



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, July 15, 2025
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), Jen Lemberger (Secretary), Paula Perotte (Director), Mónica Solórzano (Director), Arjun Sarkar (Director), Alberto Lapuz (Director).
3. **REPORT REGARDING THE POSTING OF THE AGENDA**

CONSENT CALENDAR

4. **APPROVAL OF PRIOR MINUTES – (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to review and approve the draft minutes for the special meeting of July 8, 2025.
5. **CASH REPORTS – (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to review and approve the Cash Reports from June 21, 2025 through July 4, 2025.

THIS CONCLUDES THE CONSENT CALENDAR

6. **PUBLIC COMMENT**
Members of the public may address the Board of Directors on items within the 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.sbmttd.gov and at MTD Administrative offices.
7. **RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) – (ACTION MAY BE TAKEN)**
Property: 4678 Calle Real / 149 North San Antonio Road.
Agency Negotiators: General Manager Jerry Estrada; District Outside Counsel Graham Lyons.
Negotiating Parties: Con/Am Group.
Under Negotiation: Price and terms of payment.

BOARD OF DIRECTORS AGENDA

8. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE §54957.6) – (ACTION MAY BE TAKEN)

Agency-Designated Representatives: General Manager Jerry Estrada; Chief Operating Officer/ AGM Mary Gregg.

Employee Organization: International Brotherhood of Teamsters Union, Local 186.

PUBLIC COMMENT RELATED TO CLOSED SESSION ITEMS WILL BE ALLOWED BEFORE THE RECESS

9. AWARD CONTRACT FOR THE HALEY CANOPY ZERO-EMISSION VEHICLE (ZEV) INFRASTRUCTURE IMPROVEMENTS PROJECT - (ACTION MAY BE TAKEN)

Staff recommends that the Board award and authorize the General Manager to execute a contract for the Haley Canopy Zero-Emission Vehicle (ZEV) Infrastructure Improvements to the lowest responsive and responsible Bidder.

10. CONTINGENCY FLEET PLAN - (ACTION MAY BE TAKEN - ATTACHMENT)

Staff recommends the Board adopt the SBMTD Contingency Fleet Plan.

11. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)

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

12. ADJOURNMENT

AMERICANS 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 DRAFT MINUTES

SPECIAL MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, July 8, 2025
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 8:30 A.M.

2. ROLL CALL OF THE BOARD MEMBERS

Chair Davis reported that all members were present.

3. REPORT REGARDING THE POSTING OF THE AGENDA

Steve Maas, Interim Clerk of the Board/Executive Assistant reported that the agenda was posted on Thursday, July 3, 2025, at MTD's Administrative office, emailed to those on the agenda list, and posted on MTD's website.

CONSENT CALENDAR

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

The Board of Directors were asked to review and approve the draft minutes for the regular meeting of June 17, 2025.

5. CASH REPORTS – (ACTION MAY BE TAKEN)

The Board of Directors were asked to review and approve the Cash Reports from June 7, 2025 through June 20, 2025.

There was no public comment. Vice Chair Tabor moved to approve the consent calendar. Secretary Lemberger seconded the motion. The consent calendar was approved unanimously, except Director Perotte abstained on the minutes.

THIS CONCLUDED THE CONSENT CALENDAR

6. PUBLIC COMMENT

There was no public comment.

7. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)

No other business or reports were given.

BOARD OF DIRECTORS DRAFT MINUTES

8. RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) – (ACTION MAY BE TAKEN)

Property: 4678 Calle Real / 149 North San Antonio Road.

Agency Negotiators: General Manager Jerry Estrada; District Outside Counsel, Graham Lyons.

Negotiating Parties: Con/Am Group.

Under Negotiation: Price and terms of payment.

No public comments were made related to Closed Session Item 8.

9. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE §54957.6) – (ACTION MAY BE TAKEN)

Agency-Designated Representatives: General Manager Jerry Estrada; Chief Operating Officer/ AGM Mary Gregg.

Employee Organization: International Brotherhood of Teamsters Union, Local 186.

No public comments were made related to Closed Session Item 9.

Chair Davis recessed the Board to Closed Session at 8:32 A.M.

The Board reconvened from Closed Session at 9:43 A.M.

Chair Davis reported no action was taken on Closed Session Item 8.

Chair Davis reported no action was taken on Closed Session Item 9.

