AGENDA
Transit Committee Meeting

May 14, 2020
9:00 AM

MEETING ACCESSIBLE VIA ZOOM AT: https://zoom.us/j/93031736839

Teleconference
Dial: 1-699-900-6833
Meeting ID: 930 3173 6839

This meeting is being conducted in accordance with Governor Newsom’s Executive Orders N-25-20, N-29-20 and N-35-20.

Transit Committee Membership

Chair
Council Member Bill Jahn
City of Big Bear Lake

Mayor John Dutrey
City of Montclair

Vice Chair
Mayor L. Dennis Michael
City of Rancho Cucamonga

Council Member Alan Wapner
City of Ontario

Mayor Deborah Robertson
City of Rialto

Mayor Frank Navarro
City of Colton

Mayor John Valdivia
City of San Bernardino

Mayor Acquanetta Warren
City of Fontana

Mayor David Avila
City of Yucaipa

Mayor Larry McCallon
City of Highland

Supervisor Dawn Rowe
County of San Bernardino
San Bernardino County Transportation Authority
San Bernardino Council of Governments

AGENDA

Transit Committee Meeting

May 14, 2020
9:00 AM

MEETING ACCESSIBLE VIA ZOOM AT: https://zoom.us/j/93031736839

Teleconference
Dial: 1-699-900-6833
Meeting ID: 930 3173 6839

Interested persons may submit Public Comment in writing to the Clerk of the Board at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm on May 13, 2020.

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional “Meeting Procedures” and agenda explanations are attached to the end of this agenda.

CALL TO ORDER
(Startup Chaired by Bill Jahn)

i. Pledge of Allegiance

ii. Attendance

iii. Announcements

iv. Agenda Notices/Modifications - Ashley Izard

Possible Conflict of Interest Issues
Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recollection on the appropriate item.

1. Information Relative to Possible Conflict of Interest

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

This item is prepared monthly for review by Board of Directors and Committee members.
CONSENT CALENDAR

Items listed on the Consent Calendar are expected to be routine and non-controversial. The Consent Calendar will be acted upon as a single motion. Items on the Consent Calendar may be removed for discussion by Board Members.

Consent - Transit

2. Contract Change Orders to on-going Contracts with Stadler US, Flatiron West, Inc., and Granite Construction Company

Receive and file change order report.

Presenter: Victor Lopez

This item is not scheduled for review by any other policy committee or technical advisory committee.

DISCUSSION ITEMS

Discussion - Transit

3. Amendment No. 8 to Contract Task Order No. 11 issued for Contract No. 00-1000939 Staff Augmentation Support Services

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Authorize the Executive Director, or his designee, to execute Amendment No. 8 to Contract Task Order No. 11 issued for Contract No. 00-1000939, On-Call Consultant Support Services, between San Bernardino County Transportation Authority and Mott MacDonald for Staff Augmentation Support Services, in an amount of $1,500,000, for a Contract Task Order total of $6,122,604.82.

Presenter: Carrie Schindler

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft amendment.

4. Amendment No. 3 to Contract No. 16-1001363 with Kaplan, Kirsch & Rockwell, LLP

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve Amendment No. 3 to Contract No. 16-1001363 with Kaplan, Kirsch & Rockwell, LLP, for legal services to support the Redlands Passenger Rail Project, extending the contract term to June 30, 2022.

Presenter: Carrie Schindler

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft amendment.
5. **Ontario International Airport Rail Access Alternatives Analysis & Unsolicited Proposal**

That the Transit Committee provide direction to staff regarding Request for Proposals No. 20-1002369 for preparation of Alternatives Analysis for the Ontario International Airport Rail Access Project and receipt of an unsolicited proposal for the Ontario International Airport Loop.

**Presenter: Carrie Schindler**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item.

6. **Southern California Regional Rail Authority Preliminary Budget Request for Fiscal Year 2020/2021 - Continuing Appropriations Resolution**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve a three-month continuing appropriations resolution for the Southern California Regional Rail Authority (SCRRRA) Preliminary Budget request in an amount not-to-exceed member agency subsidies that was approved for Fiscal Year (FY) 2019/2020 Quarter 1, of which $5,236,570 was San Bernardino County Transportation Authority’s share, and defer consideration and adoption of the budget to September 30, 2020; and

B. Approve the re-allocation and use of $2,396,000 of operating surplus funds from FY 2017/2018 and FY 2018/2019 to offset the amount required to continue appropriations; and

C. Allocate $2,840,570 of Valley Local Transportation Funds to SCRRA for operations during the three-month continuing resolution period.

**Presenter: Rebekah Soto**

This item is not scheduled for review by any other policy committee or technical advisory committee.

7. **San Bernardino Countywide Zero-Emission Bus Study Update**


**Presenter: Rebekah Soto**

This item is not scheduled for review by any other policy committee or technical advisory committee.

8. **Resolution No. 20-049 for Federal Transit Administration Section 5310 Projects**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Adopt Resolution No. 20-049 which certifies that San Bernardino County Transportation Authority (SBCTA) projects under Federal Transit Administration Section 5310 are consistent with SBCTA’s Public Transit-Human Service Transportation Coordinated Plan.

**Presenter: Nancy Strickert**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the draft resolution.

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve release of Request for Proposal No. 20-1002393 for Third-Party Vanpool Vehicle Providers for San Bernardino County Transportation Authority’s Vanpool Subsidy Program.

Presenter: Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft RFP.

10. Fiscal Year 2019/2020 Second Quarter Transit Operator Update

Receive and file the San Bernardino County Multimodal Transportation Second Quarter Update.

Presenter: Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee.

11. Mobile Source Air Pollution Reduction Review Committee Regional Rideshare Agency Appointment

That the Transit Committee recommend a primary member and an alternate member to serve on the Mobile Source Air Pollution Reduction Review Committee as the Regional Rideshare Agency representative.

Presenter: Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee.

