to calculate the fee due DISTRICT each term shall be the enrollment figure determined on the official census day of the term. Each current summer term is six weeks in length. If the length of a summer term changes, the summer bus pass fee will be adjusted proportionally.

3. It is understood by both parties that all fee-paying students who attend classes on either the main or west campus must participate in this program. There are, however, classifications of students for which SBCC will not pay DISTRICT either because the students do not pay fees to attend the college or they do not attend any classes on either the main or west campus. Furthermore, it is agreed to by both parties that bus passes will not be issued to anyone not paying the appropriate transit fee payable to DISTRICT. For purposes of this Agreement, SBCC will pay for registered students that are enrolled in one or more classes and have paid the appropriate fees but shall specifically exclude the following students:
 - a. Students enrolled exclusively in distance learning, Internet classes;
 - b. High school students enrolled exclusively in SBCC classes taught at high schools;
 - c. Students enrolled exclusively in study abroad classes;
 - d. Students enrolled exclusively in contract education classes;
 - e. Students enrolled exclusively in employee university or employee professional development classes;
 - f. Students enrolled exclusively in classes taught at community-based sites;
4. If a classification of students not listed above is established that will not be required to participate in the transit program or pay the transportation fee, SBCC will request DISTRICT's approval of the classification which will not be unreasonably withheld.
5. Upon boarding any DISTRICT bus in regular transit service - exclusive of the Downtown-Waterfront Shuttle and interregional bus lines - DISTRICT shall accept the presentation of a valid SBCC registration card from an SBCC-registered student in lieu of the appropriate public fare during the time period specified below. This privilege shall not apply to those SBCC-registered students identified in Paragraph 3 above. A valid SBCC registration card shall be defined as a registration card used by the student to whom it is issued that has a photo identifying the student and a current semester registration sticker. As described in Exhibit A (Memorandum of Understanding Regarding Smart Card Boarding), such registration card shall continue to include a current semester registration sticker until both parties agree that system reliability has been established and smart card boarding is working as designed.
6. Payment shall be made by SBCC to DISTRICT each term no later than forty-five (45) days after the final day to drop classes during that term. In the event of non-payment in the allotted time, a late payment charge of one percent (1%) per month shall be assessed.
7. For the life of this agreement, fall term passes shall be valid seven (7) calendar days before the start of fall classes until seven (7) calendar days before the start of spring classes. Spring term passes shall be valid seven (7) calendar days before the start of spring classes until the last day of final examinations of the

spring term. Summer term passes shall be valid seven (7) calendar days before the start of summer classes until the last day of final examinations of the summer term.

8. This agreement shall become effective at the beginning of the first summer term of calendar year 2018 and shall continue through the end of the spring term of calendar year 2020.
9. Either party may, by written notice terminate this agreement whether for convenience or because of the failure of the other party to fulfill the obligations herein. If the agreement is terminated for convenience, the termination date will be at the end of the school term following the term then in session. If the agreement is terminated because of the failure of one of the parties to fulfill their obligations, the agreement will continue until the end of the term then in session.
10. If the student transportation fee policy adopted by SBCC to support this agreement is found to be invalid by a court of law, this agreement shall immediately be re-negotiated in an attempt to cure the contractual defect. Failure to cure the contractual defect within 90 days may result in termination of the agreement at DISTRICT's discretion.
11. Neither SBCC, nor any officer or employee thereof, shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by the District under, or in connection with, any work, authority or jurisdiction delegated to the District herein. It is also agreed that, pursuant to California Government Code Section 895.4, the District shall fully indemnify and hold SBCC harmless from any liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by the District under or in connection with any work, authority or jurisdiction delegated to the District hereunder. Neither the District nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by SBCC under or in connection with any work, authority or jurisdiction delegated to SBCC herein. It is also agreed that, pursuant to California Government Code Section 895.4, SBCC shall fully indemnify and hold the District harmless from any liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SBCC under, or in connection with, any work, authority or jurisdiction delegated to SBCC hereunder.

IN WITNESS WHERE OF, the undersigned consent to the terms and conditions and have caused this Agreement to be executed.

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT:

Jerry Estrada, General Manager

Date

SANTA BARBARA COMMUNITY COLLEGE DISTRICT:

Anthony E. Beebe, President

Date

Exhibit A to 2018 Transit Pass Program Agreement

Memorandum of Understanding Regarding Smart Card Boarding

This Memorandum of Understanding (MOU) outlines the roles, responsibilities, and expectations for Santa Barbara Metropolitan Transit District (DISTRICT) and Santa Barbara City College (SBCC) for smart card boarding of DISTRICT buses by eligible SBCC students.

- 1.) Personal student information, other than student ID number with card issue code, will not be shared with DISTRICT.
- 2.) All ID cards utilized will have a photograph of the student.
- 3.) The chip and magnetic stripe on SBCC ID cards will be programmed with a 13-digit number consisting of the facility code, the student ID number, and the issue code.
- 4.) Transit stickers will continue to be affixed to ID cards from the start of this program until both parties agree that system reliability has been established and smart card boarding is working as designed.
- 5.) A good list (white list) of SBCC ID numbers eligible for DISTRICT transit rides will be transferred from SBCC to DISTRICT one time per business day using a secure file transfer protocol (SFTP) with public key encryption. This list will be placed by SBCC in a specified SBCC server directory before 2:55 pm every business day. DISTRICT will retrieve the list at or after 3:00 pm for upload to the DISTRICT's Genfare electronic farebox system.
- 6.) The Genfare system will process this good list upon receipt, comparing it against previously presented ID cards from SBCC. Any previously presented ID card that does not appear on the good list will be added to a bad list (black list) and propagated to fareboxes of the DISTRICT fleet during nightly farebox processing. Fareboxes will compare future boardings against the bad list and deny validation of any ID card presented that is on the bad list.
- 7.) A flash-pass scheme using the student ID photo will be utilized as a back-up method to validate boardings if automatic card reading by fareboxes is unavailable.
- 8.) SBCC ridership information will be provided to SBCC on a monthly basis in the form of an ASCII file.

9.) The anticipated testing and deployment schedule for SBCC is:

- a. Validate proper operation of Smartcard Boarding system during summer 2018 term.
- b. Activate system at the start of SBCC fall semester in August 2018.

SANTA BARBARA METROPOLITAN TRANSIT
DISTRICT:

SANTA BARBARA CITY COLLEGE:

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



BOARD OF DIRECTORS REPORT

MEETING DATE: MAY 15, 2018 **AGENDA ITEM: #9**
DEPARTMENT: RISK
TYPE: ACTION ITEM
PREPARED BY: MARY GREGG _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: EARTHQUAKE INSURANCE RENEWAL - EFFECTIVE MAY 24, 2018

RECOMMENDATION:

Staff recommends that the Board of Directors authorize MTD staff to bind coverage and place earthquake insurance with StarStone Specialty Insurance Company, effective May 24, 2018 through May 24, 2019, at a total annual premium of \$13,658.

DISCUSSION:

The current earthquake policy is issued with Lloyd’s of London Insurance through managing underwriter Catalytic. Due to pricing and underwriting capacity, Catalytic underwriters offered renewal terms from a different insurance company, StarStone Specialty Insurance Company. StarStone Specialty has an AM Best rating of A- XI (Excellent). They are domiciled in Wilmington, Delaware. According to Robert Fatch of Brown & Brown Insurance, MTD’s insurance broker, AM Best reports that StarStone Specialty’s financial outlook remains “stable”.