10. ADJOURNMENT

Chair Davis adjourned the meeting at 9:43 A.M.

AMERICANS 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.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of July 15, 2025
For the Period June 21, 2025 through July 4, 2025

MONEY MARKET

Beginning Balance June 21, 2025 **\$258,364.08**

Accounts Receivable	1,094,219.75
Deposit from LAIF	1,000,000.00
Passenger Fares	87,769.70
Property Tax Revenue	67,643.34
Miscellaneous Income	337.84
Measure A Transfer	.00
Total Deposits	2,249,970.63

Bank & Credit Card Fees	(1,819.78)
Miscellaneous Transfers	(2,646.78)
401(k)/Pension Transfer	(30,368.39)
Payroll Taxes	(182,044.42)
Accounts Payable	(400,797.91)
Payroll	(426,943.59)
Total Disbursements	(1,044,620.87)

Ending Balance **\$1,463,713.84**

CASH INVESTMENTS

LAIF Account	\$4,483,121.12
Money Market Account	1,463,713.84

Total Cash Balance **\$5,946,834.96**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,781,246.82)
-------------------------	------------------

Working Capital **\$2,165,588.14**

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
137123	3/13/2025	JENNIFER LEMBERGER	DIRECTOR FEES	120.00	V
137897	6/27/2025	ABC BUS COMPANIES INC	BUS PARTS	723.95	
137898	6/27/2025	RIDE COACH & BUS DBA	BUS PARTS	614.10	
137899	6/27/2025	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
137900	6/27/2025	CITY OF GOLETA	BUILDING PERMIT FEE	9,551.00	
137901	6/27/2025	CHK AMERICA INC.	SCHEDULE INFO & SYSTEM MAP	600.00	
137902	6/27/2025	CINTAS CORPORATION	SAFETY SUPPLIES	1,511.29	
137903	6/27/2025	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	0.00	V
137904	6/27/2025	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	7,632.76	
137905	6/27/2025	DENMUN OFFICE SOLUTIONS DBA	IT CONTRACT SERVICES	7,410.00	
137906	6/27/2025	ALLIANT POWER DBA	BUS PARTS	4,470.97	
137907	6/27/2025	DIVERSIFIED TRANSPORTATION S	FREIGHT CHARGES	197.86	
137908	6/27/2025	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	34.98	
137909	6/27/2025	EMERGENCY DRAIN SERVICES DB	DRAIN SERVICES	300.00	
137910	6/27/2025	FRONTIER CALIFORNIA INC.	TELEPHONE/RADIO/FIBER OPTIC INT	150.00	
137911	6/27/2025	GANNETT CALIFORNIA LOCALIQ	PUBLIC NOTICE ADS	673.64	
137912	6/27/2025	GIBBS INTERNATIONAL INC	BUS PARTS	652.75	
137913	6/27/2025	GILLIG LLC	BUS PARTS	2,660.15	
137914	6/27/2025	GRAPHICINK	PRINTING SERVICES	3,853.04	
137915	6/27/2025	GRAYBAR ELECTRIC COMPANY I	B&G REPAIRS & SUPPLIES	348.27	
137916	6/27/2025	JERRY'S PLUMBING & HEATING IN	PLUMBING REPAIRS	385.00	
137917	6/27/2025	LEDDY POWER SYSTEMS, INC.	GENERATOR REPAIRS	1,264.00	
137918	6/27/2025	JENNIFER LEMBERGER	DIRECTOR FEES	120.00	
137919	6/27/2025	LIFT-U DIV	BUS PARTS	1,262.83	
137920	6/27/2025	LITTLEPAY INC	TAP2PAY	847.45	
137921	6/27/2025	MARTIN AUTO COLOR INC	BUS SUPPLIES	583.13	
137922	6/27/2025	MC CORMIX CORP. (GAS)	FUEL-SFUEL - SV/MICROTRANSIT	691.69	
137923	6/27/2025	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	300.62	
137924	6/27/2025	MISSION LINEN SUPPLY INC	UNIFORM & LINEN SERVICE	349.62	
137925	6/27/2025	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	660.29	
137926	6/27/2025	MOLINA MANUFACTURING DBA	REFURBISH BUS SEATS	3,343.65	
137927	6/27/2025	NATIONAL DRIVE	PAYROLL DEDUCTION	90.00	
137928	6/27/2025	NFI PARTS DBA	BUS PARTS	225.13	
137929	6/27/2025	PREVOST CAR (US) INC.	BUS/SERVICE VEHICLE PARTS	80.93	
137930	6/27/2025	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	233.77	
137931	6/27/2025	SANSUM CLINIC	MEDICAL EXAMS	493.00	
137932	6/27/2025	SB LOCKSMITHS INC	B&G REPAIR & SUPPLIES	1,121.88	
137933	6/27/2025	SILVAS OIL CO. INC.	LUBRICANTS	2,576.35	

