

Request for Qualifications (RFQ) for On-Call Architectural & Engineering Services Project Summary Sheet

Solicitation Issuance Date:	Thursday, October 16, 2025
Project Description:	MTD is seeking a pool of A&E professionals to issue Task Orders on an as-needed basis for various architectural, design, engineering, and environmental services.
Project Location(s):	Terminal 1, 550 Olive Street, Santa Barbara, CA 93101; Terminal 2, 5353 Overpass Road, Goleta, CA 93111; Transit Center, 1020 Chapala Street, Santa Barbara, CA 93101; And potentially other locations within Santa Barbara County.
Requests/Clarifications Deadline:	Thursday, October 30, 2025, at 3:00 P.M. PDT Email to purchasing@sbmtd.gov
Submittal Due Date/Time:	Thursday, November 13, 2025, at 3:00 P.M. PST
Submittal Due Location:	MTD Administrative Offices 550 Olive Street, Santa Barbara, CA 93101
Submittal Contents:	Three (3) separate sealed envelopes, with the originals printed and a digital copy on a USB Flash Drive. Envelope 1. MTD Forms & Certifications: - o Acknowledgement of Addenda - o Bidder Information - o References & Subcontractors - o Non-Collusion Declaration, Compensation Certification - o Lobbying Certification Envelope 2. Statement of Qualifications Envelope 3. Fee Schedule
Type of Contract:	Indefinite Delivery-Indefinite Quantity Not to exceed \$1 million annually.
Anticipated Contract Start Date:	January 1, 2026
Contract Period:	Three years, with an option by MTD to extend the contract in one two-year increment.
Type of Solicitation:	Negotiated procurement based on evaluation of qualifications to perform the scope of work with fair and reasonable pricing.
Solicitation Contact:	Valerie White, Senior Purchasing Agent, (805) 883-4244, purchasing@sbmtd.gov

Check the MTD website at <http://www.sbmtd.gov/about/doing-business/> for updates.



**Request for Qualifications
for
On-Call Architectural & Engineering (A&E) Services**

October 16, 2025

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Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

Solicitation Instructions

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Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

Solicitation Instructions

1. PROJECT SUMMARY

The Santa Barbara Metropolitan Transit District (MTD) is issuing this Request for Qualifications (RFQ) for On-Call Architectural & Engineering (A&E) Services to engage qualified firms to provide architectural, design, engineering, and environmental services to MTD on an as-needed, project-by-project basis (on-call).

As a result of responses to this RFQ, MTD intends to establish a qualified pool of A&E professionals on contract with MTD, enabling MTD to issue Task Orders based on each firm's availability, qualifications, and the scope of various capital projects. Each contract shall be limited to an annual amount of \$1,000,000 through a three-year base term, with an option for a two-year extension for a total aggregate maximum of \$5,000,000. MTD is a Federal Transit Administration (FTA) recipient; the procurement approach for the contracts will be qualifications-based, with price not determinative, as outlined in 40 U.S.C. Chapter 11 ("Brooks Act" procedures), as defined by the FTA Circular 4220.1G.

The mission of MTD is to enhance the mobility of South Coast residents, commuters, and visitors by offering safe, appealing, equitable, environmentally responsible, and fiscally sound transit service. MTD provides this service out of three key facilities:

- Terminal 1, 550 Olive Street, Santa Barbara, CA 93101;
- Terminal 2, 5353 Overpass Road, Goleta, CA 93111; and
- Transit Center, 1020 Chapala Street, Santa Barbara, CA 93101.

MTD also owns property at 4678 Calle Real/149 North San Antonio Road in the unincorporated Santa Barbara County, and may lease properties for expansion or temporary operations. Battery electric vehicle charging projects may occur at Carpinteria City Hall. This Solicitation is not to exclude these possibilities.

MTD often relies on professional A&E services for designing public spaces that comply with federal and state ADA requirements; repairing and enhancing administrative buildings and vehicle maintenance repair shop areas; and supporting MTD's goal of having a 100% zero-emissions fleet with battery-electric buses (BEBs), along with the necessary charging and facility infrastructure. This RFQ also seeks an A&E firm that may provide a subconsultant to support planning and environmental on-call services for environmental review, documentation, and compliance under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), and Certified Unified Program Agency (CUPA).

Firms should be within 70 miles of MTD and be available for in-person appointments, as MTD will not reimburse for travel expenses for such routine activity. Having specialized consultants on contract will support MTD's various needs; however, with on-call agreements, there is also no guarantee MTD will issue any Task Order. For capital projects, MTD may elect (and typically does) a separate Construction Management firm for support.

2. PRE-SUBMITTAL ACTIVITIES

2.1. RFQ Contents and Contract Documents

This RFQ consists of the following items:

- **Solicitation Instructions:** the document presently being read, provides the instructions on how to qualify and submit, leading to how MTD will review and award.
- **MTD Forms and Certifications:** required to be completed as part of the submittal process
- **Scope of Services and Appendices:** specifies the potential work to be completed under the contract; and includes (for orientation purposes) a 2020 MTD facilities assessment.
- **MTD Master Agreement:** will serve as the contract between MTD and an awarded firm
- **FTA Contract Provisions:** the federal obligations of the firm and its subcontractors for the performance of work under this contract

Access the RFQ and updates on MTD's website at sbmtd.gov/about/doing-business/ (under Active Procurements at the bottom of the site), or email purchasing@sbmtd.gov to join the "interested parties" list for direct delivery. Offerors should be certain to read all documents in the RFQ to prepare submittals correctly and be fully aware of the contractual terms and conditions. Failure of an Offeror to follow instructions may result in rejection or disqualification of its submittal, and lack of knowledge of the contract terms shall not excuse it from its obligations.

2.2. RFQ Schedule

Issue RFQ	October 16, 2025
Questions and Requests Due	October 30, 2025 3:00 PM
Submittal Due	November 13, 2025 3:00 PM
Anticipated Interview Dates (if needed)	November 17-21, 2025
Anticipated Price Negotiations (if needed)	November 24-26, 2025
Consideration of Award by MTD Board of Directors	December 2, 2025
Contract Execution	January 1, 2026

2.3. Minimum Qualifications of Offerors

The following mandatory requirements constitute the minimum standard for an acceptable offer. Proposals that do not clearly and unequivocally demonstrate compliance with each requirement listed in this section shall be deemed non-responsive to this RFQ.

- Minimum of five years of experience in the design and management of similar projects, including architectural design, engineering, cost estimation, electric vehicle (EV) infrastructure designs, electrical design, HVAC design, interior design, landscaping, etc.
- Minimum of three built project designs and management of projects with federal, state, or local agencies.
- An available team of experts and/or consultants with multidisciplinary backgrounds, including, but not limited to, architecture, civil engineering, electrical engineering, mechanical engineering, interior design, environmental reports and landscape architecture, etc., geographically located to attend in-person appointments at MTD.
- Licensed Architects must have a current California license and be in good standing with the California Architects Board.
- Registered Engineers and Land Surveyors must have a current California license and must be in good standing with the California Board for Professional Engineers, Land Surveyors, and Geologists.

2.4. Communication, Questions, and Requests for Change

MTD will consider requests for clarifications or changes to the RFQ until Thursday, October 30, 2025, at 3:00 PM (local time). To be considered, such communications must be via email to purchasing@sbmtd.gov. Change requests must be accompanied by sufficient information to support the request, enabling MTD to make a fair and reasonable determination. There are no pre-submittal meetings planned.

2.5. 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 sbmtd.gov/about/doing-business/ (under Active Procurements at the bottom of the site) and concurrently sent via email to all parties on the interested party list or those who 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.

2.6. 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," or "proposer," meaning you as the responder to this solicitation. In addition, the terms "successful bidder," "successful offeror," "successful proposer," "successful submitter," "supplier," "vendor," "consultant," "contractor," and "firm" have the same meaning as an awarded party.

3. SUBMITTAL PREPARATION

Offerors must prepare one (1) original and one (1) electronic copy on a USB flash drive of each of the three parts:

- MTD Forms and Certifications
- Offeror-Prepared Proposal: Statement of Qualifications
- Fee Schedule

Failure to format the proposal as instructed or provide all the required information, including fully and accurately completed forms and certifications, may result in the rejection or disqualification of the submittal.

3.1. MTD Forms and Certifications

One envelope shall contain the MTD forms (unbound – no staples) and a USB flash drive containing the completed forms in PDF format.

Acknowledgement of Addenda—Offeror shall acknowledge either receipt of each addendum or that there were no addenda by including in its submittal the fully completed and signed Acknowledgement of Addenda form in this RFQ.

Bidder Information—Submittal shall include the fully completed Bidder Information form included in this RFQ.

References & Subcontractors—Submittal shall include the References & Subcontractors form included in this RFQ. List accurate and current contact information (names and phone numbers). Provide work references of clients with a scope similar to MTD, to the extent possible. If you plan to use subcontractors (e.g., for environmental consulting, engineering, or landscape design), clearly identify each organization. For each subcontractor, state their core competencies or explain their specific value proposition to MTD.

Non-Collusion Declaration and Compensation Certification—Submittal shall include the fully completed and signed Non-Collusion Declaration and Compensation Certification form included in this RFQ.

Lobbying Certification—Submittal shall include the fully completed and signed Lobbying Certification form included in this RFQ.

3.2. Offeror-Prepared Proposal: Statement of Qualifications

One envelope shall contain the firm's qualifications, printed for presentation, and a USB flash drive with the complete proposal in PDF format. Where available, please ensure the final document is a searchable PDF (a document generated from a digital file, not a non-searchable image or scanned PDF), allowing for text selection and searching.

The statement of qualifications shall indicate the capability of the Offeror to perform the attached Scope of Services. It shall include the information and be formatted as follows:

Cover Letter—Letter shall be signed by an officer authorized to bind the Offeror contractually and shall address the below matters.

- Offeror's interest and willingness to enter into a contract with MTD to perform the work as described in the attached Scope of Services; and Offeror's commitment to the effect that it would exert its "best efforts" in fulfilling its responsibilities therein.
- Offeror's willingness to accept the contract terms and conditions included in the MTD Master Agreement, the Federal Transit Administration: Contract Provisions, and the Scope of Services. If there are any contract terms that the Offeror will not accept or proposes modifications to, the specifics of such should also be addressed in the cover letter or an attachment thereto. 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.
- Offeror's ability and willingness to obtain insurance meeting the requirements indicated in paragraph 18 of the MTD Master Agreement.
- Offeror's locations to serve MTD and its ability to be responsive and on-site when needed (project presentations at board meetings, job walks, pre-construction meetings, punch lists, etc.). It is strongly recommended that the Offeror have an office with client access within 75 miles of MTD's Administrative Office located at 550 Olive Street, Santa Barbara, CA 93101. Such distance shall be determined using the driving distance calculated by the Google Maps public webpage using the address of the Offeror's closest office. If the Offeror believes they can serve the contract from a further distance, describe the level of commitment MTD should expect and ensure that MTD would not have to compensate for any such travel expenses.

Introduction to the Firm—Include the date your firm went into business, its growth pattern, types of services provided, number of personnel employed, and any other relevant information to provide

MTD evaluators with an understanding of the Offeror's business. Include an organizational chart of the firm.

Firm Experience and Expertise—Provide a detailed explanation of the experience and expertise of the firm to include that of a general nature, expertise related to transit agencies and/or public agencies, and that which pertains to the type of projects described in the Scope of Services. Highlight your firm's unique attributes, special qualifications, or value-added services that set your firm apart and would be beneficial for the MTD's potential projects (consider specialized experience, proven results, or innovative approaches, but do not detail proprietary information in the proposal).

Individual Experience and Expertise—Provide a detailed explanation of the experience and expertise of personnel the Offeror proposes to use to support MTD in meeting the requirements of a contract resulting from this RFQ. Include resumes for key personnel mentioned in this section. The information provided should identify organization affiliations and licenses held that pertain to the work specified in support of MTD. Key personnel are those expected to be committed to MTD projects. Replacement of such personnel will not be permitted without prior consultation with and approval from MTD.

- At a minimum, key personnel listed must include: architect(s), civil engineer(s), structural engineer(s), mechanical engineer(s), electrical engineer(s) and landscape architect(s)

Subcontractors—As stated in the Scope of Services, MTD facilities includes administrative and operations buildings, maintenance buildings, bus wash systems, and above ground and below ground fuel tanks for renewable diesel, and is developing its Battery-Electric Bus (BEB) charging infrastructure. Sub consultants and resources to support these efforts should be identified, including an environmental consulting service. *On-call environmental services is not a requirement to submit, but is highly desirable*

- List any subcontractors that the Offeror may engage to provide support for any work outlined in the Scope of Services that the Offeror's firm is unable to perform with in-house resources. Describe the services to be performed by subcontractors and the past experience of the Offeror in working with such subcontractors. Include the information requested in the "Firm Experience and Expertise" and "Individual Experience and Expertise" sections above for each subcontractor listed.

Work Plan—Provide a narrative that addresses the Scope of Services and shows the Offeror's understanding of MTD's needs and requirements. Include:

- Description of the process for responding to Task Orders. Include a workflow chart detailing the process. Task Order deliverables are described in the Scope of Services.
- Outline sequentially the activities that would be undertaken in completing the design and construction support services for assigned Task Orders. Specify who will perform each activity.
- Identify the methods that will be used to ensure quality control, as well as budget and schedule management, for each Task Order.

- Identify policies and procedures that will be used to ensure safety requirements are met.
- List any special issues or problems that are likely to be encountered for this work and how the Offeror will address them.

Work Samples—Include three (3) sample projects, similar to the work described in the Scope of Services. If Offeror worked with another firm on the sample project(s), describe Offeror's role in the project(s).

3.3. Fee Schedule

This RFQ is a qualifications-based solicitation, and cost proposals will only be opened after the proposals are evaluated. Cost proposals must be printed and placed in their own sealed envelopes and labeled accordingly. A USB flash drive containing the fee schedule/rate sheet, ideally saved as a Microsoft Excel spreadsheet (and/or PDF if more suitable for the format), must be included within the envelope.

Fee Schedule—Provide a Fee Schedule(s) indicating billable labor, service, and material classifications and unit rates for the first contract year. Labor unit rates must include fringe benefits, direct and indirect costs, and any other administrative fees. The Fee Schedule must include the requisite labor, service, and material classifications and unit rates for all personnel (including subcontractors) working on potential projects listed in the Scope of Services.

- **One example of a fee schedule format is attached as Exhibit A to the Solicitation Instructions. Other formats will be accepted.**
- Annual CPI adjustments to rates shall be performed in accordance with paragraph 5 of the MTD Master Agreement; but limited to a maximum of three percent (3%).

4. SUBMITTING THE PROPOSAL

4.1. Submittal Contents

Offeror shall submit one (1) package with three envelopes in a non-transparent, sealed packaging plainly marked on the exterior with the name of the firm and the following: "On-Call A&E Services RFQ." The submittal package shall contain the following:

- **Envelope 1: MTD Forms.** In an envelope labeled "MTD Forms," include the fully completed Acknowledgement of Addenda, Bidder Information, References & Subcontractors, Non-Collusion Declaration and Compensation Certification, and Lobbying Certification forms. The envelope shall consist of one set marked as the original and one electronic set in PDF format on a flash drive.

- **Envelope 2: Statement of Qualifications.** In an envelope labeled "Statement of Qualifications," include all of the requested information in the "Offeror-Prepared Proposal: Statement of Qualifications" section above. The envelope shall consist of one original set for presentation and one electronic set on a flash drive in searchable PDF format.
- **Envelope 3: Fee Schedule.** In an envelope labeled "Fee Schedule," include all of the requested information in the "Fee Schedule" section above. The envelope shall consist of one set marked as the original and one electronic set saved as Microsoft Excel and/or PDF (as appropriate to the format), and placed on a flash drive.

4.2. Submittal Deadline & Location

Offers will be accepted until 3:00 PM local time on Thursday, November 13, 2025

Complete Proposals shall be addressed and delivered to:

Santa Barbara Metropolitan Transit District
On-Call A&E Services RFQ
550 Olive Street
Santa Barbara, CA 93101

If using US Mail or a delivery service, offers must still be enclosed in the specified packaging within any delivery service packaging.

Hand-delivered sealed offers shall be accepted by appointment. MTD administrative offices are currently closed to the public. Deliveries can be accepted by pre-arranging a delivery time Monday through Friday, from 8:00 AM to 5:00 PM (local time). To schedule a delivery appointment, call 805-963-3364, ext. 200.

There will be no public opening of submittals at the deadline or at any other time.

It is the Offeror's sole responsibility to ensure that the complete response to the RFQ (all three envelopes as instructed) is received by the date and time stated above. Unless due to the fault of MTD, any proposal received after such time will not be considered and will be returned to the submitter unopened.

4.3. Withdrawal of Submittals

An Offeror may modify or withdraw a submitted proposal at any time prior to the submittal deadline by sending an email request from the Offeror's authorized representative to purchasing@sbmtd.gov. The withdrawal of a proposal prior to the submission deadline does not prejudice the right of an Offeror to resubmit a proposal by the deadline.

4.4. Submittal Stipulations

Offers 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. Submittals will remain valid for 90 calendar days following the submittal due date. MTD reserves the following rights and will exercise such rights if it is in MTD's best interest to do so:

- Accept or reject any and all offers, or any item or part thereof.
- Waive any informalities or irregularities in the offer which do not materially affect the proposal or prejudice other Offerors.
- Withdraw this IFB/RFQ/RFP at any time without prior notice.
- Postpone proposal openings.
- Not award a contract to any Offeror responding to this IFB/RFQ/RFP.
- Only award to one Offeror responding to this IFB/RFQ/RFP.
- Award a contract without negotiations or discussions.

If there is any evidence indicating that two or more Offerors are in collusion to restrict competition or otherwise engaged in anti-competitive practices, the proposals of all such offers shall be rejected, and such evidence may be a cause for disqualification of the participants in any future MTD solicitations.

5. EVALUATION

5.1. Responsiveness

MTD shall examine all proposals for completeness and responsiveness to the provisions of this RFQ. MTD may request additional or clarifying information from an Offeror. Proposals that do not contain all required materials, information, or forms, or where such materials, information, or forms are substantially incomplete, may be considered non-responsive and rejected by MTD.

5.2. Proposal Ranking and Selection

Responsive proposals from Offerors shall be subject to further assessment as follows:

Review by an Evaluation Committee – The purpose of the Evaluation Committee is to establish which Offerors the committee believes will provide MTD with the best “value.” Value for this RFQ is determined by assigning equal weight to the four principal criteria:

1. Technical Qualifications and Experience of the Firm: Experience in performing work similar in nature and/or related to the work described in the Scope of Services; experience working with transit or other public agencies; strength and stability of the firm, including consultant team; a local office solution and ability to be at the project site.
2. Qualifications of Key Personnel: Qualifications and previous experience of personnel; key personnel's level of involvement in performing related work cited in the Scope of Services.

3. Work Plan: Provides sufficient detail to demonstrate understanding of the work; provides a clear and logical outline of how the Offeror will execute the work; and provides sufficient information to demonstrate that there are mechanisms in place for each project to properly manage work safety, quality control, schedule adherence, and the budget.
4. Record of Past Performance: Proven track record and work samples of completing projects to the client's satisfaction; length of time the firm has been established; complexity of work performed.

The Evaluation Committee will evaluate and rank submissions to determine the most qualified Offeror(s). Based upon the initial ranking, MTD's staff may either (1) determine "responsibility" (as described below) and present to the Board of Directors a recommendation of contract award(s) to the highest ranked and responsible Offeror (s); or (2) recommend establishment of a competitive range. Offerors determined to be within the competitive range shall be assessed for responsibility, and they may be invited for an interview, negotiate terms, and/or asked to submit a Best and Final Offer (BAFO).

Determine Responsibility – For responsive offers within the competitive range, MTD shall assess the Offeror's "responsibility." For purposes of this RFQ, responsibility is defined as evidence of adequate professional and technical capacity and experience to carry out the Scope of Services and satisfactory performance in previous contracts. Such process will use the reference information provided in the submittal and may involve requesting additional or clarifying information from an Offeror. The proposal from any Offeror not found to be responsible shall be considered non-responsive and rejected by MTD.

Interview – As part of the evaluation process, MTD may conduct interviews with the highest-ranked Offeror or Offerors within the competitive range. Such interviews are conducted for the purpose of gathering information and clarification for the Evaluation Committee. MTD may conduct interviews in person or by utilizing teleconferencing and electronic means. MTD reserves the right to award a contract without interviews and/or negotiations if deemed unnecessary to determine the top-qualified and responsible Offeror(s).

Final Evaluation - If MTD chooses to conduct interviews, the Evaluation Committee will conduct a final round of ranking that takes into consideration information collected from interviews. Based upon the final ranking from most qualified to work with MTD to least qualified, the evaluation committee shall determine the appropriate size of the pool (e.g., the top 1 to 5 ranked firms) and identify those that are highly qualified to review their cost proposals to determine if each firm's fee schedule is fair and reasonable.

Price Proposals and Best and Final Offers (BAFOs) - MTD may require highly qualified Offerors that are candidates for the pool to submit BAFOs, which include any modifications to their proposals or written responses to any issues, concerns, and questions raised during the interviews and/or MTD's written request for BAFOs. MTD reserves the right to require a second round of BAFOs after the initial round has concluded.

5.3. Potential for Multiple Contract Awards

This RFQ may result in multiple, non-exclusive contracts. MTD's goal is to have a pool of pre-qualified Architecture & Engineering firms to issue task orders to (as-needed). When a specific project arises, MTD shall review this pre-qualified pool based on the specific expertise needed for the new task. MTD shall then approach the highest-ranked and most appropriate firm in the pool to negotiate the scope, schedule, and Task Order fee. If a proposal with a fair and reasonable fee cannot be negotiated with the top-ranking firm for that task, MTD shall terminate negotiations and proceed to the next most qualified firm in the pool, thereby rotating the distribution of opportunities over the life of the Master Agreements.

However, if it is in MTD's best interest, no contracts will be awarded, or only one contract will be awarded to the most qualified firm (as ranked by the evaluation committee).

5.4. Pre-Award Deliverables

Upon determination of the highest-ranked Offeror (s) for the pool and prior to consideration of contract award, MTD will request the following:

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

Business Licenses—To carry out the work, business licenses are required from the City of Santa Barbara and the City of Goleta. A photocopy of the city business licenses will need to be provided to MTD. If one is not currently held, the business license must be obtained prior to the award.

6. CONTRACT AWARD

Upon prompt receipt of the Pre-Award Deliverables listed above, MTD staff will prepare a recommendation for contract award(s) to be considered by the MTD Board of Directors. It is anticipated this will occur at a December Board meeting.

If the award recommendation is approved, MTD intends to execute the contract documents as soon as practicable after the award is made. The contract will be composed of the MTD Master Agreement, the Federal Transit Administration: Contract Provisions, the Scope of Services, and relevant portions of the Offeror's submittals.

7. OPTION PROVISION

An option for a single two (2) year extension of the Master Agreement is granted to MTD. MTD may exercise this option unilaterally if, at the time of exercise, either Task Orders are currently open or Task Order negotiations are underway.

8. FAILURE TO PERFORM

MTD may remove from mailing lists for future IFBs/RFQs/RFPs, for an undetermined period of time, the name of any bidder for failure to accept a contract and/or for unsatisfactory performance.

9. DISADVANTAGED BUSINESS ENTERPRISES

While there is no Disadvantaged Business Enterprise (DBE) commitment for this project or geographic limitation, MTD does have a triennial overall DBE goal for FY 2025 - FY 2027 for DBE participation in FTA-assisted programs at 1.82 percent. The goal is available for all California Unified Certification Program (CUCP)-certified DBEs on a Race Neutral basis. A Contractor or any subcontractor that is certified as a DBE by the CUCP shall submit a copy of their certificate to MTD at the time of contracting.

Additional information can be obtained by emailing purchasing@sbmtd.gov or start here: transportation.gov/civil-rights/disadvantaged-business-enterprise

10. 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: sbmtd.gov/about/doing-business/.

(end of Solicitation Instructions text, see Exhibit A: Sample Fee Schedule)

Santa Barbara Metropolitan Transit District

Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

Exhibit A: Sample Fee Schedule Format

Labor Classifications: Add additional roles as necessary to accomplish MTD's potential projects in the Scope of Services.

Typical Role/Experience Level: include name, if identified in the offer as proposed personnel for MTD.

Labor Classification	Typical Role / Experience Level		Fully Loaded Hourly Unit Rate (Year 1)
Principal-in-Charge	Executive oversight, QA/QC, final review		[\$XX.XX]
Senior Project Manager	Primary client contact, project execution lead (20+ years)		[\$XX.XX]
Project Manager	Day-to-day management, budget, and schedule control (10-20 years)		[\$XX.XX]
Lead Architect / Engineer	Discipline lead, complex design (15+ years)		[\$XX.XX]
Senior Specialist	Advanced analysis, technical report author (8-15 years)		[\$XX.XX]
Staff Architect / Engineer	Design and plan preparation (3-8 years)		[\$XX.XX]
Technician / Drafter	CAD, modeling, documentation support (0-5 years)		[\$XX.XX]
Administrative Support	General document control, non-technical project support		[\$XX.XX]
Subconsultant			
Environmental Principal	Executive oversight, regulatory compliance sign-off		[\$XX.XX]
Senior Environmental Scientist	Phase I/II assessment lead, permitting expert (10+ years)		[\$XX.XX]
Environmental Project Manager	Fieldwork coordination, technical report review (5-10 years)		[\$XX.XX]
Field Technician / Scientist	Sampling, monitoring, data collection (0-5 years)		[\$XX.XX]
Direct Costs, Services, and Materials [At Cost, No Mark Up]			
Classification / Item	Unit of Measure	Notes / Billing Method	Unit Rate (Year 1)
In-House Plotting/Printing	Per Sq. Ft. (B&W/Color)	Billed at Actual Cost (materials/toner only).	[\$X.XX]/[\$X.XX]
Outside Reproduction (Large)	Actual Cost	Billed at Actual Cost from third-party vendor.	Varies
Specialized Equipment Rental	Daily/Weekly	Billed at Actual Cost of third-party rental.	[\$XX.XX]
Third-Party Lab Testing	Per Test/Sample	Billed at Actual Cost from certified lab invoice.	Varies
Permit Fees	Actual Cost	Billed at Actual Cost of agency fee.	Varies
Travel: Mileage/Airfare/Lodging	Not reimbursable	N/A	N/A



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**Attachment 1
MTD Forms & Certifications**

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Contact:

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www.sbmtd.gov

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

CHECKLIST

The Checklist is an aid for completing the requirements of this Request for Qualifications for On-Call Architectural & Engineering (A&E) Services (RFQ). It does not substitute for any provision or obligation in the Solicitation Instructions or the terms and conditions in the attachments. In the event of any conflict between this Checklist and the aforementioned documents, the latter shall control over the Checklist.

Important Dates:

- ☐ Requests for change and clarifications due by Thursday, October 30, 2025 at 3:00 PM PDT, by email to purchasing@sbmtd.gov
- ☐ Qualification Submittals due by Thursday, November 13, 2025 at 3:00 PM PST delivered to Santa Barbara MTD, 550 Olive Street, Santa Barbara, CA 93101

Required MTD Forms to be completed:

Submit printed originals in a sealed envelope with a digital copy in PDF on USB flash drive

- ☐ Acknowledgement of Addenda
- ☐ Bidder Information
- ☐ References & Subcontractors
- ☐ Non-Collusion Declaration and Compensation Certification
- ☐ Lobbying Certification

Required Offeror-Provided Documents:

Submit one printed original in a sealed envelope with a digital copy in readable PDF on USB flash drive

- ☐ Statement of Qualifications

Submit one printed original in a sealed envelope with a digital copy (Excel or other suitable format for technical descriptive proposals) on USB flash drive

- ☐ Fee Schedule

Anticipated Project Milestones:

- ☐ Interviews/ BAFOs (if necessary, by MTD evaluation committee) starting November 19, 2025
- ☐ Board of Directors consideration, December 2025 meeting
- ☐ Contract Execution by January 1, 2026

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

ACKNOWLEDGEMENT OF ADDENDA

The undersigned acknowledges the Bidder's receipt of the following addenda to this request for proposals and has incorporated information or changes in said addenda within its submittal (if no addenda were received, write "None" in the first blank):

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Note: It is the Bidder's responsibility to ensure it receives all addenda which are posted under "Active Procurements" at the bottom of MTD's website at <http://www.sbmtd.gov/about/doing-business/>.

Authorized Official Signature

Date of Signature

Authorized Official Name

Authorized Official Title

Business Name of Bidder

(Signer must match authorized official shown on Bidder Information form)

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
Request for Qualifications for On-Call Architectural & Engineering (A&E) Services
BIDDER INFORMATION

General Information

Business Name of Bidder: _____

Business Type: ☐ Corporation (State of Incorporation: _____) ☐ Partnership
☐ Sole Proprietorship ☐ Other: _____

Age of the Firm: _____ Annual gross receipts (range/rounded): _____

Special Business Designations (DBE, MBE, WBE, etc): _____
☐ DBE ☐ non-DBE

Business Federal Tax ID Number: _____ DUNS Number (if have one): _____

NAICS code(s) for accomplishing the scope of work: _____

Corporate Headquarters

Street Address: _____

City: _____ State: _____ Zip Code: _____

Local Branch ☐ (check box at left & leave below blank if the local office is the HQ or there is no local office)

Street Address: _____

City: _____ State: _____ Zip Code: _____

Authorizing Contact (authorized to bind the firm contractually, discuss/negotiate account terms)

Name: _____ Title: _____

Location: ☐ HQ ☐ Local Office ☐ Other: _____

Telephone: _____ Cell: _____ E-Mail: _____

Project Manager (MTD point of contact for bringing the project to completion at the proposed price)

Name: _____ Title: _____

Location: ☐ HQ ☐ Local Office ☐ Other: _____

Telephone: _____ Cell: _____ E-Mail: _____

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

REFERENCES

Business Name of Bidder: _____

Work References

Submit three references where A&E is similar to MTD's scope of services, including at least one public agency. Ideally, include those of the work samples provided.

Client Name: _____ Contact Name: _____

Contact Phone: _____ Contact E-Mail: _____

Description of Work: _____

Client Name: _____ Contact Name: _____

Contact Phone: _____ Contact E-Mail: _____

Description of Work: _____

Client Name: _____ Contact Name: _____

Contact Phone: _____ Contact E-Mail: _____

Description of Work: _____

Subcontractors

List any additional firms that may be used to deliver the scope of services (such as, environmental services):

Client Name: _____ Contact Name: _____

Contact Phone: _____ Contact E-Mail: _____

Special Business Designations (DBE, MBE, WBE, etc): _____

Description of Work: _____

Please duplicate this form or provide an attachment as needed.

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

NONCOLLUSION DECLARATION

The undersigned declares:

I am the _____ of _____,
(title) (business name of bidder)

the party making the included bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____, at _____.
(date) (city, state)

Authorized Official Signature

Authorized Official Name (printed)

COMPENSATION CERTIFICATION

I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Authorized Official Signature

Date of Signature

Authorized Official Name

Authorized Official Title

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications for On-Call Architectural & Engineering (A&E) Services

LOBBYING CERTIFICATION

The undersigned Contractor certifies that to the best of his or her knowledge and belief:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Authorized Official Signature

Date of Signature

Authorized Official Name

Authorized Official Title

Business Name of Bidder

(Signer must match authorized official shown on Bidder Information Form)



**Request for Qualifications
for
On-Call Architectural & Engineering (A&E) Services**

**Attachment 2
Scope of Services**

October 16, 2025

Contact:

Valerie White
Purchasing Agent
Santa Barbara Metropolitan Transit District
805.963.3364 x244
550 Olive Street
Santa Barbara CA 93101
vwhite@sbmtd.gov
purchasing@sbmtd.gov
www.sbmtd.gov

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

Request for Qualifications for (RFQ) On-Call Architectural & Engineering Services

SCOPE OF SERVICES

- I. **Background Overview**—The Santa Barbara Metropolitan Transit District (“MTD”) is a California special district providing public transportation to the South Coast of Santa Barbara County. MTD bus service is key to enabling thousands of people to get to and from work, school, medical facilities, etc. on a daily basis. As a public service provider, it is imperative that MTD facilities are maintained and upgraded as necessary in order that those services may be provided in an effective and efficient manner.
- II. **General Description**—The offeror shall provide architectural, design, engineering, and project support services to MTD on an as-needed, project by project basis (on-call). Projects may occur concurrently, and projects at the same MTD facility may be undertaken simultaneously. The contract awarded will be for a term of three years with one two-year options to extend the term at MTD’s sole discretion. The contract shall be limited to an annual amount of \$1,000,000 through a three-year base term, with an option for a two-year extension for a total aggregate maximum of \$5,000,000. During the term of the contract, MTD may issue one or more Task Order(s). Each Task Order will be limited to a project wherein the requested services for the Task Order will be in a minimum amount of \$1,000. The types of projects that may generate a Task Order from MTD include, but are not limited to, facility maintenance, facility remodels, new construction, and regulatory compliance. Offerors should note that the execution of a contract as a result of this solicitation does not guarantee MTD will issue any Task Orders during the term of the contract. This contract is also non-exclusive. MTD reserves the right to execute similar agreements with other Architectural and Engineering (A&E) firms to establish a pre-qualified consultant pool for Task Order assignments.
- III. **Potential Locations**: MTD currently has transit-related facilities at four locations within the city limits of Santa Barbara, Carpinteria and Goleta for which A&E services may be required. Below is a brief description of each; however, MTD also owns property at 4678 Calle Real/149 North San Antonio Road in the unincorporated Santa Barbara County, and may lease properties for expansion or temporary operations and require A&E Services under this contract.
 - Terminal 1: MTD performs administrative, dispatch, operations, and maintenance functions at its agency-owned terminal located at 550 Olive Street in Santa Barbara. Terminal 1 is also the primary bus yard, providing parking for the majority of MTD’s 100 revenue vehicles (transit buses ranging from 30’ – 60’ and passenger vans) and approximately 30 non-revenue vehicles (trucks and sedans). The facility supports 200+ employees ranging from bus operators, mechanics and utility staff, operations supervisors, customer service representatives, and administrative staff. Construction of Terminal 1 was completed in 2003. The major facilities at Terminal 1 include the following: a 13,350 sf two story office building with break rooms, locker rooms, restrooms, meeting rooms, offices, and an auditorium; a 3,816 sf single story service canopy structure with two diesel fuel dispensers fed by a 20,000 gallon underground fuel storage tank, a 330 gallon diesel exhaust fluid (DEF) dispenser, vacuum system, and two fare box vaults; a 13,063 sf single story battery electric bus storage and charging canopy; a 1,828 sf single story bus wash building; a 13,200 sf single story maintenance canopy with a maintenance pit; and a 11,244 sf single story maintenance garage with seven maintenance bays, parts storage, and offices. Terminal 1 is supported by three back-up generators, a 175 kW generator that serves the main office building, a 80 kW generator that serves the maintenance garage and offices, and a 350 kW generator the serves the battery electric bus storage and charging canopy. Terminal 1 is also equipped with 14 Level 2 electric vehicle (EV)

chargers, 14 direct current fast charging (DCFC) connectors, and 11 proprietary AC battery electric bus chargers. A project is currently underway to add 14 DCFC connectors and three Level 2 EV chargers. A more detailed description of Terminal 1 may be found in MTD's *Facilities Master Plan: Facilities Assessment Report* (attached hereto as Appendix A).