Discussion - Transportation Programming and Fund Administration

12. Fiscal Year 2020/2021 State of Good Repair Program Apportionment

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve a State of Good Repair – Population Share Apportionment for Fiscal Year 2020/2021 of $3,083,387 to be apportioned to the Valley and the Mountain/Desert areas based on the 2019 California Department of Finance Population Data as follows:
   i. Valley Fiscal Year 2020/2021 Apportionment: $2,246,958
   ii. Mountain/Desert Fiscal Year 2020/2021 Apportionment: $836,429

B. Authorize staff to release State of Good Repair - Operator Share funds received in excess of the allocated amount to operators as the funds are received.

Presenter: Michele Fogerson

This item is not scheduled for review by any other policy committee or technical advisory committee.
Public Comment

Brief Comments from the General Public

Interested persons may submit Public Comment in writing to the Clerk of the Board at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm on May 13, 2020.

Comments from Board Members

Brief Comments from Board Members

ADJOURNMENT

Additional Information

Attendance  Pg. 89
Acronym List  Pg. 90
Mission Statement  Pg. 92

The next Transit Committee Meeting is scheduled for June 11, 2020.
Meeting Procedures and Rules of Conduct
During COVID-19 ‘Stay in Place’ Orders

**Meeting Procedures** - The Ralph M. Brown Act is the state law which guarantees the public’s right to participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees. California Governor Gavin Newsom has issued several Executive Orders (N-25-20, N-29-20 and N-35-20) waiving portions of the Brown Act requirements during the COVID-19 State of Emergency.

**Accessibility** – During the COVID-19 crisis, meetings are being held virtually using web-based or telephone technologies. If accessibility assistance is needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at clerkoftheboard@gosbcta.com.

**Agendas** – All agendas are posted at [www.gosbcta.com/board/meetings-agendas/](http://www.gosbcta.com/board/meetings-agendas/) at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address.

**Agenda Actions** – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors or unanimous vote of members present as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

**Closed Session Agenda Items** – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

**Public Testimony on an Item** – Public Comment may be submitted in writing to the Clerk of the Board via email at clerkoftheboard@gosbcta.com. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm the day before the meeting. Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should indicate their request when Public Comment is called for during the meeting. This request to speak can be achieved by either using the ‘Raise Hand’ feature in Zoom platform or by verbally stating interest when the Chair calls for Public Comment. When recognized by the Chair, speakers should be prepared to announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Members of the public requesting information be distributed to the Board of Directors must provide such information electronically to the Clerk of the Board via email at clerkoftheboard@gosbcta.com no later than 5:00 pm the day before the meeting. The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.
**Agenda Times** – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

**Public Comment** – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board’s authority. Matters raised under “Public Comment” may not be acted upon at that meeting. “Public Testimony on an Item” still applies.

**Disruptive or Prohibited Conduct** – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to be removed from the virtual meeting. Disruptive or prohibited conduct includes without limitation: addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, posting profane or rude content in the virtual meeting environment, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!
General Practices for Conducting Meetings  
of  
Board of Directors and Policy Committees

Attendance.
- The Chair of the Board or a Policy Committee (Chair) has the option of taking attendance by Roll Call or Self-Introductions. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisory district. The Member or Alternate will respond by stating his/her name. If attendance is by Self-Introduction, the Member or Alternate will state his/her name and jurisdiction or supervisory district.
- A Member/Alternate, who arrives after attendance is taken, shall announce his/her name prior to voting on any item.
- A Member/Alternate, who wishes to leave the meeting after attendance is taken but before remaining items are voted on, shall announce his/her name and that he/she is leaving the meeting.

Basic Agenda Item Discussion.
- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion, shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.

The Vote as specified in the SANBAG Bylaws.
- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.
- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he or she would like to amend his or her motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is voted upon first, and if it fails, then the original motion is considered.
- Occasionally, a motion dies for lack of a second.
Call for the Question.

- At times, a Member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008
Revised March 2014
Revised May 4, 2016
**Minute Action**

AGENDA ITEM: 1

**Date:** May 14, 2020

**Subject:**
Information Relative to Possible Conflict of Interest

**Recommendation:**
Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

**Background:**
In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than $250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Contract No.</th>
<th>Principals &amp; Agents</th>
<th>Subcontractors</th>
</tr>
</thead>
</table>

*Entity: San Bernardino County Transportation Authority*
**Financial Impact:**
This item has no direct impact on the annual budget.

**Reviewed By:**
This item is prepared monthly for review by Board of Directors and Committee members.

**Responsible Staff:**
Carrie Schindler, Director of Transit and Rail Programs
Minute Action

AGENDA ITEM: 2

Date: May 14, 2020

Subject:
Contract Change Orders to on-going Contracts with Stadler US, Flatiron West, Inc., and Granite Construction Company

Recommendation:
Receive and file change order report.

Background:
San Bernardino County Transportation Authority (SBCTA) has two ongoing construction contracts and one vehicle procurement contract related to the Transit and Rail Program. There were no Construction Change Orders (CCO) approved since the last reporting to the Transit Committee:

A. Contract No. 16-1001531 with Stadler US for Redlands Passenger Rail Project vehicle procurement did not have any CCOs since the last report.

B. Contract No. 17-1001705 with Flatiron West, Inc. for the Redlands Passenger Rail Project Mainline Construction did not have any CCOs since the last report.

C. Contract No. 19-1002070 with Granite Construction Company for the Redlands Passenger Rail Project Arrow Maintenance Facility did not have any CCOs since the last report.

Financial Impact:
This item is consistent with the Fiscal Year 2019/2020 budget.

Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:
Victor Lopez, Chief of Transit and Rail Programs
## Rail and Transit Construction Contracts

### RPRP- Mainline Construction Flatiron West, Inc (17-1001705)

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>No cost change order, adjusting insurance language for SCRRA's ROE req's</td>
<td>$0.00</td>
</tr>
<tr>
<td>2</td>
<td>Increase Bid Item #23 - Removal and Disposal of contaminated soil with a not-to-exceed value of $5,300,000 to compensate the contractor for unforeseen contaminated soil levels within the back 6 miles of the RPRP and anticipated levels of contaminated soil within the front 3 miles.</td>
<td>$5,300,000.00</td>
</tr>
<tr>
<td>3</td>
<td>Railroad Signal (existing) at Arrowhead Avenue damaged due to 3rd party traffic incident.</td>
<td>$4,394.91</td>
</tr>
<tr>
<td>4</td>
<td>Increase track subgrade compaction from 90% to 95% along the guideway to comply with SCRR standards.</td>
<td>$175,000.00</td>
</tr>
<tr>
<td>5</td>
<td>Increase pothole bid item for additional potholes required for the project. Original bid item included 200 potholes and amount of potholes needed has increased to approximately 860 potholes.</td>
<td>$584,326.00</td>
</tr>
</tbody>
</table>

**CCO TOTAL** $6,063,720.91

**APPROVED CONTINGENCY** $15,423,207.19

**REMAINING CONTINGENCY** $9,359,486.28

### RPRP- Arrow Maintenance Facility (AMF) Granite Construction Company (19-1002070)

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No CCO's to date</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**CCO TOTAL** $0.00

**APPROVED CONTINGENCY** $1,363,400.00

**REMAINING CONTINGENCY** $1,363,400.00

### RPRP- Vehicle Procurement from Stadler US (16-1001531)

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Additional ADA seating and bicycle storage capacity</td>
<td>$118,500.00</td>
</tr>
<tr>
<td>2</td>
<td>Engineering and testing for modifications to the SBCTA DMU in preparation for future retractable steps</td>
<td>$222,300.00</td>
</tr>
</tbody>
</table>

**CCO TOTAL** $340,800.00

**APPROVED CONTINGENCY** $3,390,508.00

**REMAINING CONTINGENCY** $3,049,708.00

**Bold:** Construction Change Orders approved since the last reporting to the Transit Committee

Amounts shown in parentheses represent a credit to the Agency
Minute Action

AGENDA ITEM: 3

Date: May 14, 2020

Subject:
Amendment No. 8 to Contract Task Order No. 11 issued for Contract No. 00-1000939 Staff Augmentation Support Services

Recommendation:
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Authorize the Executive Director, or his designee, to execute Amendment No. 8 to Contract Task Order No. 11 issued for Contract No. 00-1000939, On-Call Consultant Support Services, between San Bernardino County Transportation Authority and Mott MacDonald for Staff Augmentation Support Services, in an amount of $1,500,000, for a Contract Task Order total of $6,122,604.82.

Background:
In December 2013, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) approved the award of Contract No. C14003 to Mott MacDonald Group (Mott MacDonald), formerly Hatch Mott MacDonald, and Contract No. C14086 to WSP USA, formerly Parsons Brinckerhoff, for On-Call Transit and Rail Services. The combined authorized amount was for a total not-to-exceed amount of $20 million to be shared by both contracts through the contract task order (CTO) process. In April 2018, the Board authorized increasing the combined contract amount to $26,750,000, including extending the contract term from December 31, 2018 to December 31, 2022. The use of on-call services under the CTO approach has been successful, with the staff provided having become familiar with SBCTA processes and procedures and gaining efficiencies over time.

The Transit and Rail Department responsibilities consist of general transit tasks such as regional representation, right-of-way management, transit operations, various planning activities, and delivery of transit capital projects. In order to provide additional resources to the Transit and Rail Department, CTO No. 11 was issued to Mott MacDonald in March 2014 for a not-to-exceed amount of $489,822. The CTO was intended to provide staff augmentation resources needed for the capital improvement program, project controls, and general management of transit tasks. The scope of work (SOW) under CTO No. 11 included: 1) oversight of the overall capital improvement program and overall program management assistance; 2) project management staff to assist in managing individual projects; and 3) technical and administrative assistance, including such services as document project control, funding, planning, environmental, engineering, right-of-way service activities, construction oversight, and general support for miscellaneous transit and rail activities. Although the SOW included with CTO No. 11 was intended to allow the various services envisioned for the department for the life of the on-call contract, the initial CTO fee was only to provide a full-time on-site Project/Program Manager and an Administrative Assistant and was structured to be amended on a yearly basis as funding and resources needed for the capital program and other tasks undertaken by the department were better defined. Below is a summary of the various amendments executed under the previous SBCTA approval policy and reported out to the General Policy Committee on a monthly basis.

Entity: San Bernardino County Transportation Authority
1. Amendment No. 1: Increased CTO amount by $283,614 to include a full time Project Engineer for the Downtown San Bernardino Passenger Rail Project and the San Bernardino Transit Center Project for services through 6/30/2015.

2. Amendment No. 2: Extended CTO period of performance to 9/30/2015. No additional funds authorized.

3. Amendment No. 3: Increased CTO amount by $805,922 to continue staff augmentation support of the Program Manager, Project Manager and Project Controls staff from October 2015 through June 2016.

4. Amendment No. 4: Increased CTO amount by $1,245,656 to continue staff augmentation support of the Program Manager, Project Manager and Project Controls staff from July 2016 through June 2017.

5. Amendment No. 5: Extended CTO period of performance to 12/31/2018. No additional funds authorized.

6. Amendment No. 6: Increased CTO amount by $1,251,709 to continue staff augmentation support of the Program Manager, Project Manager and Project Controls staff from July 2017 through December 2018.

7. Amendment No. 7: Increased CTO amount by $545,911.82 to continue staff augmentation support of the Program Manager, Project Manager and Project Controls staff from January 2019 through December 2022.

As mentioned above, it has been the practice to review the staff augmentation need on a fiscal year basis with an amendment to support the CTO for the upcoming fiscal year. This is done by examining the activities, demand and positions staffed, as well as the monthly burn rate. The staff augmentation need has stabilized. There are core positions that support daily activities of the department and are fully integrated SBCTA business practices. Those positions consist of two part time staff that support coordination of activities between different but dependent tasks, project reporting requirements, and general oversight of the consultant staff. It also consists of two full time positions that are focused on overall project controls and act as liaisons with the SBCTA Finance Department, with a focus on overall project controls and act as liaisons with the SBCTA Finance Department, with a focus on procurement and budget.