Check #	Date	Company	Description	Amount	Voids
137934	6/27/2025	SANTA BARBARA TROPHY	DRIVER NAME PLATES	149.13	
137935	6/27/2025	SM TIRE CORP.	BUS TIRE MOUNTING	248.00	
137936	6/27/2025	SO. CAL. EDISON CO.	UTILITIES	6,221.52	
137937	6/27/2025	SOUTHERN CALIFORNIA EDISON	ELECTRIC VEHICLES "FUEL"	8,601.53	
137938	6/27/2025	SOCALGAS	UTILITIES	15.68	
137939	6/27/2025	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	3,356.80	
137940	6/27/2025	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	172.22	
137941	6/27/2025	STEWART'S & SELZER PLUMBING	PLUMBING REPAIRS	470.00	
137942	6/27/2025	THE MEDCENTER	MEDICAL EXAMS	980.00	
137943	6/27/2025	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	776.43	
137944	6/27/2025	TAC ENERGY LLC	RENEWABLE DIESEL	46,295.44	
137945	6/27/2025	UNITED WAY OF SB	PAYROLL DEDUCTION	30.00	
137946	6/27/2025	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULA	989.17	
137947	6/27/2025	VISIT SANTA BARBARA	MEMBERSHIP DUES	499.00	
137948	6/27/2025	WESTERN STATES CONVERTER &	BUS PARTS	5,129.29	
137949	6/27/2025	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	2,581.15	
137950	6/27/2025	WHITE ASSOCIATES DBA	BUS PARTS & REPAIRS	6,000.00	
137951	6/27/2025	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	40.00	
137952	7/2/2025	ABC BUS COMPANIES INC	BUS PARTS	998.45	
137953	7/2/2025	AMERICAN MOVING PARTS LLC	BUS PARTS	784.04	
137954	7/2/2025	BLACK GOLD INDUSTRIES CORP	HAZMAT DISPOSAL	9,304.75	
137955	7/2/2025	COMMUNITY RADIO INC.	GIBRALTAR SITE RENTAL	320.55	
137956	7/2/2025	COSTCO WHOLESALE MEMBERSH	MEMBERSHIP	65.00	
137957	7/2/2025	COX COMMUNICATIONS CORP.	INTERNET & CABLE TV	185.98	
137958	7/2/2025	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	15,020.43	
137959	7/2/2025	CROSSLINE SUPPLY LLC	BUS PARTS	2,489.81	
137960	7/2/2025	COUNTY OF S.B.PUBLIC WORKS D	WASTE DISPOSAL	40.00	
137961	7/2/2025	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	531.77	
137962	7/2/2025	EAST PENN MANUFACTURING CO	BUS PARTS	955.38	
137963	7/2/2025	FRONTIER CALIFORNIA INC.	TELEPHONE/RADIO/FIBER OPTIC INT	859.53	
137964	7/2/2025	GILLIG LLC	BUS PARTS	231.72	
137965	7/2/2025	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	409.94	
137966	7/2/2025	GRAINGER INC.	SHOP/B&G SUPPLIES	208.16	
137967	7/2/2025	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	106.64	
137968	7/2/2025	KITCHELL CEM INC.	HALEY CANOPY	736.79	
137969	7/2/2025	KIRKS AUTOMOTIVE INC	BUS/AUTO PARTS	378.97	
137970	7/2/2025	KENT AUTOMOTIVE DBA	SHOP SUPPLIES	873.13	
137971	7/2/2025	LENZ PEST CONTROL INC	FUMIGATION SERVICES	129.80	
137972	7/2/2025	MARTIN AUTO COLOR INC	BUS SUPPLIES	30.15	
137973	7/2/2025	MAYAN GENERAL CONSTRUCTIO	LANDSCAPE MAINTENANCE SERVIC	2,880.00	
137974	7/2/2025	MC CORMIX CORP. (GAS)	FUEL-SFUEL - SV/MICROTRANSIT	378.81	