- Terminal 2: is located at 5353 Overpass Road in the City of Goleta. The buildings and land (a 65,000 sf parcel) are owned by MTD. The site formerly served as MTD's primary administrative, dispatch, operations and maintenance facility. However, when Terminal 1 was completed in 2003, MTD completely withdrew from the facility, including removal of an underground fuel storage tank. MTD received approval from the Federal Transit Administration (FTA) to lease the property, which was used by a local company for heavy-duty equipment storage. In 2024, MTD began a multi-year, multi-phase campaign to recommission the site. Phase 1, which was completed this year, included offsite work to improve aesthetics and accessibility at the perimeter of the property, as well as major onsite improvements. Onsite work included: new perimeter security fencing and vehicle and pedestrian gates; replacement of existing site lighting; upgrades to the existing parking canopies; addition of new security cameras and public address system; installation of new above ground 12,000-gallon fuel storage tank; new fare collection vault; repairs to the existing maintenance and operations building; new interior and exterior paint; and replacement of the rooftop HVAC mechanical unit. The work from Phase 1 allows MTD to shift a portion its vehicles and operations to Terminal 2 to relieve some of the strain on Terminal 1. Phase 2 of the recommissioning effort, which may be broken down into subphases, is currently in the advanced stages of design and will include: a new maintenance and operations building, new vehicle canopies, EV charging (DCFC and Level 2), a 4,000A electrical service from SCE, a microgrid, and more. Completion of the recommissioning effort at Terminal 2 is a major priority for MTD and will likely be ongoing during the on-call contract term. A description of the Terminal 2 site (not the recommissioning work described herein) may be found in MTD's *Facilities Master Plan: Facilities Assessment Report* (attached hereto as Appendix A).
- Transit Center: is a 15,200 sf site with a centrally located 1,800 sf terminal building surrounded by a passenger loading platform, circular bus driveway, and various areas of landscape/hardscape. The facility is located a short distance from Terminal 1 in Santa Barbara at 1020 Chapala Street. The location in the heart of Santa Barbara makes the site ideal to serve as the primary hub and transfer point of MTD service, and over two-thirds of MTD's bus routes serve the Transit Center. The Transit Center provides a convenient and comfortable location for passengers to await the arrival of their bus and it serves as the major transfer point between MTD routes. The facility includes an enclosed work area for a supervisor and customer service representatives who provide route information and trip planning services to the public. It also includes driver restrooms, public restrooms, change machines and fare media vending machines. The Transit Center was constructed in 1974 and underwent a substantial renovation that was completed in 2020.
- Carpinteria City Hall: is not owned by MTD, but has played an important role in MTD's operations. Historically, MTD parked and charged battery electric shuttles at an MTD-dedicated battery electric bus charging canopy behind City Hall. The buses would typically remain at the facility overnight so they did not have to make the 15 mile trek to Terminal 1. MTD has since replaced the shuttles with new battery electric buses with significantly greater range. While City Hall is not being used currently, in the future MTD may once again seek to occupy space at the site to support transit growth in that region.

IV. **Potential Projects**—Although specific projects are not determined with certainty nor guaranteed, it is anticipated that such projects will include or be similar to the following:

- **Terminal 2 Recommissioning:** as indicated in the facility description above, Terminal 2 was MTD's original operating terminal and was vacated when MTD's operating terminal in Downtown Santa Barbara (Terminal 1) was completed. Now that MTD has outgrown Terminal 1, MTD is engaging in a multi-phase, multi-year campaign to recommission the site. While the first phase of that effort is complete, and the design for the second phase is in advanced stages of development, there may be work tied to this project during the on-call contract term.
- **Energy Storage and Photovoltaic System Installation:** MTD desires to implement energy storage and photovoltaic systems (microgrids) at its facilities to generate and store electricity for either onsite usage or sale to a public utility. This initiative supports MTD's goal of operating an all-electric bus fleet by 2030.
- **Electrical Infrastructure Upgrades:** MTD intends to install new electrical infrastructure at its various facilities to support charging of battery electric buses. Presently, 23 of MTD's 100 buses are battery electric, with 16 more battery electric buses on order. Additionally, 14 of its approximately 30 non-revenue vehicles are battery electric. The goal is to transition the remaining buses to battery electric by 2030. This will require extensive upgrades to existing electrical infrastructure to support the massive energy demand of battery electric bus charging.
- **General Facilities Maintenance and Upgrades:** includes heating, ventilation, and air conditioning unit replacement; pavement replacement/repair; bus yard striping and marking; building roof replacement; video surveillance upgrades; building efficiency upgrades; building tenant improvements; maintenance canopy repairs; building renovations; regulatory compliance and reporting; environmental support; and any other capital improvement and capital maintenance project as assigned.

V. **A&E Services Requirements**—Offeror shall provide, administer or arrange the following professional design, project support, and A&E services as required to carry out the scope of services for a particular project:

- A. Work with MTD, the City of Santa Barbara, the City of Goleta, the City of Carpinteria, the County of Santa Barbara, the public or other parties as necessary during applicable stages of the project.
- B. Preliminary or Concept Design Phase
 - 1. Review existing concepts or plans and assess project objective opportunities and limitations.
 - 2. Develop conceptual designs.
 - 3. Develop preliminary site and building designs.
 - 4. Provide preliminary construction cost estimate.
 - 5. Complete any regulatory requirements, including reporting (e.g. National Environmental Policy Act and California Environmental Quality Act)
- C. Construction Document & Bid Assistance Phase
 - 1. Develop A&E plans and specifications, including revisions.
 - 2. Provide assistance to MTD in developing construction bid package.
 - 3. Provide revised construction cost estimate based on final plans.
 - 4. Assist in assessing construction bids or proposals.
- D. Construction Administration Phase
 - 1. Review construction work for conformance with approved construction documents.
 - 2. Provide information and/or clarification to contractor on approved construction documents.

3. Assist MTD in assessing any proposed or necessary construction change orders.
4. Develop and administer “punch list” for determining compliance with construction documents.
5. Assist MTD in determining final acceptance of construction work.

E. **Additional Requirements**

1. Review contractor requests for payment.
2. Respond to requests for information (RFIs).
3. Provide value engineering recommendations as applicable.
4. Report construction status and progress to MTD.
5. Monthly progress reports for each open Task Order. Such reports shall include a listing of completed tasks, schedule progress, and hours billed by category/professional. The foregoing shall be presented with the information provided by the offeror to establish the Task Order (see “Procedure to Order Services” below) so MTD can review progress.

VI. **Professional Design, Project Support, and A&E Disciplines and Specializations**—MTD projects are multifaceted, and may require a range of profession design, project support, and architecture & engineering disciplines and specializations. Ensure the classifications, experience, and expertise of the professionals proposed to provide on-call services to MTD are representative of what would be necessary to undertake the projects described herein. Below is a general list of what may be required, and should be available to MTD, through the on-call contract whether from in-house personnel or as subconsultants to the prime contractor. Each should have its own rate in the Rate Schedule furnished with your submittal in response to the RFQ.

- Architecture: There is a wide range of architecture specialties, provide architecture specialties necessary for undertaking the types of projects described herein (include Landscape Architect)
- Engineering: Civil, electrical, mechanical, structural and environmental
- Energy: Specialists in energy efficiency, energy management, and renewable energy
- Environmental: Specialists in environmental laws and regulations and ability to meet compliance requirements (e.g. NEPA and CEQA compliance)
- Professional Cost Estimating: Specialists in complex construction cost estimating
- Geotechnical: Specialists in construction testing and inspections
- Designers/Technical Drafters
- Administrative/Clerical

VII. **MTD Responsibilities**—MTD shall be responsible for the following tasks:

- A. Provide access to available and applicable MTD plans, drawings, and other site information.
- B. Pay or provide reimbursement for the cost of planning and permit fees associated with a project.
- C. Prepare construction solicitation instructions and contract documents for inclusion in solicitations.
- D. Contracting for required testing and inspection services.

VIII. **Procedure to Order Services (Task Orders)**—Procedure to Order Services (Task Orders)—As services are required, MTD will issue a Task Order to the contractor. The Task Order may set forth the proposed scope of work or request that the contractor develop a scope of work based on guidance from the Task Order. In response, the contractor shall provide MTD a proposal for the Task Order that will be

on a fixed-price or not-to-exceed amount basis prepared using prices included in the On-Call A&E Services Agreement between MTD and the contractor. The contractor shall also include a detailed schedule highlighting major milestones of the A&E services for the Task Order. Unless otherwise stated, the proposal will include a breakdown of A&E professional labor by category and hours. The price of any services or materials included in the proposal that are not priced in the On-Call A&E Services contract may be subject to negotiation. Additional information may be requested by MTD to help review the proposal. Once MTD finds the Task Order proposal acceptable, MTD will issue a Purchase Order for the Task Order proposal to the contractor that references and is controlled by the On-Call A&E Services Agreement. If MTD has retained the services of other A&E firms to maintain a qualified and diversified pool for issuing Task Orders, work shall be assigned by first approaching the firm whose expertise is most appropriate for the specific Task Order to negotiate scope, schedule, and fee, if that effort is unsuccessful MTD shall proceed to the next qualified firm in a sequential negotiation process until a mutually agreed-upon scope and schedule with a fair, and reasonable fee is established.

- IX. **Changes**—Any proposed changes or modifications to a Task Order, initiated by MTD or the contractor, that will result in a change to the scope of services, price, schedule, or any other element of the Task Order shall require a change order. Such change order shall include a detailed description of the rationale for the change.
- A. **Bilateral Change Orders:** MTD and the contractor may agree to change or modify a Task Order to correct, errors, omissions, or discrepancies; to cover acceptable overruns; to expand or reduce the scope of services; or to direct the changes in contract execution. MTD and the contractor will negotiate such changes and modify the Task Order and/or other provisions and exhibits of the On-Call A&E Services contract between MTD and the contractor through a written amendment executed by the contractor and MTD.
 - B. **Unilateral Change Orders:** MTD has the right to issue an immediate, unilateral change order to a Task Order and then negotiate cost after the issuance of the change order. The change order must be in writing and signed by MTD's General Manager. The contractor shall immediately commence performing the changed work as directed in the written change order. Within 10 calendar days after receipt of a unilateral change order from MTD, the contractor shall assess and describe the impact of the change on both time and compensation and provide information, in writing, on the proposed cost and schedule changes to MTD. Once MTD and the contractor agree as to the extent of such impacts on time and compensation, an amendment to the Task Order and/or other appropriate provisions and exhibits of the On-Call A&E Services contract shall be executed by the contractor and MTD.
 - C. **Responsibility for Costs:** contractor shall be solely responsible and liable for all costs resulting from any change to the work undertaken by the contractor that is not part of a written amendment to the On-Call A&E Services contract.
- X. **Complete Projects**—This scope of services does not include a complete description of all services or processes that may be required to carry out each Task Order. This scope of services is provided only for matters considered key to the project. Except as described herein, contractor shall provide all A&E services necessary to properly complete each ordered project.



**Santa Barbara Metropolitan
Transit District
Facilities Master Plan
Phase 2 – Facilities Assessment**

Final Report

Prepared for MTD
Prepared by Stantec

January 2020



APPENDIX A

APPENDIX A



Phase 2 – Facilities Assessment

January 10, 2020

Prepared for:
**Santa Barbara Metropolitan Transit
District**

Prepared by:
**Stantec
Architecture, Inc**

APPENDIX A

PHASE 2 – FACILITIES ASSESSMENT



APPENDIX A

PHASE 2 – FACILITIES ASSESSMENT



Release Version

Rev.	Description	Date
0	Draft Report Issued to MTD	11/1/2019
1	Draft Report Issued to MTD	11/11/2019
2	Final Report Issued to MTD	1/10/2020

This document entitled *Phase 2 – Facilities Assessment* was prepared by Stantec Architecture Inc. (“Stantec”) for the account of Santa Barbara Metropolitan Transit District (the “Client”). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec’s professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Project Team

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APPENDIX A

1.0 FACILITY ASSESSMENT OVERVIEW

1.1 INTRODUCTION

The Phase 2 Report is a broad review of the two major bus facilities, Terminal 1 and Terminal 2, owned by MTD and assesses both the functionality and condition of these facilities. This assessment includes on-site investigations and observations, meetings with facilities and maintenance staff, and review of MTD provided record documents and reports. This report also incorporates direct feedback from MTD staff on the conditions and adequacy of existing facilities to meet current and planned activities of each of the respective departments.

1.2 REVIEWED DOCUMENTS

In the preparation of this report, the following documents were provided by MTD for the Stantec team's use in assessing the existing facilities. Prior to, and during, coordination meetings, site visits, and stakeholder engagements, these documents provided historical data and existing conditions information on Terminals 1 and 2. These documents help to inform all three phases of the project - Transit Operations Analysis, Facilities Assessment, and the Facilities Master Planning. The Stantec team utilized these documents as needed but an exhaustive review of these documents was not performed as part of the scope of this assessment.

- Drawing Sets and Reports
 - Terminal 1
 - 1969 Drawings – Original Facility (only the Garage Bldg. still exists)
 - 1975 Drawings – Garage Bay Addition and Interior Renovations
 - 1982 Drawings – Site Improvements
 - 1991 Drawings – Garage & Canopy Electrical Upgrades
 - 1999 Drawings – Hard Copy Record Drawing Scans
 - 1999-2000 Drawings – Garage addition, Bus Wash, Fueling, & Admin Building Upgrades
 - 2000 Drawings – Vehicle wash equipment and Vacuum System
 - 2001 Drawings – Garage Renovation & Site Upgrades
 - 2003 Drawings – Fuel Tank Installation
 - 2012 Drawings – Site Cameras
 - 2013 Drawings – Generators
 - 2016 Drawings – Center Canopy Modifications and Re-roofing
 - 2016 Reports – Maintenance Garage Roof Repairs and Assessment



- 2017 Drawings – Canopy Bus Chargers (BYD buses)
 - 2018 Drawings – SCE Charge-Ready electrical drawings
 - 2019 Drawings – SCE Electrical drawings for forthcoming non-rev chargers
 - Site and Building CAD files – plans only
- Terminal 2
 - 1981 Drawings – Operations & Maintenance Suite Addition
 - Original facility drawings not available
- Parcel Info / Flooding Info / Environmental Reports
 - Terminal 1
 - 2002 Report – Soil Sampling Excavation
 - 2015-2019 – FEMA Flood Mapping Information
 - 2019 Parcel – City of Santa Barbara Parcel Details
 - 2019 Zoning – Santa Barbara Municipal Code, Chapter 28 – Commercial Manufacturing
 - Terminal 2
 - 1999 Report – Soil Sampling Report
 - 2010 Report – Soil Sampling Report
 - 2019 Zoning – Goleta Municipal Code, Title 17 – Industrial
- Planning Documents
 - 2015 Report – SBCAG Transit Needs Assessment
 - 2015-2017 Report – Short Range Transit Plan
 - 2016-2021 Chart – MTD Strategic Plan
 - 2017 Report – MTD Marketing and Communications Plan
 - 2017 Report – SBCAG Fast Forward 2040 Regional Transportation Plan & Sustainable Communities Strategy
 - 2018 Report – Route Analysis
 - 2018 Report – Service Evaluations
 - 2018 Report – Systemwide Averages
 - 2018 Report – MTD Transit Asset Management Plan
 - 2019 Report – SBCAG Regional Growth Forecast 2050 – Santa Barbara County
 - 2019 Report – Clean Air Express
 - 2019 Chart – Fleet Replacement Forecast
 - 2019 Report – MTD Fleet & Facilities Committee Report – Capital Projects
 - 2019 Chart – MTD Organizational Staffing Chart



2.0 FACILITIES ASSESSMENT

Between July 23 and July 25, 2019, Stantec's Transit Planning and Facilities Planning team conducted a series of Kick-Off Meetings with Stakeholders, including MTD Board Management, MTD staff, and SBCAG. This visit included initial site visits of both Terminals 1 and 2.

Shortly after the kick-off meetings, Stantec's Facilities Planning team returned to meet with MTD and conduct a more thorough Facilities and Site Assessment of Terminals 1 and 2, August 12 - 14, 2019. The visit included all consultants of the planning team, including Stantec architecture, structural, mechanical, electrical, civil and information & communication technology (ICT) engineers. There was also staff from Fuel Solutions present for the assessment of Terminal 1.

During the visits, the Facilities Planning team reviewed the site for their respective design disciplines, to assess existing conditions and note observations and deficiencies. Part of the assessment involved questioning key MTD staff about their current use of space, specific equipment, and daily operational activities. The assessment also involved a review of the available record drawings provided by MTD as listed in Section 1.3 of this report.

2.1 CODES & ZONING REQUIREMENTS

The following section outlines the basic information known for the Terminal 1 and 2 facilities. This information has been extracted from the documents MTD has provided to the Stantec team and/or from readily available published information from the local jurisdictions.

2.1.1 Applicable Codes

The following codes and standards are applicable to Terminals 1 and 2. The local City/Municipal codes for Santa Barbara and Goleta would also be applicable to Terminals 1 and 2 respectively.

- 2016 California Building Code (CBC)
- 2016 California Code of Regulations - Title 24
- 2016 California Green Building Standards (CALGreen)
- 2016 California Fire Code (CFC)
- Current City of Santa Barbara Municipal Codes
- Current City of Goleta Municipal Codes
- 2019 Federal, State, and Local Accessibility guidelines
- Americans with Disabilities Act (ADA)



2.1.2 Accessibility Requirements

As part of the general facility assessment, various accessibility compliance items are noted throughout this report when observed by the Stantec team. However, a detailed accessibility assessment has not been provided and should be provided prior to any facility upgrades or modifications to any of the buildings or site improvement projects. The following section is intended to inform MTD of the potential accessibility issues at both Terminals 1 and 2. This outline is not intended to inform MTD that any non-compliant items are required to be fixed immediately. The California Building Code is not retroactive, and accessibility related modifications would only be required per the criteria outlined below.

Per the criteria set forth in Exception #8 to section 202.4, as outlined below, and the current valuation threshold established by the DSA (<https://www.dgs.ca.gov/DSA/News/Page-Content/Division-of-the-State-Architect-News-List-Folder/Jan-03-2019>) of \$166,157 for 2019, it's highly likely that any significant facility modifications will be required to address the majority of the accessibility issues at the facilities per the CBC Chapter 11B. The actual costs associated with any of necessary accessibility improvements are anticipated be relatively minor compared to the cost of any major facility modifications.

2.1.2.1 Section 1: Accessibility Improvements Overview

Chapter 11B in the California Building Code outlines the extent and scope required for accessibility improvements in buildings and facilities that undergo various forms of modification. If extensive renovations or facility modifications are required at either Terminal, it is likely that these buildings would be required to be fully brought up to the current accessibility standards of the CBC. These requirements are outlined below in Section 2, as quoted directly from the CBC.

This report is not a guarantee that all accessibility issues have been identified within the existing facilities. This report aims to outline the required improvements to make the renovated facilities fully compliant with accessibility code requirements.

2.1.2.2 Section 2: Accessibility Improvement Criteria

Chapter 11B, Division 2 of the California Building Code outlines the Scoping Requirements for the application of the building code requirements. The following are specific portions of the code that will dictate the required improvements outlined in the Section 3.

LEGEND:

- Code references in **bold text** are 2016 California Building Code (CBC), unless noted otherwise.
- Text in *italics* is a verbatim reference to the cited code.
- Text in (blue parentheses) is Stantec commentary on specific code items cited in Section 2.

- **11B-202 Existing buildings and facilities**
 - **202.1 General.** *Additions and alterations to existing buildings or facilities shall comply with Section 11B-202.4.*



- **202.2 Additions.** Each addition to an existing building or facility shall comply with the requirements for new construction and comply with section 11B-202.4.
(i.e. An addition must be designed to meet all requirements for new construction.)
- **202.3 Alterations.** Where existing elements or spaces are altered, each altered element or space shall comply with the applicable requirements of Division 2.
(i.e. All renovated spaces would have to comply with the following code requirements.)
 - **202.3.3 Alteration of single elements.** If alterations of single elements, when considered together, amount to an alteration of a room or space in a building or facility, the entire room or space shall be made accessible.
- **202.4 Path of travel requirements in alterations, additions and structural repairs.** When alterations or additions are made to existing buildings or facilities, an accessible path of travel to the specific area of alteration or addition shall be provided. The primary accessible path of travel shall include:
 - A primary entrance to the building or facility,
 - Toilet and bathing facilities serving the area,
 - Drinking fountains serving the area,
 - Public telephones serving the area, and
 - Signs.
 - **Exceptions:** (only applicable exceptions noted)
 - 4. Alterations solely for the purpose of barrier removal undertaken pursuant to the requirements of the ADA or the accessibility requirements of this code as those requirements or regulations now exist or are hereafter amended including, but not limited to, one or more of the following items shall be limited to the actual scope of work of the project and shall be required to comply with Section 11B-202.4...
(This exception would likely not apply due to the scope of the project including more than just barrier removal scope.)
 - 7. Projects consisting only of heating, ventilation, air conditioning, reroofing, electrical work not involving placement of switches and receptacles, cosmetic work that does not affect items regulated by this code, such as painting, equipment not considered to be a part of the architecture of the building or area, such as computer terminals, and office equipment shall not be required to comply with Section 11B-202.4 unless they affect the usability of the building or facility.
(This exception also does not completely exempt additional accessibility improvements because the scope of the modifications to the facilities would likely include more than the items noted in this exception.)
 - 8. When the adjusted construction cost, as defined, is less than or equal to the current valuation threshold, as defined, the cost of compliance with Section 11B-202.4 shall be limited to 20 percent of the adjusted construction cost of alterations, structural repairs or additions. When the cost of full compliance with Section 11 B-202.4 would exceed 20 percent, compliance shall be provided to the greatest extent possible without exceeding 20 percent.
When the adjusted construction cost, as defined, exceeds the current valuation threshold, as defined, and the enforcing agency determines the cost of compliance with Section 11B-202.4 is an unreasonable hardship, as defined, full compliance with Section 11B-202.4 shall not be required. Compliance shall be provided by equivalent facilitation or to the greatest extent possible without creating an



unreasonable hardship; but in no case shall the cost of compliance be less than 20 percent of the adjusted construction cost of alterations, structural repairs or additions. The details of the finding of unreasonable hardship shall be recorded and entered into the files of the enforcing agency and shall be subject to Chapter 1, Section 1.9.1.5, Special Conditions for Persons with Disabilities Requiring Appeals Action Ratification.

For the purposes of this exception, the adjusted construction cost of alterations, structural repairs or additions shall not include the cost of alterations to path of travel elements required to comply with Section 11 B-202.4.

In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access in the following order:

- 1. An accessible entrance;*
- 2. An accessible route to the altered area;*
- 3. At least one accessible restroom for each sex;*
- 4. Accessible telephones;*
- 5. Accessible drinking fountains; and*
- 6. When possible, additional accessible elements such as parking, storage and alarms.*

If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.

(In summary, all the items 1-6 noted in this exception would likely need to be addressed because the additional cost to provide those items would likely not exceed 20% of the project's budget.)

- **11B-203 General exceptions**
 - **203.1 General.** Sites, buildings, facilities, and elements are exempt from these requirements to the extent specified by 11B-203.
 - **203.5 Machinery spaces.** Spaces frequented only by service personnel for maintenance, repair or occasional monitoring of equipment shall be required to comply with these requirements or to be on an accessible route. Spaces include, but are not limited to, elevator pits or elevator machine penthouses; mechanical, electrical or communications equipment rooms.
(i.e. Some utility spaces would not be required to be made accessible.)
- **11B-204 Protruding objects**
 - **204.1 General.** Protruding objects on circulation paths shall comply with Section 11B-307 *(i.e. Protruding objects, such as fire extinguishers, on accessible routes and circulation paths will need to be corrected. Section 11B-307.2 limits protrusions to 4" max.)*
- **11B-205 Operable parts**
 - **205.1 General.** Operable parts on accessible elements, accessible routes, and in accessible rooms and spaces shall comply with Section 11B-309.
 - **Exceptions:** *(only applicable exceptions noted)*



- 6. *Except for light switches, where redundant controls are provided for a single element, one control in each space shall not be required to comply with Section 11B-309.*
- 8. *Exercise machines and equipment shall be required to comply with Section 11B-309.*
- **11B-206 Accessible routes**
 - **206.1 General.** *Accessible routes shall be provided in accordance with Section 11B-206 and shall comply with Division 4.*
 - **206.2 Where required.** *Accessible routes shall be provided where required by Section 11B-206.2.*
 - **206.2.1 Site arrival points.** *At least one accessible route shall be provided within the site from accessible parking spaces and accessible passenger loading zones; public streets and sidewalks; and public transportation stops to the accessible building or facility entrance they serve. Where more than one route is provided, all routes must be accessible.*
(i.e. At Terminal 1, the main exterior door for the Administration Building may require minor modifications to ensure it complies with the requirements of an accessible door. The Maintenance Building does not have an accessible entrance from the street and should require an accessible entry from the public way. Terminal 2 does not have access to the public way, but since there is not currently public sidewalks, they would likely be required. For all buildings, additional signage and push-button door operators may be required.)
 - **206.2.2 Within a site.** *At least one accessible route shall connect accessible buildings, accessible facilities, accessible elements, and accessible spaces that are on the same site.*
(i.e. An accessible path of travel will be required between all of the buildings, and to any future buildings.)
 - **Exception:** *An accessible route shall not be required between accessible buildings... if the only means of access between them is a vehicular way not providing pedestrian access.*
(This exception may not apply because an existing, pre-established pedestrian path already exists between the buildings at Terminal 1. A vehicular way would generally consist of a public street, but a case could be made that the bus yard is not a pedestrian way.)
 - **206.4. Entrances.** *Entrances shall be provided in accordance with Section 11B-206.4. Entrance doors, doorways, and gates shall comply with Section 11B-404 and shall be on an accessible route complying with Section 11B-402.*
(As noted above, some additional minor modifications may be required to ensure compliance with the accessible route requirements.)
 - **206.5 Doors, doorways, and gates.** *Doors, doorways, and gates providing user passage shall be provided in accordance with Section 11B-206.5.*
 - **206.5.1 Entrances.** *Each entrance to a building or facility required to comply with Section 11B-206.4 shall comply with Section 11B-404.*
 - **206.5.2 Rooms and spaces.** *Within a building or facility, every door, doorway or gate serving rooms and spaces complying with this chapter shall comply with Section 11B-404.*



- **11B-208 Parking spaces**
 - **208.1 General.** Where parking spaces are provided, parking spaces shall be provided in accordance with Section 11B-208...
 - **208.2 Minimum number.** Parking space complying with Section 11B-502 shall be provided in accordance with Table 11B-502... Where more than one parking facility is provided on a site, the number of accessible spaces provided on the site shall be calculated according to the number of spaces required for each parking facility.
(Table 11B-502 would require that additional accessible parking spaces be required if additional parking is provided at either facility.)
 - **208.2.4 Van parking spaces.** For every six or fraction of six parking space required by Section 11B-208.2 to comply with Section 11B-502, at least one shall be a van parking space complying with Section 11B-502.
- **11B-210 Stairways**
 - **210.1 General.** Interior and exterior stairs shall comply with Section 11B-504.
 - **Exceptions:**
 2. In alterations, stairs between levels that are connected by an accessible route shall not be required to comply with Section 11B-504, except that striping complying with Section 11B-504.4.1 and handrails complying with Section 11B-505 shall be provided when the stairs are altered.
(Modifications to the stairs are not likely.)
- **11B-211 Drinking Fountains**
(The specific code requirements for drinking fountains are not outlined here because the drinking fountains at the facility are assumed to be not be fully accessible and will be required to be replaced or modified.)
- **11B-212 Kitchens, kitchenettes, and wet bars.**
(The specific code requirements for kitchens are not outlined here because all kitchens are likely to be renovated as part of any renovations and will therefore be brought up to current code throughout both buildings.)
- **11B-213 Toilet facilities and bathing facilities**
(The specific code requirements for restrooms are not outlined here because all toilet rooms are likely to be completely renovated and will therefore be brought up to current code throughout both buildings.)
- **11B-215 Fire alarm systems and carbon monoxide alarm systems**
 - **215.1 General.** Where fire alarm systems and carbon monoxide alarm systems provide audible alarm coverage, alarms shall comply with Section 11B-215.
 - **Exception:** In existing facilities, visible alarms for fire alarm systems shall not be required except where an existing fire alarm system is upgraded or replaced, or a new fire alarm system is installed.
 - **215.2 Public and common use areas.** Alarms in public use areas and common use areas shall comply with Chapter 9, Section 907.5.2.3.1.
 - **215.3 Employee work areas.** Where employee work areas have audible alarm coverage, the wiring systems shall be design so that visible alarms complying with Chapter 9, Section 907.5.2.3.1 Exception can be integrated into the alarm system.
(The scope of the fire alarms system modifications is not assessed as part of this report. If fire alarm systems are modified, they are to comply with the code sections noted above to accommodate or provide audible and visual alarms.)



- **11B-216 Signs**

(The specific code requirements for signs are not outlined here because all signage at both facilities does not consistently comply with current accessibility or building code requirements and would need to be assessed further and likely replaced where it currently exists. Per the outline above for: '202.4 Path of travel requirements in alterations, additions and structural repairs' signage will be required to be installed throughout. This signage will include signs for stairs, exiting and egress, restrooms, accessible path of travel signage, and room identification. Other signage for elevators and parking may also be required.)

- **11B-222 Dressing, fitting, and locker rooms**

- **222.1 General.** *Where dressing rooms, fitting rooms, or locker rooms are provided, at least 5 percent, but no fewer than one, of each type of use in each cluster provided shall comply with Section 11B-803.*

- **Exception:** *In alterations, where it is technically infeasible to provide rooms in accordance with Section 11B-222.1, one room for each sex on each level shall comply with Section 11B-803. Where only unisex rooms are provided, unisex rooms shall be permitted.*

(The restrooms and locker rooms will likely need minor improvements.)

2.1.2.3 Section 3: Required Accessibility Improvements

There are various obvious, but minor accessibility improvements required throughout Terminal 1 which are noted in later sections of this report when observed. However, considering the age of the majority of Terminal 1, generally being constructed in 2000 – 2001, there do not appear to be any major issues with the facility that MTD will need to separately budget for in future facility improvements.

Terminal 2 will require extensive improvements if the existing facility is to be improved for reuse. If the interior spaces are to be renovated, primarily the toilet rooms, then they will be required to meet current code requirements regardless so additional budgeting would likely not be considered. The major concern at this facility is the lack of an accessible public way, which may ultimately be required by the City of Goleta at the time of any significant facility improvements.

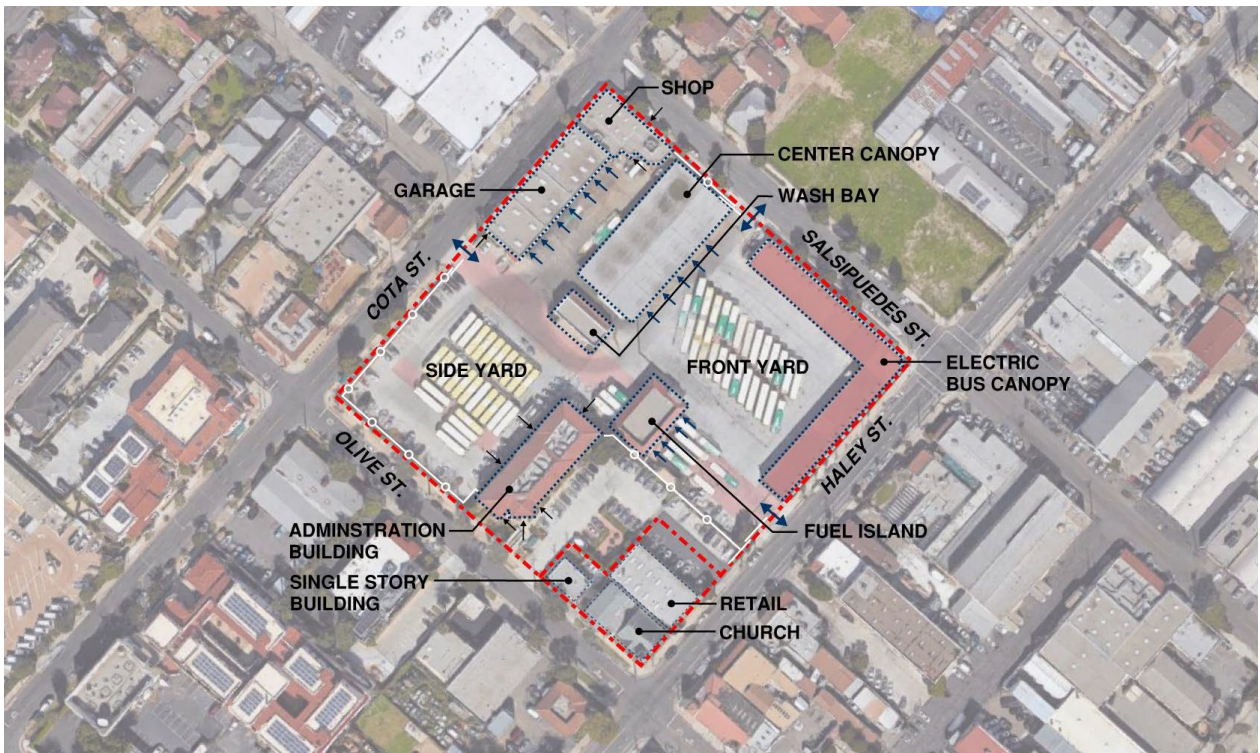


2.2 TERMINAL 1 FACILITY ASSESSMENT

The following sections outline the existing conditions of MTD's Terminal 1 facility and provide various recommendations for both operational and infrastructure improvements. The assessment is separated by building and then by discipline. However, there are observations noted throughout the report that should be considered facility wide and all recommendations should be considered holistically.