Brown & Brown’s marketing summary included two other quotes, including one from Lloyds through another underwriting syndicate, that were higher priced and with less favorable coverage. Brown & Brown recommends placement of coverage with StarStone.

The terms are identical to the expiring policy. Coverage fully insures the Administrative building, Maintenance building, Transit Center, and Overpass location for Real Property including Foundations, Business Personal Property, Loss of Rents, Business Income, Extra Expense and Building Ordinance. The Total Insurable Value (TIV) is \$9,711,939 with a 5% deductible per unit subject to a \$25,000 minimum.

BUDGET/FINANCIAL:

	2018-2019 Renewal	2017-2018 Expiring	2016-2017 Prior Year	2015-2016 Prior Year
5% Deductible	\$13,658.00	\$13,193.60	\$13,193.60	\$15,154.40



BOARD OF DIRECTORS REPORT

MEETING DATE: MAY 15, 2018 **AGENDA ITEM: #10**
DEPARTMENT: TRANSIT DEVELOPMENT
TYPE: ACTION ITEM
PREPARED BY: STEVE MAAS _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: DRAFT FINAL FY 2018-19 SERVICE PLAN

RECOMMENDATION:

Receive FY 2018-19 draft final service plan, provide direction to staff, and consider approval of the draft final.

DISCUSSION:

Introduction

The changes proposed in this draft final service plan, as discussed below, are service adjustments rather than service cuts. A summary of comments on the proposed changes that MTD received during the substantial public outreach conducted by staff is attached to this report.

Summary of Proposed Service Adjustments

The following potential significant service adjustments recommended by staff are discussed in detail below:

- Line 15x: Reroute line
- Lines 20 & 21x: Suspend Line 21x for the duration of Highway 101 construction activities, and add service to Line 20

In addition, minor schedule adjustments are proposed to Lines 7, 10, and 27 to improve on-time performance. These schedule adjustments are expected to result in the loss of approximately three round trips on Line 27 on weekdays when UCSB is in session. The number of trips on Lines 7 and 10 is not expected to change.

FY 2018-19 Proposed Revenue Hours

The table below presents the impact on revenue hours expected if the proposed adjustments are implemented. It also accounts for revenue hour fluctuations due to changes in the number of weekday and weekend service days and the impact of a full year of the changes that were

BOARD OF DIRECTORS REPORT

implemented in August 2017. As shown, staff has estimated that the net result would be a small decrease of approximately 440 hours (0.2%) compared to FY 2017-18.

Proposed FY 2019 Annual Revenue Hours

Line Item	Revenue Hours
Budgeted FY 2018 Annual Revenue Hours	224,084
Line 15x Proposed Reroute	
<i>Subtotal</i>	<i>(50)</i>
Lines 20 & 21x	
Suspend Line 21x Service	(4,130)
Enhance Line 20 Service	4,030
<i>Subtotal</i>	<i>(100)</i>
Schedule Adjustments to Lines 7, 10, & 27	
<i>Subtotal</i>	<i>0</i>
Calendar Fluctuations & Impact of Full Year of August 2017 Changes	
<i>Subtotal</i>	<i>(290)</i>
Estimated Net Impact on Revenue Hours	
<i>Total Expected FY 2019 Revenue Hour Changes</i>	<i>(440)</i>
Proposed FY 2019 Annual Revenue Hours*	223,644

*This does not include the new Amtrak connecting service that will begin on April 2 and is funded by the Santa Barbara County Association of Governments (SBCAG).

Line 15x: Reroute

Attachment 1 presents the proposed changes to the Line 15x route, and Attachment 2 shows the proposed revised route. As shown, Line 15x would be rerouted off of the Mesa and would circle around the Santa Barbara City College (SBCC) main campus. The route would travel in a consistent one-way direction all day from the University of California, Santa Barbara (UCSB) toward Isla Vista and Camino Real Marketplace, rather than reversing in the afternoon.

The revised route would have the following positive impacts:

- More direct access to SBCC all day.
- Improved on-time performance.
- Two additional trips toward SBCC and four additional trips toward UCSB.
- Simplified understanding of the bus route.

BOARD OF DIRECTORS REPORT

- Additional capacity at the UCSB North Hall bus stop for those traveling from UCSB toward Isla Vista and Camino Real Marketplace in the afternoon.
- Reduce wear and tear on MTD buses by reducing the number of buses that travel up and down the Carrillo Street hill.

The following impacts would also result from the reroute:

- Passengers on the Mesa who currently use Line 15x to travel to UCSB, Isla Vista, or Goleta would now board Line 4 or 5 and transfer to either Line 15x at SBCC or Line 24x at the Transit Center. An origin-destination survey of peak-period trips suggested that this would affect an average of four or five passengers per peak-period trip. Midday Mesa ridership on the route is minimal.
- The revised route would no longer serve the bus stops on Cliff Drive at Oceano Avenue and Weldon Road, used by SBCC West Campus students. However, the walking distance from the center of West Campus to those stops is nearly identical to the distance to the SBCC main campus stop that will continue to be served.

In addition, staff received a request for inclusion of an additional bus stop on the rerouted Line 15x. The request was to add a bus stop that was previously a temporary Line 16 stop on Loma Alta Drive while that line was rerouted during construction at West Campus. However, that location is not accessible as required by the Americans with Disabilities Act (ADA). MTD is precluded by law from adding a new permanent bus stop that is not ADA accessible.

Line 15x: Other Possible Revisions

Staff originally proposed two relatively small service reductions for Line 15x, as follows:

- Eliminate service on days when SBCC is not in session but UCSB is in session. This includes two weeks during the summer and a week or two during winter and spring breaks, depending on how the calendars fall each year. (Line 15x primarily serves SBCC students traveling between SBCC and UCSB, Isla Vista, and Goleta.)
- Eliminate Line 15x service on Friday afternoons from 4:30 P.M. to 6:30 P.M. (SBCC has substantially fewer students in class on Fridays than on other weekdays.)

Based on public input, staff is no longer recommending these service reductions at this time; however, it may be necessary to recommend them again in a future service plan. Staff originally proposed these small reductions so that potential changes to Line 15x could all be implemented at one time, in August 2018.

Line 20 & Line 21x: Suspend Line 21x and Enhance Line 20

Line 21x typically has not operated as an express service in recent years, due to increasing congestion and construction on Highway 101. At times, a trip on Line 21x takes longer than Line 20. Thus, under this option, Line 21x is proposed for suspension until the Highway 101 HOV lanes are operational.