Check #	Date	Company	Description	Amount	Voids
137975	7/2/2025	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	91.94	
137976	7/2/2025	MUNOZ JANITORIAL	JANITORIAL SERVICES	8,100.00	
137977	7/2/2025	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	95,997.86	
137978	7/2/2025	NEWEGG BUSINESS INC	IT EQUIPMENT & SUPPLIES	320.03	
137979	7/2/2025	NFI PARTS DBA	BUS PARTS	6,630.84	
137980	7/2/2025	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	49.24	
137981	7/2/2025	PITNEY BOWES INC	POSTAGE SUPPLIES	362.67	
137982	7/2/2025	ROBERT HALF	TEMPORARY LABOR	2,235.50	
137983	7/2/2025	SAFETY-KLEEN CORPORATION	SHOP EQUIPMENT MAINTENANCE	620.86	
137984	7/2/2025	SANSUM CLINIC	MEDICAL EXAMS	984.00	
137985	7/2/2025	SAFEGUARD DBA	OFFICE SUPPLIES	894.60	
137986	7/2/2025	SCR TTC	MEMBERSHIP - ONLINE BUS MAINTENANCE	2,400.00	
137987	7/2/2025	SB LOCKSMITHS INC	B&G REPAIR & SUPPLIES	15.84	
137988	7/2/2025	SEIFERT GRAPHICS INC	BUS PARTS	139.52	
137989	7/2/2025	SO. CAL. EDISON CO.	UTILITIES	1,649.88	
137990	7/2/2025	SOCAL GAS	UTILITIES	28.57	
137991	7/2/2025	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	37,931.01	
137992	7/2/2025	SB CITY OF-REFUSE & WATER	UTILITIES	2,166.62	
137993	7/2/2025	TRI-CO REPROGRAPHICS DBA	BLUE PRINT COPIES	5.00	
137994	7/2/2025	TRACE3 LLC	IT SERVICES	2,035.14	
137995	7/2/2025	TAC ENERGY LLC	RENEWABLE DIESEL	23,260.08	
137996	7/2/2025	WESTERN STATES CONVERTER &	BUS PARTS	6,135.84	
137997	7/2/2025	FRONTIER CALIFORNIA INC.	TELEPHONE/RADIO/FIBER OPTIC INT	748.39	
				400,917.91	
Current Cash Report Voided Checks:				0.00	
Prior Cash Report Voided Checks:				120.00	
Grand Total:				\$400,797.91	

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
6/25/2025	Cox - Outselling, Inc.	Advertising on Buses	5,386.50
6/25/2025	Cox - Outselling, Inc.	Advertising on Buses	283.50
6/25/2025	Cox - Outselling, Inc.	Advertising on Buses	5,103.00
6/30/2025	Wells Marketing, LLC	Advertising on Buses	2,126.25
6/30/2025	Wells Marketing, LLC	Advertising on Buses	3,503.25
6/30/2025	Wells Marketing, LLC	Advertising on Buses	1,568.50
6/30/2025	Wells Marketing, LLC	Advertising on Buses	6,587.33
7/1/2025	Local Transportation Fund	SB 325 - June 2025	828,889.77
7/1/2025	Measure A, Section 3 LSTI	Measure A Funds - June 2025	224,252.40
7/2/2025	SB Public Library	Advertising on Buses	275.00
7/2/2025	SB School District	Passes/Token Sales	16,244.25
Total Accounts Receivable Paid During Period			\$1,094,219.75



BOARD OF DIRECTORS REPORT

MEETING DATE: JULY 15, 2025

AGENDA ITEM #: 9

TYPE: ACTION ITEM

PREPARED BY: SENIOR PURCHASING AGENT VALERIE WHITE

REVIEWED BY: GENERAL MANAGER JERRY ESTRADA

SUBJECT: AWARD CONTRACT FOR THE HALEY CANOPY ZERO-EMISSION VEHICLE (ZEV) INFRASTRUCTURE IMPROVEMENTS PROJECT

RECOMMENDATION:

Staff recommends that the Board award and authorize the General Manager to execute a contract for the Haley Canopy Zero-Emission Vehicle (ZEV) Infrastructure Improvements to the lowest responsive and responsible Bidder whose bid met the requirements and criteria set forth in the advertised Invitation for Bids (IFB), to Smith Mechanical-Electrical-Plumbing (Smith MEP) for a firm, fixed price of \$1,104,355 contingent upon:

- providing evidence of a City of Santa Barbara Business License
- completing certification of both ChargePoint and the Electric Vehicle Infrastructure Training Program (EVITP)
- meeting MTD Master Agreement insurance requirements
- submitting performance and payment bonds at 100% of contract price.