The assessment for Terminal 1 is separated into the following sections:

- 2.2.1 Site and Building Information Summary
- 2.2.2 Site Perimeter
- 2.2.3 Site Internal
- 2.2.4 Administration Building
- 2.2.5 Maintenance Garage Building
- 2.2.6 Center Canopy
- 2.2.7 Wash Building
- 2.2.8 Fuel Island
- 2.2.9 Electric Bus Canopy



Terminal 1 – 550 Olive St, Santa Barbara

2.2.1 Terminal 1 Site and Building Information Summary

2.2.1.1 General Site Information

- Address: 550 Olive Street, Santa Barbara, CA 93101
- Development Area: Downtown, City of Santa Barbara
- Parcel Number: 031-221-020
- Zone District: M-C (Manufacturing Commercial)
- Lot Size: 4.33 Acres (per County Assessor); 4.35 Acres (per City GIS)
- High Fire Area: No
- Floodplain: Zone AH
 - Definition: Areas subject to inundation by 1%-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone. Mandatory flood insurance purchase requirements and floodplain management standards apply



Terminal 1 – Aerial Photo

2.2.1.2 Administration Building

- The original structure was completed around 2000
- Type of Construction: II-B
- Occupancy Group: B
- Construction Type
 - Steel frame construction
 - 1st Floor is structural slab-on-grade concrete
 - 2nd Floor is steel and TJI wood joist framing with plywood subfloor
 - Exterior walls are plaster finish, over plywood sheathing, on wood stud framing, with batt insulation.
- Building Height & Area
 - Levels: 2 Stories
 - Gross Square Footage: 13,900 sqft
 - Overall Height Varies.
 - 1st to 2nd floor = 13'-0"
 - 2nd Floor to Roof (underside) = 11'-6"
 - Highest Point = 32'-0"
- Means of Egress: Two internal stairs. Lobby/reception stair is open to the building.
- Fire Suppression: Automatic Fire Sprinklers; Portable Fire Extinguishers

2.2.1.3 Maintenance Garage Building

- The original CMU structure has been renovated multiple times, and several additions have expanded the structure since its original construction around 1970.
- Type of Construction: V
- Occupancy Group: S-1, B
- Construction Type
 - Slab-on-grade concrete flooring
 - Plaster finish over CMU and wood wall construction
 - The roof is a wood-framed, build-up plywood sheathing
- Building Height & Area
 - Levels: 1 Story
 - Gross Square Footage: 11,500 sqft
 - Overall Height Varies
 - Original Shop = 14'-0"
 - Garage Bay Additions = 20'-8"
- Means of Egress: Direct egress through ground-level doors and exit pathways
- Fire Suppression: Structure is non-sprinklered; Portable Fire Extinguishers



2.2.1.4 Center Canopy

- The original canopy was completed around 2000
- Modifications to raise one bay was done in 2015
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - Steel Framed Construction
 - Corrugated metal roof deck with single-ply roofing
 - Vertical application of cement panel board at raised canopy
- Building Height & Area
 - Levels: 1 Story
 - Canopied Gross Square Footage: 11,500 sqft
 - Overall Height Varies
 - Original Shop = 14'-0"
 - Garage Bay Additions = 20'-8"
- Means of Egress: Open on all sides
- Fire Suppression: Structure is non-sprinklered

2.2.1.5 Wash Building

- The original structure was built in 1999
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - Plaster finish over CMU wall construction
 - Built-up composite roof over rigid insulation over metal decking
- Building Height & Area
 - Levels: 1 Story
 - Enclosed Gross Square Footage: 1,460 sqft
 - Canopied Gross Square Footage: 370 sqft
 - Overall Height = 20'-0"
- Means of Egress: Open on two of four sides
- Fire Suppression: Structure is non-sprinklered



2.2.1.6 Fuel Island

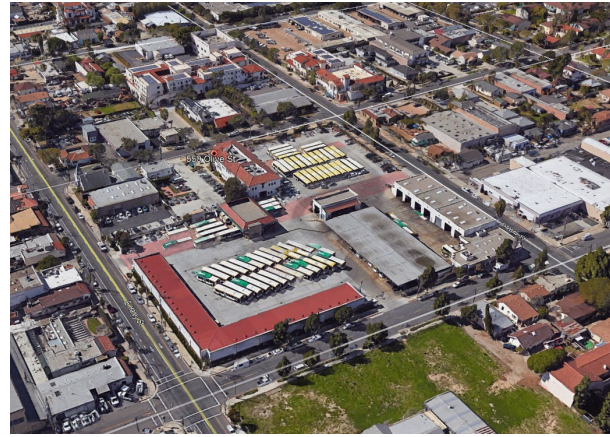
- The original structure drawings are dated 1999
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - Steel Framed Construction; columns encased in concrete
 - CMU tower enclosure
 - Corrugated metal roof deck with single-ply roofing
- Building Height & Area
 - Levels: 1 Story
 - Enclosed Gross Square Footage: 170 sqft
 - Canopied Gross Square Footage: 3,700 sqft
 - Overall Height Varies.
 - Top of Canopy Roof = 21'-2"
 - Top of Tower Enclosure = 24'-8"
- Means of Egress: Open on all sides
- Fire Suppression: Structure is non-sprinklered

2.2.1.7 Electric Bus Canopy

- The original structure drawings are dated 1999
- Electrical Infrastructure upgrades were made in 2013, 2017, and 2018
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - Steel Framed Construction
 - Partial-height CMU construction to 4'-0" with cold-formed metal framing above; plaster over metal lath exterior walls
 - Corrugated metal roof deck with single-ply roofing
- Building Height & Area
 - Levels: 1 Story
 - Enclosed Gross Square Footage: 680 sqft
 - Canopied Gross Square Footage: 12,370 sqft
 - Overall Height = 16'-0"
- Means of Egress: Open on one side
- Fire Suppression: Structure is non-sprinklered



2.2.2 Site Perimeter



Late 1970s Aerial Photo of the Facility and Current Aerial Photo of Terminal 1

2.2.2.1 Site Perimeter

- Summary
 - Terminal 1 is roughly an L-shaped lot that abuts all four sides of a city block: Cota Street to north, Salsipuedes Street to east, Haley Street to south, and Olive Street to west. The only portion of the block not owned by MTD is the south/west corner of the site consisting of St. Paul AME Church and Fast Undercar automotive shop with which MTD shares an employee parking access driveway.
 - The public and primary entrance to MTD's Administration building fronts Olive Street. The visitor and employee parking lot are also accessed from Olive Street. Employee parking is largely accommodated in the Side Yard which is also used for bus parking.
 - There is one ChargePoint electric vehicle charging station positioned close to the building entrance, near the handicapped accessible parking stall.



Accessible Parking & EV Charger / Accessible Ramp from public sidewalk

- Public Frontage Summary:
 - Olive Street is a 32-foot wide, two lane, two-way street with parking on both sides. The sidewalk is 6 feet wide with an 8-foot parkway.

- Cota Street – is a 36-foot wide, two lane, two-way street with parking on the south side and a Class IV bike lane on the north side. The sidewalk is 5 feet wide with a 7-foot parkway.
 - Haley Street – is a 42-foot wide, two-lane, one-way (eastbound) street with parking on both sides and a Class II bike lane. The sidewalk is 9 feet wide with tree wells.
 - Salsipuedes Street – is a 40-foot wide, two lane, two-way street with parking on both sides. The sidewalk is 10 feet wide with tree wells.
- Accessibility
 - Existing accessible ramp from the Olive Street public sidewalk is overall well maintained and easily accessible from public right-of-way to the building's main visitor entry.
 - Van parking stall provided near the front entrance door, with accessible curb-cut and path to the Administration building, does not meet current CBC requirements for tactile warning at curb ramps.
 - An accessible path-of-travel does not formally extend across parking drive aisle to the employee patio. A painted aisle should be provided across the driveway.
 - Doors were not assessed for push/pull weight limits, but no doors were observed to be overly difficult to operate.
- Pedestrians
 - The pedestrian foot traffic in this area is light and primarily limited to neighborhood residents and local business patrons.
 - However, MTD has seen pedestrians wandering through the entrance gates into the bus yard (presumably, people have been using the site as a cut-through to get across the block).
- Site Perimeter – Olive Street & Cota Street
 - Along Olive and Cota Streets, the bus maintenance yard is secured by an 8ft tall steel picket fence fronted by a row of bushes and trees.
 - Drip irrigation lines are secured by simple garden stakes. But as the roots have matured, they press up against the garden stakes in some places and cause a pinch in the water flow.
 - Along Olive St, there are no pedestrian or vehicle access points directly into the bus maintenance yard.





Tree Roots pinching irrigation lines / Typical fencing on Olive St and Cota St – gate shown here, only opened to access the SCE vault below.

- Site Entry on Cota Street
 - For vehicle entry/exit driveway on Cota St, the lines of sight can be challenging when exiting.
 - There is an existing bus stop and 3 parallel parking spaces along the curb to the west of the gate. When the spaces are filled, it is difficult to see oncoming traffic if exiting the site.
 - The vehicular gate is a manually operated, steel rolling gate that is primarily used as a staff vehicle entry/exit gate. The gate is old, showing rust, and requires a lot of force to be opened and closed.
 - This entry to the site also receives delivery vehicles.
 - Gate is regularly left open during the workday and only secured overnight. This leaves the security of the site vulnerable here.



Cota St entry



Obstructed lines of site to the west

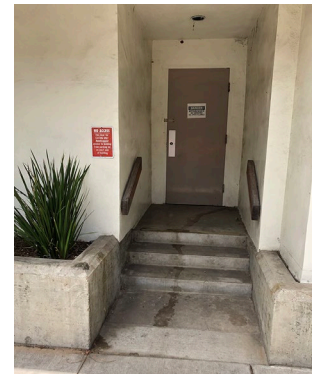


Safety Mirror; Manual Rolling Gate

- Site Perimeter – Cota Street & Salsipuedes Street
 - At the north/east end of the site where Cota St and Salsipuedes St intersect, is the Maintenance Garage/Shop building anchoring the corner.
 - As the oldest building on site, it has had several additions; but overall has a very well-maintained façade.
 - A graffiti-resistant coating along the primary wall facing the street protects the wall from vandalism, up to approximately 8ft.
 - Cracks are visible along the juncture of the maintenance bay wall and original garage building, showing signs of foundation settlement.
 - There is also one staff exit door leading out to the sidewalk. This path of egress does not meet current CBC and Accessibility standards, including but not limited to the handrails, width, and pull dimension for the door.
 - The condition of the sidewalks is poor in some areas; particularly around exiting tree wells.
 - Tree roots have lifted the concrete and several areas have been patched-and-replaced or ground down to smooth out the walking surface.



Maintenance Garage/Shop corner at Salsipuedes St. and Cota St.



Wall Crack Showing Settlement / Anti-Graffiti-Coating | Exit Door



Unevel Sidewalks Along Salsipuedes St.

- Site Entry on Salsipuedes Street
 - The vehicle entry/exit driveway to Salsipuedes St is primarily used for bus exiting.
 - Salsipuedes St is a wider street than Cota St, with better sight lines; and has less traffic flow than Haley St.
 - The driveway is secured by a motorized chain-link rolling gate.
 - This gate is supported on castors and glides along a steel strip secured to the concrete driveway.

- The gate is left open throughout the workday. Like the Cota St gate, this poses a security concern for the site, as pedestrians and unauthorized vehicles can easily access the site directly.



Salsipuedes St Entry



Salsipuedes St Entry Gate

- Site Perimeter – Salsipuedes Street & Haley Street
 - Anchoring the corner of Salsipuedes St and Haley St is the Electric Bus Canopy.
 - The L-shaped construction provides a natural site boundary, limiting lines-of-sight, and pedestrian/vehicle access to the site from this corner.
 - The exterior face needs some repairs. The metal framing construction outline is visible through the plaster veneer, likely due to thermal bridging through the wall.
 - There are visible cracks forming, staining, and a horizontal cracking shows a clear delineation of where the CMU wall base stops and metal framing begins. This aligns approximately with the top of the shrubs along this edge.
 - There is also visible damage to the cornice along roof parapet.



Metal Framing Outline Through Plaster / Broken Parapet Cornice / Crack at CMU Transition

- Site Entry on Haley Street
 - The vehicle entry/exit driveway from Haley St is primarily used for bus entry.
 - Like Cota St, this entry utilizes a manually operated, heavy steel, rolling gate for site security.
 - This gate is also left open for free-flowing access throughout the day and secured at night.
 - MTD staff have noted that the sidewalk grade break at this entry regularly scrapes the underside of the buses. This is noticeable both visually and physically. There is a clear wear pattern showing where the undercarriages of the buses have been scraping the sidewalk as they enter the site. MTD staff acknowledged that this issue is currently being dealt with.



Haley St Entry



Haley St Rolling Gate / Latch End of Gate / Chipped Site Fence Cornice in Need of Repair



Scrapping of Bottom Of Buses Evident in Wear Pattern

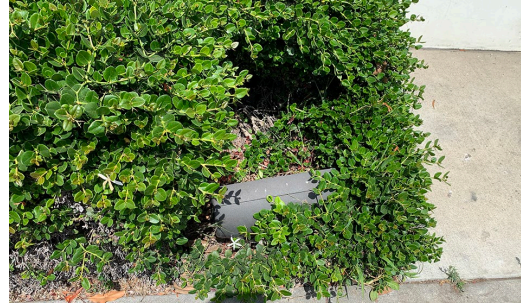
- Staff and Visitor Parking
 - Staff parking is currently provided through two points of entry: from a 30-foot wide driveway on Olive Street and from a secondary entry from Haley Street. Visitor parking is only accessed from Olive Street.
 - The main lot consists of 27 parking spaces, including two accessible, and one EV charging stall.
 - The adjacent parking from Haley Street has 10 additional employee parking spaces.
 - There is a manual rolling chain-link gate that separates the parking nearest the Administration Building (accessed from Olive St) from the parking shared with the neighboring auto shop to the south (accessed from Haley St).
 - There is also an adjoining staff gate for pedestrian access to pass through when the rolling vehicle gate is closed.
 - This gate appears to only prevent non-MTD vehicles from flowing-into the site from the neighboring auto shop.
 - From this parking lot, there is also a direct staff entry gate into the site. It is secured by a push-button lock with visible wear (see ICT section of report).



Mid-Parking Lot vehicle Rolling Gate and Staff Gate / Staff Gate Directly to the Bus Yard

- Lighting, Landscaping, and Signage
 - Lighting on the site is varied and includes a blend of lighting types. Primarily through building-mounted downlighting, but some site wall-mounted fixtures, up-lights, and light poles exist.
 - Although Stantec did not visit the site at night to assess light levels, there were a few indications of inadequate perimeter lighting. In several locations, site lighting is being blocked by landscaping elements, making site security less effective and signage less legible at nights.
 - A thorough lighting assessment should be provided with any future planned facility improvements.
 - Landscaping around the building perimeter is watered by use of drip irrigation that appears to be working despite being exposed.

- LED perimeter lighting has recently been installed
- Limited groundcover and mulch exist in areas that appear to have originally had mulch. In several locations around the perimeter, there are clear indications of tree beds that have either not been filled or require replanting.
- While not within MTD's maintained area, there are several locations where existing street trees are either dead or have been removed leaving an unkempt feeling public right of way.
- Signage is in place around the perimeter of the facility, marking the boundaries of Terminal 1. However, much of the signage is old and, in many places, faded or damaged. In some instances, safety signage at vehicle entry/exits is beyond legibility and should be replaced.



Site Lighting Obstructed by Shrubs



Planter Behind Garage/Shop on Cota St / Sidewalk Planter at North End of Olive St



Weathered and Missing Perimeter Signage

- **Utility Connections**
 - Utility connections, including fire department connections, water meters, gas meters, and electrical meters were all easily visible from the site perimeter.
 - Although maintained well, many locations required navigation through landscaped and planted areas for access.



FDC Next to Administration Building | Buried Utility Connections

- **Site Perimeter Recommendations:**
 - Minor accessibility upgrades would be required to the path of travel from the building to the exterior. A full, detailed accessibility assessment should be provided prior to any facility modifications.
 - Landscaping upgrades between the back of walk and the street would likely be required if significant future facility modifications extend into the public right-of-way.
 - Faster acting motorized gates are recommended.
 - Modify Haley Street curb-cut to reduce breakover height from Haley St. into the bus yard to prevent further scraping of vehicles on pavement.
 - A detailed and thorough lighting study and assessment to determine light levels and potential areas that don't currently meet code minimum levels for lighting and to determine areas of glare and potential light trespass to adjacent properties.
 - Replace and/or refurbish perimeter safety signage that is either missing or illegible.
 - Coordinate with the City of Santa Barbara to assess red curb locations near gates.

2.2.3 Site Internal

The internal site conditions are varied, and cover a range of onsite facilities, storage, site utilities, surface conditions, and landscaped areas that all support the overall functions of the Terminal 1 site. Out of the north/east corner of the site, the bus facility has expanded significantly over the past fifty years to include more neighboring parcels, but MTD has still managed to outgrow the most recent major expansion of Terminal 1 in the early 2000's. This natural expansion of facilities has led to an inefficient layout of the site. However, MTD has managed to work within these constraints to provide consistent transit service to the Santa Barbara communities.

The following section of the report assesses the conditions of the open site areas within MTD's Terminal 1 property. See sections below for each building assessment and immediate area around each building.



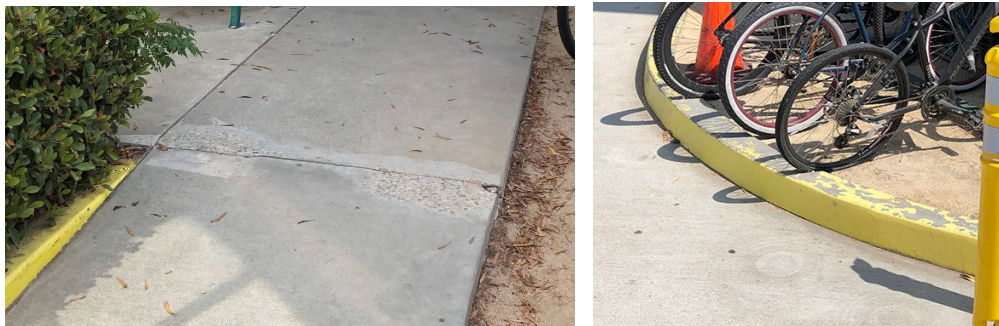
View to yard from staff entry adjacent to Admin Building

2.2.3.1 Architectural / General:

- Concrete Paving
 - The overall concrete paving throughout the site shows signs of tire wear and staining throughout but is generally in good condition.
 - Parking stall striping and accessible paths of travel are worn and require repainting throughout the site.
 - There are several locations throughout the yard, where oil, rust, and vehicle fluid leaks have stained concrete-paved parking and drive aisles.
 - As MTD progresses to a ZEB fleet by 2040, per state mandate, this will become less of an occurrence and maintenance upkeep.



Worn Accessible Aisle Painting and Previous Accessible Aisle Painting, Since Removed



Walkway East of Admin Bldg – Ground Smooth to Avoid Trip Hazard / Worn Curb Painting



Staining at Parking and Queuing Areas South of Fuel Island

- Front Yard – Bus Parking Area
 - The Front Yard, in the southeast quadrant of the is stiped for 24 angled spaces for 40-foot buses. Longer articulated buses take up multiple spaces. Additional busses (approximately 20) are parked tandem (up to 6 across and 4 deep) in the vicinity of the fueling station near the center of the site.
 - Parking function in this area has exceeded originally planned quantity of vehicles.
 - MTD staff have noted that stacked parking and queuing can be challenging for morning roll-out due to stranded buses in stacked parking.

- Known hazardous soils exist in this entire area but are non-issue unless concrete paving cap is disturbed.



Aerial Photo of Front Yard



Side Yard During the Day Being Used for Staff Parking

- Side Yard – Bus Parking Area & Employee Parking
 - The Side Yard, currently being used for employee parking during the day and transitions to non-electric bus parking at night, in the northwest quadrant of the site has 93 striped employee parking spaces, with space for another 8 spaces.
 - It should be noted that this lot does not meet the City's Landscape Standards for interior planters, per Zoning Code Section 28.90.050, which if required, could reduce the parking count by up to 10 spaces.
 - This parking area is primary employee parking area. Staff use Cota St. gate for access and park in this area as space becomes available as buses are dispatched.
 - MTD staff have indicated that the mix of private and MTD vehicles causes issues with staff vehicles being in the way of buses towards the end of the day when buses return to the facility for the night.
- Site Storage & Amenities
 - There is no single warehouse location on site that provides storage for all MTD's yard storage needs. Designated storage onsite is limited, and the primary storage solution has been to provide storage in various-sized shipping containers around the site and

use of any available space. When the containers are stacked, the long-term storage items are stored in the top container and typically accessed by ladder. The short-term storage and heavier items are in the bottom containers for easy access and easy removal by forklift.

- Temporary storage for other miscellaneous items (bench seating, fencing, metal piping, etc.) is carved-out of any available corner of the site not occupied by vehicles or maintenance equipment.
- Although an outdoor staff patio area is provided near the Administration building, next to the visitor/staff parking lot, it appears that some landscape areas within the yard have been appropriated with benches for break spaces.
- The location of the trash enclosure is not ideal. Its located south of the Fuel Island and is frequently blocked by parked buses queued for service. And often, in the evenings, access to the trash enclosure is blocked by buses parked overnight, due to limited parking spaces on the site. For routine trash collection by the city, MTD relocates the trash bins from their enclosure to position them in a more easily accessible spot for garbage pick-up.
- Lost & Found and employee bike parking has taken over a considerable area adjacent to Admin Bldg. entry facing the yard. MTD staff have noted that lost and found bikes are too visible to the public and have been stolen in the past.



Stacked Containers South of Fuel Island / Storage Containers at Salsipuedes St Entry / Stacked Containers Against the Wash Bay Building



Various Yard Storage Items / Miscellaneous Trash Cans



Staff Bicycle Rack / Lost-N-Found Bicycles / Covered Bicycles



Make-Shift Break Areas / Trash Enclosure

- Site Drainage

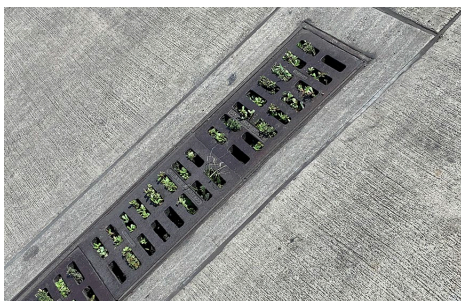
- The location of Terminal 1 is in a special flood hazard area Zone AH - Areas subject to inundation by 1-percent-annual-chance shallow flooding of average depths between 1 to 3 feet.
 - All new habitable structures in this zone would be required to be constructed above the base flood elevation.
 - City and State codes require that these structures be built 1-foot above the base flood elevation.
 - As such, special attention must be paid to stormwater drainage for all future or ongoing facility site improvements.



Terminal 1 Flood Area Map

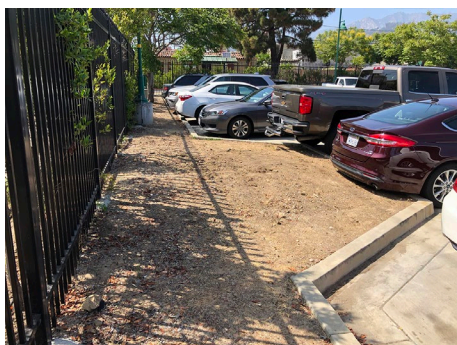
- The Side Yard and the Visitor and Staff parking lot appears to drain to the 24" RCP in Olive Street via a series of ribbon gutters and inlets.
- Front Yard drains generally to the southeast, via ribbon gutters and inlets that appear to outlet to a 2X54" reinforced concrete pipe (RCP) in Salsipuedes Street.
- The site consists of approximately 4 acres of impervious surface.
- Trench drains near Wash Building have significant sediment build-up and have vegetation growing out of them. Drains should be cleaned out to prevent future damage or failure of drains.
- Drains north of the Wash Bay are also open to the sky. This condition would typically not be permitted under current code requirements. Typically, run-off water from wash functions should be under the cover of a roof and drained back into the sanitary sewer system or into the vehicle wash reclaim system.
- Chassis wash area adjacent to Wash Building has open-air drainage with bypass from storm drain to sewer as indicated on record drawings. This condition would not meet

current stormwater code requirements whereby sewer and stormwater are not permitted to intermix at any point.



Trench Drain North of Wash Bay / Chassis Wash Area

- Lighting, Landscaping, and Signage
 - See notes above in Section 2.2.1.1. for comments on site lighting.
 - As appropriate for a transit operations facility, landscaping on the interior of the site is very minimal. The landscaping that does exist abuts site walls or buildings.
 - Some previously landscaped areas have been neglected to the point of becoming barren, particularly at main entry to the Admin Building. Areas subject to extensive foot traffic should be considered for infill paving at landscape areas to avoid tripping hazards.
 - In one instance, there was an existing tree along the west fencing of the Side Yard parking area. The planted area occupies the size of two parking stalls. Although the intention was to protect the existing tree, the tree did not survive; and now that area remains barren and unusable and could be reclaimed for parking or repurposed for additional break area.

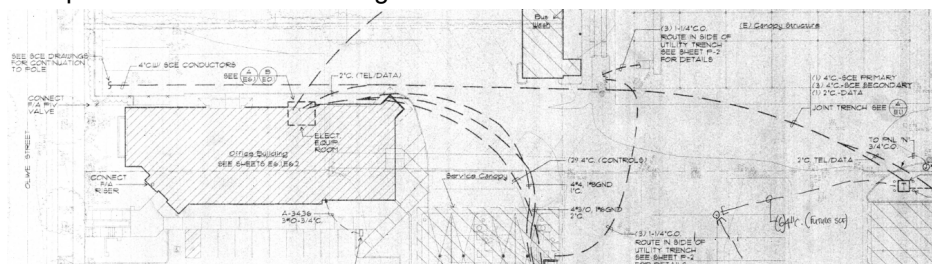


Tree-preservation Area Along West Fence of Side Yard / Parking Stalls South of Fuel Island

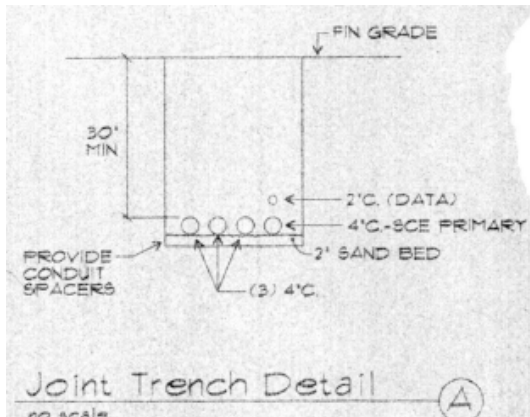


Footpath Lighting at North Ramp of Admin Building / Planted Area at Staff Entry/Exit from Admin Building into the Bus Yard

- Employee Patio
 - Patio area is generally in good condition and appears to get regular use.
 - Site furnishings appear adequate for use by employees for breaks.
 - Space is outside of the secure perimeter of the site which should be evaluated by MTD on whether this is a liability.
- Utility Connections
 - The two primary buildings that have public utility connections are the Administration Building and the Maintenance Garage/Shop.
 - Sewer: The Maintenance Garage has a 4" lateral that runs along the northern edge of the garage and connects to a 6" main in Cota Street. The Main Office building's lateral connects to an 8" main in Cota Street.
 - Water: The site gets its water via a 2" service from an 8" PVC main in Olive Street. An additional 4" fire line runs parallel to the domestic service from the same main.
 - Electrical/ICT: The site gets its power from a service feed from SCE Pole #949794E north of the Olive Street driveway, to a transformer near the Salsipuedes Street driveway, back to the electrical control room in the Administration building, and then out to the rest of the site. Much of the electrical backbone shares a 30" minimum depth trench with telephone/data conduits throughout the site.



Site Plan Excerpt from Site Utility Record Drawing

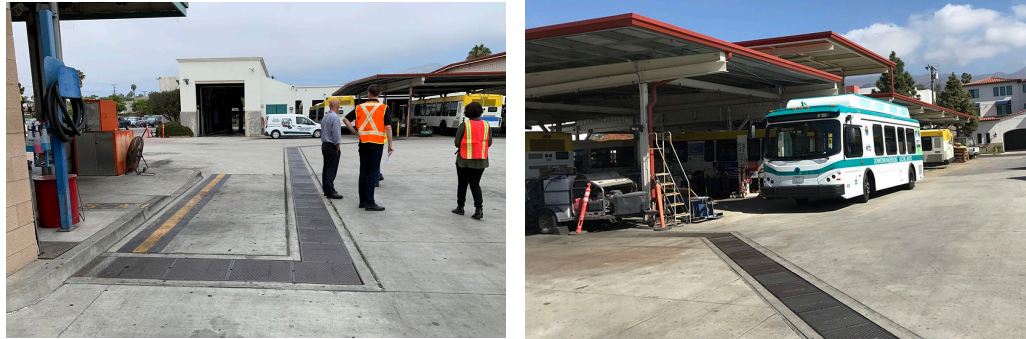


Joint Trench Detail - Excerpt from Site Utility Record Drawing

- There are three generators on site: one in the Side Yard parking area, just north of the Administration Building, one under the Center Canopy, and one under the Electric Bus Canopy.
- Like the utility connections around the perimeter of the site, most are clearly visible and easily accessible. A few exceptions were found that require a trimming of vegetation in order to better access for routine or occasional maintenance.
- During the construction of the Wash Building, Fuel Island, and Center Canopy, there was a traffic-rated, steel plate utility trench put in place that connects water, power, and compressed air to all three structures. The trench was installed partially due to the concerns of the known hazardous soils in this general area of the site. The trench cover plates occur at regular intervals, allowing for easy routine maintenance without having to trench and replace concrete paving as typically necessary when trying to service buried utility lines. MTD has found this utility trench immensely useful to limit disruptions to the daily operations of the site when maintenance is needed.



Utilities Hidden Behind Vegetation



Utility Trench from Fuel Island to Center Canopy Area

- General Recommendations:
 - The City's water quality requirements would require treatment of a 1-inch storm for volume-based mitigation methods (e.g. infiltration) or a 1/4" per hour intensity storm for a minimum of 4 hours for flow-based mitigation methods (e.g. filters).
 - Under City stormwater requirements, any development over 500 square feet on Terminal 1 would be considered a large (Tier 3) project, requiring treatment and retention of stormwater runoff for the entire site. Because space is already constrained, the only stormwater runoff mitigation that would not further constrain the site would include about 70 underground storage chambers and in combination with mechanical filtration and/or hydrodynamic separators at a cost of approximately \$250,000. A soils report from the adjacent site at 510-520 N. Salsipuedes indicates clay soils exist with a groundwater depth of 5 to 7 feet. The combination of impervious soils and relatively high-water table could make infiltrating stormwater runoff infeasible.
 - The confined nature of the site presents concerns for the continued operation of the facility. The mixing of private staff vehicles and revenue vehicles should be avoided if possible, but MTD obviously has limited area in which to operate. MTD should consider providing offsite parking or encourage other means for employees coming to work.
 - A full site accessibility assessment should be provided prior to any future facility upgrades. Improvements/modifications would include but would likely not be limited to new or additional signage and re-striping of accessible pathways.
 - Consolidate or remove unnecessary storage containers and unused equipment on site. With such a space premium, priority should be provided for vehicles and staff. These 'in-between' areas will eventually be the easiest spaces to accommodate the sizable infrastructure that will likely come with the need for additional electric vehicle charging equipment.
 - Like storage concerns noted above, the impromptu 'break' spaces should be consolidated to the existing patio.
 - Provide secure storage for lost and found bicycles. Suggest repurposing an existing storage container(s) to store bicycles out of sight.

2.2.3.2 Electrical

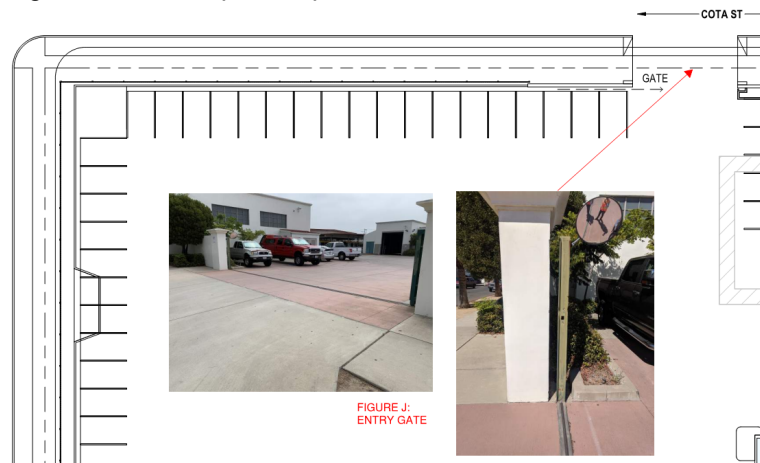
- Summary
 - Southern California Edison (SCE) is the utility company energizing the Terminal 1, 550 Olive Street facility. There are two (2) SCE main points of entry in the facility.
 - First SCE point of entry is from electrical pole (#1256330E) along Salsipuedes Street that energizes main distribution board “MSB” in the Garage/Shop.
 - The other point of entry is from an electrical pole (#949794E) along the Olive Street. From this electrical pole, the SCE conductors are routed via underground trench and connected to the primary side of an existing 16kV-480/277V, 3-phase SCE pad mount transformer located near the exit gate along Salsipuedes Street. The secondary side of the transformer is shared and branches out to the main distribution board of the Administration Building “MM” and main distribution board of the Electric Bus Canopy “MSA”.
 - There is a future EV charger electrical scope along the side yard near the administration building. Fourteen (14) parking spaces will have EV chargers and all shall be energized by a new panel board rated at 400A, 120/208V, 3-phase, 4 wire system. This new panel shall be energized upstream from a new transformer given by SCE and shall be connected to an existing SCE pole # 949794E.
- Lighting Systems
 - Site lighting is primarily from building mounted fixtures and there are not pole lights within the field of parking of either the Side Yard or Front Yard which allows for maximum flexibility of parking.
 - There are pole mounted LED fixtures at the north/west perimeter of the Side Yard and at the Salsipuedes Street vehicle exit.
 - Refer to individual building assessment sections below for additional information on site lighting.
- Electrical Recommendations:
 - It was discussed that the overall demand load for the whole facility exceeds what has been assumed by SCE. Any new load that is to be added to any of the existing distribution system can create a potential electrical overload issue. For future provisions, it is recommended to first determine if there is enough capacity from the utility to supply the needed demand by metering the existing main distribution equipment for a minimum of 30-days under normal operation. If the existing system is found to lack the spare capacity to accommodate new loads, it will be necessary to upgrade all distribution system. If all distribution systems are upgraded, the existing electrical rooms may potentially need to be enlarged to house the larger, higher capacity distribution equipment.
 - The exterior light levels were not fully assessed, but it is recommended that the any existing non-LED outdoor lighting should be upgraded to LED fixtures and possible addition of pole mounted light fixtures to increase lighting coverage. These will not only provide adequate illumination and uniform coverage, but this will also improve



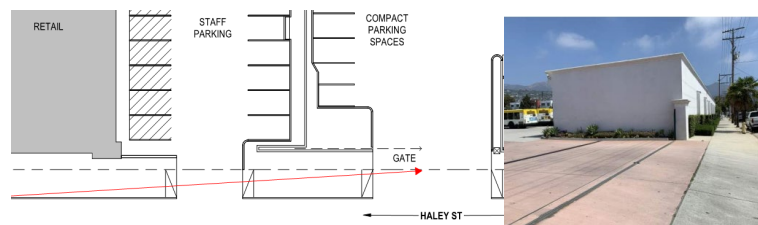
the energy efficiency. In doing so, new outdoor lighting controls shall be utilized to meet the Title 24 requirement.

2.2.3.3 Information Communications & Technology (ICT)

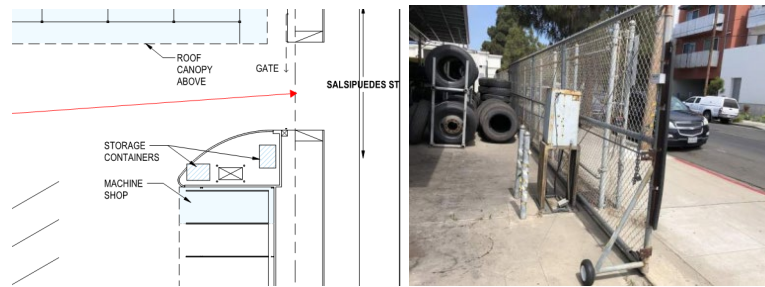
- Refer to Admin Building ICT section of this report for assessment of site-wide communications technology that is mostly hosted in the Admin Building.
- Security
 - Site Security
 - Currently, the three vehicle entry gates to the facility stay open between 4am and 12am daily. The gates are monitored by cameras but are easily accessible by a pedestrian.
 - The pedestrian gate located at the church parking lot remains open regularly. The entry of the building is occasionally used for public meetings. It was observed during a public meeting in the auditorium room on the first floor it is possible for a person to use the exit door in the back of the room with a push bar to get into the non-public space of the Side Yard.