The hours currently operated on Line 21x, would, for the most part, be used for two improvements to Line 20 service (annual revenue hours operated on Line 20 would increase from approximately 14,330 hours to approximately 18,360 hours). Nearly every Line 20 trip would be allowed 60

BOARD OF DIRECTORS REPORT

minutes, which will improve the on-time performance of the service. Secondly, more consistent service would be provided during peak hours. Peak service would be operated as follows:

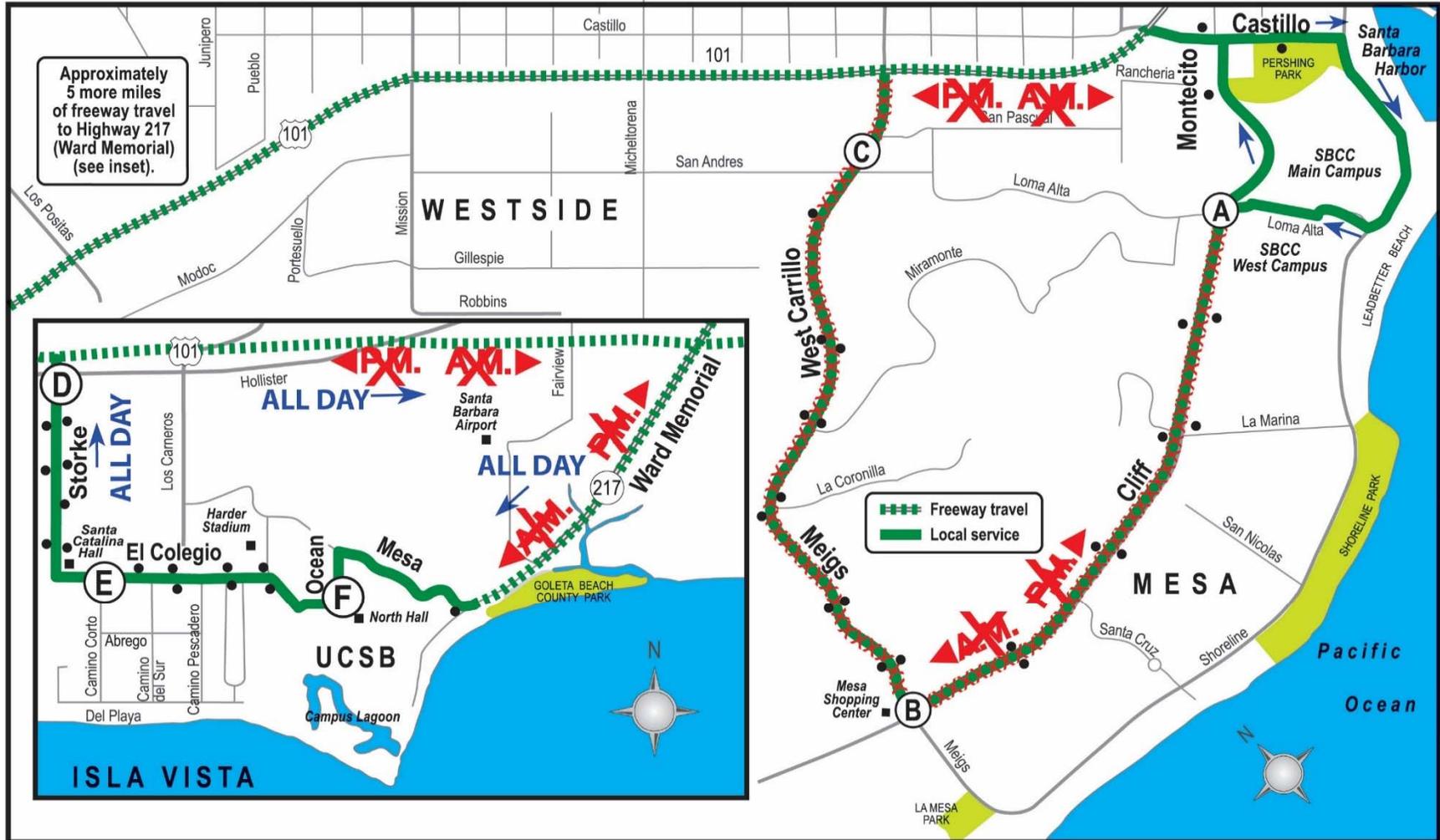
- Arriving in Santa Barbara from Carpinteria
 - 6:00 A.M. - 7:00 A.M. 30 minute frequency
 - 7:00 A.M. - 8:00 A.M. 15 minute frequency
 - 8:00 A.M. - 9:00 A.M. 30 minute frequency
- Leaving Santa Barbara toward Carpinteria:
 - 3:00 P.M. - 5:00 P.M. 30 minute frequency
 - 5:00 P.M. - 6:00 P.M. 15 minute frequency
- Mid-day frequency would remain at 40 minutes.

In total, 30 weekday trips would be provided in each direction. This is a reduction from the current combined total of Line 20 & 21x trips (35 toward Carpinteria and 36 toward Santa Barbara) due to the necessity to increase the time allotted to Line 20 trips to improve on-time performance. On Saturdays, Line 21x trips will be replaced by Line 20 trips, with improved on-time performance. On Sundays, Line 20 on-time performance would be improved.

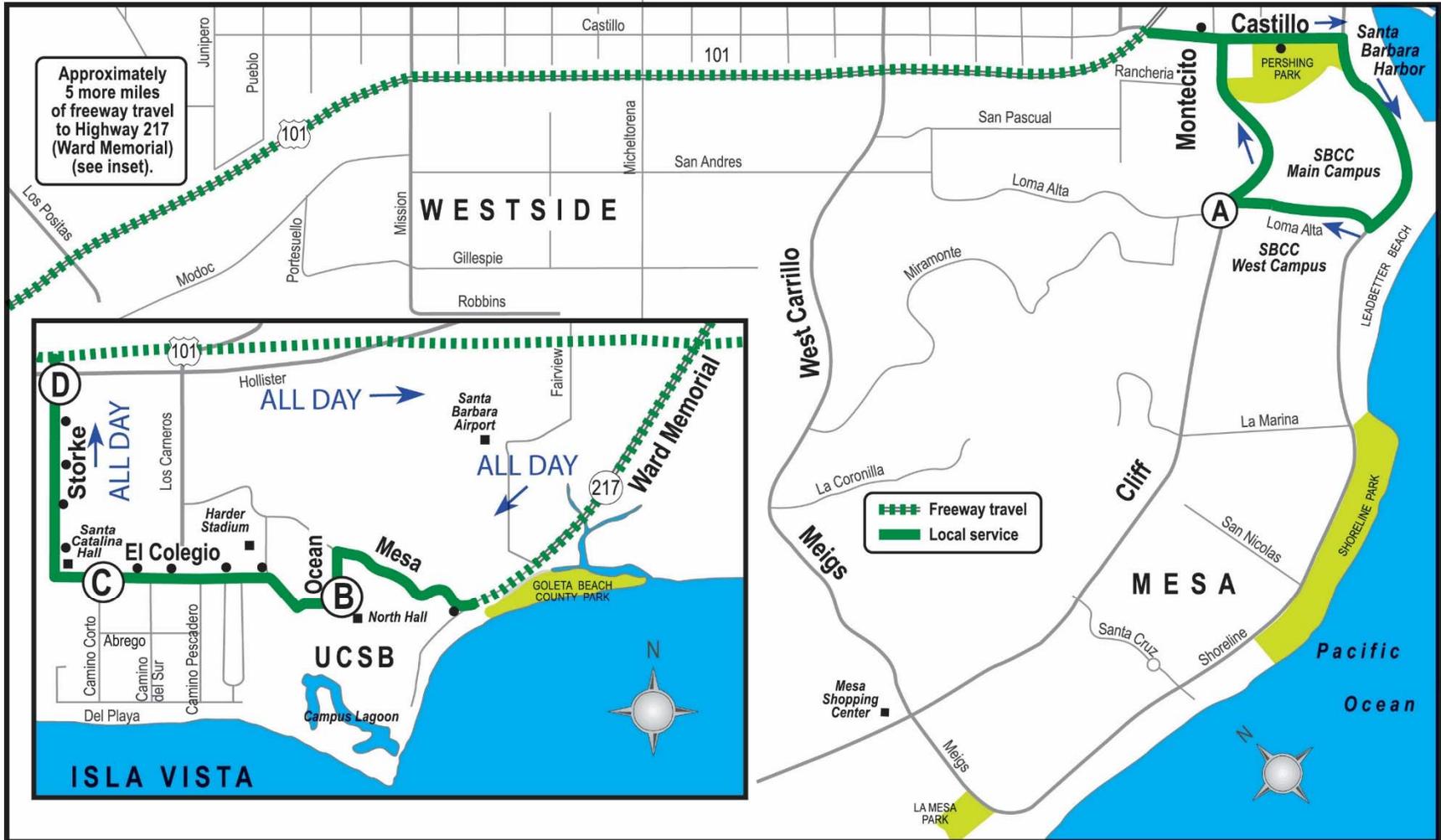
ATTACHMENTS:

- Attachment 1: Proposed Changes to Line 15x
- Attachment 2: Proposed Revised Line 15x
- Summary of Public Comments Received

Attachment 1: Proposed Changes to Line 15x



Attachment 2: Proposed Revised Line 15x



Attachment 3: Summary of Public Comments Received

Most of the comments summarized below were received through MTD's on-line survey. A small number were received at the several community meetings.

LINE 15X

Revise Route

Many of those favoring the reroute (16 comments) did not state why they favored it, but it is likely that many of them are SBCC students who live in Isla Vista. Most of those opposed (17 comments) stated that they are either Mesa residents or they currently utilize the Carrillo Street stops at San Pascual and San Andres Streets.

Eliminate Service when SBCC is Out but UCSB is In

Generally, those who favored this service reduction that would eliminate service on 3 or 4 weeks annually (10 comments) did not provide a reason why. It is no surprise that most of those opposed (7 comments) use Line 15x to travel to UCSB.

Eliminate Friday Service after 4:30 P.M.

Those favoring the proposal to eliminate Friday service after 4:30 P.M. (10 comments), for the most part, did not provide a reason. Those opposed (5 comments) simply stated that they need the later service on Fridays.

LINES 20/21X

Suspend Line 21x & Enhance Line 20

For the most part, those favoring the proposal (20 comments) did not provide specific reasons. Of those who did provide reasons, most like the proposal because they use stops that Line 21x does not serve and, thus, they support increased Line 20 service. Those who oppose the proposal (10 comments) generally stated that the Line 21x is faster than Line 20 at the times that they use it.

LINES 7, 10, & 27

Improve On-Time Performance

Generally, those commenting understand and support the necessity of adjusting times so the buses run on schedule (12 comments). The only opposition (6 comments) were from persons who objected to the estimated loss of approximately three weekday round trips on Line 27.

OTHER MISCELLANEOUS COMMENTS

Various comments received were unrelated to the proposed August 2018 service changes. Although these comments covered many different subjects, most were related to requests for additional service on various routes. Requests such as these are kept on file for consideration in future service planning.



BOARD OF DIRECTORS REPORT

MEETING DATE: MAY 15, 2018 **AGENDA ITEM: #11**
DEPARTMENT: GOVERNMENT RELATIONS
TYPE: ACTION ITEM
PREPARED BY: STEVE MAAS _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: DRAFT RFQ/RFP FOR CALLE REAL DEVELOPMENT

RECOMMENDATION:

Review draft Request for Qualifications/Request for Proposal (RFQ/RFP) for residential development of MTD's Calle Real property and consider adopting Resolution 2018-03 authorizing release of the RFQ/RFP.

DISCUSSION:

The Calle Real Ad Hoc Committee and staff have been working with Steve Fort of Suzanne Elledge Planning & Permitting Services, Inc., with assistance from Olivia Marr and Frank Thompson, to develop an RFQ/RFP to facilitate selection of a team to lead the residential development of MTD's Calle Real property. The proposed process envisions an initial RFQ process that will result in a short list of qualified firms, followed by an RFP process to select a team from the short list with which to negotiate an agreement.

The draft solicitation instructions and scope of work are attached for Board review. The final RFQ/RFP will include several additional attachments, as listed on the last page of the attached document. If adopted, Resolution 2018-03 (attached) will authorize staff to release the RFQ/RFP.

ATTACHMENTS:

- Resolution 2018-03
- Draft RFQ/RFP Solicitation Instructions and Scope of Work

RESOLUTION
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

IN THE MATTER OF ENGAGING A PARTNER
TO DEVELOP THE CALLE REAL PROPERTY
OWNED BY THE SANTA BARBARA METROPOLITAN
TRANSIT DISTRICT FOR THE PURPOSE OF
GENERATING CAPITAL AND OPERATING FUNDS
AND PROVIDING TRANSPORTATION-ORIENTED
WORKFORCE HOUSING FOR THE SOUTH COAST

RESOLUTION NO. 2018-03

WHEREAS, the Santa Barbara Metropolitan Transit District (“District”) acquired real property in 1985 for the purpose of constructing a bus terminal or transit site but an alternate location identified and developed for such purpose;

WHEREAS, the property, which is located at Calle Real adjacent to San Antonio Creek Rd., is now generally known as the District Calle Real property;

WHEREAS, the County of Santa Barbara recently rezoned the property for residential use pursuant to the Eastern Goleta Valley Community Plan;

WHEREAS, the District Calle Real property represents a valuable asset with income potential or substantial cash value that the District wishes to retain;

WHEREAS, the State of California encourages transit entities to develop or jointly develop transit-oriented communities;

WHEREAS, the demand for alternate transportation is growing on the South Coast of Santa Barbara;

WHEREAS, MTD desires to meet the demand of and foster new transit ridership;

WHEREAS, the south cost of Santa Barbara County has a deficit of workforce housing;

WHEREAS, improving the jobs and housing imbalance reduces automobile traffic congestion and consequent pollution;

WHEREAS, funds to operate or purchase buses for public transit are scarce;

NOW, THEREFORE, BE IT RESOLVED that the District desires to engage an expert partner to jointly develop the District Calle Real property into a transit-oriented development;

That the District Calle Real property be developed to provide maximum return on investment to supplement funding for the District operations and capital needs;

That the District Calle Real property be developed to maximize transit-oriented housing with substantial workforce housing units included;

That the District Calle Real property be developed with a minimum generation and attraction of automobile traffic and.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 15th day of May, 2018 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

Request for Qualifications/Request for Proposals

Development of MTD Calle Real Property



Santa Barbara Metropolitan Transportation District
550 Olive Street
Santa Barbara, CA 93101
Issue Date: [INSERT DATE]
Deadline for RFQ Submission: [INSERT DATE]

Request for Qualifications/Request for Proposals (RFQ/RFP)

Development of MTD Calle Real Property

PROJECT SUMMARY SHEET

Project Name: Development of MTD Calle Real Property RFQ/RFP

Solicitation Issuance Date: [INSERT DATE]

Project Description: Serve as developer, jointly with the Santa Barbara Metropolitan Transit District (MTD), to develop and construct a residential project at MTD's property located at 4678 Calle Real/149 North San Antonio Road in unincorporated Santa Barbara County. MTD's goal is construction of a Transit Oriented Development (TOD) that will provide housing and public benefits consistent with existing Eastern Goleta Valley Community Plan land use and zoning designations. MTD's intent is to minimize financial risk to MTD and maximize long term financial return in support of MTD operations.