DISCUSSION:

The Santa Barbara MTD's Haley Canopy ZEV Infrastructure Improvements project aims to enhance support for its battery-electric fleet by upgrading the electrical infrastructure and installing ChargePoint charging equipment furnished by MTD (procured prior). The charging equipment is comprised of four Power Blocks (DC fast charger cabinets), each with eight dispensers (six dual-connector and two single-connector) for a total of 32 connectors. Electrical infrastructure upgrades and modifications will be performed to accommodate the new charging equipment. The scope also contains required structural and civil work, such as new concrete housekeeping pads for the Power Blocks and support framing to affix some of the charging dispensers to an existing canopy building. Both wings of the Salsipuedes/Haley electric vehicle canopy, where the charging equipment will be deployed, and the Fuel Island will receive lighting upgrades, including new LED fixtures and control panels. The underside of the exposed structures of the Salsipuedes/Haley electric vehicle canopy and the Fuel Island will be repainted, and the existing gutters and downspouts will be replaced. Additionally, the project encompasses the installation of a cellular signal repeater system, with an optional second repeater as a bid alternate.

BOARD OF DIRECTORS REPORT

Technical specifications and construction plans were prepared by MTD's contracted on-call architecture and engineering firm, Stantec Architecture, in consultation with MTD staff.

On May 12, 2025, MTD issued the IFB in accordance with MTD's procurement policies and procedures and the State of California's Provisions for Public Works Projects. The IFB was formally advertised in the Ventura County Star, promoted with the SB Contractors' Association, placed on MTD's website, and posted in the public project plan room hosted by Tri-Co Reprographics. Additionally, over 150 general contractors and electricians were emailed the opportunity directly.

On May 21, 2025, MTD Staff hosted a mandatory pre-bid meeting and job walk. Eleven firms participated. Seven addenda were issued, and an opportunity for a second, optional site assessment was provided to address questions and requests for clarification. Additionally, MTD made changes to the painting scope and released a Coordination Plan to mitigate interruptions to MTD operations during construction.

On July 8, 2025, at 1:00 PM, sealed bids were opened and read aloud in a public meeting. Bid amounts included:

- Base Bid Price for the sum of all project work; and
- Deductive Alternate Bid Price where at MTD's option, the "Maintenance Canopy Repeater" may be removed from the project.

While the Solicitation Instructions and Bid Form clearly state the contract award shall be to the responsive and responsible Bidder with the lowest Base Bid Price for the complete project, it is at MTD's sole discretion and subject to available funding, that MTD reserves the right to execute the contract at the Alternate Bid Price, execute the alternate by change order at the Alternate Bid Price, or reject the Alternate.

Bid tabulation

Bidder	Base Bid	Deductive Alternate
Monroy Electrical	\$122,001.33	n/a
Smith MEP	\$1,104,355.00	\$1,066,170.00
EJS Construction	\$1,146,000.00	\$1,123,000.00
Newton Construction & Management	\$1,162,000.00	\$1,152,000.00
SBS Corporation	\$1,395,000.00	\$1,385,000.00

Bidder Monroy's submittal was deemed unresponsive, as the bid package did not fully comply with the requirements outlined in the Solicitation Instructions including the State of California Provisions for Public Works Projects. Subsequently Monroy's bid was rejected. Written notification was made to Monroy.

Bidder Smith MEP's submittal met all the bid requirements. Both Smith MEP and their proposed subcontractor, New Generation Painting, have valid contractor licenses and their Department of Industrial Relations (DIR) registrations are active. Neither firm is debarred from participating in public works projects. The references provided by Smith MEP indicated a positive work performance history (technically and financially) with San Luis Obispo Regional Transit Authority and Allan Hancock Community College District.