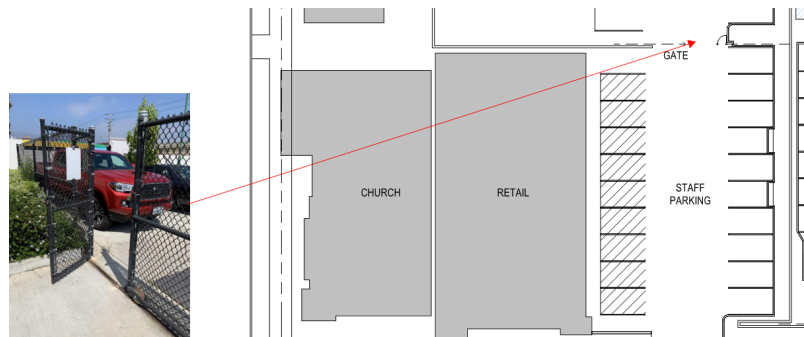
Cota Street Vehicle Gate



Haley Street Vehicle Gate



Salsipuedes Street Vehicle Gate



Pedestrian Gate at Staff Parking Lot

- ICT Recommendations:
 - It is recommended a full security assessment be done of the site to determine the full extent of potential risks.
 - Card readers are recommended to keep track of credentials of people entering and leaving the Administration Building at a minimum, but all controlled rooms throughout the entire facility should be provided with access control.
 - It is recommended that a panic button is installed at the receptionist desk to call for local authorities in case of an emergency.
 - Current camera upgrades may provide adequate resolution and coverage, however none of the entry gates are currently monitored by anyone.
 - An upgraded PA system should be considered in conjunction with providing a facility-wide PA system.

2.2.4 Administration Building

2.2.4.1 Architectural

- General Conditions
 - The Administration Building is the public face for Terminal 1 and as such, has been well maintained. Other than general maintenance, this facility has not had any significant renovations or improvements since its initial construction in the early 2000's.



- There are general signs of weathering: cracking of the plaster, staining of the plaster, chipping/peeling of paints, and signs of moisture penetration at various exterior windows. Further evaluation should be performed to investigate the cause of water penetration.
- Since this site is within a flood zone, and the finished floor elevation is set below the 100-year flood plain, each exterior door has been outfitted with removable flood stop barrier plates which are currently hung on the interior wall of the Wash Building. In the event of a flood they act to protect water entering at the exterior exit doors but would also block accessible egress from the building.
- Both the asphalt and tile roofing systems appear to be in good condition and no leaks were observed by the Stantec team. However, since the roof is original to the building it should be considered for replacement in the near future.



Administration Building from Olive Street



Flood Stop Threshold at Staff Entry (115) Door / CAD Dispatch (104) Exterior Door



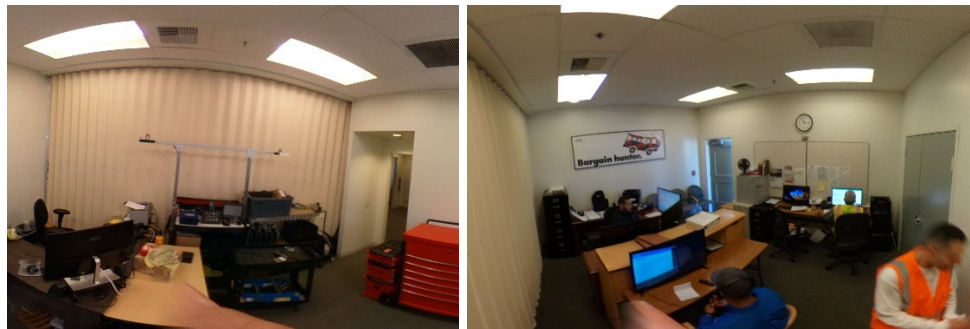
Cracking in the Plaster Veneer / Water Staining Under Window / Staining of Plaster Finish Behind Landscape



Flood Stop Barriers Stored in Wash Bay / Entry to Electrical Room (110) is Elevated +12" from Exterior Grade / Flood Stop Threshold Within Room

- Interior Conditions – General Assessment
 - The interior condition of the building varies but is generally in good condition for the age of the building. However, as would be expected, the high-traffic areas associated with Drivers and Dispatch functions are extremely worn and in need of refurbishment.
 - The second floor appears sufficient and seems to function relatively well for the agency. In contrast, the first floor does not function very well and should be considered for a significant renovation (see below for further discussion).
 - In general, the building finishes are in good condition, but are dated in areas such as the Auditorium and Conference Room and beyond their standard lifecycle.
 - Tactile exit signs are not installed throughout the building, particularly at the exit stairs.
- Public Entry, Auditorium (first floor), and Reception (second floor)
 - Single-occupancy restrooms across from Auditorium have been converted to gender neutral restrooms as required by CA Labor Code by removal of gender specific signage. However, CA Building Code still requires wall and door mounted signage with braille, etc. to designate rooms as a gender-neutral restroom.
 - The tile floor in these areas is very uneven and not an appropriate walking surface for a public building. The height variance in the tile could be non-compliant with current code requirements but was not specifically measured.

- MTD staff noted multiple times that there's a desire to have reception at the ground floor public entry of the building. The second-floor reception creates a security gap that has presented issues to the agency in the past.
 - MTD should consider adopting a more robust access control system with an electronic door release buzzer whether or not the reception is moved to the ground floor.
- The Auditorium is in good condition, but the finishes are old, and the room has limited technology functions. Considering the size of the space, modern finishes and adjacent storage could be adapted to allow room to function for other purposes, such as training without diminishing the formal, public board room functionality.
- Operations Department – HR / Operations Offices; Training Room (first floor)
 - HR and other offices in suite in the center of the first floor are disconnected from the rest of the operations functions. MTD staff indicated that they feel operators don't feel comfortable accessing this suite, in part because of the separation from the rest of the floor. HR and supervisors should have direct access and visual connection to drivers.
 - Training Room has been repurposed as an office for CAD dispatch and supervisors and as an electronics shop, separated by the original accordion partition.
 - The electronics shop function should be moved to the Maintenance Building if that building were to be renovated, expanded, or replaced.
 - The CAD dispatch should be combined with other dispatch functions.



Repurposed Training Room for Electronics Shop & CAD Dispatch

- Operations Department – Dispatch and Driver Spaces (first floor)
 - Operator lockers appear inadequate and are in too confined of a space. Circulation through locker area and in/out of restrooms is very confined and awkward. Lockers that were previously located in adjacent hallway were relocated into current locker alcove without providing proper access clearance. Accessible lockers and bench(es) do not exist and would need to be accommodated pending any upgrades to the building.
 - Dispatch office should be expanded to include/consolidate CAD dispatch functions and potentially to include Supervisors in the same suite/office.

- Dispatch window opens directly into the Driver's Room and creates acoustic separation issues. A vestibule space with glass walls should be considered to separate Dispatch and break room functions.
- The Drivers Lounge appears too small for the number of drivers at this facility. The casework that surrounds the outside walls of the rooms appears to all be empty. Considering the space is small already, casework could be removed to increase usable space.



Drivers Room (Dispatch Office Door to the Right)

- General Manager Suite (second floor)
 - The GM suite accessed through reception is somewhat awkward to be separated from the remainder of the administrative staff. If reception function is moved to ground floor, then this space could be opened to the rest of the floor if desired.
- Administration Offices (second floor)
 - Office spaces and storage appear adequate.
 - Conference rooms are adequately sized but lack typical conference room furnishings such as monitors, projectors, white boards, tackable wall surfaces, etc.
- IT Services (second floor)
 - Office space utilized for IT department seems large but understanding that the server room is undersized (refer to ICT assessment) and other IT storage doesn't appear to exist then this space is adequate for the functions required.
 - If considering other building upgrades, consolidation of the IT department with the server room and accommodation of secure IT storage should be considered.
 - IT Closet (server room) is too small for the equipment installed (refer to ICT assessment). Server room could be easily expanded into the adjacent conference room if additional space is required.
- Staff Restrooms
 - Restrooms generally appear to be in good working condition, but fixtures and finishes are fairly worn particularly on the first floor. Signs of plumbing leaks or other building system deficiencies were not observed.
 - Fixture counts meet code requirements, but the first-floor restrooms are small for the number of users on this floor.

- Architectural Recommendations:
 - Further investigations are required into water penetration at windows and exterior cracking in plaster.
 - While not urgent, exterior repainting and plaster repairs should be considered to aesthetically 'clean-up' the exterior appearance and ensure cracking does not eventually lead to further issues. This effort could be done in conjunction with other facility modifications involving exterior upgrades or improvements.
 - MTD should plan for a more detailed roofing assessment or replacement in conjunction with other facility upgrades, including but not limited to HVAC system upgrades. Both the asphalt roofing system and rooftop HVAC appear to be in good working condition but nearing the end of their typical lifespan of about 20 – 25 years.
 - A phased tenant improvement should be considered for the building to address the issues noted above. In particular, the first floor will require a specific programming effort to identify the exact needs to resolve the issues with the lack of a ground floor reception, disjointed operations and supervisor spaces, and the repurposing of the Training Room for other functions. There appears to be enough space in the building to fit all the functions required, but the broken-up nature of the floor plan limits MTD's flexibility to adapt to the evolving requirements for transit operations.
 - As noted above, a full accessibility assessment should be provided prior to any future building or facility upgrades. Any new construction would be required to be fully compliant with current code requirements so accessibility modifications to the building would likely be minor.

2.2.4.2 Structural

- Summary
 - The Administration Building is a two-story wood and steel framed building with a wood framed mansard roof resting on concrete deep foundations.
 - The mansard roof is framed with 2x8 wood joists supported on 2x6 wood framed bearing walls supported by the main roof system.
 - The building main roof system consists of 5/8-inch structural plywood over TJL engineered wood trusses supported on steel wide flange beams framing into square tube steel columns on the interior and 2x8 wood framed bearing walls on the perimeter with 8x10 headers over openings.
 - The second floor consists of 1-1/2-inch light-weight concrete over 1-1/8-inch plywood on TJL engineered wood joists supported on steel wide flange beams framing into square tube steel columns on the interior and 2x8 wood stud walls at the perimeter with 8x10 headers over openings. The walls and columns are supported by reinforced concrete grade beams framing between piles caps.
 - The foundation system consists of square pre-cast concrete driven piles. The lateral system consists of light-framed plywood shear walls.



- Conditions
 - The building appears to be in good condition. Cracking in the stucco was observed. There does not seem to be any structural deficiencies.
 - Hazards:
 - The Administration Building does not display any significant or immediate hazards.
- Structural Recommendations:
 - If a seismic upgrade is desired, it is recommended to complete an ASCE 41 Tier 1 check. A seismic upgrade is not required unless significant changes as defined in the California Building Code are made to the lateral system.
 - The building roof is a candidate for evaluation for the addition of PV panels, but due to limited space available it is not recommended.

2.2.4.3 HVAC & Plumbing

A. Mechanical Rooftop Units & AC

- Summary
 - The Administration building's rooftop HVAC system is comprised of thirteen roof-top units and two split system units.
 - The packaged unit breakdown is as follows:
 - AC-1 Carrier 48TJD009 (99MBH)
 - AC-2, 4, 7, 9, 10, 13 Carrier 48TJD005 (47MBH Each)
 - AC-3, 5, 8, 12 Carrier 48TJD006 (57MBH Each)
 - AC-6, 11 Carrier 48TJE004 (35MBH Each)
 - The two Mitsubishi units are MUY-GE24NA (24MBH Each)
 - The packaged units have a total capacity of 679 MBH and the Mitsubishi units have a total capacity of 48 MBH (Figure 1 and 2). With the cooling capacity provided, all the rooms within the building are conditioned to acceptable levels except for the reception area on the second floor. This room does not have enough supply air.





Figure 1: Carrier Package Heat Pump Units



Figure 2: Mitsubishi Split System Units



Figure 3: Properly Maintained Ducting



Figure 4: 24"x24" Diffusers (Typical)

- Air terminals: the diffusers and registers installed consisted of mainly 24"x24" (Figure 4), with other types used in some areas of the building.
- Condition
 - The units are in working condition. From initial inspection, there did not seem to be any serious wear and tear. All the units were properly maintained, and the duct connections are intact (Figure 3).
 - Roof top units generally have a life span of approximately twenty years; refer to 2019 ASHRAE Handbook, Heating, Ventilation and Air-Conditioning Applications, Chapter 38, Table 4. Although in good condition, they were installed close to twenty years ago and are reaching the end of their life expectancy.
 - In addition to the equipment life expectancy, the HVAC units do not comply with the latest Building Energy Efficiency Standards. All units use R-22 refrigerant, a refrigerant type that is being phased out due to its negative effect on the environment.
 - The units are also equipped with a gas furnace that emits hazardous substances.
 - To ensure net zero-emissions, the units will need to be replaced with electric heating.
 - The Mitsubishi units are a few years old and relatively new and still have additional life.
 - Aside from the HVAC units, the equipment concrete pads are still in good condition and showed no sign of crack or chip.
 - The air terminals showed no signs of rust and were fully functional.

- Mechanical Rooftop Units & AC Recommendations:
 - Stantec recommends replacing the rooftop units in the near future and in doing so, to incorporate zero-emission design and to comply with the California Green Building Standards code and Building Energy Efficiency Standards.

B. Ventilation

- Summary
 - The ventilation equipment consists of all the exhaust and make-up air fans. Typically, the rooms that require ventilation are bathrooms, mechanical rooms, electrical rooms, and storage rooms that are occupied by staff.



Figure 5: Elevator Room Return Diffuser



Figure 6: Elevator Room Thermostat
w/ No Supply

w/ No Supply



Figure 7: Ceiling Exhaust Grille



Figure 8: Properly Ventilated Bathrooms

- Condition
 - The bathroom exhaust system consists of either ceiling mounted unit or inline centrifugal fan (Figure 7). The bathrooms did not contain odor that would raise a red flag on the performance of these units.
 - The termination of the exhaust ducts was on the side of the roof and cleared the minimum area clearance from any building openings (Figure 8).
 - Electrical room did not have a ventilation system but is required by code; refer to CMC Table 403.7. The temperature within this room was high.
 - The second-floor copy room has noticeable odor from the printers.

- Ventilation Recommendations:

- The electrical room with no transformer is required by code to have ventilation system to maintain the room temperature from reaching high levels. Stantec recommends providing inline centrifugal fan along with a make-up air louver.
- For the elevator machine room, Stantec recommends providing a wall mounted split AC unit. There is currently a thermostat and a return diffuser within the Elevator Machine Room (Figure 5 and 6).
- Condition additional exhaust modifications for the second-floor copy room.

C. Plumbing Equipment

- Summary

- Building is equipped with traditional office plumbing fixtures for restrooms, janitorial spaces, and break room kitchens.

- Condition

- The building plumbing equipment is generally in good condition. The plumbing fixtures are installed correctly and function normally (Figures 9 & 10). The equipment performs as intended but likely does not meet current water efficiency standards.



Figure 9: Janitor Sink and Faucet Figure 10: Drain w/ Proper Protection

- The domestic hot water pump however was not plugged in to the outlet on the day of the site visit. Further study is needed to figure out if there is a second pump connected to the system.
- Some fixtures are aesthetically worn but are still in working condition.
- The piping from the Administration Building did not show any signs of rust or indications of failure. The system appears to be sized properly and delivers water at a normal flow.
- Plumbing Equipment Recommendations:
 - The central water heater will need to be replaced with electric heating to ensure zero-emission.

- Current plumbing fixtures do not comply with the California Green Building Standards. Stantec recommends replacing the existing fixtures to comply with CALGreen Section 5.303.2, twenty percent savings. The new fixtures shall not exceed:
 - Water closets: 1.28gpf
 - Urinals: 0.5 gpf
 - Showerheads: 2.0 gpm at 80 psi.
 - Lavatory faucets: 0.5 gpm at 60 psi.
 - Kitchen faucets: 1.8 gpm at 60 psi.
 - Metering faucets: 0.2 gallons per cycle.
 - Wash fountain: 1.5 gpm

2.2.4.4 Electrical

- Summary
 - The Administration Building is served by a main distribution board “MM” with a SCE meter # 259000-053641. It is rated 800A, 277/480V, 3-phase, 4-wire system with a main breaker rated at 800A. This distribution board energizes the following equipment:
 - An existing 100A, 3-pole main breaker feeding the existing surface mounted main lug only panel “LA” rated at 225A, 277/480V, 3-phase, 4-wire system located inside the electrical room.
 - An existing 200A, 3-pole main breaker feeding the existing surface mounted main circuit breaker panel “R” rated at 200A, 480V, 3-phase, 3-wire system located at the Fuel Island.
 - An existing 200A, 3-pole main breaker feeding the existing surface mounted main lug only panel “P” rated at 225A, 277/480V, 3-phase, 4-wire system located inside the wash bay electrical room.
 - An existing 50A, 3-pole main breaker feeding the existing motor for the elevator.
 - An existing 200A, 3-pole main breaker feeding the existing surface mounted main lug only panel “Washer Control Panel”; however, Stantec was not able to locate this panel.
 - An existing 200A, 3-pole main breaker feeding the existing surface mounted main lug only panel “M” rated at 225A, 277/480V, 3-phase, 4-wire system located inside the wash bay electrical room
 - An existing 150A, 3-pole main breaker feeding a step-down transformer
 - 480-120/208V, 3-phase, 4-wire “TB”. The transformer feeds the panel “MD”. Both are in the electrical room.
 - An existing 100A, 3-pole main breaker feeding a panel “SP”; however, Stantec was not able to locate this panel.
 - An existing Auto Transfer Switch connected to an outdoor rated 175KW diesel fuel generator for emergency backup.



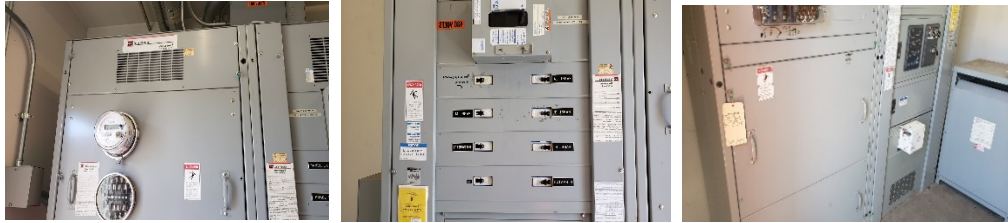


Figure 1: Main Distribution Board “MM”

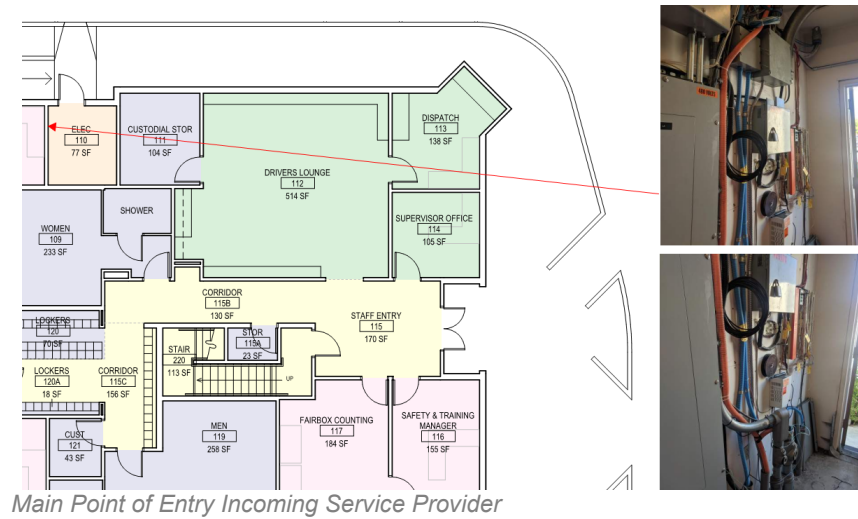
- Lighting Systems
 - There is an existing lighting control panel located inside the electrical room, but it does not have a lighting control panel schedule. It seems to be used for time clock, photocell or lighting control zones for meeting/conference rooms, hallways and site lighting. Only a few occupancy sensors or dimming switches were observed in any of the building's rooms during our walkthrough.
 - The existing fixtures present in the building are mostly recessed CFL downlights, recessed 2'x2', 2'x4' and ceiling/suspended mounted T8 strip lights.
- Electrical Recommendations:
 - Based on the items noted above in the Architectural assessment, if any renovations are considered for the Admin Building, lighting systems should also be replaced and upgraded. Providing LED fixtures and lighting controls shall be necessary to comply with the current Title 24 requirements and will likely provide significant energy savings.

2.2.4.5 Information Communications & Technology (ICT)

- Network Telecommunications
 - Main Point of Entry (MPOE) Electrical Room
 - From the site assessment and correspondence with MTD's IT Department it is understood that the main point of entry for the incoming service from Verizon begins in the electrical room on the first floor of the Administration building.
 - Fiber and copper cables are then distributed to the IT closet room on the second floor. The network follows a star topology configuration.

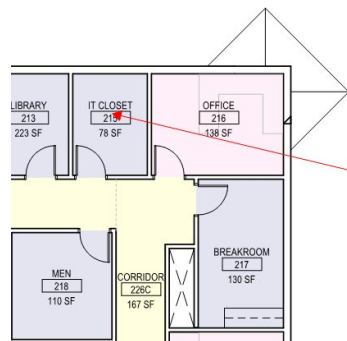
APPENDIX A

PHASE 2 – FACILITIES ASSESSMENT



IT Closet

- From the IT closet on the second floor the fiber and copper are routed underground and distribute to three locations: Garage/Shop Electrical Room, Fuel Island Electrical Room, and the Electric Bus Canopy Electrical Room.
- The IT closet currently has three cabinets which are used to distribute to all data outlets, wireless access points, cameras and other telecommunication devices throughout the Administration building.
- The room is air conditioned.
- The racks are filled with equipment and does not provide much space for additional equipment. In fact, a roll-out cart was placed between two racks for additional server equipment, which made one rack inaccessible at the bottom.
- Fiber patch panels and copper patch panels were mounted on the wall behind the cabinets.



MIS Network Room

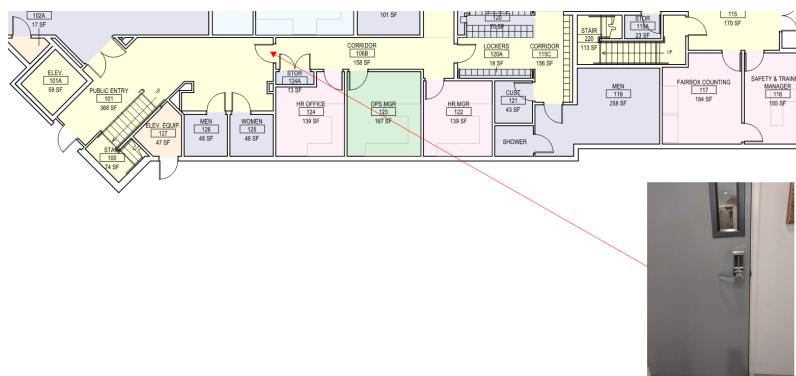


Wireless Systems

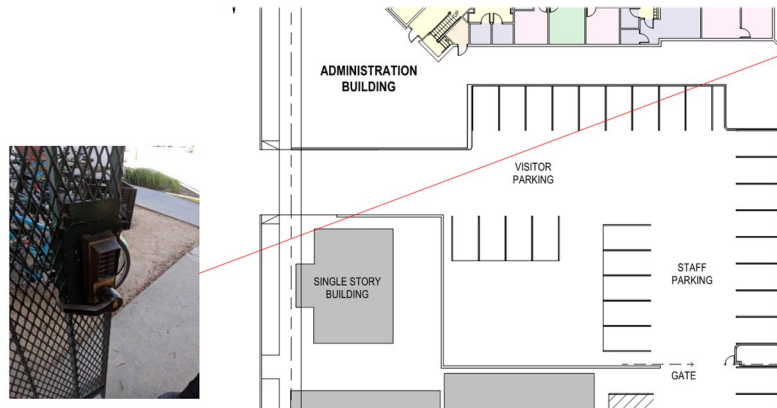
- Wireless Access Point Coverage



- Wireless access points, per the discussion with the IT department, were placed throughout the facility and provided coverage throughout.
- Distributed Antenna System (DAS) Emergency Responder and Cell Phone Service
 - Cell phone service is available from T-Mobile, AT&T, and Verizon throughout the site. 3 to 4 bars of service were measured for all service providers while walking the overall site.
- Bus Radio Frequency System
 - A radio frequency system, used for the buses, was observed in the Administration building
- Security Systems
 - Access Control
 - No card reader access existed on site.
 - In the Administration building, only two doors utilized keypads for entry into the facilities non-public spaces.
 - There is a staff entrance gate connecting the Visitor/Staff parking lot directly to the Maintenance Yard. The gate keypad showed visible wear of finger use, allowing a person to determine the pressed keys. During the site walk, the code could be determined quickly, and the door was opened by the Stantec team.



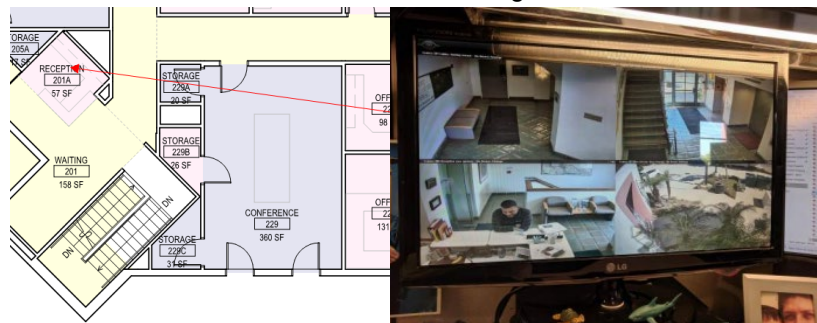
Keypad to Non-Public Space at Admin Building First Floor



Keypad to Non-Public Space, Bus Yard

Cameras

- Cameras are placed at entries and throughout the facility. In correspondence with the IT Department, the current camera system is in the process of being updated.
- Currently the camera system is not monitored by security personnel. The receptionist sitting at the second floor of the Administration Building monitors four camera locations and is directed to get help in a safety or security event. The four cameras view the Administration building entry, the reception area, and the area outside the Administration building.



Camera Monitor at Reception

Site Security

- See ICT assessment in Site Internal section of this report for review of site security items.

Audio/Visual Systems

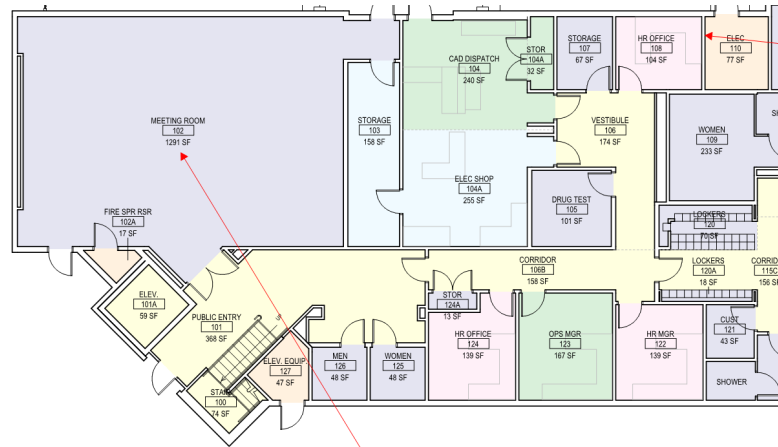
Meeting Room

- The Auditorium was observed to have a projector, projection screen, wall mounted speakers, podium, and wireless microphones. The system provided a space for public meetings.



APPENDIX A

PHASE 2 – FACILITIES ASSESSMENT



Auditorium A/V System

- Conference Rooms: No AV systems installed in the conference rooms.
- Cable TV: Installed in Auditorium and the Driver's Lounge.
- ICT Recommendations:
 - The existing telecommunication spaces currently have challenges for ongoing maintenance, future growth, and accessibility concerns.
 - A larger telecommunication room in place of the Administration Building's IT Closet is recommended with accessibility to both the front and back of the racks to provide enough space for working clearances and provide a safer and easier environment to manage the equipment.
 - The fiber enclosure located in the Electric Bus Canopy's Electrical room, with a network connection to a remote MTD facility provides a good system for backing up the data. However, the current facility does not have a diverse or redundant path for incoming service, creating a single point of failure for the incoming data connection. Consideration should be taken to have a second service provider with a different point of entry with a diverse path.
 - With several different systems, simultaneously in use, and installed at different times, it is recommended a Radio Frequency (RF) survey be done. This process would help identify if any interference between the systems exist. In order to create an efficient system that provides good wireless coverage for the site the use of heatmapping for Wi-Fi, mobile antenna, and bus radio frequency systems is recommended during the design process.



- The audio/visual system is very limited in the Administration Building. The Auditorium audio/visual equipment is adequate but should be considered for replacement to modernize the entire space.
- No audio/visual system exists in the Conference Rooms. Consideration should be taken to implement an audio/visual system into the Conference Rooms to increase collaboration efficiency.



2.2.5 Maintenance Garage Building

2.2.5.1 Architectural

- General Conditions
 - The Maintenance Garage/Shop building is the structure on site most in need of a significant upgrade or replacement. The original maintenance shop, and its multiple additions and renovations overtime still do not fully meet MTD's maintenance function needs. By today's codes, standards and best practices, this garage/shop is too small, in poor condition, and generally not well equipped to handle MTD's new ZEB fleet goals for 2040.
 - Since the finished floor elevation of the Garage is also below the flood plain elevation for the area, this building (the only other occupied building on site) is also at risk to significant flood damage. Outfitting the Garage with similar flood plates as the Admin Building would not be feasible considering the number of openings in the building and the open garage nature of the building.
 - The building exterior is in good condition and has been well maintained. The stucco finish is good condition and no signs of significant cracking were observed.
 - Overhead garage bay doors were all up at time of observations. Staff noted that doors are used occasionally when weather is cold.



Maintenance Garage Exterior

- Maintenance Building Roof
 - Roofing appears to currently be in good condition and no leaks were observed by the Stantec team. However, considering the recent issues with the roof failure and since the newest portions of the roof membrane are nearly 20-years old, reroofing the entire building should be considered in the near future.
 - The stucco-clad mechanical screens appeared to be sagging at the unsupported corners in multiple locations.
 - Roof access was provided by a roof hatch to the low roof and a roof ladder from the low roof to the high roof. Both ladders appear to be in good condition.



- MTD staff indicated roof drains are maintained and checked prior to rain events.
- Some roof drains on both the high and low roofs appear to have some minor debris build-up, mainly from the adjacent street trees. Drains should be maintained regularly to ensure drains do not clog in the future.



Low-Roof Mechanical Screens



Maintenance Building Roof Drains / Roof-top Exhaust Fan

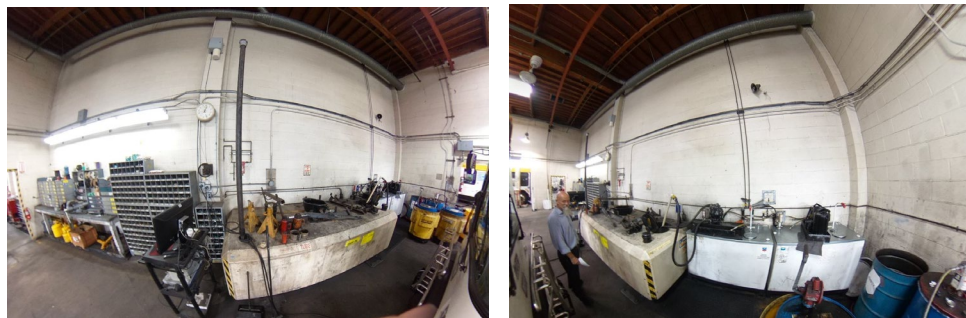
- Maintenance Bays
 - In-ground lifts have been abandoned in place with concrete infill. Garage is utilizing plug-in mobile hoists in all bays.
 - Shop floor has been patched and repaired throughout. Concrete is chipped extensively and has an uneven surface making it difficult to clean.
 - Lube/fluid tanks are located against the back wall of Bay 6. Tanks are open to the shop and not in a controlled environment with spill containment or adequate exhaust/ventilation systems.
 - Maintenance bays all have overhead doors, some coiling and some are sectional. Door functionality was not assessed but doors all appeared to be in working conditions. All doors were open during site visits.



Typical Maintenance Bay | Abandoned In-Place Lift with Concrete Fill



Bay 7



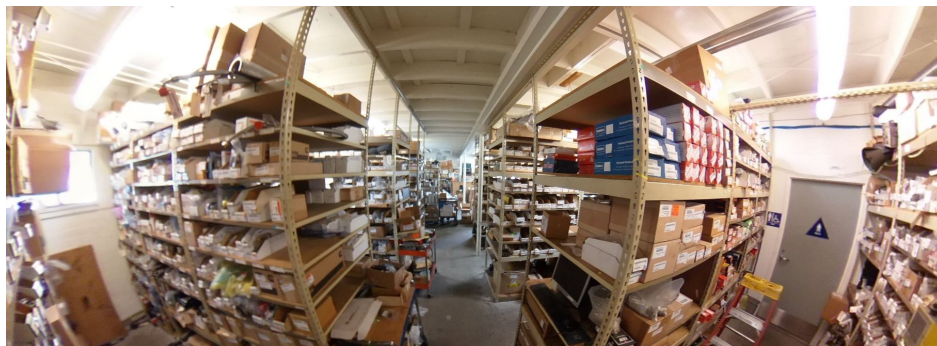
Bay 6 Fluid Tanks

- Staff Areas – Restrooms, Offices, and Break room
 - These spaces were renovated as part of the 2001 Garage Remodel project and are generally in good condition.
 - The ‘Assistant’ office is being used for multiple people and appears to be used as a general office storage as well.
 - Restrooms were not assessed for accessibility issues but appeared to be in good condition and appropriately sized.

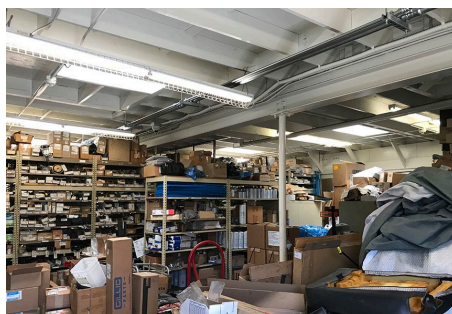


Staff Lounge / Men's Toilet Room

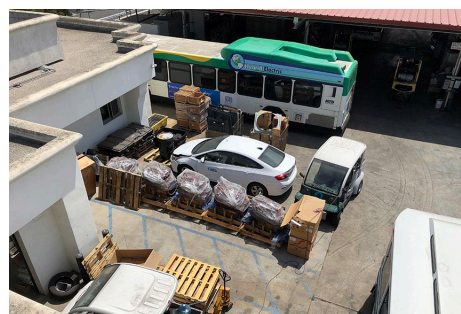
- Parts Room / Delivery / Storage
 - The interior, low-density parts storage area is very organized and appears to be adequate.
 - Interior large parts storage does not exist and is generally accommodated with the use of the storage containers throughout the facility and other miscellaneous storage, primarily under the center canopy.
 - These areas do not have any form of HVAC system. Ventilation would typically be required at a minimum for storage spaces.