Project Location(s): 4678 Calle Real/149 North San Antonio Road
APNs 059-140-004, 059-140-005, 059-140-006 and 067-230-026

Non-Mandatory Pre-Submittal Meeting Date/Time: [INSERT DATE]

Non-Mandatory Pre-Submittal Meeting Location:
MTD Administrative Office, 550 Olive Street, Santa Barbara, CA 93101

Requests/Clarifications Deadline: [INSERT DATE]

Submittal Due Date/Time: [INSERT DATE]

Submittal Due Location:
MTD Administrative Office, 550 Olive Street, Santa Barbara, CA 93101
Reception Desk, 2nd Floor

Shortlist Award Date: _____ (anticipated)

Solicitation Contact: Steve Maas, (805) 883-4227, smaas@sbmtd.gov

Type of Solicitation: Negotiated procurement based on evaluation of qualifications to perform the scope of work and fair and reasonable pricing.

Type of Contract: TBD

Contract Period: TBD

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications/Request for Proposals (RFQ/RFP) Development of MTD Calle Real Property

INTRODUCTION

The Santa Barbara Metropolitan Transit District (MTD) is issuing this Request for Qualifications/Request for Proposals for Development of MTD Calle Real Property to develop and construct a multi-unit housing development targeting a mix of income levels that may include market rate housing (above 200% area median price levels), work force housing (81% to 200% of area median income levels), rental housing at and below 80% of area median income, and low, very low, and special needs housing (at and below 60% of area median income rent levels). The project will be a Transit Oriented Development (TOD) that will foster transit use, minimize automobile use and the need for parking, promote walkability, and encourage car-sharing and bicycling. The project will also incorporate public benefits including, for example, but not limited to: usable open space and recreation resources, preservation of identified environmental resources, and, potentially, transit-related use of a portion of the property. The project will be designed to be innovative, water efficient and maximize energy efficiency, toward the goal of zero net energy use.

MTD's goal is to select a developer to engage in a private-public partnership with MTD structured in a manner that will minimize financial risk to MTD and maximize the financial return for MTD. MTD is seeking a long-term stream of income, potentially via a ground lease agreement, that will be used to fund MTD operations.

The intent of the Request for Qualifications (RFQ) is to identify a short list of qualified development entities that will be invited to subsequently respond to the Request for Proposals (RFP) for development of the property. MTD intends to accomplish this with a two-step process. In Phase 1, the RFQ phase, MTD is soliciting qualifications from capable development entities in order to evaluate candidate entities based on criteria identified below. MTD will evaluate submitted qualifications and as necessary conduct interviews and subsequently identify a short list of candidates. In Phase 2, the RFP phase, MTD will invite short-list candidates to submit detailed proposals for development of the property. MTD will then evaluate development proposals and establish an exclusive right to negotiate terms of an agreement with the selected development entity.

Qualifications are due by (75 days from release of RFQ) at 4:00 p.m. Submission requirements are detailed later in this RFQ.

BACKGROUND

MTD: MTD is a public transit agency formed in 1966 that provides bus service in the southern portion of Santa Barbara County, California. MTD's mission is to enhance the mobility of South Coast residents, commuters, and visitors by offering safe, appealing, equitable, environmentally responsible, and fiscally sound transit service. Further information regarding MTD can be found via its website <http://sbmtd.gov>.

Site Location: On the north side of Calle Real between San Antonio Road and Dexter Drive, adjacent to the Santa Barbara County Government Complex and near the Turnpike Road interchange with Highway 101. The land is roughly rectangular in shape, containing approximately 1,320 feet of Calle Real frontage and a depth of about 600 feet. **Insert aerial photo.**

Parcels: The property consists of four parcels totaling approximately 18.93 acres: (1) APN 59-140-004 - 8.85 acres; (2) APN 59-140-005 - 4 acres; (3) APN 59-140-006 - 4.66 acres; and (4) APN 67-230-026 - 1.42 acres. **Insert Assessor Parcel maps.**

Purchase History: MTD purchased the property in 1985 for the purpose of a potential bus terminal or transit site. Another site was acquired for that purpose instead and MTD started to focus its efforts on developing the property for transit oriented residential development purposes.

Zoning History: When MTD purchased the property in 1985 all four parcels were zoned residential. As a part of the 1993 Community Plan process three of the parcels were rezoned to Agriculture - A-1-5. Although some row crop farming did occur on the property years ago, the property is currently vacant and has not been farmed for at least a decade. An effort to rezone the property back to residential use began in 2008 with the Eastern Goleta Valley Community Plan process. Ultimately, the property was designated as one of the two primary housing opportunity sites in the Eastern Goleta Valley Community Plan in 2015 and rezoned Design Residential. Specifically, 10.2 acres are zoned DR-20, 6.8 acres are zoned DR-0.2 and the slightly less than 2-acre westernmost parcel remained zoned DR-20, for a total development potential of approximately 230 units, not including bonus density. The split zoning designation does not align with parcel boundaries. All of APNs 59-140-004 and 67-230-026 are zoned DR-20 while only approximately .6 acres of APN 059-140-005 and 1.26 acres of 059-140-006 contain that designation. The remaining 3.4 acres of 059-140-005 and 3.4 acres of 059-140-006 are zoned DR- . 2. **Insert Zoning Map.**

The Eastern Goleta Valley Community Plan contains Policy LUR-EGV-2.5, which is specific to the subject site, and which states the following, recognizing the potential for a future land use and zoning boundary adjustment:

The MTD properties {APNs 059-140-004, -005, -006}, located at 4678 Calle Real/149 North San Antonio Road shall receive land use designations appropriate for Residential Neighborhood Development. Consistent with this policy, the MTD properties shall be designated RES-0.33 (west portion, 6.8 acres) and RES-20.0 (east portion, 10.2 acres).

The locations of the boundaries of the designations identified above and associated zones may be modified as part of a General Plan Amendment and Rezone provided the total

acreage associated with each designation does not change and the modification furthers the objectives of this policy. A Development Plan for these properties, respectively, shall:

- *Plan, design, and propose one project for comprehensive consideration, rather than considering piece-meal proposals for the property.*
- *Provide Residential Neighborhood development complementary to surrounding uses*
- *Cluster development and constrain development envelope(s) appropriately to generate usable public open space, develop recreation resources, and preserve environmental resources.*
- *Provide multimodal transportation and circulation improvements to generate connectivity with commercial, recreational, and educational/institutional destinations.*
- *Provide pedestrian and bicycle improvements sufficient to connect residential uses to adjacent commercial, recreational, and educational/institutional destinations.*
- *Buffer residential uses from impacts associated with Hwy 101 and Southern Pacific Railroad travel corridors.*
- *Provide landscaping and/or streetscape to enhance community character and multimodal transportation facilities.*

Essentially, this is a performance-based project that will be evaluated by County decision makers *in part* based on consistency with Policy LUR-EGV-2.5, and there will be an expectation from the community and neighbors for the same.

Development History: As stated above, while some row crop farming did occur on the property years ago, the property is currently vacant and has not been farmed for a least a decade. In approximately 2003, MTD conducted a design charrette for development of all four parcels. As a result, a Santa Barbara County Housing Authority development team began negotiating with MTD to build a transit-oriented development. While originally MTD proposed to sell the property, the discussion evolved into a potential long-term ground lease and then market conditions and other timing factors prevented the deal from ever coming to implementation in that time period.

Water: The properties benefit from the provisions of what is known as the Wright Judgment (Judgment). Pursuant to the terms of the Judgment, the Calle Real Property is eligible for Augmented Water Service from the Goleta Water District which, while Goleta Water District's current drought-related moratorium on issuing new allocations remains in effect, enables the properties to obtain water service from available adjudicated water. MTD anticipates that once a joint developer is selected a water service application based on project plans will be submitted to Goleta Water District while further agreement terms are being negotiated.