The amendment requested, in an amount of $1,500,000, is based on our current burn rate of $45,000 per month, plus a ten percent (10%) contingency, for a duration of approximately thirty (30) months, which will bring us to the end of the period of performance for our on-call contracts. As part of the SBCTA Fiscal Year 2020/2021 Budget (Budget), staff is requesting to bring one of these positions in-house due to the nature of the work and to allow stability as we move forward with delivery of more transit related projects and programs. The amendment requested does not assume approval of that additional SBCTA position, however, a future amendment to reduce the funding assigned to CTO No. 11 will be processed pending approval of the SBCTA Budget.

The available funding allocated under Contract No. C14003 to Mott MacDonald and Contract No. C14086 to WSP USA for on-call services is limited. It has been used to facilitate various studies, support for the SBCTA vanpool program, right-of-way design review, support for the transit operators, and support services including SBCTA staff augmentation and capital project delivery. It is anticipated that with approval of this amendment to CTO No. 11 and a future award for program management service for the West Valley Connector previously authorized by

San Bernardino County Transportation Authority
the Board, that there will be a limited amount of funding available for additional studies or services.

**Financial Impact:**
This item is consistent with the Fiscal Year 2019/2020 budget.

**Reviewed By:**
This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft amendment.

**Responsible Staff:**
Carrie Schindler, Director of Transit and Rail Programs
Except as otherwise expressly provided herein, Consultant hereby agrees to perform the work described below in accordance with all of the terms and conditions of the Master Contract referenced below. The Consultant shall furnish the necessary facilities, professional, technical and supporting personnel required by this Contract Task Order (CTO) as described below.

Consultant Name: Mott MacDonald

CTO No.: 11

Amendment No.: 8

Period of Performance: CTO Start Date is effective on date executed by SBCTA

CTO Completion Date: 12/31/2022

Scope of Work Description – Staff Augmentation: Increase CTO in the amount noted below to support CTO 11 scope of work ongoing activities for remainder on-call contract.

CTO Pricing – See Attached Price Proposal / Fee Schedule

- Lump Sum
- Time and Materials

Original CTO Amount: $489,822.00

Not to Exceed CTO Amount: $489,822.00

Amendment # 08 to CTO # 11: Not to Exceed Amendment Amount: $1,500,000

Cumulative Amount of All Previous Amendments: $4,132,812.82

TOTAL CTO AMOUNT (Amount includes all Amendments): $6,122,604.82

Funding String For This CTO: 1040.30.0312.0353.52005.41200000

Subcontractors:

DBE

Amount

Cumulative Amount

$  

$ 

$  

$ 

Consultant hereby acknowledges receipt and acceptance of the Contract Task Order.

Authorized to sign:

Name: Date

San Bernardino County Transportation Authority

Executive Director – Raymond Wolfe Date
Minute Action

AGENDA ITEM: 4

Date: May 14, 2020

Subject:
Amendment No. 3 to Contract No. 16-1001363 with Kaplan, Kirsch & Rockwell, LLP

Recommendation:
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve Amendment No. 3 to Contract No. 16-1001363 with Kaplan, Kirsch & Rockwell, LLP, for legal services to support the Redlands Passenger Rail Project, extending the contract term to June 30, 2022.

Background:
San Bernardino County Transportation Authority (SBCTA) originally procured the services of Kaplan, Kirsch & Rockwell, LLP (KK&R) in September 2015 via an on-call contract to provide attorney services related to Federal and California state law and regulations affecting railroads, and to provide legal advice, opinions and representation in litigation and administrative proceedings. Over the course of the contract, SBCTA primarily tasked KK&R with reviewing and drafting agreements specifically for the Redlands Passenger Rail Project (RPRP). Most notably, KK&R provided legal advice on meeting Federal Transit Administration (FTA) Buy America requirements for the purchase of rail vehicles to support RPRP, the three-party Arrow service operating and maintenance agreement, and tax-exemption status for the rail vehicles. Staff is requesting an extension to existing Contract No. 16-1001363 with KK&R to ensure continued access to their legal expertise specific to railroads, shared-use agreements, and related regulatory requirements.

In November 2016, Contract No. 16-1001363 was amended to increase the contract value from $100,000 to $200,000. In June 2019, Amendment No. 2 to the contract was approved extending the term through June 30, 2020. An increase to the contract value is not being requested at this time as there is sufficient contract balance to support the anticipated services needed. However, the contract amendment does include a one-time adjustment of a 3% increase to the assigned hourly rates. In accordance with SBCTA Contracting and Procurement Policy No. 11000, the maximum term for procurement contracts shall be five (5) years unless otherwise authorized by the SBCTA Board of Directors. Staff is requesting the Board of Directors authorize the extension of Contract No. 16-1001363 with KK&R to June 30, 2022, ensuring access to their services through the delivery of RPRP and start-up of Arrow service.

Financial Impact:
This item is consistent with the Fiscal Year 2019/2020 budget.

Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft amendment.

Entity: San Bernardino County Transportation Authority
Responsible Staff:
Carrie Schindler, Director of Transit and Rail Programs
**Contract Summary Sheet**

**General Contract Information**

<table>
<thead>
<tr>
<th>Contract No:</th>
<th>16-1001363</th>
<th>Amendment No.:</th>
<th>3</th>
</tr>
</thead>
</table>

**Contract Class:** Payable  
**Department:** Transit

**Vendor No.:** 01190  
**Vendor Name:** KAPLAN, KIRSH & ROCKWELL, LLP

**Description:** Legal Services - Expert Railroad Legal Advice

**Expiration Date:** N/A N/A N/A

**Total Contract Funding:** $200,000.00

**Total Dollar Authority (Contract Value and Contingency):** $200,000.00

---

**Contract Authorization**

**Board of Directors:**  
**Date:** 6/3/2020  
**Committee:**  
**Item #:**

**Contract Management (Internal Purposes Only)**

- **Other Contracts:**
- **Sole Source?** No
- **No Budget Adjustment**

- **Local:** Professional Services (Non-A&E)