Smith MEP intends to perform 75% of the project work. Smith MEP was established in 1980; and is now a subsidiary of ACCO Engineered Systems. Smith MEP is affiliated with the IBEW and

BOARD OF DIRECTORS REPORT

Carpenters Unions. Smith MEP employs full-time safety officers that perform site safety-audits and run the certification programs.

MTD's independent cost estimate (ICE) for the project work, \$1,269,645, is based on a professional estimating firm's assessment of the original design documents developed by Stantec. Smith MEP's Bid of \$1,104,355 came in 13% less than the ICE, and 8% less than the bids' mean price of \$1,201,838.75 (discounting the rejected bid). Based upon the foregoing, Staff has deemed the price to be fair and reasonable.

The current capital budget allocates enough funding to cover this project, with funding from State Transit Assistance, Measure A, and Senate Bill 125.

If the Board approves an award of the Haley Canopy ZEV Infrastructure Improvements construction contract and provides the General Manager authority to enter into a contract with Smith MEP, Staff will issue a "Notification of Contingent Award". The notice will indicate MTD's intent to execute the agreement only after receipt of required certificates of insurance and business license, submittal of evidence of ChargePoint and EVITP training, and receipt of performance and payment bonds at 100% of the bid price. Upon contract execution, MTD Staff will issue a notice to proceed directing work to begin. All work to be completed within 198 days.



BOARD OF DIRECTORS REPORT

MEETING DATE: JULY 15, 2025

AGENDA ITEM #: 10

TYPE: ACTION ITEM

PREPARED BY: CHIEF OPERATING OFFICER / AGM MARY GREGG

REVIEWED BY: GENERAL MANAGER JERRY ESTRADA

SUBJECT: CONTINGENCY FLEET PLAN

RECOMMENDATION:

Staff recommends the Board adopt the SBMTD Contingency Fleet Plan.

DISCUSSION:

Federal Transit Administration (FTA) permits the retention of buses that have met their useful life in a contingency fleet without being included in the spare ratio calculation. A contingency fleet means inactive rolling stock reserved or retained for emergencies or other unforeseen and justified activities. These activities could include the evacuation of people during an emergency, loaners to other transit agencies during a justified need, temporary replacements for buses in the active fleet during major active fleet overhauls or bus maintenance activities and other activities that take a portion of the active fleet temporarily out of service.

The Contingency Fleet Plan (CFP) is designed to identify those vehicles separate from the active fleet, and must clearly document the process for activating and deactivating the contingency fleet, circumstances justifying its use, maintenance procedures, and vehicle inventory, as the primary components of the CFP.

As recently reported to the Board, Staff has identified 10 40-foot Gillig diesel buses for retirement, and nine additional Gillig diesel buses to move into a contingency fleet. After disposal of the 10 40-foot buses, MTD's total fleet size will be 100, 91 in active fleet plus 9 in contingency fleet.

ATTACHMENT:

- SBMTD Contingency Fleet Plan



Contingency Fleet Plan



SBMTD Vehicle Contingency Fleet Plan

Document Author: Mary Gregg, Chief Operating Officer / AGM

Area of application: Fleet Maintenance and Operations

Original issue date: July 15, 2025

Revisions

Rev. No.	Date	Description
----------	------	-------------

Recurring Action Items

Activity	Responsibility	Frequency
Review of FTA requirements and the contents of this plan. Update this plan as needed.	Fleet & Facilities Manager or designee	Annually

Executive Summary

Santa Barbara Metropolitan Transit District (SBMTD) maintains and makes available a contingency fleet of buses used for emergencies, and disasters, for transitioning to zero-emission vehicles, and other contingencies, including occasional in-service use to ensure mechanical reliability and fleet readiness. SBMTD may use buses in this fleet for behind-the-wheel (BTW) training and/or mechanic or technician training; buses adopted into this fleet must meet the FTA minimum retirement standards.

Executive Signature

Jerry Estrada, General Manager

Date

CONTINGENCY FLEET PLAN

This plan outlines the periodic need and justification for the Santa Barbara Metropolitan Transit District's (SBMTD) contingency bus fleet as required by the Federal Transit Administration (FTA) prior to establishing a contingency fleet. SBMTD shall not place a bus into the contingency fleet before the vehicle has reached the end of its minimum useful service life. Buses held in a contingency fleet must be properly stored and maintained and any work performed on contingency vehicles must be documented. Staff reviews this plan annually and updates this plan as necessary to support the contingency fleet and related processes and procedures. SBMTD's active rolling stock is not part of the contingency fleet; SBMTD does not calculate or include contingency fleet vehicles in its spare ratio.