Pre-Development Studies: MTD has completed the following pre-development studies which are available via _____ *(handout CDs or download from website)*. A summary of study findings is also included as are a site survey and preliminary title report.

- Phase I Archaeological Resource Evaluation
- Preliminary Biological Resources Assessment
- Wetland Delineation Report
- Preliminary Hydrology Report
- Preliminary Review of Geologic Hazards
- Traffic and Circulation Assessment

RFQ AND RFP PROCESSES

As discussed above in the Introduction, MTD's intent is to solicit qualifications from capable development entities in an initial RFQ phase (Phase 1), evaluate candidate entities based on criteria identified below, conduct interviews as necessary, and subsequently identify a short list of candidates that, in a subsequent RFP phase (Phase 2), will be invited to submit proposals for development of the property in a functional partnership with MTD. Upon evaluation of development proposals, MTD will then negotiate terms of an agreement and participate with the selected development entity to develop the property consistent with MTD's goal to construct a Transit Oriented Development (TOD) that will provide a range of housing types and affordability levels and public benefits at the subject property with minimal risk to MTD.

PHASE 1 - RFQ

RFQ CONSIDERATION REQUIREMENTS

At the initial RFQ phase, responding development entities should submit ___ copies of a response addressing the following:

Cover Letter. Letter shall be signed by an officer or principal committing the development entity's best efforts to pursue the proposal and development and shall address the items identified below.

General Background. Include the:

- a) legal status of your firm (partnership, LLC, corporation, etc.),
- b) date your firm went into business and the initiation date of the development entity,
- c) the firm's and the development entity's growth patterns over the years since inception,
- d) types of services provided and range of housing affordability levels and types of housing,
- e) number of personnel employed and use of consultants and related divisions and affiliates in the development process,
- f) number of personnel specializing in the type of labor expected to be committed in the predevelopment, construction and stabilization periods of the project required for the services proposed,
- g) experience in working with local government permitting agencies, and
- h) identify organization affiliations and licenses held which pertain to the work anticipated.

Firm Experience and Expertise. Provide a detailed explanation of the experience and expertise of the firm to include that of a general nature, and specific examples of expertise related to local governmental permitting public agencies, and that which pertains specifically to the envisioned project and the following:

- Experience with multi-unit housing development, with specific attention to market rate housing (above 200% area median price levels), work force housing (81% to 200% of area median income levels), rental housing at and below 80% of area median income, and low, very low, and special needs housing (at and below 60% of area median income rent levels), in Southern California, Santa Barbara County, notably the South Coast of Santa Barbara County.
- Knowledge and experience with inclusionary housing, incorporation of bonus density provisions in developments, utilization of federal, State, and local governmental funding sources, and other governmental and charitable incentives and provisions to foster the affordability of completed developments (specify).
- Experience with Transit Oriented Development, including measurable reductions in automobile usage, reduced parking requirements, improved walkability scores, improved transit, car-sharing, bicycling and related outcomes.

- Experience anticipating and pro-actively managing public outreach and substantial community involvement in recent development projects.
- Experience with local decision-making bodies (County of Santa Barbara), public agencies (including Army Corps of Engineers, CA Department of Fish and Wildlife, Regional Water Quality Control Board, County Flood Control), service districts (e.g., Goleta Water District, Goleta Sanitary District), and other community agencies.
- Knowledge and understanding of California Environmental Quality Act (CEQA) and experience managing large residential projects' environmental analysis and approval.
- Project and construction management process anticipated for the envisioned project, including budgeting and economic feasibility, consultants needed and provisions for their management, management of architects and engineers for design and construction plans and documents, provisions for selection of general contractor and sub-contracting, provisions to develop, track, and maintain scheduling commitments, contractor management given the limited size of the southern Santa Barbara County construction labor force and unusual demands being faced, etc.
- Breadth and depth of experience for pro forma development sources and uses schedules, projected operations and demonstration of initial and on-going feasibility, including life cycle-costing and principles to establish and maintain adequate reserves for high quality maintenance of completed products
- Financial expertise, demonstrated substantial financial strength and capability, and demonstrated access to types of financing required for the envisioned project.
- Marketing and sales, lease-up and certification of completed residential projects (specific recent experience).

Specific Project Examples. Provide specific examples of completed projects similar in scope, scale, and complexity to the intended project completed by respondent firm or members of the development entity.

Potential Partnership Structure. Describe how the firm and development entity propose a functional partnership with MTD structured in a manner that would minimize financial risk to MTD and maximize the financial return for MTD. Describe specific experience related to similar legal and economic structures successfully completed by your firm or members of the development entity.

Individual Experience and Expertise. Provide a detailed explanation of the experience and expertise of personnel the offeror proposes to use to complete the project with MTD. Include resumes for key personnel mentioned in this section. Key personnel are expected to be committed for the duration of the project. Replacement of such personnel will not be permitted without prior consultation with and approval from MTD.

RFQ SUBMITTAL EVALUATION

It is anticipated that a committee will review all RFQ submittals and provide recommendations to the ad hoc Calle Real Committee of the MTD Board with the goal of identifying a shortlist of candidates to participate in the subsequent RFP. MTD will notify shortlist candidates within 75 days from the RFQ submittal deadline.

MTD will review RFQ submittals based on criteria including the following:

Recent Development Experience – Knowledge and demonstrated experience with housing development on the south coast of Santa Barbara County and within the coastal Southern California region. Includes market rate sales housing, work force housing, market rate rental housing, and low and very low-income housing, Transit Oriented Development, and projects with a public benefit/public use component.

Development Team/Partnership – Demonstrated substantial financial strength and record of successful experience of development team and description of potential partnership with MTD.

Project Management – Demonstrated ability to manage design, entitlement, and construction processes.

Public Agency Experience – Experience and relationships with pertinent public agencies.

Community Involvement – Previous successful experience with project related public outreach and community involvement.

Technical Studies - Understanding of completed pre-development studies.

As part of the evaluation process, MTD will contact references and may conduct interviews with candidates it determines as likely to be the most qualified. Such interviews are for information gathering and clarification. MTD may conduct interviews in person or by phone. Any candidate requested to be interviewed shall make its best effort to be available within three (3) business days of such request.

INSTRUCTIONS & REQUIRED DOCUMENTS

These Solicitation Instructions provide direction on preparing and processing RFQ submittals. Attached are required forms and certifications to be completed and included as part of the submittal. The RFQ consists of the following items and is available on the MTD website at <http://www.sbmtd.gov/doing-business>.

- Solicitation Instructions which is the document presently being read
- Various attached forms to be completed as part of the proposal submittal process
- Lobbying Certification that prohibits the use of federal funds to lobby federal officers or employees
- MTD Master Agreement which will serve as the contract between MTD and the winning firm
- Federal Transit Administration Contract Provisions covering terms and conditions for federally funded projects
- Attachment 1 which includes completed pre-development studies and analyses of the site and a summary of key study findings.

Candidates should be certain to read all documents in this RFQ in order to prepare proposals correctly and be fully aware of the contractual terms and conditions. Failure of a candidate to follow instructions may result in rejection or disqualification of its proposal, and lack of knowledge of the contract terms shall not excuse it from its obligations

PRE-SUBMITTAL MEETING (NON-MANDATORY)

There is a non-mandatory pre-submittal meeting to review the RFQ process and speak with MTD staff. The meeting will be on _____ at _____ P.M. (PDT) in the John G. Britton Auditorium at MTD's Administrative Offices located at 550 Olive Street, Santa Barbara. This will be the only opportunity for offerors to engage MTD staff in person.