---

**Accounts Payable**

**Estimated Start Date:** 7/29/2015  
**Expiration Date:** 6/30/2020  
**Revised Expiration Date:** 6/30/2022

<table>
<thead>
<tr>
<th>Fund</th>
<th>Prog</th>
<th>Task</th>
<th>Sub-Task</th>
<th>Object</th>
<th>Revenue</th>
<th>PA Level</th>
<th>Revenue Code Name</th>
<th>Total Contract Funding</th>
<th>Total Contingency</th>
</tr>
</thead>
<tbody>
<tr>
<td>GL:</td>
<td>4150</td>
<td>30</td>
<td>0315</td>
<td>0324</td>
<td>52200</td>
<td>41000000</td>
<td>Sales Tax-MSI</td>
<td>$200,000.00</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Revenue Bond Proceeds</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>GL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$-</td>
<td>$-</td>
</tr>
</tbody>
</table>

**Victor Lopez**  
Project Manager (Print Name)

**Carrie Schindler**  
Task Manager (Print Name)

**Additional Notes:**
AMENDMENT NO. 3 TO CONTRACT NO. 16-1001363

FOR

RAILROAD RIGHT OF WAY LEGAL SERVICES

(KAPLAN KIRSCH & ROCKWELL LLP)

This Amendment No. 3 to Contract No 16-1001363 is made by and between the San Bernardino County Transportation Authority ("SBCTA") and the firm of Kaplan Kirsch & Rockwell LLP ("ATTORNEY").

RECITALS

A. SBCTA, under Contract No 16-1001363, engaged ATTORNEY to provide legal services relating to Federal and state law and regulations affecting railroads, including providing legal advice and opinions, and representation in litigation and administrative proceedings ("Contract"); and

B. On November 28, 2016, SBCTA and ATTORNEY entered into Amendment No. 1 to Contract increasing the contract price by $100,000; and

C. On June 3, 2019, SBCTA and ATTORNEY entered into Amendment No. 2 to Contract extending its term through June 30, 2020; and

D. SBCTA and ATTORNEY desire to further amend the Contract to extend its termination date to June 30, 2022, and to update the hourly rates, which have not been adjusted since the Contract was originally executed.

NOW, THEREFORE, in consideration of the terms and conditions set forth herein, SBCTA and ATTORNEY agree as follows:

1. ARTICLE 2. PERIOD OF PERFORMANCE is deleted and replaced in its entirety to read as follows:

"The Period of Performance by ATTORNEY under this Contract shall commence upon issuance of a written Notice to Proceed (NTP) issued by SBCTA, unless agreed otherwise, and shall continue in full force and effect through completion of the Services or June 30, 2022, whichever is first to occur."

2. Attachment “B” to the Contract is deleted and replaced with Attachment “B” attached hereto and incorporated herein by this reference.

3. The Recitals set forth above are incorporated herein by this reference.

4. Except as amended by this Amendment No. 3, all other provisions of the Contract, and amendments thereto, shall remain in full force and effect and are incorporated herein by this reference.
5. This Amendment No. 3 is effective upon execution by SBCTA.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 3 below.

KAPLAN, KIRSCH & ROCKWELL, LLP

By: ____________________________
    Charles Spitulnik, Partner

Date: ____________________________

SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY

By: ____________________________
    Darcy McNaboe, Board President

Date: ____________________________

APPROVED AS TO FORM:

By: ____________________________
    Julianna K. Tillquist, General Counsel

Date: ____________________________

CONCURRENCE:

By: ____________________________
    Jeffery Hill, Procurement Manager

Date: ____________________________
## ATTACHMENT “B”

### ATTORNEYS FEES AND CHARGES

**Term: July 29, 2015 – June 30, 2020**

<table>
<thead>
<tr>
<th>Attorney</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. Alexander</td>
<td>$285.00</td>
</tr>
<tr>
<td>A. Fultz</td>
<td>$375.00</td>
</tr>
<tr>
<td>H. Haney</td>
<td>$285.00</td>
</tr>
<tr>
<td>N. Hunt</td>
<td>$325.00</td>
</tr>
<tr>
<td>P. Jessen</td>
<td>$395.00</td>
</tr>
<tr>
<td>S. Kaplan</td>
<td>$425.00</td>
</tr>
<tr>
<td>P. Kirsch</td>
<td>$425.00</td>
</tr>
<tr>
<td>W. E. Pilsk</td>
<td>$395.00</td>
</tr>
<tr>
<td>L. Potter</td>
<td>$425.00</td>
</tr>
<tr>
<td>J. Putnam</td>
<td>$395.00</td>
</tr>
<tr>
<td>S. Rockwell</td>
<td>$395.00</td>
</tr>
<tr>
<td>C. Spitulnik</td>
<td>$425.00</td>
</tr>
<tr>
<td>K. van Heuven</td>
<td>$345.50</td>
</tr>
<tr>
<td>L. Zarzecki</td>
<td>$285.00</td>
</tr>
<tr>
<td>Law Clerks</td>
<td>$130.00</td>
</tr>
</tbody>
</table>

**Term: July 1, 2020 – June 30, 2022**

<table>
<thead>
<tr>
<th>Attorney</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. Alexander</td>
<td>$294.00</td>
</tr>
<tr>
<td>A. Fultz</td>
<td>$386.00</td>
</tr>
<tr>
<td>H. Haney</td>
<td>$294.00</td>
</tr>
<tr>
<td>N. Hunt</td>
<td>$294.00</td>
</tr>
<tr>
<td>P. Jessen</td>
<td>$407.00</td>
</tr>
<tr>
<td>S. Kaplan</td>
<td>$438.00</td>
</tr>
<tr>
<td>P. Kirsch</td>
<td>$438.00</td>
</tr>
<tr>
<td>W. E. Pilsk</td>
<td>$407.00</td>
</tr>
<tr>
<td>L. Potter</td>
<td>$438.00</td>
</tr>
<tr>
<td>J. Putnam</td>
<td>$407.00</td>
</tr>
<tr>
<td>S. Rockwell</td>
<td>$407.00</td>
</tr>
<tr>
<td>C. Spitulnik</td>
<td>$438.00</td>
</tr>
<tr>
<td>K. van Heuven</td>
<td>$356.00</td>
</tr>
<tr>
<td>L. Zarzecki</td>
<td>$294.00</td>
</tr>
<tr>
<td>Law Clerks</td>
<td>$134.00</td>
</tr>
</tbody>
</table>
Minute Action

AGENDA ITEM: 5

Date: May 14, 2020

Subject:
Ontario International Airport Rail Access Alternatives Analysis & Unsolicited Proposal

Recommendation:
That the Transit Committee provide direction to staff regarding Request for Proposals No. 20-1002369 for preparation of Alternatives Analysis for the Ontario International Airport Rail Access Project and receipt of an unsolicited proposal for the Ontario International Airport Loop.