The FTA recognizes two types of vehicles: active and contingency. During a period of vehicle replacement, some buses may be in an "inactive" status. SBMTD considers this a temporary condition and may create a third vehicle category. SBMTD's Contingency Plan accounts for rolling stock in a contingency fleet due to various reasons, including procurement schedules for fleet replacement, expansion, and other justifications for a contingency fleet as noted in this plan.

SBMTD considers new buses delivered for service expansion or fleet replacement as "in processing" and does not include these buses in its spare ratio calculation. In some instances, the transition from active fleet to disposal, or a contingency fleet, may be delayed; however, all transitions between categories should occur as soon as practicable. Buses held in a contingency fleet are properly stored, maintained, and documented as part of SBMTD's Contingency Fleet Plan (CFP). SBMTD will identify vehicles placed into its contingency fleet on the daily Fleet Status report. Staff will revise this plan as necessary, to support SBMTD's Mission.

POLICY STATEMENT

SBMTD actively maintains a contingency bus fleet in compliance with FTA regulations. When applicable, the contingency fleet may be in addition to the normal spare ratio allowed by federal regulations and will only be used when circumstances warrant. The buses in this fleet will be used for emergency responses, employee training, or to assist SBMTD with transitioning to a zero-emission fleet and will be maintained at a minimum, per original equipment manufacturer (OEM) requirements, to ensure mechanical reliability and fleet readiness.

DEFINITIONS

Contingency Bus Fleet – SBMTD may use its contingency fleet for emergency operations, including, but not limited to, evacuations due to an earthquake, fire, flood, or other natural or manmade disasters. SBMTD may also use these vehicles for service expansion, fuel shortages, and loans to another transit agency during emergency response, evacuation, or other emergency-type situations. SBMTD may also use these vehicles due to the loss of an operating base and for other undefined emergencies or service requirements including training of Operators and other SBMTD employees who hold a Commercial License. SBMTD may also use

these vehicles to assist with the transition to a fleet of zero-emission buses (ZEBs) in compliance with California's Innovative Clean Transit (ICT) regulation.

Bus Reactivation – An unanticipated sudden reduction in the availability of buses in the active bus fleet may require SBMTD to activate and place contingency fleet buses back into its active fleet to fulfill service requirements. As an example, SBMTD would reactivate contingency fleet buses if several of its active buses were damaged or destroyed by fire, flood, or other unforeseen natural disasters.

Additional use of contingency buses may also include, but is not limited to, a fleet-wide defect or a major component recall impacting a significant portion of a fleet, or some other fleet-wide failure, including the failure of a major component of a group of buses, e.g., an engine or transmission failures.

Transitioning to Zero-Emission Buses (ZEBs) – Per the Federal Transit Administration (FTA) guidelines, this CFP allows for the activation of contingency fleet buses back into the active fleet to ensure uninterrupted transit service. SBMTD acknowledges the need to bridge the gap between ZEB adoption and maintaining operational readiness during the transition to ZEBs. Current ZEB technologies do not provide the same range that a traditional diesel-powered bus or diesel-hybrid powered bus provides; therefore, SBMTD must be ready to replace a ZEB with a contingency vehicle when and where appropriate.

Contingency Fleet Activation for Training – SBMTD may also use buses in the contingency fleet for mechanic and technician training to ensure mechanical reliability and fleet readiness. Any bus placed into SBMTD's contingency fleet will meet FTA minimum service life criteria. SBMTD will evaluate and select vehicles that have reached the end of their FTA-defined useful service life and which are in the best mechanical and operating condition. SBMTD will ensure these vehicles comply with California Highway Patrol (CHP) inspections and California Air Resources Board (CARB) emission or Bureau of Automotive Repair (BAR) smog requirements.