COMMUNICATIONS, REQUESTS & CLARIFICATIONS

MTD will consider requests for clarifications or changes to the RFQ until _____, at _____ P.M. (PDT). To be considered, such communications must be via email to Steve Maas at smaas@sbmtd.gov. Change requests must be provided with sufficient information supporting the request to allow MTD to make a fair and reasonable determination.

RFQ MODIFICATIONS & ADDENDA

MTD reserves the right to amend this RFQ through written addenda. No other form of communication with any officer, employee or agent of MTD shall be binding upon MTD. Addenda will be posted to the MTD website at <http://www.sbmtd.gov/doing-business> and concurrently sent via email to all parties on the interested party list or that previously received the RFQ. Failure of an offeror to receive any addendum shall not relieve it from any obligation under the RFQ as clarified or modified.

RFQ & CONTRACT TERMINOLOGY

In this solicitation and the resultant contract, MTD may interchangeably use the terms "bid," "offer," "proposal" or "submittal" to mean your response to this solicitation. Also, MTD may interchangeably use the terms "bidder," "offeror," "submitter" "proposer", "candidate" or "developer" meaning you as the responder to this solicitation. In addition, the terms "successful bidder," "successful offeror," "successful proposer," "successful submitter," "supplier," "vendor," "consultant," "firm", and "developer" have the same meaning as the party to which a contract is awarded.

SUBMITTAL PREPARATION & SUBMISSION

MTD FORMS

Offeror Information—Submittal shall include the fully completed Offeror (Firm and Development Entity) Information form included in this RFQ.

References & Suppliers—Submittal shall include the References & Suppliers form included in this solicitation. Note that only the "Work References" and "Credit References" sections are required for this solicitation. Please be certain to list contact names and phone numbers that are accurate and current.

Lobbying Certification—Submittal shall include the signed and dated Lobbying Certification form included in this RFQ. The form prohibits the offeror from using federal funds to lobby federal officers or employees.

Acknowledgement of Addenda—Offeror shall acknowledge either receipt of each Addendum or that there were no addenda by including in its response the fully completed and signed Acknowledgement of Addenda form. Failure to include the signed Acknowledgement of Addenda form will render the bid non-responsive and it will be rejected.

SUBMITTAL LOCATION & DEADLINE

Offeror shall submit a total of seven (7) complete sets of its proposal. This shall include one (1) set marked as original, five (5) complete copies, and one (1) electronic set (flash drive or CD) submitted in a non-transparent, sealed envelope or appropriate packaging plainly marked on the exterior with the name of the offeror and the following: "Development of MTD Calle Real Property Developer Solicitation RFQ." If using US Mail or a delivery service, submittals must still be enclosed in the specified packaging within any delivery service packaging. Submittals shall be delivered to:

Santa Barbara Metropolitan Transit District
Calle Real Property Permitting & Project Management RFQ
550 Olive Street
Santa Barbara, CA 93101

If hand delivered, submittals should be taken to the reception desk on the 2nd floor of the building where they will be logged in.

Submittals will be accepted until _____ at ____ P.M. (PDT). Unless due to the fault of MTD, submittals received after such time cannot be considered and will be returned to the offeror unopened. There will be no public opening of submittals at the deadline or otherwise.

WITHDRAWAL OF SUBMITTALS

An offeror may withdraw a submittal any time prior to the submittal deadline by submitting a written request executed by the offeror's authorized representative. Any such withdrawal does not prejudice the right to resubmit a submittal by the submittal deadline.

SUBMITTAL STIPULATIONS

Proposals submitted as a result of this solicitation become the property of MTD. MTD will not pay any cost incurred by an offeror resulting from preparation or delivery of its submittal. MTD reserves the sole right to review, accept, or reject submittals; or to cancel this solicitation in whole or in part if it is in MTD's best interest to do so. Submittals will remain valid for 90 calendar days following the submittal due date.

OFFEROR RESPONSIBILITY

When MTD determines the offerors within the competitive range (i.e. the offerors who submitted the most highly rated proposals), MTD will assess their responsibility, which in this solicitation is defined as satisfactory performance in previous contracts and having the financial capacity to undertake the project. MTD will use the reference information provided in the submittal and

other information, as needed, for this determination. If an offeror within the competitive range is not determined to be responsible, it will no longer be considered.

PROTEST PROCEDURES

MTD has established procurement protest procedures to ensure uniform, timely, and fair consideration of complaints received by MTD concerning its procurement activities. Such procedures are available on MTD's website at the following link: <http://www.sbmtd.gov/doing-business>.

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PHASE 2 - RFP

RFP CONSIDERATION REQUIREMENTS (for short list invitees)

As discussed above, the RFQ process and evaluation will result in a short list of candidates who will be invited to submit development proposals that shall include the following:

Development experience with southern Santa Barbara County. Development entity applications are encouraged to include participants with south county experience or regional comparable project size and type projects.

Conceptual project plans. Includes, but not limited to, site plan, number and type of residential units, consideration of pre-development studies and site constraints, access and circulation, necessary public improvements, and consideration of requirements of Eastern Goleta Valley Community Plan Policy LUR-EGV-2.5, including a range of unit types and income levels. MTD anticipates market rate units proposed along the northern boundary of the property adjacent to the existing Forte Ranch residential development and units targeted for various incomes ranges proposed as the property transitions to the southern boundary adjacent to Calle Real.

Preliminary Water Use Assessment. Provide estimated annual water use calculated in acre feet per year based on conceptual project plans.

Team. Identification of development team, including design and entitlement, general and sub-contracting team, marketing, sales, lease-up and management teams and description of related experience.

Anticipated scope of work. Includes design development, discretionary entitlement processing, ministerial entitlement processing, construction management, sales and lease-up, and management of finished project. Demonstration of timeline and dependencies.

Financial and Legal Information. Describe method of financing the project without encumbering title to the land or equivalent alternatives.

Preliminary pro formas. Prepare schedules showing all project sources versus all project uses of funds, income levels for sales products and rent levels for leased products, operating costs and assumptions, and projections of returns for MTD and the development entity over time. Discuss available cash unencumbered equity of the firm and the development entity and levels of assurance, indemnity, guarantees, bonding and financing available.

Preliminary project schedule. Explain assumptions and capabilities, as well as contingencies, in building the most probable times for completion of major milestones of the project.

Description of proposed partnership with MTD. Notably, how ownership of the land and improvements at all stages of development, completion and operation is to be structured, for the purpose of showing how risk to MTD will be minimized and how MTD will realize long term financial gain.

ANTICIPATED RFP SUBMITTAL EVALUATION

It is anticipated a sub-committee of the MTD Board of Directors will review all RFP submittals and provide recommendations to the MTD Board. As a guideline, MTD will review RFP submittals with consideration of a point system based on the following. Results of the point system evaluation will not be the sole deciding factor in MTD's selection of a successful candidate.