Background:
In March 2020, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) approved the release of Request for Proposals (RFP) No. 20-1002369 for preparation of an alternatives analysis (AA) for the Ontario International Airport (ONT) Rail Access Project (Project). SBCTA staff initiated the RFP and is in the midst of the proposal review process, with a target of presenting the associated contract to the Board for consideration at the July 2020 Board meeting. The AA was initiated after consultation in November 2019 with the Federal Transit Administration (FTA) and the ONT Roundtable stakeholder group based on the traditional steps needed to fund and deliver a large federalized capital project such as a surface rail connection traversing five to eight miles across an urbanized area.

The total cost of the AA, including oversight and public outreach, is estimated to be approximately $3,000,000. Pending approval of the AA consultant contract by the SBCTA Board in July, it would position the Project to be ready to begin preliminary engineering and environmental clearance in 2023, which is estimated to cost $14.5 million at that time. Should funding become available to allow the Project to progress, it is estimated the Project could be completed in 2030, taking into account right-of-way acquisition and a design-build delivery approach.

While rail access to ONT was not anticipated in the 2010-2040 Measure I Expenditure Plan, staff recommended moving forward with the AA. This was done recognizing completion of the Project, which is estimated to cost between $1 billion and $1.5 billion in 2020 dollars, requires a large infusion of revenue that is unknown at this time. Further, funding for operations and maintenance (O&M), which is estimated to cost between $7 million and $9 million in 2020 dollars annually, has not been identified and is not available from traditional sources accessible to SBCTA today. However, due to the extensive time it takes to develop a project of this scale, staff recommended proceeding with the AA in a manner that will assist with securing state and federal funding, understanding the current fiscally constrained situation.

Attachment A was included in the RFP to assist with defining the study area and the proposed alternatives to be analyzed. The proposed alternatives to be studied in the AA include the two preferred alignments resulting from the 2014 Rail Access Study which involved multiple unit passenger rail service via the Rancho Cucamonga Metrolink station and light-rail transit service via the Montclair Transcenter. One modification is noted; the multiple unit passenger rail service is to be studied as a zero-emission multiple unit (ZEMU) service based on SBCTA’s progress related to development of the ZEMU, which is planned to be operational in 2024.

Entity: San Bernardino County Transportation Authority
The AA will also study the use of the Alhambra Subdivision for a connection to Los Angeles Union Station, as it is the closest existing rail line to ONT, as well as a private partnership project with an emerging technology company such as The Boring Company (TBC) using their Loop technology. Loop is a high-speed underground public transportation system in which passengers are transported via compatible autonomous electric vehicles. It is estimated the AA will take eighteen (18) months to complete and will be done in consultation with the FTA and the Federal Aviation Administration where applicable.

Subsequent to initiating the RFP process, TBC submitted an unsolicited proposal for delivery of the ONT Loop. It includes an expedited delivery approach at a substantially reduced cost. The service model includes the use of autonomous electric vehicles making runs in a 2.8-mile-long tunnel between ONT and a possible future Metrolink station along the San Bernardino Line near its intersection with the County-owned Deer Creek Channel. There is also an option for a dual tunnel approach that would provide additional capacity. Similar public projects are underway at the Las Vegas Convention Center and in the City of Los Angeles, for a connection between Union Station and Dodger Stadium, called the Dugout Loop. The Dugout Loop is a 3.6-mile-long single tunnel; construction has not yet commenced. The Las Vegas Convention Center Loop includes two tunnels that are about one-mile long. The contract was approved in May 2019; one tunnel is complete, and the second tunnel is approximately three-quarters complete. Start of service is on target for December 2020. There is also a one-mile test tunnel in the City of Hawthorne that was completed in 2018. Staff was able to speak with a representative from the Las Vegas Convention Center Loop project who described the contract with TBC as providing a turn-key system (environmental approval, permitting, design and construction), with regulatory approval by the Clark County Building Department, with full review and oversight by a third-party consultant. Their next steps include finalizing an O&M agreement that includes the lease of the vehicles. Vehicles include a mixture of standard Tesla electric vehicles and modified high-occupancy Tesla electric vehicles which accommodate wheelchairs by means of access ramps. A similar model could be considered for the ONT Loop.

Staff is seeking direction from the SBCTA Transit Committee on next steps as it relates to the unsolicited proposal as well as the AA RFP. One approach is to continue with the traditional project delivery process by completing an AA, or alternatively a scaled-back version of an AA, that would have an emphasis on positioning a preferred alternative to receive federal and/or state grant funding. Each of the primary alternatives listed in the RFP would be analyzed in a streamlined process for their operational effectiveness, capital and operating costs, potential fatal flaws, regulatory and permitting hurdles, interface with the ONT terminals, realistic funding opportunities for construction and operation, and adaptability to future ONT growth and master planning efforts. Coordination, timing, and cost estimation of service improvements on the San Bernardino Line would be integrated with that process, consistent with the Metrolink Southern California Optimized Rail Expansion (SCORE) program.

Another option is to cancel the AA RFP and issue a Request for Information to see what other turn-key lower cost options might be available. A third option is to cancel the AA RFP and consider award of a sole source contract.

Consideration should be given to the pros and cons of each project approach/option as well as whether other project development options should be considered. Delivery under the traditional

San Bernardino County Transportation Authority
project delivery structure is well known, including the regulatory and procurement structure. The service models are established and existing or are under development in our region. However, the process is estimated to take about ten (10) years to complete, including five (5) years for project development and right-of-way acquisition and five (5) years for construction, start up and testing. With any surface improvement option, there will be more right-of-way acquisition, disruption during construction, and substantial utility relocation work. It is estimated to cost between $1 billion to $1.5 billion in 2020 dollars and O&M is estimated to cost between $7 million and $9 million in 2020 dollars annually. The risks, while large, are likely better anticipated.