Small Parts Storage Area looking south



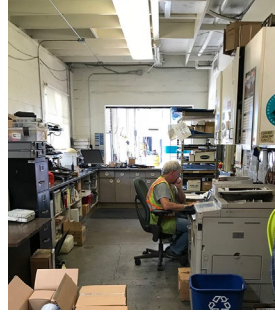
Interior Parts Storage/Receiving Area



Exterior Receiving Area



Parts Counter w/ Overhead Door

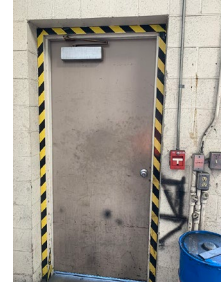


Parts/Receiving Workstation



Step at Parts Counter

- Signage
 - Damaged/faded accessible symbol signage on building exterior should be replaced as required.
 - Appropriate gender-neutral signage is provided at the single occupancy.
 - Safety signage in the shop is lacking and should be considered where appropriate.
 - Shop floor does not have safety striping to designate walk-aisles or safe zones within the shop.
 - Caution stripe tape has been installed at the step between the shops and office/storage portion of the building.
 - Building does not have interior illuminated exit signs to designate exit pathways or above all exterior exit doors.



Damaged Accessibility Signage / Gender-neutral Restroom Signs / Electrical Room

- Utilities

- Refer to engineering discipline sections below for further input on building systems and utilities.



Air Compressor Enclosure / Air Compressor / Electrical Room

- Architectural / General Recommendations:

- The Stantec team recommends that MTD consider a full replacement or major renovation of the Maintenance Building. While the building has an appropriate number of maintenance bays, it does not have adequate building systems, work/shop spaces, or internal/secure storage to meet today's standards for a modern maintenance facility. Moving into the future, a modern maintenance facility should be considered to maintain MTD's ambitious zero-emission fleet.
- A new facility would need to be constructed to ensure the Maintenance functions, assets, and staff were out of the flood elevation. The current FEMA guidelines require the finish floor to be one foot above the 100-year flood elevation.
- If a full building replacement is not considered feasible, in the short term improvements could be made to improve functionality, resiliency, occupant comfort, safety, energy efficiency, and extend the life of the structure:
- A continuous exterior canopy above the bay doors to shield the openings from weather and the significant glare that currently exists.
- Replace roofing system with a modern single-ply membrane and reinforce roof structure to support photovoltaic panels and potential future equipment.
- Provide building exhaust system (see HVAC assessment).
- Replace lighting with modern, dimmable LED lighting system to provide consistent lighting of about 75 foot-candles at the floor.
- Resurface shop floor to improvement cleanability and improve interior illuminance of shop interior.
- Repaint entire shop and paint ceiling white to improve light reflectivity and cleanability.
- Separate service fluids into a contained, separately exhausted room with proper spill containment.
- As necessary, replace plug-in mobile hoists with cordless versions to improve safety.

2.2.5.2 Structural

- Summary
 - The garage is a single-story building constructed of wood framing, steel framing, and concrete masonry.
 - The original building's roof consists of plywood deck over solid wood purlins spanning between solid sawn joists framing into wood glu-lam beams (GLB) which bear on exterior concrete masonry pilasters.
 - The CMU walls and pilasters are supported on conventional continuous foundations.
 - The garage has been expanded twice. The first extension utilizes the same construction as the original garage. The second extension roof is constructed with 5/8-inch plywood deck over 2x4 purlins spanning between Parallam joists supported in the interior by a steel wide flange beam and on the exterior by concrete masonry walls.
 - The CMU walls are supported on conventional continuous foundations. The lateral system consists of concrete masonry shear walls. The original masonry walls have been seismically retrofitted with anchors to the wood joists and into a sub-diaphragm. There have been other modifications due to failed joists, which is described in more detail below in Hazards section.
 - The shop is a single-story building constructed of wood framing and concrete masonry. The roof consists of plywood deck over solid wood joists spanning to wood beams, steel wide flange beams, wood bearing walls, and concrete masonry bearing walls. The lateral system consists of concrete masonry shear walls. There are many CMU walls which are not seismically braced.
- Conditions
 - In the garage it was evident that repairs had been completed for failed joists, see figure S-5. It was also reported by maintenance that there appears to be excessive deflection of members during rainstorms. During the repairs roof drains were lowered to help reduce the build-up of water on the roof, but there are still reports of ponding. Water damage is evident in plywood in many areas, see figure S-4. The remaining building appears to be in good condition. Cracking in the stucco was observed.





Figure S-2: New Framing and Water Damage



Figure S-2: Repaired Wood Framing

- Hazards
 - The garage roof appears to have been stabilized by the fixes and re-roofing that recently occurred. There may still be deficiencies, but none are evident at the time of observation.
 - The masonry walls do not all appear to be properly anchored to framing members or sub-diaphragms.
 - In the shop there are many partial height masonry walls which are used for bearing. These partial height walls are not seismically braced and pose a hazard in a seismic event, see figures S-6 & S-7.
 - The variety of construction methods and renovations do not appear to be laterally consistent with an organized approach.

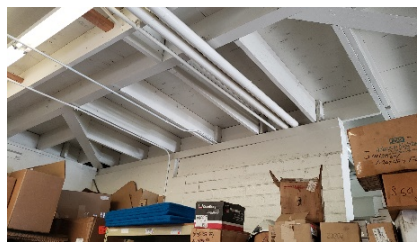


Figure S-4: Unrestrained CMU Wal

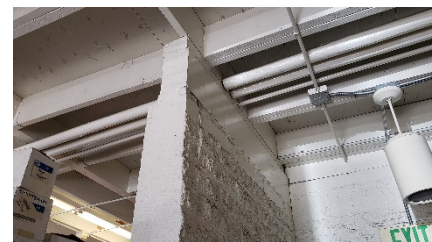


Figure S-4: Unrestrained CMU Wall.

- Structural Recommendations
 - It is recommended to evaluate the garage roof and seismic restraint of masonry walls. It is strongly recommended to evaluate the building's structure using an ASCE 41 Tier 1 check.
 - The current building roof is not recommended for evaluation for the addition of PV panels.

2.2.5.3 HVAC & Plumbing

A. Mechanical Rooftop Units & AC

- Summary
 - The Garage Building currently has two packaged rooftop heat pump units. These units have total capacity of 5 tons. Further investigation would need to be conducted to confirm if there is enough capacity to adequately cool the space, but spaces were observed to be well conditioned. The weather condition during the day of the site walk was not too hot and the units provided adequate airflow to the office space.
 - Some maintenance bays also have unit heaters in the corners adjacent to the overhead doors.
- Condition
 - The units were installed around the year 2000 and are near the end of their life expectancy.
 - Storage areas do not have any conditioning or ventilation. Current code requires conditioning for all occupied spaces.
 - MTD staff noted that unit heaters work well and are used in winter months during particularly cold periods, but the shop is generally left open.
- Mechanical Rooftop Units & AC Recommendations:
 - Stantec recommends replacing the units and possibly upsizing to accommodate additional small parts storage areas.
 - It is also recommended to replace the gas-fired unit heaters with electric versions to incorporate zero-emission design and to comply with the California Green Building Standards code and Building Energy Efficiency Standards.

B. Ventilation System

- Summary
 - The maintenance building has exhaust systems in the toilet rooms, the electrical room and the shop areas.
 - The maintenance bays and shop area have various forms of mechanical exhaust. Bays 6 and 7, the newest portion of the building, have one through-roof, direct exhaust fan.
 - Maintenance bay doors are generally left open and therefore passively ventilated allowing any running exhaust fumes to easily escape to the exterior.



- Bays 1 - 5 also have a ducted tailpipe exhaust system. The flexible hose portions of the system have been removed and the ends of the ducts are open to the shop areas (Figure 12).

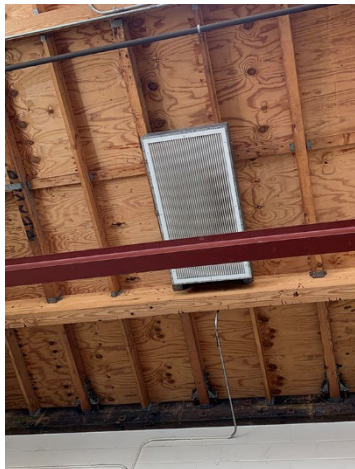


Figure 11: Direct Exhaust Fan



Figure 12: Vehicle Exhaust System

- The bathroom exhaust system is in working condition, but the units are close to 20 years old.
- Electrical room has dedicated exhaust system.
- Air compressor room outside of Bay 7 has through-wall louvers and louvered doors for air circulation.



Figure 13: Compressor Room



Figure 14: Electrical Room

- Condition
 - The toilet room exhaust fans have not been replaced for over 20 years. These types of units generally have a life span of about 15 years; refer to 2019 ASHRAE Handbook, Heating, Ventilation and Air-Conditioning Applications, Chapter 38, Table 4.

- Wall louvers in air compressor room has plywood covering them to protect from water intrusion. MTD to ensure proper air flow is being provided.
- The exhaust system for the shop areas is inadequate and does not provide enough ventilation for the facility. Mechanical code requires that the entire space be exhausted. Due to fleet vehicles being diesel fueled, mechanical exhaust is required within 12 inches of the finish floor, not just from above.
- Ventilation System Recommendations:
 - The entire maintenance shop area exhaust system needs to be replaced and upsized. New ductwork will need to be installed to provide exhaust from at least 12-inches above the floor level. New outdoor intakes would also need to be included to ensure positive airflow into the building.
 - Stantec recommends changing all the exhaust fans in the entire building due to the fans nearing the end of their life span.

C. Plumbing Equipment

- Summary
 - The garage building has both a tankless water heater system (Figure 15) and a water heater system with a tank (Figure 16). Both systems provide hot water to plumbing fixtures in the building.
 - The toilet rooms have typical plumbing fixtures and showers. The Men's Toilet Room has a large hand wash basin.
 - There is another deep hand wash basin in the shop area in Bay 1.
 - The Unisex Toilet Room has typical fixtures and a shower.
 - One eye wash is in Bay 1, near the hand wash basin.
 - Maintenance bays have floor drains roughly located in the center of the bays. Based on the record drawings provided, the floor drains in Bays 1 - 5 appear to drain to sanitary sewer line, via interceptor. Bays 6 and 7 drain in interceptor in the employee parking lot
- Condition
 - Both water heaters were recently installed. However, MTD staff voiced concerns that the system took 30 seconds or more to deliver hot water to the showers. The water heater may be undersized, or a circulating pump may be required to provide quicker hot water delivery.
 - Plumbing fixtures throughout were observed to be in good working condition. Some fixtures are aesthetically worn-out due to their age and the harsh conditions of a maintenance shop, which is expected.





Figure 15: Tankless Water Heater



Figure 16: Rheem Water Heater



Figure 17: Air Compressor



Figure 18: Eye Wash

- Air compressor and other maintenance fluid systems were observed, but their working condition was not assessed.
- In addition to the eyewash in Figure 18, MTD has eyewash stations at the fuel station, battery storage and shop. An eyewash/emergency shower is also provided at the electric bus canopy parking area.
- Plumbing System Recommendations:
 - Lack of hot water should be investigated further.
 - If other facility modifications are planned, upgrades to the existing fixtures and additional emergency wash fixtures should be considered. Replacement of existing fixtures would require all new fixtures to comply with current code requirements for low-flow fixtures.
 - Replacement of gas-powered hot water systems to comply with net-zero emission requirements.
 - Consider new or additional eyewash and/or emergency wash stations as needed if maintenance equipment is updated.

2.2.5.4 Electrical

- Summary
 - As noted in section above, the main electrical switchboard “MSB” is fed from a different SCE pole #1256330E along Salsipuedes Street. This switchboard is rated at 400A, 120/240V 3-phase, 4-wire system with a main breaker rated at 400A. There were revisions on the electrical distribution system subsequent to electrical record drawings that were issued March 6, 2001. Below is a brief history of the distribution system based on the information gathered from the site assessment and record drawings:
 - A previous 125A, 3-pole main breaker was updated to 150A, 3-pole main breaker to feed the existing recessed mounted main lug only panel “A” rated at 225A, 120/240, 1-phase, 3-wire system located in the office hallway.
 - A previous 150A, 3-pole main breaker was downsized to 100A to feed the existing surface mounted main lug only panel “B” rated at 225A, 120/240, 1-phase, 3-wire system located near the entrance of the electrical room.
 - Panels “VC” and “WC” were previously energizing equipment in the Wash Bay were demolished. This location is now being energized by panels “R”, “Q” and “Washer Control Panel” which are connected upstream to the Administration building distribution board.
 - Two (2) Existing 150A, 3-pole main breakers, each energizes panel “D” & “E”. Panel “D” is rated at 225A, 120/240, 1-phase, 3-wire system located in the electrical room. Panel “E” is also rated at 225A, 120/240, 1-phase, 3-wire system and it is located on the outside wall of the garage/shop restroom.
 - There are also multiple AC and air compressors being energized by the switchboard.
 - A panel “C” that used to energize lights, receptacles and other sub panels in the center canopy has been demolished. This location is now being served by a panel named “CP” which is being energized by an outside switchgear near the garage/shop. Per record drawings, the outside switchgear is connected to an independent SCE electrical pole and is not connected to the switchboard “MSB”.
 - An existing auto transfer switch connected to an outdoor rated 80KW diesel fuel generator for emergency backup is located adjacent to the existing maintenance office area and partially under the Center Canopy.
- Lighting Systems
 - The Garage/Shop consists of indoor pendant HID fixtures controlled via AB light switches and wall mounted LED lamps in older style fluorescent tube fixtures along the entire extent of most walls in the shop area.
 - The outer wall of the Garage/Shop consists of floodlights controlled via photocells and have been recently upgraded to LED fixtures.



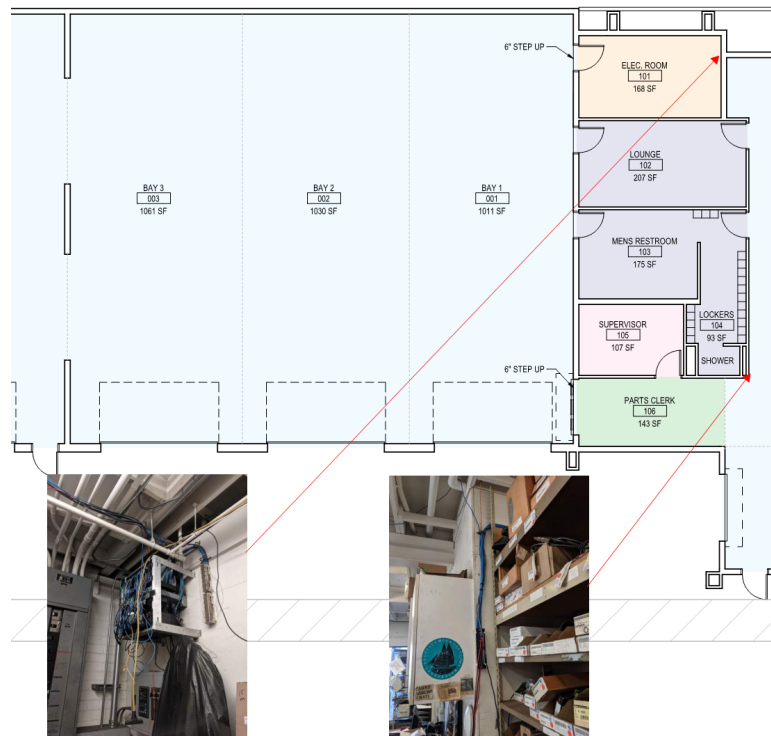


Floodlights and Interior Pendant HID

- Electrical Recommendations:
 - Interior lighting systems are outdated and not energy efficient. Illumination levels inside the shop are acceptable during the day due to the abundance of natural light through the skylights and open exterior doors, but it is assumed that the nighttime light levels are less than adequate. A complete replacement of the interior lighting system should be considered.
 - Exterior lighting levels were not assessed and further analysis may be required.

2.2.5.5 Information, Communications & Technology (ICT)

- Network Telecommunications
 - Garage/Shop Electrical Room
 - The northeast electrical room in the Garage/Shop building contains a wall mounted rack near the ceiling. The rack currently contains several switches used to distribute data cables to telecommunication outlets and cameras throughout the garage area.
 - An additional patch panel is in the Parts Room to distribute to additional telecommunication devices in the vicinity.



*Wall Mounted Rack in Garage Electrical Room &
Copper Patch Panel Mount on Wall in Parts Storage Area*

- Audio/Visual Systems
 - Cable TV: Installed in Break Room.
 - Paging System: Installed in the Garage/Shop Area.
- ICT Recommendations:
 - A dedicated telecommunications closet or room with cooling is recommended in place of the wall mounted rack in the Garage/Shop's Electrical Room. Currently this condition is a challenge to access.
 - Security systems should be implemented at the Maintenance Building and associated exterior storage areas to secure agency assets.
 - An upgraded PA system should be considered in conjunction with providing a facility-wide PA system.

2.2.6 Center Canopy

2.2.6.1 Architectural

- General Conditions
 - The Center Canopy is in very good condition in large part because in 2016 MTD invested in raising a bay of the canopy for articulated bus repair and replaced the entire flat roof with a pitched metal roof. The entire canopy was also repainted as part of the upgrades.
 - The structure was reinforced and braced to meet current code requirements in a manner to support the future installation of photovoltaic panels.
 - The canopy area serves many service and storage functions as outlined in the following sections.



View from Maintenance Garage to Center Canopy

- Aisle 1 – Service/Inspection Pit (southern end of canopy)
 - The pit area is currently in relatively good condition and serves the function as originally intended. However, it does not meet current design standards for an in-line, duck-under pit.
 - The side stair is appropriate and is the safer approach than an older style of pit with stairs at the ends of the pit, but at 3'-10" tall the duck-under opening is very short and cumbersome to access the pit. Most jurisdictions would likely not approve this configuration due to the constrained egress conditions.
 - The removable posts and chains around the pit opening are an acceptable solution for fall protection, but a rolling safety-cover grate would be an alternative approach to fall protection that doesn't require a vertical barrier at ground level. As observed onsite, plywood is being used to cover the opening in a similar manner.
 - The handrail down into the pit does not meet the current code requirements for handrail extensions at the bottom of the stair.
 - The edge plates around the perimeter of the opening are taller than necessary and may create limited use of the pit due to potential conflicts with the underside of the vehicles.

- The sloped pavement around the pit is good for positive drainage, but also contributes toward shortening the effective height of the pit.



Service & Inspection Pit: Pit Opening w/ Guard Posts / Pit w/ Lighting / Stair Down to Pit

- Aisle 2 - Raised 'Artic' Bay
 - The roof of the second aisle of the canopy was raised to accommodate lifting of vehicles, predominately 60' long articulated buses because they will not fit within the bays of the Maintenance Building. However, MTD is using this bay for standard size vehicles as well.
 - This bay has not been outfitted with the typical equipment and utilities of a standard maintenance bay. It lacks sufficient lube and compressed air connections and reels, an overhead fall protection system, and power receptacles.



Aisle 2: Articulated Bus Bay with Raised Roof

- Aisle 3 - Battery & Equipment Storage
 - The third aisle of the Center Canopy has the northern half fenced off as a battery storage and shop area. However, it is understood from MTD staff that many, if not all, of the batteries onsite during the assessment were from the retired E-bus shuttles and were in the process of being removed.
 - The southern half of the aisle is being used for storage of various vehicles and equipment.



Aisle 3: Vehicle / Equipment Storage & Battery Staging Area

- Aisles 4 & 5 - EV Charging and Storage
 - Aisles 4 and 5 are effectively just open bays for storage and parking of vehicles. Given the column spacing (24' apart) and the overhang of the roof (~82' wide), eight (8) standard 40' buses could be parked in this space. However, the space is also currently being partially used for various storage and equipment functions (used oil drums, oil filter crusher, windshields, among other equipment).
 - This bay of the canopy also has two chargers and related electric gear for the retired E-bus shuttles. These should be disconnected and removed as soon as the remaining shuttles are taken out of service in order to free up space since these pieces of equipment are bulky and not necessary.



Aisle 4: Old E-bus Chargers between Aisles 4 and 5 / Misc. Equipment and Used Fluids

- Aisle 6 – Tire, Facilities Maintenance, and Storage
 - The western end of the canopy area is being used for several functions, including staging for decommissioned equipment, some of which is palettized. There is also a container which is understood to be currently utilized for facility maintenance functions.
 - The outside end of the canopy, beyond the western most column line, covers the generator at the north end and partially covers the tire storage area to the south.
 - The tire storage outside of the dripline of the canopy should be moved and storage under the canopy. The storage of tires open to the sky is typically not allowed by many jurisdictions and is not good practice.



Decommissioned Equipment / Facilities' Storage Container / Partially Covered Tire Storage Area

- Utility
 - The generator supporting the Maintenance Building is under the north end of the Canopy - refer to the Maintenance Building electrical assessment for additional input.



Generator at North Corner of Canopy

- Lighting
 - Canopy lighting was replaced as part of the canopy improvements in 2016. However, lighting levels should be considerably higher for nighttime maintenance and service functions.
 - The service pit has explosion proof lighting at the bottom of the pit.
- Architectural Recommendations:
 - A significant amount of the canopy area is utilized for storage and shop spaces that could otherwise be utilized for bus parking. MTD should continue to prioritize removing unused or ineffective equipment and organizing the equipment and storage that is to remain to better utilize this valuable covered area.
 - The Center Canopy has undergone recent, substantial upgrades that have elongated the lifespan of the structure. Further improvements to the canopy appear to be unnecessary.
 - The underutilized pit towards the south end of the bay should be removed to remove safety concerns and limitations on usefulness for storing or maintaining of vehicles.

Mobile hoists could also be effectively used for service and inspection functions without the complication of a service pit.

- An emergency shower/eye wash station should be provided in this area. The stand-alone eye wash on the north side of the canopy is not adequate given the functions in this area – chassis wash, battery storage/charging, and service/inspection.

2.2.6.2 Structural

- Summary
 - The Center Canopy is constructed of steel framing. The roof consists of 1-1/2" metal deck spanning between metal channels supported on steel wide flange beams framing onto square tube steel columns anchored to conventional concrete spread footings. The spread footings are connected to each other by concrete grade beams.
 - Tube steel columns have been retrofitted with steel plates welded to the columns along their length.
 - The second bay has been altered to increase its height. The high roof is framed with steel wide flange beam framing onto square tube steel columns spliced onto the existing columns. Existing columns below have been retrofitted with HSS knee braces.
 - The lateral system consists of the tube steel columns acting as a cantilever column system.
- Conditions
 - The building appears to be in good condition. There does not seem to be any structural deficiencies.
 - Hazards
 - The center canopy building does not display any significant or immediate hazards.
- Structural Recommendations:
 - Building has been recently upgraded and does not appear to be a candidate for a seismic upgrade.
 - The building roof is recommended for evaluation for the addition of PV panels.

2.2.6.3 HVAC & Plumbing

- Plumbing Piping
 - It was mentioned from the staff that the cold-water line and compressed air piping that extend to the canopies and the service pit are not long enough to cover the whole space. For this reason, the staff only utilizes a portion of the service pit and canopy structure. There were few instances of unfinished pipe routings in the service pit. Photo below shows one instance of an open-ended cold-water pipe.





Open Ended Pipe in the Service Pit

- Condition
 - The piping shows minimal wear, no changes are needed.
- Plumbing Recommendations:
 - Stantec would recommend extending the water and air piping to cover all the entire service area so that staff have more flexibility in the use of the space; particularly to Aisle 2 and 3 for use in the elevated roof area.

2.2.6.4 Electrical

- See Maintenance Garage Building assessment for electrical assessment.

2.2.6.5 Electric Vehicle Charging Infrastructure

- As noted above, some charging infrastructure is in place, but is for the retired E-bus shuttles. MTD should consider removing the existing, obsolete chargers but keeping the electrical points-of-connection in place for future installation of chargers.

2.2.7 Wash Building

2.2.7.1 Architectural

- General Conditions
 - MTD staff noted that the internal wash equipment was significantly refurbished within the past year and is in good working condition.
 - The Wash Building itself has had no renovations or improvements since it finished construction around the year 2000.
 - There are general signs of wear from weather elements and staining from chassis washing activities. Particularly on the east side of the building, the Equipment Canopy and drive aisle is used for deep cleaning activities, including chassis wash.
 - Functionally, its location on the site does not align with the Fuel Island drive aisles and requires buses to make an awkward maneuver to properly align before pulling through the wash bay.
 - If a new Wash Building were to be provided it should be aligned with the service cycle to the greatest extent possible to avoid unnecessary vehicle movements and improve on-site vehicle movement efficiencies. It should also be more appropriately sized for 60' articulated buses.



Wash Bay Building (looking south)

- Interior
 - The interior of the wash bay has experienced significant wear due to the obvious wet conditions of a vehicle wash. As noted below in the Structural assessment, the CMU walls and steel structure are weathered and in need of remediation.
 - There is an unnecessary overhead coiling door just inside the wash entry between the wash bay and the equipment area. This door is extremely corroded and likely does not operate properly.
 - The flood plates for the Administration Building are stored inside the bay.



Interior of Bus Wash: Admin Bldg. Flood Plate / Wash Equipment / Rusted Coiling Door

- Equipment Canopy & Chassis Wash
 - A canopy on the east side of the building covers the wash bay equipment and hot pressure washer used for chassis wash functions, as well as some miscellaneous equipment storage for cleaning activities.
 - The canopy/equipment area is extremely dirty due to cleaning functions in this area and open equipment space.
 - Chassis washing function is done in open air space between Wash Building and Center Canopy with the use of mobile hoists for lifting vehicles.



Wash Building Equipment Canopy / Chassis Wash Area Drain



Mobile Lift Used for Chassis Wash / Wash Bay Equipment / Hot Pressure Washer

- Building Exterior
 - As far as could be observed, the building exterior is in good condition considering the age of the building, but in need of cleaning and repainting.
 - The landscaping on the west side of the building appears to be in good condition but is very unusual for the center of a bus maintenance facility yard.
 - Landscape adjacent benches appear to be used as a makeshift break area which should be evaluated by MTD on whether this is safe location for this function considering there is no identifiable striping, signage, or grade change here.



Landscaping/Seating Areas Adjacent to Wash Building and Storage Containers

- Utility
 - Lighting inside the building is waterproof fluorescent fixtures which appear adequate for the limited need to access the inside of the bus wash bay.
 - The electrical and equipment rooms in the Wash Building were not accessed by the Stantec team and are therefore not assessed but are assumed to be adequate given the unchanged nature of the building.
- Architectural / General Recommendations:
 - MTD should assess the storage needs of the stacked containers on the west side of the building as well as the practicality of the landscaping/seating area. This is valuable space that could be used for parking of vehicles.
 - Deep clean entire canopy/equipment area and resurface with heavy-duty, nonslip epoxy coating systems for cleanability and to ensure further degradation of the building doesn't happen.
 - Consider removing the overhead coiling door in the wash bay and infill with concrete block before door fails due to extensive corrosion.
 - Wash bay walls, roof framing, and underside of roof deck should be cleaned, primed and coated with a heavy-duty epoxy paint system designed for wash bays.
 - Full-height fiberglass splash guards should be installed along the outside face of the wash equipment area to prevent overspray from chassis washing functions and protect wash equipment. MTD should also consider adding splash guards on the edge of the center canopy facing the chassis wash to further contain overspray.

- Utilize cordless mobile hoists for chassis washing function. Current use of plug-in hoists creates significant tripping hazards between hoists.
- The roofing of the building could not be assessed by the Stantec team, but it is assumed that the roof is in good working condition since there is a lack of penetrations and is of the same vintage as the other buildings onsite. However, the asphalt roof will be nearing its life expectancy and should be considered for replacement.
- Relocated Admin Building flood protection plates to an area not subject to the harsh environment of the wash bay.

2.2.7.2 Structural

- Summary
 - The Wash Bay is a single-story metal deck and reinforced concrete masonry building. There is a large opening with a coil door on the east face leading to an Equipment Canopy.
 - The gravity system consists of a 1-1/2-inch 18-gauge galvanized metal roof deck spanning between galvanized steel wide flange beams supported on reinforced concrete masonry walls. CMU walls are laid in running bond.
 - The walls are supported by continuous conventional foundations. The lateral system consists of reinforced concrete masonry shear walls.
- Conditions
 - The wash bay is in overall good condition with some minor areas of corrosion, water staining and concrete erosion. The metal coil door has large areas of corrosion and water damage, see figure S-1.
 - The concrete masonry on the interior of the wall has areas of water damage and concrete erosion near the bottom of the wall, see figure S-2. Multiple areas of the masonry are stained by repeated exposure to water from the bus wash system, see figure S-3.
 - Hazards
 - The Wash Bay building does not display any significant or immediate hazards. The overall structural integrity of the bush wash is adequate.





Figure S-7: Bus Wash Metal Coil Door



Figure S-7: Concrete Masonry Erosion



Figure S-7: Masonry Water Staining

- **Structural Recommendations:**

- It is recommended that the garage door be removed or replaced due to the significant amount of corrosion.
- If staining is a concern the interior can be painted to better protect the masonry (see Architectural section).
- The building roof is not recommended for evaluation for the addition of PV panels.

2.2.7.3 HVAC & Plumbing

A. HVAC and Ventilation

- Summary
 - The building is an open structure and does not have any mechanical conditioning systems. Systems are not required here.

B. Plumbing Equipment

- Summary
 - The Wash Building has an automated, drive-through gantry vehicle wash system. The wash bay has a center trench drain down the center of the way.
 - The wash equipment is located under an open canopy on the north/east side of the building.

- A chassis wash area is located to the north of the Wash Building. This function is served by a gas-fueled hot water pressure washer, located under the adjacent equipment canopy.
- The chassis wash area drainage is handled with an open-air area drain that is connected to both the storm drain system and the sanitary sewer by way of the interceptor. The switch is handled by a rainwater diversion valve.
- Conditions
 - Wash bay equipment is relatively new and in working condition. Some piping shows signs of weathering but not of significant concern.



Figure 20: Wash Bay Equipment



Figure 21: Wash Bay Piping

- The chassis wash drainage system is acceptable for continued use but does not meet current code requirements for preventing sewer and storm water from ever mixing.
- The hot pressure washer has a vertical flue outside of the footprint of the canopy but does not extend above the roof height of the canopy. Code requirements dictate that a flue for gas-fired equipment should be away from adjacent surfaces and should be a minimum of 10-feet above the roof.
- Plumbing System Recommendations:
 - Pressure washer flue should be extended up to the required height per current mechanical code.
 - Continue routine maintenance and inspections on chassis wash drainage diversion valve to ensure it functions properly.

2.2.7.4 Electrical

- See Maintenance Garage Building assessment for electrical assessment.



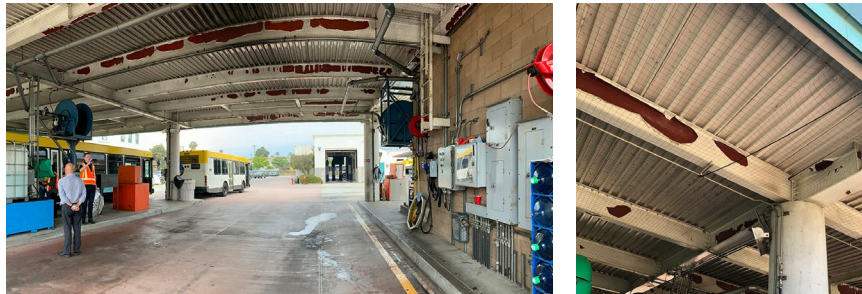
2.2.8 Fuel Island

2.2.8.1 Architectural

- General Conditions
 - The Fuel Island has had no major renovations or improvements since it finished construction in 2003 and appears to generally be in good condition.
 - Space between Utility Tower and Lane 4 is a tight area for utility workers to move between the building and vehicles being serviced. However, at time of observation the Service Island was well organized.
 - Significant paint peeling from the underside of the steel roof framing was observed. Steel primer is visible in numerous locations.
 - Bird-netting has been installed to the underside of framing for pest control.



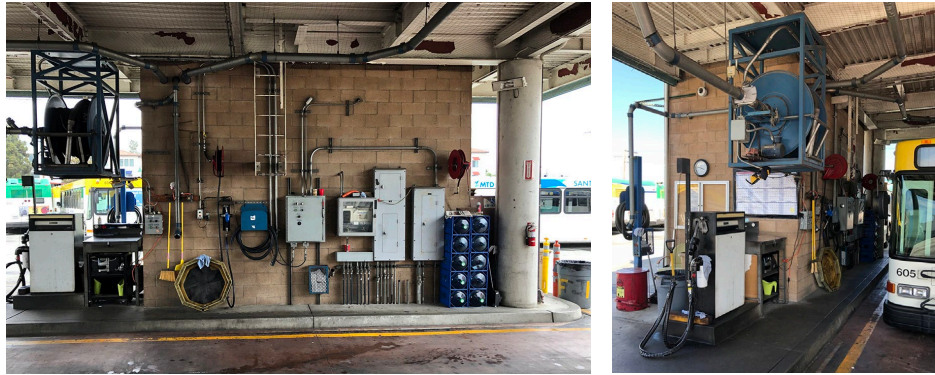
View from Front Yard to Fuel Island



Fuel Lane 4 & Peeling Paint at Steel Roof Framing

- Equipment
 - Service equipment was not specifically assessed under the scope of this project. However, the following observations were made:
 - Central vacuum system installed with access from the center island, lane 4, as well as an access ports on the north face of the center column and on the east side of the island adjacent to the Utility Tower. Vacuum system did not appear to be used

extensively and MTD staff indicated that it could be used more but it is cumbersome to use.



Fuel Lane 4 / Backside of Utility Tower & Vacuum System



Center Island: Fare Vault, Vacuum System, and DEF Tank

- The Fuel Island has two Genfare mobile revenue fare collection vaults facing lanes 2 and 4. Two vaults appear sufficient for the quantity of vehicles at the facility.



Utility Tower and Vacuum System

- The building lacks a storage room and various storage cabinets and materials were observed throughout.
- Refer to Liquid Fueling System assessment below for additional information.

- Architectural / General Recommendations:
 - Repaint all areas of paint failure.
 - Since this building is likely not considered an occupied structure, there are limited concerns regarding its elevation/location in the floodplain. However, if a new fuel and service building were to be constructed best practice would be to construct it to be one foot above the 100-year flood elevation.
 - The roofing of the building could not be assessed by the Stantec team, but it is assumed that the roof is in good working condition since there is a lack of penetrations and is of the same vintage as the other buildings onsite. However, the asphalt roof will be nearing its life expectancy and should be considered for replacement.
 - Consider upgrading the vacuum system to a more user-friendly, ergonomic solution.
 - Consider providing a consolidated storage space for this facility. There is currently insufficient space on the north or east side due to yard constraints, but the small container on the west side could be replaced or repurposed for maintenance materials storage among other things.



Storage Container and Lost & Found Bikes at Lane 1

2.2.8.2 Structural

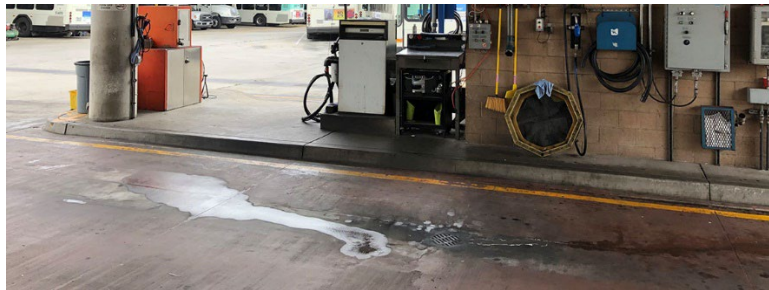
- Summary
 - The Fuel Island is constructed of steel framing with a mansard roof. The mansard roof screen is framed with steel wide flange beams supported on square tube steel columns and braced with steel angles. The main roof consists of 1-1/2" 18-gauge galvanized metal deck spanning between steel wide flange beams supported on square tube steel columns anchored to conventional concrete spread footings. The spread footings are connected to each other by concrete grade beams. Tube steel columns are encased in reinforced concrete.