<u>Example of Possible Point Values</u>	<u>Points</u>
Experience with housing projects on the South Coast of Santa Barbara County	20
Evaluation of conceptual plan	10
Evaluation of development team	15
Experience with community involvement	10
Financial capability and access to financing	20
<u>Evaluation of MTD financial return and risk</u>	<u>25</u>
Total	100

Proposers must agree to the following:

- Candidate's willingness to accept the contract terms and conditions included in the MTD Master Agreement and the Federal Transit Administration Contract Provisions. If there are any contract terms that the offeror will not accept or proposes modifications to, note that MTD is limited in its ability to alter the terms and will assess whether it would be able to contract with the offeror under the offeror's proposed contract revisions.
- Candidate's ability and willingness to obtain insurance meeting the requirements indicated in paragraph 18 of the MTD Master Agreement.

MTD will evaluate development proposals and establish an exclusive right to negotiate terms of an agreement with the selected development entity. In order to expedite approval of a water allocation from Goleta Water District, MTD anticipates submittal of a water service application based on conceptual project plans and the candidate submitted Preliminary Water Use Assessment while formal terms of an agreement are being negotiated.

Candidate would be responsible for all costs and risks associated with design, the entitlement process and all related public agency fees and deposits, construction, marketing, and sales; i.e. all necessary components of developing and occupying a multi-unit housing project in unincorporated Santa Barbara County. MTD will retain no liability in the event approved entitlements do not result in a financially feasible project and MTD's title to the site will not be encumbered.

PRE-AWARD DELIVERABLES

Upon determination of the most qualified, responsible offeror with a fair and reasonable proposal and prior to consideration of contract award, MTD will request the following from the offeror:

Insurance Certificate—A certificate of insurance showing the coverage types and dollar limits stipulated in paragraph 18 of the MTD Master Agreement.

CONTRACT AWARD

Upon completion of the RFP phase of the solicitation and determination of the most qualified, responsible candidate with a fair and reasonable proposal satisfactorily providing the items required, staff will prepare a recommendation for establishing exclusive rights to negotiate to be considered by either the MTD General Manager or the MTD Board of Directors.

If the recommendation is approved, it is the intent of MTD to execute the contract documents as soon as practicable after such approval. The contract will be composed of the Federal Transit Administration Contract Provisions, the MTD Master Agreement, and relevant portions of the Contractor's submittals and price proposal.

EXHIBITS

Attach to final version

MTD Sample Master Agreement

FTA Contract Provisions

Lobbying Certification

Various Forms

Aerials

APN maps

Zoning maps

DRAFT

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: May 15, 2018
Subject: General Manager's Report

Operations, Fleet & Facilities

Bus 904 is now back in service after being down for six months with an inverter current sensor issue in its hybrid drive system. The bus is now over ten years old and it has nearly 400,000 miles on it. This failure occurred before the Enerdel battery replacement project.

The 2013 Gillig fleet 622-634 is now exiting its Cummins extended five year warranties and the 2016 Gilligs 635-639 are exiting the Cummins two year base warranty period. The engine overhaul on bus 600 a 2004 Gillig 40' Detroit Diesel Series 50 bus has been completed and the bus is now back in service. All three Nova articulated buses are back now in full service.

All seventeen 2004 Gillig buses purchased from Samtrans are now on site. Five have had their farebox area's retrofitted to MTD farebox specifications and are now in Amtrak service. Clever Devices arrived at MTD on May 8th, 2018, to begin the installation of new ITS hardware on three of the "SamTrans Gillig" buses, and installation of wiring harnesses on the remaining 14. Clever Devices technicians will train MTD personnel to remove the existing ITS hardware from the Nova sub-fleet and install the equipment onto the 14 SamTrans buses with the new wiring harnesses. The project is scheduled to be completed by the end of May 2018. Once the Clever Devices equipment is transferred from the Nova subfleet to the "SamTrans Gillig" subfleet, staff can begin retiring the Nova buses.

The damage to the heating element of the eleven-year-old Donaldson diesel particulate filter has been repaired. County of Santa Barbara Fleet Services assisted us greatly while the machine was down cleaning six DPF's at its Lompoc facility. Quotes have been received for the eventual replacement of the DPF machines for future budgeting.

Staff met with MTD's architectural and engineering consultants on May 3rd, 2018, to discuss the Bus Stop Improvements Project Scope of Work (SOW). The information presented during the meeting will aid MTD's consultants in developing a price proposal for completing Phase 1 of the project. Phase 1 includes field surveying, right-of-way engineering, design development plans, and cost estimates for each stop.

Staff has continued discussions with SCE about rates, infrastructure, and funding opportunities for facilities upgrades to support EV charging. On the rate front, SCE is attempting to roll MTD's EV charging into a new rate structure that moderates demand charges. If successful, MTD could save thousands in electricity costs. Regarding

infrastructure, SCE has developed a new team called Transportation Electrification Project Management. The group is tasked with upgrading SCE transmission and distribution to support transportation electrification. For MTD, that includes upgrading existing transformers to ensure adequate electricity output to support high-volume electric vehicle charging.

Finally, in June MTD will apply to SCE's Charge Ready Pilot Program. The Charge Ready Program will provide funding for charging infrastructure installation projects. For the 2018 funding round only 4-5 projects will be selected. Fortunately, thousands of projects will be selected in 2019.

Administration

Santa Barbara Earth Day came and went with the debut of the BYD shuttle at Alameda Park. MTD staff made contact with hundreds of community members at our table over two days, giving out free bus passes to encourage new or infrequent riders.

Elementary school outreach continues with recent presentations to Isla Vista, El Camino, and Cleveland Schools, and a well-attended presentation at the Encina Royale retirement community in Goleta shared valuable travel information with 150 senior residents.

This past week, staff shared MTD's progress concerning public transit fleet electrification with the local Sierra Club at their monthly meeting. Staff has been offering to share information and updates with local organizations interested in this subject as a means to keep the public informed of our successes and challenges.

Staff attended a meeting of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) on Thursday, May 2, 2018. MTD is a voting member of the committee. TTAC recommended that the SBCAG board approve the Measure A Program of Projects for fiscal years 2019 to 2023. TTAC received updates on SBCAG's applications for competitive grants from SB 1 for the Highway 101 HOV project and on draft project lists for the 2019 Federal Transportation Improvement Program.

Planning staff have completed the June bid, and are currently developing the framework in Trapeze for the August bid. Following approval by the Board of a final service plan, development of the August bid can move forward quickly.

MTD has completed and certified its claim with FEMA for reimbursement of costs incurred as a result of the Thomas Fire and January debris flow. The amount of the reimbursement request is \$104,181, the majority of which is associated with transportation services and accommodation of key personnel during the debris flow disaster and 101 closure. FEMA will review the claim to determine the eligibility of the costs and the authorized reimbursement amount.

Santa Barbara MTD attended the annual Lompoc Job Fair on Thursday, April 19, 2018, held at the Dick De Wees Community Center in Lompoc, CA. Human Resources &

Workers' Compensation Specialist, Lynrose Dimalanta and Temporary Supervisor, Anthony Mendibles represented MTD at the Job Fair.

The job fair was a productive option for employment outreach and company marketing. Lynrose and Anthony were able to reach out to job seekers who are seeking employment with outstanding benefits, including a positive work place environment and job stability. MTD's presence at the job fair produced several applications submitted online with possible candidates to fill our current vacancies.

Following the Job Fair, Lynrose attended the 2018 Annual California Society of Human Resources Management (CalSHRM) Conference located in Sacramento, CA. The three (3) day annual conference from April 25th to April 27th offers Human Resources professionals to obtain a wealth of pertinent information regarding changes through State and Federal legislation affecting employers, including providing resources and assistance for Human Resources Professionals