The alternative delivery and project approach with a subterranean tunnel would be new for our region. While autonomous vehicle technology is advancing, it might be necessary to have a two-prong approach to operations whereby it is initially deployed with manned vehicles and then transitions to a full autonomous system monitored via an operation center. The project delivery process is anticipated to be substantially shorter, maybe taking less than 40-50% of the time allotted to deliver under a more traditional approach. The total estimated cost is expected to be substantially lower and in the range of 3-5% of the surface project cost. More information is needed on the cost of operations but based on verbal information received; it could be about 40% less than the traditional service operation models. This requires additional verification, but it is expected to be less. Based on feedback from the Las Vegas Convention Center, the regulatory structure would require involvement of the San Bernardino County Building Department, jurisdictional fire departments, and third-party oversight (standard under the traditional delivery methods) and determination of the regulatory structure for operations. There may be other challenges that are not known at this time.

In addition, the larger subterranean project would require construction of an additional Metrolink or Arrow platform west of the Rancho Cucamonga station on the San Bernardino Line near its intersection with Deer Creek Channel. Allowances for these additional improvements are taken into consideration in the cost savings noted above. It would also require ONT to determine how passengers would move around the airport property after exiting the tunnel near Terminal 2. One interim possibility, as suggested by ONT staff, is that they board a local circulator serving Terminal 2, Terminal 4, and the various employment centers serving the airport.

Financial Impact:
This item is consistent with the SBCTA Fiscal Year 2019/2020 budget.

Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item.

Responsible Staff:
Carrie Schindler, Director of Transit and Rail Programs

San Bernardino County Transportation Authority
ATTACHMENT A

Potential Alternatives Analysis Study Area

- Ontario International Airport
- Future Redlands Passenger Rail Stations
- Existing Metrolink Stations
- Future Gold Line Stations
- Existing Gold Line Stations

Metrolink Lines:
- Riverside
- San Bernardino
- Redlands Passenger Rail Project
- Inland Empire-Orange County

Other Rail Lines:
- Alhambra Subdivision
- Future Gold Line Extension
- Existing Gold Line
Date:  May 14, 2020

Subject:  Southern California Regional Rail Authority Preliminary Budget Request for Fiscal Year 2020/2021 - Continuing Appropriations Resolution

Recommendation:
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve a three-month continuing appropriations resolution for the Southern California Regional Rail Authority (SCRRA) Preliminary Budget request in an amount not-to-exceed member agency subsidies that was approved for Fiscal Year (FY) 2019/2020 Quarter 1, of which $5,236,570 was San Bernardino County Transportation Authority’s share, and defer consideration and adoption of the budget to September 30, 2020; and

B. Approve the re-allocation and use of $2,396,000 of operating surplus funds from FY 2017/2018 and FY 2018/2019 to offset the amount required to continue appropriations; and

C. Allocate $2,840,570 of Valley Local Transportation Funds to SCRRA for operations during the three-month continuing resolution period.

Background:
The Southern California Regional Rail Authority (SCRRA) Joint Powers Authority (JPA), requires a preliminary budget be presented to the member agencies by May 1st of each year. Adoption of the final SCRRA budget by the SCRRA Board of Directors (Board) is contingent upon each of the five (5) member agencies approving their financial contribution for the fiscal year. The five (5) member agencies include San Bernardino County Transportation Authority (SBCTA), Los Angeles County Metropolitan Transportation Authority (LA Metro), Orange County Transportation Authority (OCTA), Riverside County Transportation Commission (RCTC), and Ventura County Transportation Commission (VCTC). Formal development of the Fiscal Year (FY) 2020/2021 (FY21) budget began in December 2019, with budget development updates presented to the SCRRA Audit and Finance Committee in January 2020 and to the SCRRA Board in March 2020. There are two key funding sources for the operating budget: 1) fare revenue from riders; and 2) corresponding subsidies from member agencies. The designation of the novel coronavirus as a pandemic by the World Health Organization and subsequent national, state and local declarations of emergency in March, has led to the precipitous decline in ridership in response to health guidelines to limit travel to essential workers only. As of the preparation of this report, the stay-at-home orders are still in effect and uncertainty remains for the length of the orders in the region. As a result, the impact of the novel coronavirus has significantly disrupted the budget development process and impeded SCRRA’s ability to transmit a completed proposed FY21 budget by the deadline prescribed by the JPA.

SCRRA Finance Policy 1.1 allows the Board to adopt a continuing appropriations resolution until such time as the SCRRA proposed budget is approved. At the April 24, 2020 meeting, the SCRRA Board approved staff’s recommendation to delay transmittal of the proposed FY21 budget to the member agencies and defer consideration and adoption of the proposed FY21

Entity: San Bernardino County Transportation Authority
budget by June 30th as required by the JPA. Additionally, the SCRRA Board approved a recommendation to request the member agencies for a three-month continuing appropriations resolution for SCRRA’s FY21 budget. This action allows extended time for development and transmittal of a Proposed FY21 Budget from SCRRA to the member agencies by August 1, 2020, with consideration and adoption by member agencies by September 30, 2020.

A continuing appropriations resolution provides that payments for services performed on behalf of SCRRA shall continue until such time as the SCRRA budget is adopted. Such a resolution will allow the use of funds, not to exceed Quarter 1 (Q1) of the FY 2019/2020 (FY20) adopted budget for SCRRA to proceed with uninterrupted operations until the FY21 budget is adopted. During this period, the 30% service reduction remains in place and no merit pool or cost of living adjustment will be implemented. As a point of reference, the total amount of member subsidies (system-wide) for Q1 of FY20 were approximately $37.81 million. SBCTA’s share of this was $5,236,570. Additionally, operating surplus funds may be used to offset amounts required for the continuing appropriations requested by SCRRA of its member agencies. Currently, SBCTA has approximately $1,841,000 of FY 2017/2018 surplus funds, as well as $555,000 of FY 2018/2019 surplus funds available for re-allocation, for a total of $2,396,000. As SBCTA’s share of available operating surplus funds exceeds $100,000, re-allocation of these funds for such purposes requires SBCTA Board approval, in accordance with SBCTA Policy No. 31605. Taking into account the $2,396,000 of surplus funds, $2,840,570 of new funding will be provided to SCRRA at the beginning of FY21 to operate during the three-month continuing resolution pending SBCTA Board approval of this item. The source of funding for the new funding is Valley Local Transportation Funds.