- The lateral system consists of the tube steel columns acting as a cantilever column system. Under the canopy footprint the Utility Room is a concrete masonry wall framed room.
- Conditions
 - The building appears to be in good condition. There does not seem to be any structural deficiencies.
 - Hazards
 - The Center Canopy building does not display any significant or immediate hazards.
- Structural Recommendations:
 - If a seismic upgrade is desired, it is recommended to complete an ASCE 41 Tier 1 check. A seismic upgrade is not required unless significant changes as defined in the California Building Code are made to the lateral system.
 - The building roof is recommended for evaluation for the addition of PV panels.

2.2.8.3 HVAC & Plumbing

- HVAC
 - The building is an open-air structure and therefore does not have any HVAC systems. However, as noted in the ICT assessment below, the equipment room/utility tower has equipment that may require mechanical conditioning to maintain the life of the equipment.
- Plumbing Piping
 - Compressed air and water lines serve the building via utility trench from Wash Building.
 - Each service lane has an area drain that is plumbed to the interceptor in the employee parking lot immediately adjacent to the building.



Service Lane Area Drain

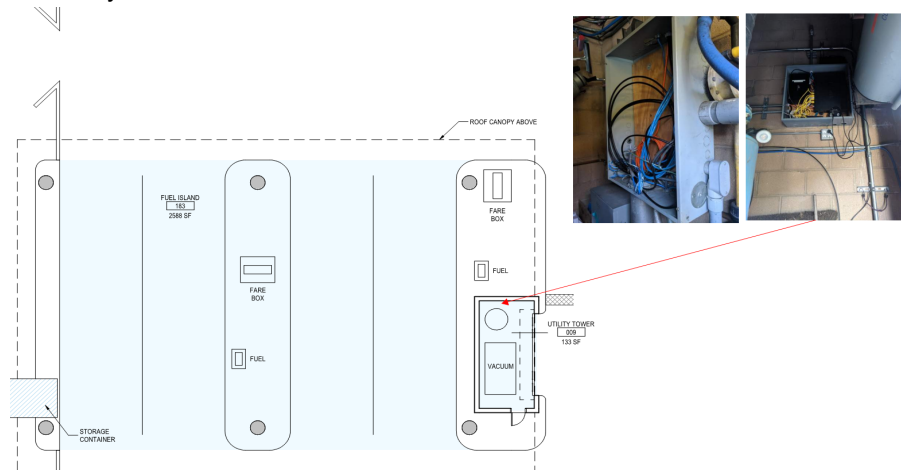
- HVAC and Plumbing Recommendations:
 - No modifications or improvements appear to be required other than improvements to the conditioning of the utility room equipment.

2.2.8.4 Electrical

- See Maintenance Garage Building assessment for notes on electrical system.
- Lighting Systems
 - Lighting for the Fuel Island is from flood lights mounted on the columns at the corners of the fuel islands.
 - Exterior flood lights for the yard area are mounted to fascia around the perimeter of the Building. Some of which have been recently replaced.
- Electrical Recommendations:
 - Lighting system in this building was not assessed at night, but it is assumed that significant glare and contrast are present due to the orientation of the fixtures. A more detailed lighting assessment should be provided, but a lighting system upgrade is recommended for this building due to the detailed nature of the work happening at this location and the significant safety concerns in an active vehicle environment.

2.2.8.5 Information Communications & Technology (ICT)

- Network Telecommunications
 - Utility Tower
 - In the Utility Tower of the Fuel Island, there is a wall mounted enclosure with a switch used to distribute data cables to cameras and wireless access points throughout the parking areas.
 - The telecommunications enclosure is in a location with limited accessibility and does not provide room for growth.
 - The Utility Tower, where this switch is located, is not air conditioned.



Wall Mounted Telecommunications Enclosure

- Security Systems
 - Cameras are installed at various locations around the underside of the Fuel Island canopy to monitor activities. Cameras appear to be relatively new and in working condition.

- ICT Recommendations:

- A dedicated telecommunications closet or room with cooling is recommended in place of the wall mounted enclosure in the Fuel Island's Utility Tower. Currently this condition is a challenge to access.
- Additional cameras may be required to further monitor fare collection activities. It wasn't clear whether cameras had clear lines of sight to fare vaults.

2.2.8.6 Liquid Fueling System

- General

- Terminal 1 houses a diesel fueling system, which provides all the diesel fuel to MTD's fleet of diesel-fueled buses and service vehicles. It was built in 2003 and consists of one underground storage tank (UST) and two dispensers. The facility does not offer gasoline or any other liquid fuel.
- Diesel exhaust fluid (DEF) is provided by a portable tote system, which is reported to be adequate by MTD staff.



The two fuel-service islands at Terminal 1

- Fuel Storage

- Diesel fuel is stored in one 20,000-gallon UST, which has an actual gross capacity of 20,149, as reported by the Veeder Root monitoring system. With derates of about 5% for each of overfill prevention and reach of the pump pickup at the bottom of the tank, the usable capacity is about 18,100 gallons. The tank is double-wall steel and includes (2) single-wall sumps, which contain the submerged pump and the drop-fill ports respectively.

- Fuel Pumping & Dispensing

- One Red Jacket submerged turbine pump (STP) rated at 1.5 HP is included at the UST. This pump can deliver flows of 25-30 gallons per minute to both of the connected dispensers. Though there is not a redundant STP, these pumps are typically reliable, and can usually be repaired or replaced within one to two days.



1.5 HP STP housed in tank-top sump

- There are two dispensers, one each installed on the two service islands, which are protected by a canopy.



Gasboy Dispenser at East Service Island

- The dispensers are Gasboy model 9200 single-hose diesel. The dispensers include an auxiliary spin-on filter at the hose. Though the dispensers show signs of use over many years, they are reported to be functional and reliable and do not appear to warrant replacement.
- Fuel Management
 - One Gasboy model Islander 2000-S fuel-management terminal is currently installed on the center service island and is wired to supervise the transactions conducted at both dispensers.
 - MTD personnel reported that they are in the process of upgrading and replacing the system with a current Gasboy configuration that includes terminals on both islands, and wireless interface with vehicles being fueled.

- Leak Monitoring
 - The product level in the 20,000-gallon UST, as well as possible leaks at the tank interstitial space, and the area under the two dispensers are monitored by a Veeder Root TLS-350 Plus monitoring console.



Leak Monitoring Console Located in Utility Tower

- The console is housed in a protective enclosure that is in a utility area inside of the Fuel Island building. The console is wired to an overfill alarm located on the outside of the fueling building, near the tank-fill manhole.
- Liquid Fueling System Recommendations:
 - MTD has replaced the fuel pump and should consider keeping one in stock. This would improve the expected reliability and resiliency of the pump, which would all but ensure uninterrupted function of the pumping and dispensing system through the 10-20-year transition to a 100% BEB/ZEB fleet. At a cost of about \$2,500 + an installation cost of about \$2,000, the total cost should be less than \$5,000. Additionally, the existing pump could be held as a spare.

2.2.8.7 Electric Vehicle Charging Infrastructure

- There is currently no EV charging infrastructure at the Fuel Island. However, given the transition to an all-electric fleet, MTD may consider adding appropriate EV chargers at the Fuel Island to fast-charge or top-off vehicles as they're being serviced at the island. When liquid fueling is removed from the service cycle, the fare collection and interior cleaning functions may also need to be reconsidered as part of the overall service cycle of electric vehicles.

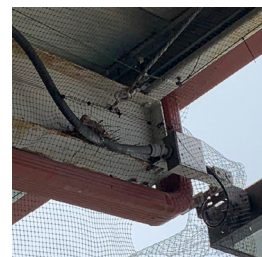
2.2.9 Electric Bus Canopy

2.2.9.1 Architectural

- General Conditions
 - The Electric Bus Canopy is an open, covered pre-engineered metal building structure with a stucco facade that was constructed as part of the same facility expansion project as the Admin Building, Fuel Island, and the Maintenance Building expansion in 2000.
 - The base elevation of the building sits below the known flood plain elevation of the site but is not an occupied structure. However, the electrical room is elevated approximately two feet above the grade of the parking area.
 - The building is in good condition except for a few minor aesthetic issues noted below and elsewhere in the report (see Site Perimeter section of this report for notes on exterior walls).
 - Visible rust is present on many of the roof z-girts but does not appear significant enough to warrant concern at the time of this assessment.
 - Bird-netting has been installed from the top of the primary steel framing to the underside of the roof z-girts. However, the netting appears to have come loose in some locations allowing birds to find their way through.
 - The metal roofing system was not specifically assessed and could not be easily accessed but signs of water leakage were not observed.
 - The concrete slab-on-grade slopes to the exterior and the roof gutter downspouts are plumbed directly to the storm drain below grade.



Electric Bus Canopy Aerial Photo



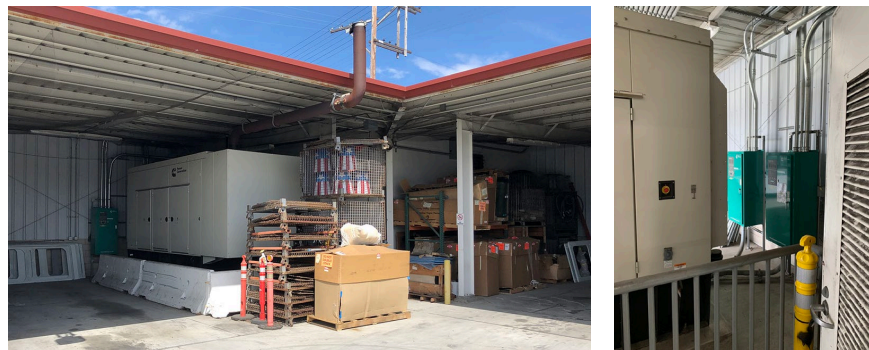
South Leg of Canopy / East Leg of Canopy / Rust and Bird Nest Inside Netting

- Shop & Storage Areas
 - The north end of the canopy has been repurposed as a machine shop, common work area, and various storage needs.
 - Throughout the entire canopy area there is various equipment, not related to the charging of electric vehicles, that is located between the bays and at the back of the enclosure.



Shop Area / Storage Racks

- Utility
 - See discipline specific assessments below for additional feedback on utility and building systems for the Canopy.
 - The primary electric service located at the corner of the Canopy is backed-up by a generator at the south/east corner, just outside the electrical room.



Generator at South/East End of Canopy

- General / Architectural Recommendations:
 - MTD should assess the items being stored at the canopy and plan to decommission or dispose of all unnecessary items in order to consolidate storage on site and free-up space for transit vehicles, particularly electric vehicles that need designated parking spaces.
 - It is also recommended to provide fenced or caged enclosures for all storage and work areas. Due to the open nature of the bus yard, these assets are relatively unsecured.
 - Aesthetic improvements are recommended to fix the few areas of damaged stucco on the exterior of the building and repainting of all rusting elements.

2.2.9.2 Structural

- Summary
 - The Electric Bus Canopy is constructed of a pre-engineered metal building (PEMB) steel frame. The gravity system consists of metal deck spanning between steel z-girts supported on PEMB steel frames. The frames are anchored to concrete piers sitting on conventional concrete spread foundations. The spread foundations are connected by concrete grade beams to a continuous foundation at the rear of the building.
 - The rear of the building is closed off by a metal framed façade wall sitting on a concrete masonry wall supported on a continuous conventional footing.
 - The diaphragm system consists of steel threaded rod crossties in the ceiling space. The lateral system consists of steel moment frames in the transverse direction and steel threaded tension rods at the rear of the building in front of the masonry wall. The front of the building is open without moment framed members creating a three-sided lateral system.
- Conditions
 - The building appears to be in good condition aside from some superficial rust on roof members. There does not seem to be any structural deficiencies.
 - Hazards
 - The Electric Bus Canopy building does not display any significant or immediate hazards.
- Structural Recommendations:
 - If a seismic upgrade is desired, it is recommended to complete an ASCE 41 Tier 1 check. A seismic upgrade is not required unless significant changes as defined in the California Building Code are made to the lateral system.
 - The building roof is not recommended for evaluation for the addition of PV panels as this may trigger a seismic upgrade.

2.2.9.3 HVAC & Plumbing

- Summary
 - As an open-air structure, there are limited building systems in the Canopy.
 - The parking areas have low-profile, gravity ventilators at every other parking bay to allow for ventilation of the high side of the canopy roof.]
 - The electrical room has a through-wall exhaust fan that is not shown on the provided record drawings. The fan exhausts into the covered canopy area.
 - An emergency shower/eye wash is located towards the northern end of the canopy and is assumed to be in working condition.





Electrical Room Wall Mounted Exhaust Fan / Eye Wash Station

- HVAC and Plumbing Recommendations:
 - The exhaust fan in the electrical room may not be able to maintain a cool enough temperature threshold for the electrical equipment in this room. MTD should consider installing a mini-split system for this room to ensure equipment is maintained within the recommended operating temperature ranges.
 - MTD should consider providing more significant signage for the emergency wash station. If it is to be replaced a tempered water source should also be considered to meet current OSHA guidelines.

2.2.9.4 Electrical

- Summary
 - The EV Canopy area draws a much higher demand load compared to the Administration Building and the Garage/Shop due to the number of EV chargers connected to this system.
 - There are two (2) normal distribution systems in this area. One is rated at 1600A, 277/480V, 3-phase 4 wire system and the other one is rated at 1200A, 277/480V, 3-phase 4 wire system.
 - There are two (2) Automatic Transfer Switches (ATS) and an outdoor rated 250KW diesel fuel generator which serves as the back-up emergency.
 - There are two (2) EV charges in each bay and each EV charger has a service disconnect rated at 100A, 3P.
 - Some of the EV charges are rated for 208V, 3P and others are 480V, 3P. It is understood by Stantec that the 208V chargers are being phased out with the decommissioning of the E-bus shuttles.
 - Per record drawings these are labeled as HSW which designates switches on the Haley Street wall and SSW which designates switches on the Salsipuedes Street wall.
 - Switches HSW 1,2,3,4,5 & 15 are supported by the emergency generator.



- There are two (2) EV charges in each bay and each EV charger has a service disconnect rated at 100A, 3P.
- A conceptual design dated December 14, 2018 regarding the SCE charge ready transit bus programs was mentioned to Stantec during the Site assessment. On further review, this conceptual design shows two (2) options of providing power for the EV chargers whether they shall be energized by the 1600A distribution board “MSA” or the 1200A distribution board “MSB”.
- Lighting Systems
 - There are fluorescent strip lighting fixtures in each bay of the Electrical Bus Canopy and floodlights mounted high on the outer edges of the canopies for yard lighting.



Figure 2 & 3: Fluorescent Strip lights and floodlights

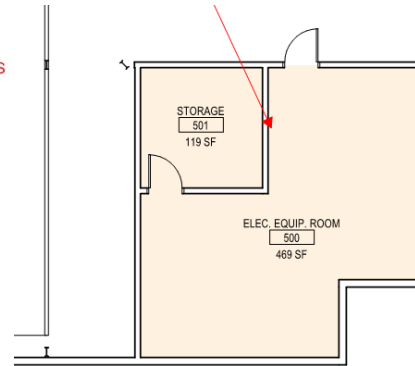
- Electrical Recommendations:
 - Existing infrastructure appears adequate and functions as needed. It is understood at the time of this report that MTD is already in the process of procuring a charging management system that should assist MTD in balancing the current and future demand on this system.
 - Lighting levels were not assessed but are assumed to be adequate for vehicle storage but not for workshop uses.

2.2.9.5 Information Communications & Technology (ICT)

- Existing Conditions / Observations
 - Electrical Room
 - The electrical room contains a wall mounted fiber enclosure. The fiber is used to provide a direct connection to MTD’s remote location a few miles away through the service provider.
 - The remote location is understood to provide a backup data location in the event information is lost.



FIGURE F:
WALL MOUNTED
TELECOMMUNICATIONS
ENCLOSURE IN
SOUTHEAST
ELECTRICAL ROOM

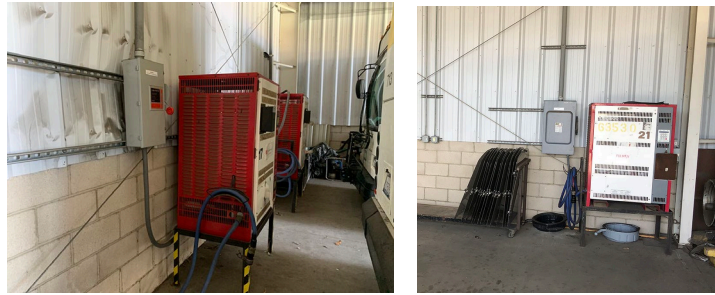


Wall Mounted Telecom Enclosure

- ICT Recommendations:
 - The fiber enclosure located in the Electrical room, with a network connection to a remote MTD facility provides a good system for backing up the data.
 - ICT and security improvements are generally not needed for this area.

2.2.9.6 Electric Vehicle Charging Infrastructure

- Summary
 - The existing electrical is served by Southern California Edison (SCE). The services on site are 480V, 3 phase services, and 208V, 3 phase services. The multiple services support the existing buildings, existing charging and maintenance facilities, and the current bus charging stations throughout the site.
 - The existing Maintenance Building and Canopies are served by two separate services located in the southeast corner of the property. The electrical room currently houses the electrical equipment and utility meters. There was an upgrade to the existing electrical service conducted in 2000. The services consist of one 1600 Amp, 480V, and one 1200 Amp, 480V service for the Maintenance Building and Canopies.
 - Terminal 1 currently has two types of vehicle chargers. There are older inverter base chargers which are intended to provide charging for the older E-bus shuttles that do not have the inverters on them. The inverters convert AC power to DC power and charge the buses with direct current. At the time of this assessment, the remaining few of these shuttles were in the process of being decommissioned. Therefore, the chargers associated with these shuttle buses are also being disconnected and retired.



Old E-bus Chargers – South Leg of Canopy

- The second type of charger is the BYD AC charger. The BYD charger is an 80 kW, 96 Amp charger mounted on the walls of the bus canopies with 100 Amp disconnects. The BYD charger does not have an inverter and instead converts AC power to AC power at a higher rate. This requires inverters to be located on the buses themselves to convert AC to DC power. There are currently 15 of the newer BYD chargers installed at Terminal 1



Newer BYD Chargers – East Leg of Canopy

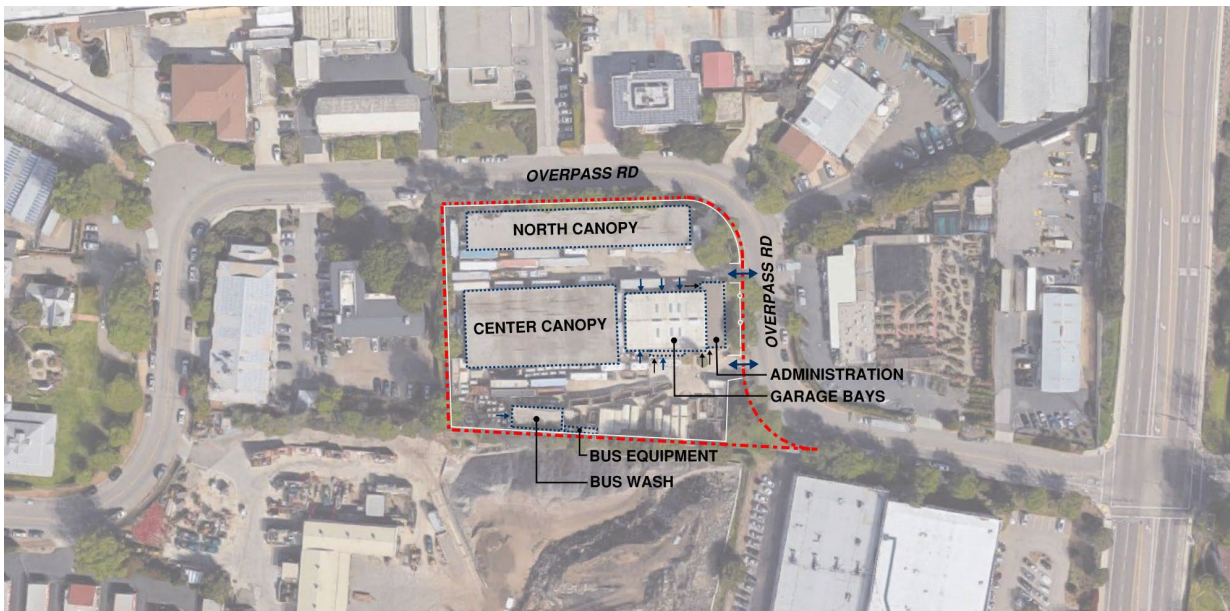
- MTD is in the process of procuring and installing fourteen (14) level-2 ChargePoint charging ports along the north side of the Admin Building in the Side Yard parking lot. These chargers are intended to serve fourteen (14) MTD battery-electric service vehicles that MTD is also in the process of procuring. These chargers will not be available for public use and are being provided through SCE's Charge Ready program.
- There is also a single, level-2 ChargePoint EV charger in the visitor/employee parking lot that is intended for public or employee use.
- EV Charging Recommendations:
 - Additional charging infrastructure and electrical services will be required to meet the needs of MTD's transition to an entirely BEB fleet. See discussions in the Phase 3 Report of the Facilities Master Plan Report for additional information.
 - The old obsolete charging infrastructure should be removed as needed.
 - MTD should consider installing wheel stops or bollards to protect existing charging infrastructure. At a minimum, an indicator 'stop line' paint stripe should be installed at each bay such that the vehicle operator knows where to stop when backing into the parking stall.

2.3 TERMINAL 2 FACILITY ASSESSMENT

The following sections outline the existing conditions of MTD's Terminal 2 facility and provide various recommendations for both operational and infrastructure improvements. The assessment is separated by building and then by discipline. However, there are observations noted throughout the report that should be considered facility wide and all recommendations should be considered holistically.

The assessment for Terminal 2 is separated into the following sections:

- 2.3.1 Site and Building Information Summary
- 2.3.2 Site Perimeter
- 2.3.3 Site Internal
- 2.2.4 Maintenance Building
- 2.2.5 North and South Canopies
- 2.2.6 Bus Wash Building



Terminal 2 – 5353 Overpass Rd, Goleta

2.3.1 Terminal 2 Site and Building Information Summary

2.3.1.1 General Site Information

- Address: 5353 Overpass Rd, Goleta, CA 93111
- Parcel Number: 071-220-010
- Land Use: General Industry
- Zoning: M-1
- Lot Size: 1.99 Acres (per County Assessor)
- High Fire Area: No
- Floodplain: Zone X
 - Definition: Moderate flood hazard areas and are the areas between the limits of the base flood and the 0.2%-annual-chance (or 500-year) flood.



Terminal 2 – Aerial Photo

2.3.1.2 Maintenance Building

- The original maintenance garage is a pre-engineered metal building.
- The facility was expanded in 1982 to include support additions to the garage, a bus wash building, and two covered canopies.
- Type of Construction: V-B
- Occupancy Group: S-1, B
- Construction Type
 - Pre-engineered Metal Building Construction – exterior walls are metal rib paneling over metal stud frame
 - Operations & Maintenance Addition Construction – cement plaster finish, over plywood sheeting, on wood stud framing, with batt insulation.
 - 1st Floor is structural slab-on-grade concrete
 - 2nd Floor is wood joist framing with plywood subfloor

- Building Height & Area
 - Levels: 2 Stories; Roof-top AHUs
 - Gross Square Footage: 7,200 sqft
 - Overall Height Varies.
 - 1st to 2nd floor = 9'-10"
 - 2nd Floor to Roof (underside) = +/-6'-6"
 - Highest Point of Pre-Engineered Metal Building = ~20'-0"
 - Highest Point of Operations & Maintenance Addition = ~15'-0"
- Means of Egress: Direct egress through ground-level doors and exit pathways
- Fire Suppression: Structure is non-sprinklered; Portable Fire Extinguishers

2.3.1.3 Bus Canopies A (North) and B (Center)

- The original canopy was built in 1982
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - Steel Framed Construction
 - Metal deck framing with built up roof over tapered insulation
- Building Height & Area
 - Canopy A: Gross Square Footage: 9,000 sqft, (16) 35ft buses
 - Canopy B: Gross Square Footage: 13,100 sqft, (24) 35ft buses
 - Overall Height = 13'-11"
- Means of Egress: Open on all sides
- Fire Suppression: Structure is non-sprinklered

2.3.1.4 Wash Building

- The original structure was built in 1982
- Type of Construction: V-B
- Occupancy Group: S-1
- Construction Type
 - 8x8x16 CMU wall construction
 - Metal deck framing with built up roof over insulation
- Building Height & Area
 - Semi-Enclosed Gross Square Footage: 1,100 sqft
 - Overall Height = ~19'-0"
- Means of Egress: Open on two of four sides
- Fire Suppression: Structure is non-sprinklered



2.3.2 Site Perimeter

2.3.2.1 Architectural / General:

- General Conditions
 - Overpass Road is a 42-foot wide, two lane, two-way street with parking on both sides. Overpass Road has no sidewalk improvements.
 - MTD expressed interest in using an approximately 200 square foot undeveloped portion at the southeast corner of the site for additional parking.
 - Two manual, chain-link gated driveways are located along the east end of the site on an approximately 100-foot radius reversing curve, making site distance to the north a challenge.
 - The northern driveway is tucked on the inside of one of the curves and site distance is obstructed by the road geometry, structures and vegetation.
 - Closure of the northern driveway will impact the original layout of the site, requiring a change in the angle of parking along the north edge of the site or additional maneuvering by drivers in and out of these spaces.
 - Visibility at the southern driveway could be improved via elimination of three (3) parking spaces between the driveways.
 - The entire existing site configuration appears to be able to accommodate up to 40 covered 40-foot buses and 9 passenger vehicles.



No Perimeter Sidewalks / Unused Site Area Outside the Perimeter of the Site

- Accessibility
 - There is not an existing accessible path of travel from the public right-of-way since there is no public sidewalk. If the City requires sidewalk frontage improvements an accessible POT would be required to the main entry of the building.
- General Recommendations:
 - The location of the northern driveway is undesirable and should be considered for emergency purposes only. Closure of the northern driveway will impact the original layout of the site, requiring a change in the angle of parking along the north edge of the site or additional maneuvering by drivers in and out of these spaces.

- Landscape improvements would likely be required to meet current City standards for frontage improvements.
- Public sidewalk improvements may also be required by the City.

2.3.2.2 Perimeter Masonry Fence Wall

- Summary
 - The wall that surrounds the entire terminal consists of stacked concrete masonry units. The wall extends about five-and-a-half feet above the ground.
 - At regular intervals around the perimeter, the wall has blocks set on side with openings through the wall which make it very easy to climb up the wall.



Low Perimeter Walls with Foot Holes

- Conditions
 - Most of the wall is in good condition with minor sections of water stains and spalling of the concrete.
 - Along the south section of the wall there is a portion that is unstable. The wall has buckled out-of-plane. This is visible from looking along the top of the wall, see figure S-15.
 - There is a large opening in the wall along the west wall, see figure S-18. There are cracks present along the south wall in several locations, see figures S-16 and S-17.
 - Hazards
 - The portion of the wall that is buckling is at significant risk of collapse and represents an immediate hazard.
- Perimeter Wall Recommendations:
 - It is recommended to repair or replace all sections of the wall showing damage.
 - If wall is not completely replaced, an external fence should be considered to secure the site. Even if the open blocks were eliminated, the wall is very short and easily scalable. Alternatively, the open blocks could be filled, and an additional fence element could be added to the top of the wall to secure the perimeter.



Figure S-15: Masonry Wall Buckling



Figure S-16: South Wall Cracking



Figure S-17: South Wall Cracking



Figure S-18: West Wall Opening

2.3.3 Site Internal

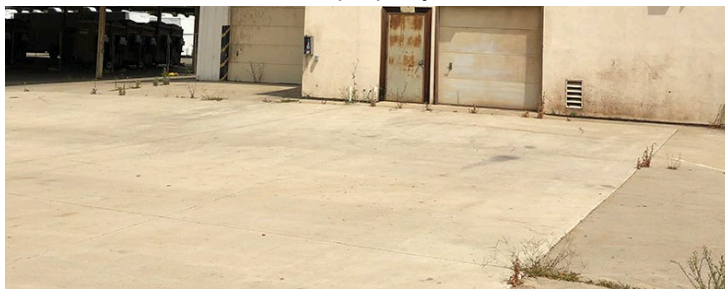
2.3.3.1 Architectural / General:

- General
 - The condition of the site is generally good considering the age of the site and its limited use since MTD discontinued operations at Terminal 2.
 - Further assessment and study would be required to determine the functionality and serviceability of the existing infrastructure. The following sections outline the apparent conditions and infrastructure deficiencies at the facility.
- Concrete Paving
 - The pavement on site is generally in good condition. However, there are some significant cracks, primarily around the storm drains, that would need to be repaired.
 - The conditions of the entire extent of site pavement could not be assessed at the time of this report due to the current tenant's storage of materials and trailers.



Failing Pavement at Catch Basin

- A large portion of the site pavement on the south side of the Maintenance Building has been replaced following the removal of the UST's serving the former fuel/service island at the facility. The extent of the replaced pavement is from the south face of the building to the curb face at the southern property line.



Replaced Concrete Pavement South of the Building

- Site Drainage
 - The project site drains to localized storm drains throughout the site that are generally piped to the south and outlets to the east into a 21" reinforced concrete pipe (RCP) in Overpass Road.
 - The site consists of approximately 1.75 acres of impervious surface.
 - The City of Goleta has adopted the County's water quality requirements that state that any combination of building construction and grade change of the existing pavement in excess of 15,000 square feet would require mitigations to prevent offsite discharge from the 95th percentile rain fall events.
- Utilities
 - Electrical/Communications: The site gets its power from a service feed from SCE Pole #16655179E south of the site to a transformer and then to a panel near the southwest corner of the maintenance building and then out to the rest of the site. Much of the electrical backbone shares a trench with telephone/data conduits between the service point and the maintenance building.
 - Sewer: The Maintenance Building has a 6" cast iron lateral that runs north-south along the western edge of the building and connects to a 6" main in Overpass Road. A sand and grease interceptor exist near the northwest corner of the building, downstream of the bus wash.
 - Water: The site gets its water via a 2" service from Overpass Road north of the site.
 - Gas: a 3/4" gas service that runs parallel to the sewer.
- General Recommendations:
 - The County requirements differ from the City of Santa Barbara's in that only the area disturbed by construction needs to be mitigated, not the entire site. Preliminary investigation of the soils in the area suggest that infiltration mitigations are feasible, so an area of pervious pavement equivalent to the new construction area could be an acceptable mitigation, at a minimum of cost of \$225,000 to the cost of the project.
 - Terminal 2 needs significant maintenance and repair to secure the perimeter and maintain a passively secured site. The perimeter site wall should be repaired as noted above before MTD begins storing vehicles onsite.
 - A lack of employee parking will become a significant concern if MTD intends to operate the facility at full capacity. The neighborhood around Terminal 2 has developed significantly since it was last operated by MTD and on-street parking is not a viable option.
 - A full site accessibility assessment should be provided prior to any future facility upgrades. Improvements/modifications would include but would likely not be limited to new or additional signage and re-striping of accessible pathways.
 - Damaged pavement should be repaired as required.
 - Storm drains and utilities should be inspected to ensure they are still serviceable.



2.3.3.2 Electrical

- Summary
 - Southern California Edison (SCE) is the utility company energizing the Terminal 2, 5353 Overpass Road facility. A dedicated pad mounted transformer labelled as “P-5032869”, located south of the site is tied into the main distribution system of the facility via underground trench.
 - The main switchboard is integrated with a SCE meter # 259000-057034 and has a bus rating of 800A, 120/208V, 3-phase, 4-wire and main trip breaker rated at 800A. The main switchboard is in the building’s Electrical Room next to the Tire Shop Room and it provides power for the following equipment:



Main Distribution Board

- An existing 225A, 3-pole main breaker feeding the existing surface mounted main lug only panel “A” rated at 225A, 120/208V, 3-phase, 4-wire system located inside the maintenance bay.
- An existing 150A, 3-pole main breaker feeding the existing recessed mounted main lug only panel “B” rated at 225A, 120/208V, 3-phase, 4-wire system located inside one of the storage rooms of the office.
- An existing 125A, 3-pole main breaker feeding the existing panel “C”. However, Stantec was not able to locate this panel.
- An existing 100A, 3-pole main breaker feeding the existing surface mounted main circuit breaker panel “D” rated at 100A, 120/208V, 3-phase, 4-wire system located at the center bus canopy.
- An existing 225A, 3-pole main breaker feeding the existing control panel “CP-1” which serves the Bus Wash.
- An existing 150A, 3-pole main breaker feeding the existing control panel “CP-2” which serves the water reclaim and is mounted on the outside wall of the Bus Wash Building.

- An existing 150A, 3-pole main breaker feeding the existing air compressor located inside the electrical room.
- An existing 30A, 3-pole main breaker is in “ON” position but Stantec was unable to locate the downstream electrical equipment connected to this breaker.
- Two (2) 175A & one (1) 60A, all 3-pole main breakers noted as EV chargers are in “OFF” position.



Electrical Panels A, B & D



Electrical Panels CP-1 & CP-2

- Panel “A” serves the lighting, receptacles and multiple hoists within maintenance bay.
- Panel “B” serves the lighting, receptacles, plumbing and mechanical equipment within the office building.
- Panel “D” serves the canopy lighting and outdoor receptacles.
- Electrical Recommendations:
 - The existing distribution boards seems to be adequate for the current electrical loads scheduled at the facility. However, if there are future provisions within the facility such as providing new EV chargers, an electrical service upgrade will be required. The size of the new electrical distribution system shall depend on the future scope for this facility. Refer to the Electric Vehicle Charging Infrastructure assessment for more information.
 - All site lighting is attached to the buildings and canopies and should be considered for full replacement.
 - MTD should also consider providing a back-up generator for the facility and if necessary, a generator with sufficient capacity to facilitate a minimal electric vehicle charging load.

2.3.3.3 Information, Communications & Technology (ICT)

- Refer to Maintenance Building ICT section of this report for assessment of site-wide communications technology that is mostly hosted in the Maintenance Building.

2.3.3.4 Liquid Fueling System

- General Description
 - Terminal 2 is not currently being used by MTD and is not operational. Further, it no longer has an existing fueling infrastructure which has been fully removed, including the UST. However, there appears to be adequate space in the open-yard area to house a small, temporary aboveground fueling system, as discussed further below.



Open Yard-Area at Terminal 2, Location of Former Fuel Island

- Considerations for Future Temporary Fueling
 - MTD may consider outfitting Terminal 2 with a temporary diesel-fueling system, as needed to support diesel-fueled buses there in the lead up to electrification of the bus fleet. Such a system would have the following characteristics and features:
 - 5,000 to 12,000-gallon aboveground tank with double-wall steel construction and a concrete liner for added resistance to fire and ballistics (UL 2085).
 - Tank would come equipped with an integrated delivery-spill box and piping for connection from the delivery tanker, thus not requiring a separate structure for the delivery-spill box.
 - 3/4 HP STP, able to deliver flows of 25-30 GPM.
 - Fleet-type diesel dispenser that is mounted to the end or side of the tank, thus further reducing footprint and simplifying installation.
 - A structural-concrete pad would need to be built to support the tank system – the 12,000-gallon AST would weigh 49,000 lbs. + an additional 81,6000 lbs. for product = total weight of over 130,000 lbs.
 - The STP and dispenser would require 10A 208V feeder and the dispenser would require a 5A 120V feeder.