Service Life – Vehicle life of rolling stock begins on the date SBMTD places the vehicle into revenue service and continues until SBMTD removes it from service and from its active fleet. Minimum service life for SBMTD's bus fleet is as follows:

- **Large, heavy-duty transit buses** (approximately 35'–40', and articulated buses): at least 12 years of service or an accumulation of at least 500,000 miles.
- **Small size, heavy-duty transit buses** (approximately 30'): at least ten years or an accumulation of at least 350,000 miles.
- **Medium-size, medium-duty transit buses** (approximately 25'–35'): at least seven years or an accumulation of at least 200,000 miles.
- **Medium-size, light-duty transit buses** (approximately 25'–35'): at least five years or an accumulation of at least 150,000 miles.
- **Other light-duty vehicles used in the transport of passengers (revenue service)** such as regular and specialized vans, sedans, and light-duty buses including all bus

models exempt from testing in the current 49 CFR Part 665: at least four years or an accumulation of at least 100,000 miles.

Historically, SBMTD's buses remain in the active fleet well beyond FTA's definition of useful service life. Each vehicle placed into SBMTD's contingency fleet is examined for reliability versus the need for disposal (sale, scrap, or donation) prior to designation and placement into the contingency fleet.

STORAGE AND SECURITY OF THE CONTINGENCY FLEET

The Contingency Fleet is strategically stored amongst two (2) SBMTD-owned properties:

- **Terminal One (T1)**
550 Olive Street, Santa Barbara, CA 93101
- **Terminal Two (T2)**
5335 Overpass Road, Goleta, CA 93117

Both properties are secured by tall security fencing that surrounds the entire property. SBMTD also maintains security cameras on the facilities' exterior and at other strategic locations. In the event of a security incident, SBMTD may access the security camera footage to assist with resolving security-related issues that may arise. When operations close each evening, access gates at all facilities are closed and locked to protect against unauthorized access.

MAINTENANCE OF THE CONTINGENCY FLEET

Buses in the contingency fleet are subject to a 6,000-mile preventive maintenance (PM) schedule. Periodic vehicle "start-ups" will occur between normal preventive maintenance inspections (PMI) so the fleet remains ready for service activation at all times. SBMTD will maintain all records associated with these buses and vehicles within this fleet will be subject to the following minimums:

Every 45 Days: Start the bus and conduct a basic walk-around inspection, equivalent to a "pre-trip" inspection.

Every 90 Days: Start the bus and conduct an extensive exterior, interior, and engine compartment visual inspection. Items for inspection include, but are not limited to:

- Check engine fluids
- Check tires for inflation and wear
- Check for fluid leaks under the vehicle
- Start and warm the vehicle to operating temperature
- Operate heater and air conditioner (HVAC)
- Drive the vehicle through the bus yard
- If any defects are found, document and schedule for repair



SBMTD Vehicle Contingency Fleet Plan

Prior to activating contingency vehicles back into revenue service and SBMTD's active fleet, SBMTD will perform a Safety Inspection. If the vehicle has been inactive for more than 60 days, SBMTD will perform a full PMI.

When SBMTD reactivates a vehicle from the Contingency Fleet into its Active Operating Fleet all maintenance activities will reactivate to include, at a minimum the following:

- Safety Inspection
- 6,000-mile PM for heavy-duty buses (depending on vehicle type or per OEM requirements)

SBMTD may revise its vehicle inspection and/or PMI intervals if SBMTD determines the above intervals are inadequate. SBMTD will maintain and make available (upon request) all records associated with the contingency fleet.

ACTIVATING VEHICLES FROM THE CONTINGENCY FLEET

Staff shall submit an email to SBMTD's Maintenance Manager, Fleet Superintendent, or their designee, requesting the use of a vehicle in the Contingency Fleet.

The requesting email shall include the following information:

- Name, title, and contact information of the requestor
- Date the Contingency Vehicle(s) are needed
- Specific purpose(s) the Contingency Vehicle(s) will be used for
- Estimated number of days the vehicle will be used

This request/email is not required in the event of an emergency that requires immediate activation of a Contingency Fleet vehicle, or for maintenance training purposes.

CONTINGENCY FLEET LIST OF VEHICLES

Fleet ID #	Model Year	Manufacturer	Model & Description	Year of Move	Mileage @ Move
445	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
446	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
447	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
448	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
449	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
450	2003	Gillig	Low-Floor 40' Diesel	2025	TBD
703	2004	Gillig	Low-Floor 30' Diesel	2025	TBD
704	2004	Gillig	Low-Floor 30' Diesel	2025	TBD
708	2004	Gillig	Low-Floor 30' Diesel	2025	TBD