- Though not required due to its 100% aboveground configuration, a simple one-tank monitoring console from Veeder Root or INCON would be useful for accurately supervising tank levels and checking against unexpected drops in product level.
 - A fuel-management terminal would not be easy to configure to such a system but could be arranged if this is critical to MTD's operation.
- ROM Budget for Temporary Fueling System:

Item	\$ Cost
12,000 gal AST (UL 2085) [NOTE: reduce by ~ \$33,000 for 5,000 gal AST]	74,460
Tank accessories - spill box, dispenser support, access ladder, drop tube	3,790
Other accessories - manual gauge, vents, valves, product piping	3,600
AST freight to SB	1,200
.75 HP STP and starter	2,400
One-hose fleet dispenser w/ hanging hardware, hose retractor, piping	8,800
ESD button, conduit, wiring	1,100
Electrical power, wire, conduit, trenching and breakers from panelboard (allowance)	5,000
Concrete pad	9,500
Concrete k-rails to protect tank, including delivery and setting	3,200
Installation labor (direct cost)	6,500
Subtotal	\$119,550
OH markups @ 19%	22,715
Profit @ 8% (subtotal + OH markup)	11,381
Sales tax @ 8.75%	13,444
Contingency	15,365
TOTAL	\$182,455

Table 2.3.3.1: Preliminary cost estimate for temporary diesel fuel system at Terminal 2

- As indicated in the table above, a temporary all-integrated tank-pump-dispenser system with 12,000-gallon capacity would cost about \$184,000. Such a system would take up an area of about 33' x 20' including protective concrete k-rails on all sides and could be easily removed or even relocated as needed.
- If a lesser capacity of 5,000 gallons is desired, the cost would be reduced to about \$131,000, due to the lower cost of the smaller tank, as well as reduced costs for the foundation and protective k-rails to accommodate the smaller tank.





Example of Temporary AST

- A dispenser with more features and capabilities than the compact unit shown in the picture can alternately be configured, depending on final design criteria indicated by MTD.

2.3.4 Maintenance Building

2.3.4.1 Architectural

- General
 - The Maintenance Building at Terminal 2 consists of the original pre-engineered metal building (PEMB), primarily consisting of the maintenance bays, and a 1981 addition/alteration that nearly doubled the size of the facility, adding operations spaces, a tire shop, and another maintenance bay.
 - The entire building needs significant maintenance and repair. As would be expected, the older portion of the building, the original PEMB structured area, needs more maintenance than the new portions of the building.



Exterior of Terminal 2 Maintenance Building

- At the time of the assessment, the building was being used for storage and most areas were difficult to fully assess the existing conditions of the facility.
 - The roof metal roof over the original portion of the building has some visible holes and there are some small gaps between the edges of the roof and the exterior cladding.
 - The asphalt roofing on the 1981 building additions appeared to be in fair condition as no obvious leaks were observed.
- Maintenance Bays and Shops
 - At only 50' deep the existing maintenance bays would be very tight for a standard 40' bus and the exterior roll-up doors would likely need to remain open to adequate access the engine compartment.
 - There is very little supplemental shop or storage space in the maintenance areas. The
 - The originally installed in-ground hydraulic lifts have been removed and infilled with concrete. Environmental testing had been performed in 2009 by CEC for these areas of the shop to determine extent of contamination.
 - The maintenance areas have extensive paint peeling and damage to many of the interior and exterior walls. The storeroom with mezzanine above would likely not be adequate storage space for even a minimal fleet.



Peeling Paint and Tailpipe Exhaust Fan with Ductwork

- Administrative Support Spaces
 - The existing office areas are in fair condition, but difficult to assess with the amount of stuff being stored in the building.
 - The original carpet flooring in the offices has been removed, but all other finishes are generally intact and in good condition.
 - The restrooms appear to be in good condition and can likely still meet the functional needs of the building occupants but do not meet current accessibility clearances and requirements.
- Utility & Equipment
 - The functionality of the lube and compressor reels were not specifically assessed by the Stantec team, but the majority of the overhead reels and compressed air systems appear to be intact.
 - As the in-ground lifts have been removed, mobile hoists would need to be utilized in the bays.
- General / Architectural Recommendations:
 - The building will require extensive maintenance and repairs just to bring it back into service. It is not recommended to use the facility without further, detailed structural assessment on whether the building is suitable for occupancy.
 - If any concrete pavement, whether site pavement or building slab-on-grade, additional environmental testing and monitoring may be required. Based on CEC report findings, remediation of contaminated soils seems likely for areas under the maintenance bays of the building if disturbed or if the building is demolished entirely.
 - Considering the age of the facility, the entire building should be tested for hazardous materials. Including but not limited to lead paint and asbestos.
 - Minimal work can be performed on the building to avoid accessibility upgrades. Refer to Section 2.1.1.1. for accessibility upgrade requirements.

2.3.4.2 Structural

A. Maintenance Bays

- Summary
 - The maintenance bays are a single-story pre-engineered metal building (PEMB). There are three maintenance bays and an additional side bay which covers part of the office building. Along the north wall, there are three large garage doors.
 - The gravity system consists of a metal roof deck supported on steel z-girts resting on PEMB steel frames. The columns are anchored at the base to conventional concrete spread footings. The diaphragm system consists of steel threaded rod crossties in the ceiling space.
 - The lateral system consists of steel moment frames in the transverse direction and steel threaded tension rods in the longitudinal direction opposite of the garage doors.
 - The exterior of the building consists of steel cladding which is supported by wind girts connecting to the PEMB steel frames.
- Conditions
 - The roof metal deck and metal facade showed signs of deterioration. Many building elements are rusted. The building is in poor condition. The main structure does not appear to be deficient, however the secondary structural elements are damaged and may be compromised.
 - Hazards
 - There is not any blocking for the z-girts along the roof which presents potential for the z-girts to collapse in a seismic event. In the west bay there are not any crossties for the diaphragm.
 - The frames along the north wall do not appear to be moment frames, therefore the building will behave as an open frame diaphragm that likely exceeds code allowances. Since the building does not present continuous crossties along the south wall of the structure and does not have any crossties along the roof diaphragm in one bay, there is irregularity in the building's lateral system.
 - Some wind girts are significantly damaged and are not properly attached to the PEMB steel frames, see figure S-8.

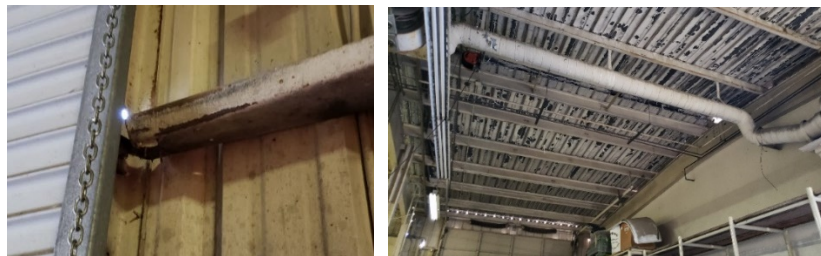


Figure S-8: Wind Girt Damage / Figure S-9: West Bay – No Diaphragm or Wall Crosstie

- Structural Recommendations:
 - It is strongly recommended that a seismic evaluation be performed prior to the reuse of the building. The first step is to complete an ASCE 41 Tier 1 check. Damaged elements need to be evaluated and repaired.
 - The building roof is not recommended for evaluation for the addition of PV panels.
- B. Office / Admin Areas (1981 Addition)**
- Summary
 - The office building is a one-story building with a loft floor constructed of wood framing. The maintenance shop overlaps with the office/admin portion of building, see above for a separate description.
 - The roof consists of plywood spanning between wood rafters supported on wood framed bearing walls. The floor consists of plywood spanning between wood joists framing into wood framed bearing walls and a steel wide flange beam which bears on a wood post. The foundation system consists of conventional spread and continuous concrete footings. The lateral system consists of wood light-framed shear walls.
- Conditions
 - The building appears to be in fair condition. There is some damage evident to finishes and gutters. There does not seem to be any structural deficiency.
 - Hazards
 - The office building does not display any significant or immediate hazards.
- Office / Admin Areas Structural Recommendations:
 - If a seismic upgrade is desired, it is recommended to complete an ASCE 41 Tier 1 check. A seismic upgrade is not required unless significant changes as defined in the California Building Code are made to the lateral system.
 - The building roof is not recommended for evaluation for the addition of PV panels.

2.3.4.3 HVAC & Plumbing

A. AC and Heating Systems

- Summary
 - There is one packaged unit on the roof (Figure 23). This unit supplies the whole office area.
 - The maintenance bays have gas-fueled unit heaters (Figure 24) in two of the corners. Their functionality could not be assessed.

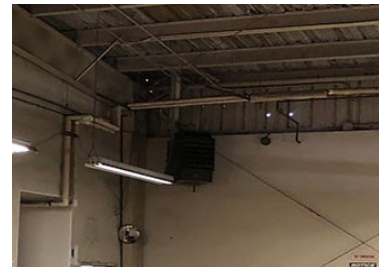


Figure 23: Roof-top Unit / Figure 24: Gas Unit Heater

- Condition
 - These units are all beyond their useful lifespan and are likely not in good condition. The existing exterior ductwork would also need to be upgraded to insulated ductwork.
- HVAC Recommendations:
 - Remove the existing systems and replace with new units and ductwork to comply with codes and meet net-zero emission requirements.

B. Ventilation

- Summary
 - The kitchen and the garage ventilation systems are old and should be replaced (Figures 25 & 26).
- Condition
 - The exhaust fans and the make-up air louvers were installed in 1981 and have not been modified since. The only mechanical exhaust in the maintenance areas is the tailpipe exhaust system that is still mostly intact. However, there is no exhaust from the floor level as would be required in a modern facility.
 - The roof has ridge vents along the length of the PEMB roof ridge.



Figure 25: Exhaust Fan / Figure 26: Tailpipe Exhaust System

- Ventilation Recommendations:
 - Provide new code compliant exhaust system as required by current codes.

C. Plumbing Equipment & Piping

- Summary
 - The plumbing equipment and piping appears to be original to the building and has not has any significant modifications.
 - The building has a sand and grease interceptor outside the north/west corner of the building.
- Conditions
 - Despite the building being relatively unused, the fixtures in the restrooms appear to be in good working condition and have been well maintained.
 - However, all fixtures are old and do not meet current plumbing or accessibility code standards and would need to be replaced to meet current requirements if any other facility modifications are planned for the facility.

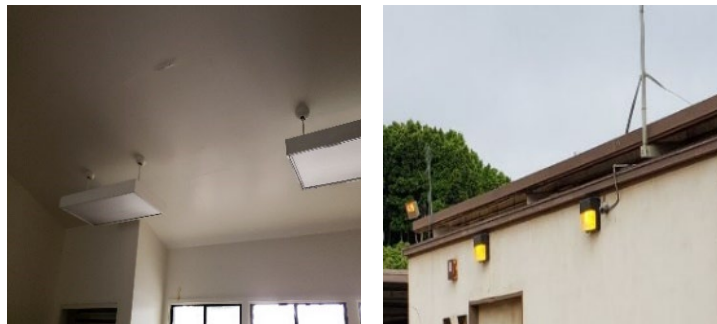


Maintenance Restroom Handwash Basin / Women's Restroom

- Plumbing Recommendations:
 - Further assess functionality of existing fixtures. Install new plumbing systems to meet current needs and code requirements if required.
 - The existing grease interceptor should be inspected and emptied since it has likely not maintained since MTD ceased operations at the facility. If significant facility modifications are planned, it will likely need to be replaced with a modern system.

2.3.4.4 Electrical

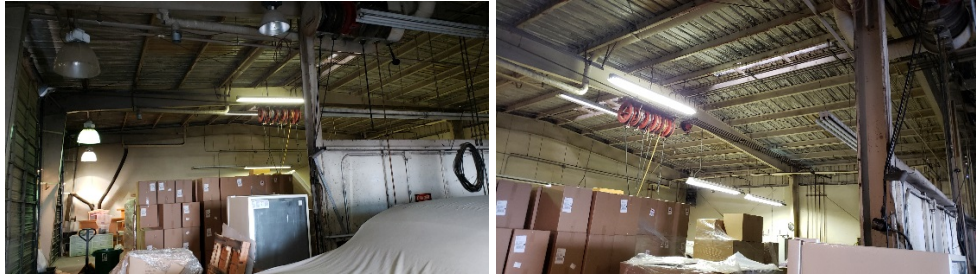
- Summary
 - See Site Internal - Electrical Assessment for electrical service.
- Lighting Systems
 - The indoor space of the office building consists of various lightings such as: recessed 1'x4', recessed 2'x4', and suspended 2'x4' fluorescent lights.



Typ Indoor Fixtures / Outdoor Wall Pack, Flood Lights and Photocell

- All lighting fixtures are controlled via 2-way (A/B) light switches and no lighting control panel exist in the building.
- The exterior lighting fixtures around the office building consists of the recessed CFL downlight fixtures controlled via wall light switches, along with wall mounted floodlights and wall packs controlled via time clocks and/or photocells.

- The spaces inside these rooms are ceiling mounted and/or suspended fluorescent fixtures and suspended dome CFL lighting fixtures. All are either controlled by 2-way or 3-way wall light switches.
- The outer walls consist of wall mounted flood lights and HID with prismatic reflectors and are controlled via time clocks and/or photocells.

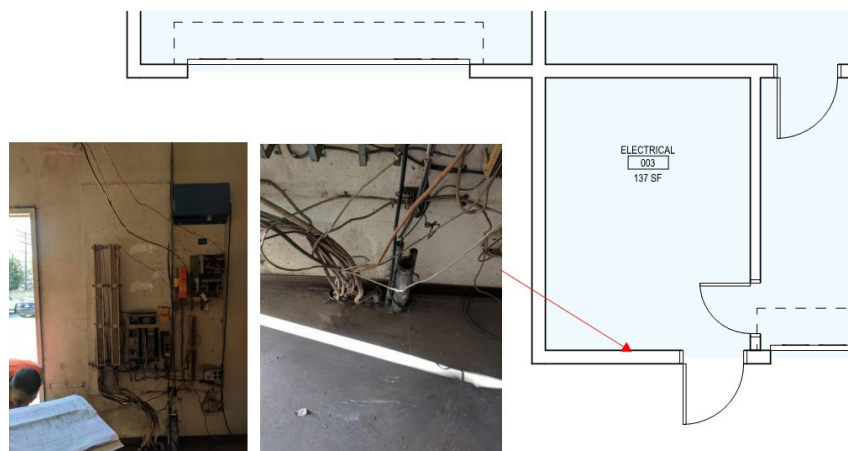


Suspended Dome Lights & Fluorescent Strip Lights

- Electrical Recommendations:
 - The current electrical service for the facility is likely sufficient for the existing functions. However, a more detailed assessment would need to be performed to evaluate any additional or modified loads on the facility would trigger a need for an upgraded electric service.
 - It is recommended that the facility's existing system be completely replaced.
 - Under prior editions of California Energy Code Title 24, The AB lighting control switching was standard. If the dimensions and purpose of the rooms remains the same, and new light fixtures are to be installed, current Title 24 requirements with more restrictive control requirements will not be triggered. However, if future modifications are required, the overall facility's interior lighting and controls may need to be fully upgraded to comply with current Title 24 requirements. The electrical shop itself will need to be provided with new LED lighting and code-compliant controls.

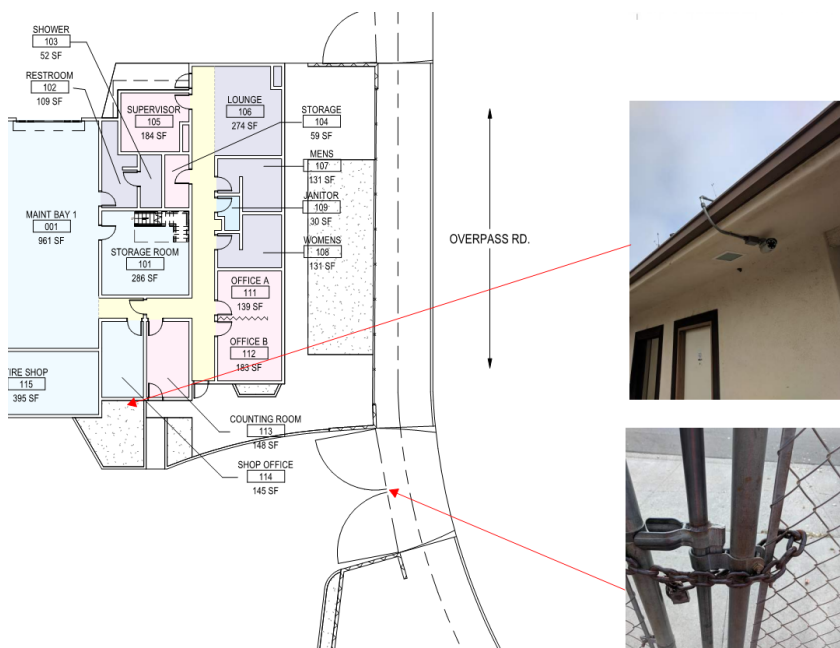
2.3.4.5 Information, Communications & Technology (ICT)

- Network Telecommunications
 - The Electrical room of the building houses the incoming telecommunications service. The service looks to use copper cable to feed the building. Telecommunication outlets were not observed though out the building.



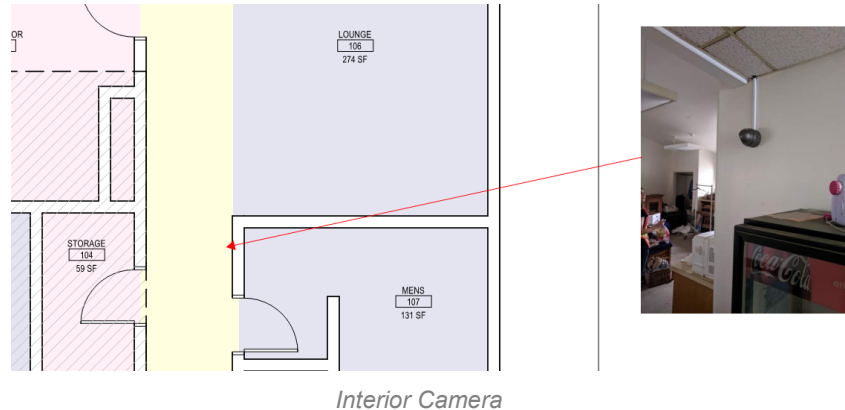
Utility Room Telecom Incoming Service

- Wireless Systems
 - No Wi-Fi appeared to be in use. Cell phone service was present but appeared to have 1 bar for AT&T, and 4 bars for T-Mobile.
- Security Systems
 - Access Control
 - No access control system was observed within the building.
 - Site Security
 - The vehicle gates were locked using a chain and lock.
 - The walls surrounding the site are low and easy to climb with foot holes available.



Exterior Camera and Vehicle Gate Lock

- Cameras
 - Cameras were observed to be located at the entry gates and parking areas outside the facility and the lounge area inside the building. The cameras appeared to not be in use and unmonitored.



- Site Security
 - See ICT assessment in Site Internal section of this report for review of site security items.
- Audio/Visual Systems
 - No audio/visual system was observed to be in use inside the building. A paging system horn was observed outside the building near the southwest corner of the building
- ICT Recommendations:
 - The existing telecommunications service is not usable for today's network requirements. The existing incoming service provider infrastructure is deficient and in need of a system upgrade. A new service with a dedicated telecommunications room and all new outlets, cablings, and infrastructure is recommended for the entire building.
 - A telecommunication room is recommended with accessibility to both the front and back of the racks to provide enough space for working clearances.
 - The current facility does not have a diverse or redundant path for incoming service creating a single point of failure for the incoming data connection. Consideration should be taken to have a second service provider with a different point of entry with a diverse path.
 - It is recommended a new wireless system be implemented. In order to create an efficient system that provides good Wi-Fi coverage, mobile antenna coverage, and bus radio frequency system, coverage heatmapping is recommended to be used during the design of each system.
 - New audio/visual, access control, security, and paging systems will need to be implemented due to lack of existing infrastructure.



2.3.5 North and South Canopies

2.3.5.1 Architectural

- General
 - Both canopies at Terminal 2 were installed in the 1981 facility modification project. They are steel framed with long span metal decking, covered by a built-up asphalt roofing system and a break metal fascia and trim all around.
 - Both canopies are both still very useful for sheltering vehicles and potentially providing an overhead means of mounting electric vehicle charger dispensers.
 - The asphalt roofing has experienced extensive failure on both canopies. There is cracking throughout the extent of the roof and there are numerous areas with plant growth on top of the roofs.
 - The steel framing has extensive visible rust and the paint is significantly weathered. However, no peeling of paint was observed.



South Canopy



North Canopy



- Architectural Recommendations:
 - To ensure the long-term integrity of the canopies, they should be fully repainted, and the entire roofing system should be replaced with a modern, single-ply roofing system.
 - Similar to the Center Canopy at Terminal 1, if the canopies are re-roofed, they should be structural modified if required to allow for the installation of photovoltaic panels.

2.3.5.2 Structural

- Summary
 - The parking canopy consists of steel framing. The roof is constructed of a 7-1/2-inch 18-gauge metal deck supported on steel beams framing over square tube steel columns which are anchored to conventional concrete spread footings. The footings are connected by concrete grade beams. The lateral system consists of the tube steel columns acting as a cantilever column system.
- Conditions
 - The structure seems to be in fair condition with signs of rust and paint peeling, see figure S-10. Some columns show corrosion at the base.



Figure S-10: Beam Rust and Paint Peeling

- Hazards
 - The covered canopy building does not display any significant or immediate hazards.
- Structural Recommendations:
 - The steel components and metal deck should be cleaned from any rust and old paint and be repainted.
 - The building roof is recommended for evaluation for the addition of PV panels.

2.3.5.3 HVAC & Plumbing

- Summary
 - No HVAC is located within the canopy areas.
 - Both canopies are served by compressed air and water lines via the Maintenance Building.
- Plumbing Recommendations:
 - Compressed air lines and new hose bibs should be replaced if not functioning and located at strategic locations under canopies for use in servicing of vehicles.

2.3.5.4 Electrical

- Summary
 - See Site Internal - Electrical Assessment for electrical service.
- Lighting Systems
 - The covered bus parking consists of flood lights controlled by time clock and/or photocell and fluorescent strip lights and are controlled via light switches.
 - Site lightings are pole mounted floodlights controlled by photocells.



Floodlights / Fluorescent Strip Lights / Pole Mounted Flood Lights

- Electrical Recommendations:
 - Existing outdoor lighting should be upgraded with new LED replacements for existing building mounted fixtures and addition of pole lights in the parking area to provide adequate illumination and uniform coverage.

2.3.5.5 Information, Communications & Technology (ICT)

- Summary
 - No ICT systems are present at the canopies.
- ICT Recommendations:
 - Provide security cameras and paging systems at canopy and yard areas as required to meet functional needs of MTD.
 - Site-wide Wi-Fi should also be considered for the entire property.

2.3.5.6 Electric Vehicle Charging Infrastructure

- There is no EV infrastructure in place at the facility. However, the configuration of the existing canopies would be conducive to supporting overhead and/or perimeter mounted charging infrastructure. Overhead charging dispensers could relatively easily be installed on the canopies assuming the existing structure can support the additional loading.

2.3.6 Bus Wash Building

2.3.6.1 Architectural

- General
 - The Bus Wash Building and associated equipment was constructed as part of the 1981 facility modifications. The facility appears to be original and has not been significantly modified since.
 - The building itself is in fair condition but is considerably weathered since it has not been used in a long time. The interior of the bay has extensive wear from the washing functions and the roof steel is rusted in some areas.
 - The roof could not be assessed but is likely in poor condition like the other built-up asphalt roofs onsite.
 - The functionality of the wash equipment could not be assessed but is assumed to not be in working condition.



Equipment Canopy / Wash Bay Interior / Bus Wash Building



Original Bus Wash Equipment

- General / Architectural Recommendations:
 - If the Wash Bay is to be recommissioned, all the equipment will need to be replaced with a modern bus wash system.

- The building and canopy should be repainted, inside with a heavy-duty epoxy coating suitable for wash bays and the exterior with a standard exterior high-performance paint system. The roofing system should also be replaced to ensure the long-term integrity of the structure.

2.3.6.2 Structural

A. Wash Bay

- Summary
 - The Bus Wash is a single-story metal deck and reinforced concrete masonry building. The gravity system consists of a 6-inch 18-gauge galvanized metal roof deck spanning between galvanized steel angle ledgers supported on reinforced concrete masonry walls.
 - CMU walls are laid in running bond. The walls are supported by continuous conventional foundations. The lateral system consists of reinforced concrete masonry shear walls.
- Conditions
 - Hairline cracks are evident on the exterior of the structure.
 - The masonry on the interior of the Bus Wash shows some water staining, see figure S-11. The masonry walls seem to be in good condition overall.
 - The roof metal deck exhibits significant corrosion, see figure S-12.



Figure S-11: Water Staining



Figure S-12: Roof Metal Deck Corrosion

- Hazards
 - The metal roof deck and steel ledgers exhibit significant corrosion.
- Structural Recommendations:
 - If staining is a concern the interior can be painted to better protect the masonry. The roof metal deck and steel ledgers should be evaluated for replacement.
 - The building roof is not recommended for evaluation for the addition of PV panels.

B. Wash Equipment Canopy

- Summary
 - The wash equipment canopy is constructed of steel. The gravity system consists of a steel 6-inch 14-gauge roof metal deck resting on steel wide flange beams framing over square tube steel columns. The columns are anchored to conventional concrete spread rectangular footings. The footings are connected by grade beams. The lateral system consists of the tube steel columns acting as a cantilever column system.
- Conditions
 - The canopy has significant rust present on all columns, beams and the metal deck. Paint has peeled off in some sections, figure S-13.



Figure S-13: Rusty Canopy Steel Beams and Columns



Figure S-14: Canopy Column Base Deterioration

- Hazards
 - At the base of the east column there is significant deterioration and corrosion. The column base metal is flaking and can be removed by hand, see figure S-14. There is significant reduction in the column section.
- Structural Recommendations:
 - The east column that must be replaced to maintain the structural integrity of the canopy. The remaining columns should be evaluated for structural integrity. The entire canopy should be cleaned of rust and painted.

2.3.6.3 HVAC & Plumbing

- Summary
 - There are no HVAC systems installed at the Wash Building.
 - The bus wash is served by a 2" domestic water line which should be sufficient for a new bus wash system.
 - The wash system has a 2300-gallon concrete sump pit for wash reclaim water in the drive aisle on the east side of the building.
 - A 3/4" compressed air line serves the Wash Building via a 1" CA line from the Maintenance Building.





Bus Wash Equipment & Sump Pit

- HVAC & Plumbing Recommendations:
 - If other modifications are planned for the building, the addition of gravity vents in the roof of the wash bay would help with ventilation of the space, but vents are not required since it is an open-air structure.
 - The entire bus wash system will need to be replaced from the point of connection to the water supply through the entire bus wash.

2.3.6.4 Electrical

- Summary
 - There is no lighting inside the wash bay and limited exterior lighting on the building.
 - The two existing circuits dedicated for the bus wash equipment will need further assessment on their adequacy if the wash equipment is to be replaced. The two electrical panels would likely need to be replaced along with the associated wash equipment.
 - See Site Internal section 2.3.3, for further discussion on the electrical infrastructure serving the Wash Building.
- Electrical Recommendations:
 - Additional lighting should be installed both inside the wash bay and on the exterior to improve visibility and safety at night.
 - Replacement of existing panels and wiring is likely required to modernize the bus wash.

2.3.6.5 Information, Communications & Technology (ICT)

- Summary
 - There are no ICT systems in place at the Wash Building.
- ICT Recommendations:
 - Provide site cameras that adequately cover both the entry and exit of the bus wash, as well as the concealed edge of the property behind the Wash Building.



3.0 FACILITIES ASSESSMENT SUMMARY

3.1 TERMINAL 1 ASSESSMENT SUMMARY

Terminal 1 has a long history at its current location, stretching back to the late 1960s. This downtown area of Santa Barbara has historically been an industrial neighborhood but with population and market growth over the past fifty-plus years, the area has become a blend of industrial facilities, small businesses, local shops, restaurants, and multi-family residential buildings. Just as the neighborhood has evolved, MTD's operations have expanded and evolved beyond the original planning for this facility. The obvious, single biggest issue is that there simply is not adequate space at Terminal 1 to appropriately accommodate all of MTD's fleet, facilities, and employees. The reliance on using fleet parking area for employee parking space, as well as the stacked parking configurations, are not long-term solutions that can continue as MTD will likely expand services in the next 20-years. These current methods of operating at Terminal 1 will also become increasing more difficult, if not impossible, as parking and yard space will inevitably become more constrained as battery-electric bus infrastructure will need to be implemented.

The following is a summary of the most significant conclusions and recommendations from the assessment of the Terminal 1 facility but is not intended to be a complete summary of all recommendations. Refer to each section in the report for additional information.

FACILITY ASSESSMENT CONCLUSIONS AND RECOMMENDATIONS:

- 1.1 Even if a considerable amount of the fleet is moved to Terminal 2, additional parking area is required to separate staff parking from fleet parking. The only viable option to provide additional parking onsite would be to construct an elevated parking structure above fleet parking or above a new building. A parking deck could also serve as a structure for charging infrastructure.
- 1.2 Due to its age, current condition, and location below the historical flood plan elevation, the Maintenance Building either needs to be replaced or needs significant upgrades. In particular, and as noted above in the structural assessment section 2.2.4.2, further detailed assessment is required to determine the long-term integrity of the building.
- 1.3 The other buildings on site are in good condition and significant improvements do not seem necessary for the near future. However, the Administration Building likely needs an extensive interior renovation on the ground floor to meet the current transit operation needs. The service buildings (Fuel Island and Wash Building) may need to eventually be replaced/relocated due to operational and yard constraints.
- 1.4 Only the Administration Building has a fire sprinkler system and even though fire protection systems are not technically required at any of the other existing buildings and canopies, fire protection at any future facility modifications or new structures is strongly advised. The ongoing electrification of the fleet means there will be an exponential growth in electrical infrastructure on the property which will significantly increase safety concerns associated with this equipment.
- 1.5 Significant additional SCE primary service will obviously be required to serve the future electrification of the transit fleet. See Phase 3 Report for expanded analysis.



- 1.6 A detailed accessibility assessment should be performed prior to any future facility modifications as outlined in Section 2.1.2 of this report. Various items such as missing signage could proactively be addressed by MTD if deficiencies are already known. Any future facility improvements will require coordination and review with the City's Building and Safety Department to outline the extent of the required modifications/improvements.
- 1.7 As facilities are considered for replacement or renovation, MTD should consider the long-term State, County, and City energy efficiency goals. The transition to a zero-emission fleet is a massive step towards reducing greenhouse gas emissions, so the same transition should be considered for facilities. This generally equates to eliminating the use of the gas utility and reduction of energy consumption through more efficient building systems (lighting, HVAC, etc.) and improved thermal performance of the building envelope (additional insulation, improved weather barriers, and better doors and windows).
- 1.8 Hazardous material testing is advised for the Maintenance Building. Due to its age, hazardous materials may be present both on the interior and exterior of the building.
- 1.9 Under the City of Santa Barbara's requirements, if any site disturbance greater than 500 sqft occurs on site then stormwater mitigation measures would be required for the entire property. This will prove very challenging and expensive due to the high-water table, challenging soil conditions, known contaminated soils, and the very confined nature of the site.
- 1.10 Due to the known site contamination in the south/east quadrant of the site, additional environmental monitoring will likely be required since improvements and below grade site disturbance in this area seem inevitable. To this end, coordination with the City and any other pertinent stakeholders should be considered very early in any facility modifications that would require work to this part of the site.



3.2 TERMINAL 2 ASSESSMENT SUMMARY

Similar to Terminal 1, Terminal 2 has a long history at its location. This area of Goleta is still a light industrial neighborhood as it was when the facility was first constructed, however the area has seen significant growth and development. Overpass Road is no longer a dead-end street and there are more residential and commercial developments happening in the vicinity as the City of Goleta develops. This growth in Goleta's population is one of the reasons MTD's ridership has grown and Terminal 1 is now over capacity. It is apparent that the revitalization of Terminal 2 is now necessary to continue MTD's operations into the future and serve the expanding populations and communities in Santa Barbara County.

The following is a summary of the most significant conclusions and recommendations from the assessment of the Terminal 2 facility but is not intended to be a complete summary of all recommendations. Refer to each section in the report for additional information.

FACILITY ASSESSMENT CONCLUSIONS AND RECOMMENDATIONS:

- 2.1 Similar to Terminal 1, the major issue with Terminal 2 is the limited space available for fleet parking, employee parking, and the necessary operations and maintenance facilities. The current footprint of the property simply won't allow for enough expansion of MTD's operations to ease the burden on Terminal 1, so a multi-level solution will be required. Either a partially below-grade or second-level structured parking solution will likely allow for sufficient employee and smaller vehicle parking.
- 2.2 Due to the age and current condition of the facilities at Terminal 2, the consensus is that a new facility would be required to meet the long-term goals of the agency. The existing Maintenance Building maintains little value compared to the high costs that would be required to modernize this facility and bring it back into full operation. It is not recommended to significantly invest in improving the Maintenance Building.
- 2.3 Contrary to the Maintenance Building, the Wash Building and Canopies still retain some value and would not be expected to be cost prohibitive to return them to service. However, all of these structures are likely required to be replaced or demolished due to the operational constraints and limitations of working around these structures.
- 2.4 Additional inspections and detailed assessments will be required to determine the functionality of the existing facilities if MTD chooses to resume operations at Terminal 2 in the near future. If improvements are required, MTD should balance what's necessary to resume minimal operations to avoid code required thresholds that would require the entire building be brought up to code.
- 2.5 Under the City of Goleta's requirements, storm water mitigations would be required if any significant modifications are made to the site. Due to the limited constraints of the property, the only viable solution would likely be expensive structured underground chambers to retain and infiltrate storm water from the site.



- 2.6 If removal of any concrete floor slab is anticipated or planned in the future, additional environmental testing should be performed to further the investigations performed by CEC following the removal of the underground fuel tanks.
- 2.7 Items 1.5 – 1.9 from the Terminal 1 Assessment Summary also apply to Terminal 2.



APPENDIX A





**Request for Qualifications
for
On-Call Architectural & Engineering (A&E) Services**

**Attachment 3
Draft Master Agreement**

October 16, 2025

Contact:

Valerie White
Purchasing Agent
Santa Barbara Metropolitan Transit District
805.963.3364 x244
550 Olive Street
Santa Barbara CA 93101
vwhite@sbmtd.gov
purchasing@sbmtd.gov
www.sbmtd.gov

Santa Barbara Metropolitan Transit District
On-Call Architectural & Engineering (A&E) Services

MASTER AGREEMENT with [contractor]

THIS AGREEMENT is entered into by and between Santa Barbara Metropolitan Transit District, an incorporated transit district under Sections 95000, et seq. of the California Public Utilities Code ("MTD"), and [contractor name], a [insert state name] [insert business type] ("Contractor"), at Santa Barbara, California, as of the later date set forth below the signatures executing this Agreement.

WHEREAS:

- A. MTD desires to engage Contractor for architectural, design, engineering, and environmental services to MTD on an as-needed, project-by-project basis (on-call) with a non-exclusive agreement where MTD may enter into concurrent contracts for the purpose of maintaining a consultant pool for various Task Orders (the "Project");
- B. Contractor represents that it has the knowledge and experience to carry out the Project, and desires to carry out the Project pursuant to the terms and conditions hereof, and;
- C. Based upon the representations made by Contractor, MTD desires to retain the services of Contractor to carry out the aforesaid Project, upon the within terms and conditions.

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

- 1. Effect of Recitals. The foregoing recitals are hereby made express provisions of this Agreement.
- 2. FTA Provisions. The Project is funded in part by the Federal Transit Administration of the U.S. Department of Transportation and, as such, this Agreement is subject to the terms and conditions contained in *Federal Transit Administration: Contract Provisions* which is attached hereto as Exhibit "A" and incorporated herein by this reference.
- 3. Public Works Provisions. Not applicable to this agreement.
- 4. Scope of Services. MTD has heretofore issued on October 16, 2025 the scope of services contained in a Request for Qualifications for On-Call Architectural & Engineering Services, a true copy of which is attached hereto as Exhibit "B" and incorporated herein by this reference.
- 5. Submittal and Fee Schedule. Contractor has heretofore submitted on [insert date] a Statement of Qualifications, including the required MTD forms and certifications, true copies of which are attached hereto as Exhibit "C" and incorporated herein by this reference; and on [insert date], a [Best and Final Offer or Fee Schedule, whichever is the final and MTD-accepted document listing Contractor's fees with revised price proposal], a true copy of which is attached hereto as Exhibit "D" and incorporated herein by this reference. The parties agree that the Hourly Rate and Additional Expense unit costs in the [Best and Final Offer or Fee Schedule, whichever is the final and MTD-accepted document listing Contractor's fees] shall be adjusted no more than once per calendar year; be based on the change in the U.S. Bureau of Labor Statistics Consumer Price Index – All Urban Consumers Series CUURS49ASA0 (not seasonally adjusted, Los Angeles-Long Beach-Anaheim, CA, all items, base period 1982-84=100); and be limited to a maximum of three percent (3%). The Consumer Price Index calculations shall be based on the figures for the month in which the last fee adjustment became effective or the original Agreement was executed if no such adjustment exists. Such annual fee adjustment requests shall be initiated by the Contractor and presented in writing to MTD. If MTD agrees the request is in accordance with the terms of this Agreement, MTD shall issue an amendment and any adjustment will become effective on the first day of the month following the month in which the amendment was executed.
- 6. Order of Control. Contractor shall carry out the Project described in Exhibit "B" to this Agreement for the price quoted in Exhibit "D". All work and services shall be performed according to and controlled by the terms and provisions of this Agreement and the exhibits attached hereto. In the event of any conflict between the contract documents, the following order of control shall prevail: MTD Master Agreement, Exhibit "A", Exhibit "B", Exhibit "C", Exhibit "D". [will modify order & add or delete exhibits as needed]

7. Contract Price. Agreement is indefinite delivery/indefinite quantity not to exceed to an annual amount of \$1,000,000 through the three-year base term, where MTD may unilaterally option for a two-year extension for a total aggregate maximum of \$5,000,000. [if pricing is more complicated, may be necessary to modify language and/or refer to bid or proposal pricing documents or exhibits]

8. Payment. Contractor shall submit monthly invoices to MTD for services rendered or approved expenses incurred for such month. Invoices shall indicate a breakdown for each Task Order invoiced including a description of services provided, Contractor and subcontractor/sub-consultant labor hours by category or individual, materials and supplies, etc. Payment from MTD shall be made to Contractor no later than thirty (30) days after receipt of a valid invoice which shall be sent to: Santa Barbara MTD, Attn: Accounts Payable AP@sbmtd.gov. Neither payment of amount due by MTD nor acceptance of any such payment by the Contractor shall constitute a waiver of any claim for errors or omissions in invoices or payments. MTD may withhold payment for services or work it believes were not in conformance with this Agreement.

9. Taxes. MTD is exempt from the payment of Federal Excise and Transportation taxes. Unless specified otherwise in the Agreement, MTD is subject to applicable California Sales Tax for Santa Barbara County which shall have been included in the Contractor's Fee Schedule and shall be included on the Contractor's invoice.

10. Project Schedule. To be established for each Task Order.

11. Delivery & Freight. Unless specified otherwise in an MTD Task Order, any item provided under this Agreement shall be delivered FOB Santa Barbara to 550 Olive Street, Santa Barbara, CA 93101. Any Project freight and delivery charges shall have been already included in the Contractor's fee schedule or proposal price and shall not be paid otherwise by MTD.

12. Title & Risk of Loss. Not applicable to this agreement.

13. Damages. All losses or damages arising from any unforeseen circumstances, either natural or artificial, which may be encountered by the Contractor during the performance of the Project under this Agreement shall be sustained solely by the Contractor. This provision shall also apply to losses or damages resulting from any act or omission not authorized by this Agreement on the part of the Contractor or any agent or person employed by the Contractor.

14. Defective, Damaged or Noncompliant Work. Any items, services, work or systems acquired pursuant to this Agreement found to be defective, damaged or non-compliant with the scope of services at the time of delivery or installation shall be replaced by the Contractor without additional cost to MTD. If the Contractor should fail to promptly comply with any order to replace or repair any defective items, services, work or systems, MTD shall have the authority to deduct the cost of such replacement or repair from any compensation due or to become due to the Contractor. Nothing in this section shall limit or restrict any warranty provisions of this Agreement or any exhibits hereto.

15. Acceptance. All items, services, work or systems to be furnished by the Contractor pursuant to this Agreement shall be subject to acceptance by MTD. MTD shall inspect such deliverables to determine acceptability no later than ten (10) calendar days after said deliverables are received and, if applicable under the Agreement or standard industry practice, installed or otherwise set up for usage. Acceptance shall occur when it is determined by MTD that all items, services, work or systems provided pursuant to this Agreement are in compliance with the scope of services or any other applicable contract documents. Upon acceptance, formal notification thereof shall be made by MTD via notice to the Contractor.

16. Warranty. Not applicable to this agreement.

17. Changes. Any changes or modifications to this Agreement must be in writing, and agreed to by both parties.

18. Insurance.

a. Contractor's Insurance Representations to MTD.

i. It is expressly understood and agreed that the insurance coverages for the prime consultant and all sub-consultants is required herein:

- A. represent MTD's minimum requirements and are not to be construed to void or limit Contractor's indemnity obligations as contained in this Agreement nor represent in any manner a determination of the insurance coverages Contractor should or should not maintain for its own protection; and
- B. are being, or have been, obtained by Contractor in support of Contractor's liability and indemnity obligations under this Agreement. Irrespective of the requirements as to insurance to be carried as provided for herein, the insolvency, bankruptcy, or failure of any insurance company carrying insurance of Contractor, or the failure of any insurance company to pay claims accruing, shall not be held to affect, negate, or waive any of the provisions of this Agreement.
- ii. Failure to obtain and maintain the required insurance shall constitute a material breach of, and default under this Contract. If Contractor shall fail to remedy such breach within five (5) business days after written notice by MTD, Contractor will be liable for any and all costs, liabilities, damages and penalties resulting to MTD from such breach, unless a written waiver of the specific insurance requirement(s) is provided to Contractor by MTD. In the event of any failure to Contractor to comply with the provisions of this portion of the Agreement, MTD may, without in any way compromising or waiving any right or remedy at law or in equity, on notice to Contractor, purchase such insurance, at Contractor's expense, provided that MTD shall have no obligation to do so and if MTD shall do so, Contractor shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.
- b. Conditions Affecting All Insurance Required Herein.
- i. Cost of Insurance. All insurance coverage shall be provided at Contractor's sole expense.
- ii. Maintenance of Insurance. All insurance coverage shall be maintained in effect with limits not less than those set forth below at all times during the term of this Agreement.
- iii. Status and Rating of Insurance Company. All insurance coverage shall be written through insurance companies admitted to do business in California and with a Best's Financial Strength Rating of A- or better, as shown in the on-line version of Best's Rating & Criteria Center.
- iv. Restrictive, Limiting, or Exclusionary Endorsements. All insurance coverage shall be provided to Contractor Parties in compliance with the requirements herein and shall contain no endorsements that restrict, limit, or exclude coverage in any manner without the prior express written approval of MTD.
- v. Limits of Liability. The limits of liability may be provided by a single policy of insurance or by a combination of primary and umbrella policies, but in no event shall the total limits of liability available for any one occurrence or accident be less than the amount required herein.
- vi. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage. In the event of cancellation, nonrenewal, or material reduction in coverage affecting the certificate holder, thirty (30) days prior written notice shall be given to the certificate holder by certified mail, return receipt requested, except in the event of cancellation for nonpayment, in which event fifteen (15) days prior written notice shall be given. If insurer will not include in its coverage such written notifications, it shall be incumbent upon Contractor to comply with such written notification requirements.
- vii. Additional Insured Status. Additional insured status shall be provided in favor of MTD and its officers, employees and agents, including consultants, on all liability insurance required herein except workers' compensation/employer's liability and the certificate of insurance shall reflect same. Such additional insured coverage shall be primary to and shall seek no contribution from all insurance available to MTD, with MTD's insurance being excess, secondary, and noncontributing.
- viii. Waiver of Subrogation. All insurance coverage carried by Contractor required herein shall provide a waiver of subrogation in favor of MTD for all loss covered by such insurance, and Contractor waives all rights of action against MTD for such loss.
- ix. Primary Liability. All insurance coverage required herein shall be primary to and shall seek no contribution from all insurance available to MTD, with MTD's insurance being excess, secondary, and noncontributing. Where necessary, coverage shall be endorsed to provide such primary liability, and the certificate of insurance shall reflect same.

- x. Deductible/Retention. All insurance required for this project shall have a maximum deductible or self-insured retention of \$10,000 per policy.
- xi. Claims Against Aggregate. MTD must be notified in writing by Contractor at MTD's address set forth herein immediately upon knowledge of possible claims against Contractor that might cause a reduction below seventy-five (75%) of any aggregate limit of any primary policy.
- c. Commercial General Liability Insurance.
 - i. Coverage. Such insurance shall cover liability arising out of all locations and operations of Contractor, including but not limited to liability assumed under this Agreement (including the tort liability of another assumed in a business contract). Defense shall be provided as an additional benefit and not included within the limit of liability.
 - ii. Form. Commercial General Liability Occurrence form, at least as broad as an unmodified ISO CG 00 01 10 93 or its equivalent.
 - iii. Amount of Insurance. Coverage shall be provided with limits of not less than:

A. Each Occurrence Limit	\$1,000,000
B. General Aggregate Limit	\$2,000,000
C. Product-Completed Operations Aggregate Limit	\$2,000,000
D. Personal and Advertising Injury Limits	\$1,000,000
E. Fire Damage (any one fire)	\$50,000
F. Medical Expense (any one person)	\$5,000
 - iv. Required Endorsements.
 - A. Additional Insured status as required in 18(b)(vii), above.
 - B. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.
 - C. Personal Injury Liability: The personal injury contractual liability exclusion shall be deleted.
 - D. Primary Liability, as required in 18(b)(ix), above.
 - E. Waiver of Subrogation, as required in 18(b)(viii), above.
 - F. Continuing Commercial General Liability Insurance: Contractor shall maintain such insurance in identical coverage, form, and amount, including required endorsements, for at least three (3) years following the date of acceptance by MTD pursuant to this Agreement.
- d. Auto Liability Insurance.
 - i. Coverage. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned).
 - ii. Form. Business Auto Form (at least as broad as an unmodified ISO CA 0001 or its equivalent).
 - iii. Amount of Insurance. Coverage shall be provided with a limit of not less than \$1,000,000, combined single limit.
 - iv. Required Endorsements.
 - A. Additional Insured status as required in 18(b)(vii), above.
 - B. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.
 - C. Waiver of Subrogation, as required in 18(b)(viii), above.
- e. Workers' Compensation/Employer's Liability Insurance.
 - i. Coverage. Such insurance shall cover liability arising out of Contractor's employment of workers and anyone for whom Contractor may be liable for workers' compensation claims. Workers' compensation insurance is required, and no "alternative" forms of insurance shall be permitted.
 - ii. Amount of Insurance. Coverage shall be provided with a limit of not less than:
 - A. Workers' Compensation: Statutory limits

B. Employer's Liability: \$1,000,000 each accident and disease.

iii. Required Endorsements.

A. Notice of Cancellation, Nonrenewal, or Material Reduction in Coverage, as required in 18(b)(vi), above.

B. Waiver of Subrogation, as required in 18(b)(viii), above.

f. Excess Liability Insurance.

i. Coverage. Such insurance shall be excess over and be no less broad than all coverages described above and shall include a drop-down provision.

ii. Form. This policy shall have the same inception and expiration dates and the commercial general liability insurance required above.

iii. Amount of Insurance. Coverage shall be provided with a limit of not less than \$5,000,000.

g. Professional Errors & Omissions Liability Insurance.

i. Coverage. Such insurance shall cover claims alleged to arise out of the negligent performance of Contractor's professional services.

ii. Amount of Insurance. Coverage shall be provided with a limit of not less than \$1,000,000 annual aggregate.

h. Other Insurance. MTD shall have the right, exercisable in its sole judgment at any time by giving prior written notice thereof to Contractor, to require Contractor to increase the limit and coverage amount of any insurance Contractor is required to maintain pursuant to this Agreement to an amount that MTD may, in its sole judgment, deem reasonably sufficient; and purchase other insurance and/or endorsement in such amounts or types as MTD may reasonably require from time to time.

19. Bonding. Not applicable to this agreement.

20. Termination. For applicable terms, refer to Paragraph 21 (Termination) in *Federal Transit Administration: Contract Provisions* which is attached hereto as Exhibit "A".

21. Liquidated Damages. Not applicable to this agreement.

22. Infringement of Patents. The Contractor agrees that it will, at its own expense, defend all suits and proceedings instituted against MTD and pay any award of damages assessed against MTD in such suits or proceedings, insofar as the same are based upon any claim that the items, services, work, systems, or any part thereof, or any tool, or process used in or for the Project, constitutes an infringement of any legal United States copyright or patent. MTD agrees that it will give the Contractor prompt notice in writing of the institution of the suit or proceeding and permits the Contractor through its counsel to defend the same and gives the Contractor all information, assistance and authority necessary for the Contractor to do so. In case said items, services, work, systems, or any part thereof, or any tool, or process used in or for the Project, is in such suit held to constitute infringement and use of same is enjoined, the Contractor shall, at its own expense and at its option, either procure for the MTD the right to continue using said items, services, work, systems, or any part thereof, or any tool, or process used in or for the Project, or replace same with non-infringing equipment, or modify it so it becomes non-infringing.

23. Rights in Data. Definitions. The term "subject data" used in this clause means recorded information, whether or not copyrighted, that is delivered or specified to be delivered under this Agreement. Subject data includes graphic or pictorial delineation in media such as drawings or photographs; text in specifications or related performance or design-type documents; machine forms such as punched cards, magnetic tape, or computer memory printouts; and information retained in computer memory. Examples include, but are not limited to: computer software (including, but not limited to, source codes), engineering drawings and associated lists, specifications, standards, process sheets, manuals, technical reports, catalog item identifications, and related information. The term "subject data" does not include financial reports, cost analyses, and similar information incidental to contract administration. *MTD Rights.* MTD reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for MTD purposes, any subject data or copyright. As used in the previous sentence, "for MTD purposes," means use only for the direct purposes of MTD. Without the copyright owner's consent, MTD may not extend its license to any other party. *Public Information.* When MTD awards a contract for experimental,

developmental, or research work, it is MTD's general intention to increase transportation knowledge available to the public, rather than to restrict the benefits resulting from the work to participants in that work. Therefore, unless MTD determines otherwise, MTD and the Contractor performing experimental, developmental, or research work required by the contract agrees to permit MTD to make available to the public, either MTD's license in the copyright to any subject data developed in the course of that contract, or a copy of the subject data first produced under the contract for which a copyright has not been obtained. If the experimental, developmental, or research work, which is the subject of the underlying contract, is not completed for any reason whatsoever, all data developed under that contract shall become subject data and shall be delivered as MTD may direct.

24. Indemnification. The Contractor shall, to the extent permitted by law protect, indemnify, defend, and hold MTD and its officers, employees and agents, including consultants, harmless from and against any and all liabilities, damages, claims, demands, liens, encumbrances, judgments, awards, losses, costs, expenses, and suits or actions or proceedings, including reasonable expenses, costs and attorneys' fees incurred by MTD and its officers, employees and agents, including consultants, in the defense, settlement or satisfaction thereof, for any injury, death, loss or damage to persons or property of any kind whatsoever, arising out of, or resulting from, the acts, errors or omissions of the Contractor, including acts, errors or omissions of its officers, employees, servants, agents, subcontractors and suppliers; and upon receipt of notice and if given authority, shall settle at its own expense or undertake at its own expense the defense of any such suit, action or proceeding, including appeals, against the MTD and its officers, employees and agents, including consultants, relating to such injury, death, loss or damage. Each party shall promptly notify the other in writing of the notice or assertion of any claim, demand, lien, encumbrance, judgment, award, suit, action or other proceeding hereunder. The Contractor shall have sole charge and direction of the defense of such suit, action or proceeding. The MTD shall not make any admission which might be materially prejudicial to the Contractor unless the Contractor has failed to take over the conduct of any negotiations or defense within a reasonable time after receipt of the notice and authority above provided. The MTD shall at the request of the Contractor furnish to the Contractor all reasonable assistance that may be necessary for the purpose of defending such suit, action or proceeding, and shall be repaid all reasonable costs incurred in doing so. The MTD shall have the right to be represented therein by advisory counsel of its own selection at its own expense. The obligations of the Contractor under this clause shall not extend to circumstances where the injury, or death, or damages is caused solely by the negligent acts, errors or omissions of the MTD, its officers, employees, agents or consultants, including negligence in the preparation of the Contract documents, or the giving of directions or instructions with respect to the requirements of the Contract by written order.

25. Notice. Notices in connection with this Agreement shall be made in writing and may be delivered either personally, by governmental postal service (regular, certified or registered), by private delivery service, or by email. Receipt shall be deemed to have occurred when actually made to the party or its designated agent. Such notices shall be properly addressed to the intended party as follows:

MTD:

Jerry Estrada, General Manager
Santa Barbara Metropolitan Transit District
550 Olive Street
Santa Barbara, CA 93101
Email: jestrada@sbmtd.gov

CONTRACTOR:

[insert authorized official name & title]
[insert contractor name]
[insert contractor street address]
[insert contractor city, state & zip]
[insert contractor email]

26. Attorney Fees and Costs. In the event of a controversy (including, but not limited to arbitration or an criminal or civil filing in a Federal Court or a court of any of the United States) between the parties with respect to the enforcement or interpretation of this Agreement, the prevailing party in such controversy shall be entitled to receive, in addition to such other award as the court may deem appropriate, full reimbursement for its court costs and reasonable attorney fees incurred therein.

27. Negation of Partnership. This Agreement creates a relationship between two independent contractors and does not, nor may it be interpreted to, create the relationship of joint venturers, partners, employee/employer, or any other business relationship.

28. No Assignment. This Agreement is not assignable by either party, and any attempt by either party to assign its obligations hereunder shall be void ab initio at the election of the other party, which election may be made by

written notice within ten (10) days of the non-assigning party's receipt of actual knowledge of such attempted assignment. Notwithstanding the foregoing, however, at the election of the other party, the obligations and burdens of a party shall bind and apply to any permitted successor in interest or assignee of the business and/or operations of a party.

29. Partial Invalidity. In the event that any portion of this Agreement or any provision hereof shall be deemed as invalid as contrary to applicable law, the balance of this Agreement shall be enforced according to its term, and that portion found unenforceable shall be interpreted and enforced to the extent that it may be within said applicable laws.

30. Disputes. This Agreement shall be construed and all disputes arising therefrom shall be settled in accordance with the laws of the State of California. Venue for any dispute arising under this Agreement shall be in Santa Barbara, California. Any controversy or claim arising out of or relating to this Agreement shall be resolved by binding arbitration before a single arbitrator in accordance with the Commercial Arbitration Rules of the American Arbitration Association ("AAA") then pertaining (available at www.adr.org), except where those rules conflict with this provision, in which case this provision controls. Any court with jurisdiction shall enforce this clause and enter judgment on any award. The arbitrator shall be selected within twenty business days from commencement of the arbitration from the AAA's National Roster of Arbitrators pursuant to agreement or through selection procedures administered by the AAA. Within 45 days of initiation of arbitration, the Parties shall reach agreement upon and thereafter follow procedures, including reasonable limits on discovery, assuring that the arbitration will be concluded and the award rendered within no more than eight months from selection of the arbitrator or, failing agreement, procedures meeting such time limits will be designed by the AAA and adhered to by the Parties. The arbitration shall be held in Santa Barbara, California and the arbitrator shall apply the substantive law of California, except that the interpretation and enforcement of this arbitration provision shall be governed by the Federal Arbitration Act. Prior to commencement of arbitration, emergency relief is available from any court to avoid irreparable harm. THE ARBITRATOR SHALL NOT AWARD EITHER PARTY PUNITIVE, EXEMPLARY, MULTIPLIED OR CONSEQUENTIAL DAMAGES. Prior to commencement of arbitration, however, the Parties must attempt to mediate their dispute using a professional mediator from AAA, the CPR Institute for Dispute Resolution, or like organization selected by agreement or, absent agreement, through selection procedures administered by the AAA. Within a period of 45 days after the request for mediation, the Parties agree to convene with the mediator, with business representatives present, for at least one session to attempt to resolve the matter. In no event will mediation delay commencement of the arbitration for more than 45 days absent agreement of the Parties or interfere with the availability of emergency relief.

31. Prohibited Interest. The parties hereto covenant and agree that to their knowledge no board member, officer, or employee of MTD, during his/her tenure or for one year thereafter, has any interest, whether contractual, non contractual, financial or otherwise, in this transaction, or in the business of a contracting party other than MTD. If any such interest comes to the knowledge of either party at any time, a full and complete disclosure of all such information will be made in writing to the other parties, even if such interest would not be considered a conflict of interest under Article 4, Chapter 1, Divisions 4 and 4.5, Title I of the Government Code of the State of California.

32. Compliance with Laws and Regulations. Contractor shall warrant that in the performance of work under contract to MTD that they shall comply with all applicable federal, state and local laws and ordinances, and all lawful orders, rules, and regulations thereunder.

33. Audit and Inspection of Records. The Contractor shall agree that all materials supplied and services performed under the Project, facilities used in connection therewith, and records and documentation thereunto appertaining shall be subject to inspection, test, or audit by duly authorized representatives of MTD and the State of California. The Contractor agrees to maintain all required records relating to the Project for at least three years after MTD makes final payment and all other pending matters are closed.

34. Anti-Discrimination. For applicable terms, refer to Paragraph 24 (Civil Rights Requirements) in *Federal Transit Administration: Contract Provisions* which is attached hereto as Exhibit "A".

35. Entire Agreement. This Agreement and its attached exhibits constitute the entire agreement between the parties and shall be deemed to supersede and cancel any and all previous representations, understandings, or agreements

between MTD and Contractor as to the subject matter hereof. This Agreement may only be amended by an instrument in writing signed by the parties.

36. No Waiver. The failure of either party at any time to require performance by the other party of any provision of this Agreement shall in no way affect that party's right to enforce such provisions, nor shall the waiver by either party of any breach of any provision of this Agreement be taken or held to be a waiver of any further breach of the same provision.

37. Counterparts & Email. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement. The parties agree that a scanned and emailed signature may substitute for and have the same legal effect as the original signature.

38. Qualifications. Contractor or Contractor's representative (Contractor) certifies that Contractor is qualified to do business and is in good standing in the State of California, and that Contractor has authority to enter into and perform its obligations under this Agreement, which constitutes a valid and binding obligation of Contractor.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed.

SANTA BARBARA MTD

[insert contractor name]

Jerry Estrada, General Manager

[insert authorized official name & title]

Date

Date



**Request for Qualifications
for
On-Call Architectural & Engineering (A&E) Services**

**Attachment 4
FTA Contract Provisions**

October 16, 2025

Contact:

Valerie White
Purchasing Agent
Santa Barbara Metropolitan Transit District
805.963.3364 x244
550 Olive Street
Santa Barbara CA 93101
vwhite@sbmtd.gov
purchasing@sbmtd.gov
www.sbmtd.gov

FEDERAL TRANSIT ADMINISTRATION CONTRACT PROVISIONS

On-Call Architecture & Engineering (A&E) Services - Contractor Name

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- 1. FLY AMERICA REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)**
- 2. BUY AMERICA REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)**
- 3. CHARTER BUS & SCHOOL BUS REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)**
- 4. CARGO PREFERENCE REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)**
- 5. SEISMIC SAFETY REQUIREMENTS**

The Contractor agrees that any new building or addition to an existing building will be designed and constructed in accordance with the Earthquake Hazards Reduction Act of 1977, as amended, 42 U.S.C. § 7701, et seq., and Department of Transportation Seismic Safety Regulations 49 CFR Part 41, specifically, 49 C.F.R. § 41.117, and will certify to compliance to the extent required by the regulation. The Contractor also agrees to ensure that all work performed under this contract including work performed by a subcontractor is in compliance with the standards required by the Seismic Safety Regulations and the certification of compliance issued on the project.

6. ENERGY CONSERVATION REQUIREMENTS

The Contractor agrees to comply with mandatory energy standards and policies of the state energy conservation plans issued in compliance with the Energy Policy and Conservation Act, as amended, 42 U.S.C. § 6321, et seq., and perform an energy assessment for any building constructed, reconstructed, or modified with federal assistance required under FTA regulations, "Requirements for Energy Assessments," 49 CFR Part 622, subpart C. The Contractor agrees to include the requirements of this section in all subcontracts at any tier for the performance of work under this contract.

7. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT REQUIREMENTS

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401 – 7671q) and Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251 – 1388. Violations must be reported to the FTA and the Regional Office of the Environmental Protection Agency (EPA). The Contractor also agrees to include these requirements in each subcontract at any tier exceeding \$150,000 for the performance of work under this contract.

8. BUS TESTING (NOT APPLICABLE TO THIS CONTRACT)

9. PRE-AWARD & POST-DELIVERY AUDIT REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)

10. LOBBYING

Pursuant to Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification.

The Contractor certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract,

grant, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (b) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]

(c) The Contractor shall require that the language of this certification be included in the award documents for all subawards exceeding \$100,000 at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. [Such disclosures are forwarded from tier to tier up to MTD.]

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.] Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure.

[Note: The Contractor shall have previously submitted to MTD a separately signed Lobbying Certification containing the above language for itself and any subcontracts exceeding \$100,000 as a condition of contract award.]

11. ACCESS TO RECORDS & REPORTS

(a) Access to Records: The Contractor agrees to provide MTD, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 CFR 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed; otherwise comply with 49 U.S.C. § 5325(g), and federal access to records requirements as set forth in the applicable U.S. DOT Common Rules.

(b) Access to Site: The Contractor agrees to permit the FTA to have access to the sites of performance of the contract and any Amendments thereto, and to make site visits as needed in compliance with the U.S. DOT Common Rules.

(d) Retention: The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until MTD, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11). Closeout of the contract does not alter the record retention or access requirements of this section.

(e) The Contractor assures that each subcontractor, if any, at each tier, will agree to provide sufficient access to inspect and audit records and information, including such records and information MTD or Contractor may regard as confidential or proprietary related to this contract and any Amendments thereto, to the U.S. Secretary of Transportation or the Secretary's duly authorized representatives, to the Comptroller General of the United States, and the Comptroller General's duly authorized representatives, and to the Contractor and MTD.

12. FEDERAL CHANGES

The Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between MTD and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract. Applicable changes to those federal requirements will apply to each subcontract at any tier for the performance of work under this contract.

13. BONDING REQUIREMENTS (NOT APPLICABLE TO THIS CONTRACT)**14. [RESERVED]****15. RECYCLED PRODUCTS (NOT APPLICABLE TO THIS CONTRACT)****16. DAVIS-BACON & COPELAND ANTI-KICKBACK ACTS (NOT APPLICABLE TO THIS CONTRACT)****17. CONTRACT WORK HOURS & SAFETY STANDARDS ACT (NOT APPLICABLE TO THIS CONTRACT)****18. ACCESS REQUIREMENTS FOR PERSONS WITH DISABILITIES**

Contractor shall comply with 49 USC 5301(d), stating Federal policy that the elderly and persons with disabilities have the same rights as other persons to use mass transportation services and facilities and that special efforts shall be made in planning and designing those services and facilities to implement that policy. Contractor shall also comply with all applicable requirements of Sec. 504 of the Rehabilitation Act (1973), as amended, 29 USC 794, which prohibits discrimination on the basis of handicaps, and the Americans with Disabilities Act of 1990 (ADA), as amended, 42 USC 12101 et seq., which requires that accessible facilities and services be made available to persons with disabilities, including any subsequent amendments thereto.

19. NO GOVERNMENT OBLIGATIONS TO THIRD PARTIES

(a) MTD and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to MTD, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(b) The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

20. PROGRAM FRAUD & FALSE OR FRAUDULENT STATEMENTS & RELATED ACTS

a) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(b) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract

connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

(c) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

21. TERMINATION

(a) MTD may terminate this contract in whole or in part, for MTD's convenience or because of the failure of the Contractor to fulfill the contract obligations. MTD shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the Contracting Officer all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this contract, whether completed or in process.

(b) If the termination is for the convenience of MTD, the Contracting Officer shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.

(c) If the termination is for failure of the Contractor to fulfill the contract obligations, MTD may complete the work by contract or otherwise and the Contractor shall be liable for any additional cost incurred by MTD.

(d) If, after termination for default, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of MTD.

(c) Opportunity to Cure: MTD in its sole discretion may, in the case of a termination for breach or default, allow the Contractor ten (10) days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions. If Contractor fails to remedy to MTD's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within ten (10) days after receipt by Contractor of written notice from MTD setting forth the nature of said breach or default, MTD shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude MTD from also pursuing all available remedies against Contractor and its sureties for said breach or default.

(d) Waiver of Remedies for any Breach: In the event that MTD elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by MTD shall not limit MTD's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

22. GOVERNMENT-WIDE DEBARMENT & SUSPENSION

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945. The Contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into. By signing and submitting its bid or proposal, the bidder or proposer certifies as follows: The certification in this clause is a material representation of fact relied upon by MTD. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to MTD, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

23. PRIVACY ACT (NOT APPLICABLE TO THIS CONTRACT)

24. CIVIL RIGHTS REQUIREMENTS

(a) Nondiscrimination: In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex (including sexual orientation), disability, or age. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(b) Equal Employment Opportunity: The following equal employment opportunity requirements apply to the underlying contract:

(1) Race, Color, Religion, Sex, Sexual Orientation, or National Origin: In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 CFR Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed based upon merit, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(2) Age: In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) Disabilities: In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

The Contractor agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

25. BREACHES & DISPUTE RESOLUTION

Paragraph 30 of the *MTD Master Agreement* regarding disputes shall be deemed satisfactory to meet the federal requirements for dispute resolution. The Contractor agrees to include the requirements of said Paragraph 30 in all subcontracts.

26. PATENT & RIGHTS IN DATA (NOT APPLICABLE TO THIS CONTRACT)**27. TRANSIT EMPLOYEE PROTECTIVE AGREEMENTS (NOT APPLICABLE TO THIS CONTRACT)****28. DISADVANTAGED BUSINESS ENTERPRISE (DBE)**

(a) This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. MTD's overall goal for DBE participation is posted at <https://sbmtd.gov/about/doing-business/>. **A separate contract goal has not been established for this procurement.**

(b) The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as MTD deems appropriate. Each subcontract the Contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

(c) The successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

(d) The Contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the Contractor's receipt of payment for that work from the MTD. In addition, the Contractor may not hold retainage from its subcontractors.

(e) Contractor must promptly notify MTD whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The Contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of MTD.

29. NOTIFICATION OF LEGAL MATTERS TO THE FTA

If a current or prospective legal matter that may affect the Federal Government emerges, the Contractor must promptly notify the FTA Chief Counsel and FTA Region 9 Chief Counsel.

(a) The types of legal matters that require notification include, but are not limited to, a major dispute, breach, default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason.

(b) Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Award funding this Agreement and any Amendments thereto, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

(c) The Contractor must promptly notify the U.S. DOT Inspector General in addition to the FTA Region 9 Chief Counsel if the Contractor has knowledge of potential fraud, waste, or abuse occurring on a Project receiving assistance from FTA. The notification provision applies if a person has or may have submitted a false claim under the False Claims Act, 31 U.S.C. § 3729 et seq., or has or may have committed a criminal or civil violation of law pertaining to such matters as fraud, conflict of interest, bribery, gratuity, or similar misconduct involving federal assistance. Knowledge, as used in this paragraph, includes, but is not limited to, knowledge of a criminal or civil investigation by a Federal, state, or local law enforcement or other investigative agency, a criminal indictment or civil complaint, or probable cause that could support a criminal indictment, or any other credible information in the possession of the Contractor.

(d) The Contractor agrees to include this clause in each subcontract and any lower tier subcontracts financed in whole or in part with Federal assistance provided by the FTA under this Agreement.

30. INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in the most recent version of FTA Circular 4220.1, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any MTD requests which would cause MTD to be in violation of the FTA terms and conditions. The Contractor agrees to include the requirements of this section in all subcontracts.

31. DRUG & ALCOHOL TESTING (NOT APPLICABLE TO THIS CONTRACT)**32. INTELLIGENT TRANSPORTATION SYSTEM (ITS) (NOT APPLICABLE TO THIS CONTRACT)****33. BUILD AMERICA, BUY AMERICA ACT (NOT APPLICABLE TO THIS CONTRACT)****34. TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT**

The prohibition on certain telecommunications and video surveillance services or equipment applies to all federally funded third-party contracts. MTD is prohibited from using federal funds to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

35. SAFE OPERATION OF MOTOR VEHICLES

Seat Belt Use: The Contractor agrees to implement Executive Order No. 13043, "Increasing Seat Belt Use in the United States," April 16, 1997, 23 U.S.C. § 402 note, (62 Fed. Reg. 19217), by: (1) Adopting and promoting on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles; and (2) Including a "Seat Belt Use" provision in each third-party agreement related to this Contract.

Distracted Driving, Including Text Messaging While Driving: The Contractor agrees to implement (1) Executive Order No. 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009, 23 U.S.C. § 402 note, (74 Fed. Reg. 51225); (2) U.S. DOT Order 3902.10, "Text Messaging While Driving," December 30, 2009; and (3) The following U.S. DOT Special Provision

pertaining to Distracted Driving:

- (i) Safety. The Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Contractor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the Award, or when performing any work for or on behalf of the Award;
- (ii) Recipient Size. The Contractor agrees to conduct workplace safety initiatives in a manner commensurate with its size, such as establishing new rules and programs to prohibit text messaging while driving, re-evaluating the existing programs to prohibit text messaging while driving, and providing education, awareness, and other outreach to employees about the safety risks associated with texting while driving; and
- (iii) Extension of Provision. The Contractor agrees to include a Distracted Driving, Including Text Messaging While Driving in its third-party agreements, and encourage its third-party participants to comply with this Special Provision, and include this Special Provision in each third party subagreement at each tier supported with federal assistance.