Financial Impact:
This item has no financial impact on the SBCTA Fiscal Year 2019/2020 Budget and is consistent with the Proposed SBCTA Fiscal Year 2020/2021 Budget.

Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:
Rebekah Soto, Management Analyst

San Bernardino County Transportation Authority
Minute Action
AGENDA ITEM: 7

Date: May 14, 2020

Subject: San Bernardino Countywide Zero-Emission Bus Study Update


Background:
In April 2019, San Bernardino County Transportation Authority (SBCTA) issued a Contract Task Order (CTO) to WSP USA, Inc. (WSP) to conduct a countywide analysis comparing the current fleet of buses in San Bernardino County to zero-emission buses (ZEB) in response to the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation, which was passed in December 2018. This regulation requires the state's 200 public transit agencies to transition their fleets to fully zero-emission by 2040.

The study focuses on fleet conversion towards compliance that involves all Transit Operators within the county; this includes Omnitrans, Victor Valley Transit Authority (VVTA), Mountain Transit, Morongo Basin Transit Authority (MBTA) and City of Needles. It should be noted that due to the unique operating landscape and conditions of the Mountain Transit service area, Mountain Transit has hired a separate lead consultant to develop a ZEB Implementation Plan that will be tailored to the mountainous region. The analysis considers the economics and financials of full fleet conversion; examines the difference in costs between Battery-Electric Bus (BEB) and Hydrogen Fuel Cell (HFC) buses versus a Compressed Natural Gas (CNG) bus; as well as the cost of new capital, rehabilitation and overall operations; including power/fuel and maintenance costs. The goals of the analysis are three-fold: (1) determine the most cost-effective approach to a 100% bus fleet with zero-emission population; (2) determine the capital improvements required to achieve ZEB fleets for all of the county’s transit operations; and (3) provide a financing and purchasing strategy that allows local Transit Operators to meet ZEB deadlines.

ICT requirement deadlines vary based on agency size. Of the five transit agencies within San Bernardino County, Omnitrans is the only agency considered a “Large Transit Agency”, while the remaining four are considered “Small Transit Agencies”. The table below demonstrates the purchasing and reporting deadlines as required by CARB:

<table>
<thead>
<tr>
<th>Agency</th>
<th>2023</th>
<th>2026</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Omnitrans</td>
<td>25%</td>
<td>50%</td>
<td>100%</td>
</tr>
<tr>
<td>VVTA</td>
<td>N/A</td>
<td>25%</td>
<td>100%</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MBTA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Needles</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Entity: San Bernardino County Transportation Authority
CARB Reporting Requirements

<table>
<thead>
<tr>
<th>Agency</th>
<th>Board-Approved Roll-Out Plan</th>
<th>Annual Compliance Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Omnitrans</td>
<td>July 1, 2020</td>
<td></td>
</tr>
<tr>
<td>VVTA</td>
<td></td>
<td>Due every March (2021-2050)</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>July 1, 2023</td>
<td></td>
</tr>
<tr>
<td>MBTA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Needles</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A case-by-case analysis for each operator was tailored to the individual needs of the agency. The purpose of the recommendations are as follows:

- Creating a Rollout Plan to satisfy CARB compliance for large transit operator (Omnitrans) by July 1, 2020. The remaining operators have until July 1, 2023 to file with the state. This report indicates the technological recommendations: either BEB, including systems using a variety of electricity sources; hydrogen fuel cell electric buses (FCEB); or a combination thereof. Additionally, guidance is provided for fleet purchases, infrastructure requirements, such as charger installation and on-site hydrogen fuel storage, and the associated construction timelines.

- A Master Plan detailing the overall purpose of the study and outlining the five county operators.
  - Technological overview of BEBs, FCEBs and various charging and fueling strategies.
  - Review of current technological constraints when approaching new sources of fueling and technology, such as in-ground inductive charging.
  - Overview of current operating conditions and challenges faced by the five county operators. Each agency has its own designated section including the items listed below:
    - Battery Optimization Lifecycle Tool (BOLT) modeling methodology and modeling results, thus indicating which current routes can be served with BEB technology. FCEB and fuel sourcing, and infrastructural cost data and synthesis.
    - Existing and planned bus facilities (depots) have been reviewed, visited and documented to provide preliminary plans and step-by-step implementation strategies for achieving a zero-emission fleet in terms of infrastructure improvements and upgrades.
    - Financial analysis detailing the expected capital costs of transitioning to a zero-emission fleet, such as higher purchasing costs as well as expected operations and maintenance costs over the lifecycle of the bus. These scenarios include a sensitivity analysis and were performed via data received from each of the individual operators to provide specific, applicable results and figures.
    - Energy analysis of each operator depot site to determine the electrical load capability and feasibility from a utility side of on-site charging, and the associated power usage increases and coordination with local utility companies.
- Recommendations on fleet purchasing and phasing of construction timelines to ensure regulatory compliance by 2040. Each agency has a recommended technological path forward for successful implementation.
  - Disadvantaged Community Analysis (DCA) which determines which operators’ depots lie within areas in need of environmental justice and equity concerns, such as pollution exposure and low-income communities.
  - Final Policy Recommendations and Summary of Conclusory Findings.

The table below provides a cost analysis summary including capital, operations, and costs associated with the non-cash components of environmental costs, by transit operator. The non-cash components of the cost analysis refer to monetized values for tailpipe emissions and upstream emissions of carbon dioxide (CO2), criteria pollutants and noise, as well as state credits that the operators can obtain. The table includes a non-cash estimate of tailpipe emissions for CNG buses, for comparative purposes.

<table>
<thead>
<tr>
<th>Operator</th>
<th>Scenario 1: Baseline CNG Capital</th>
<th>Operating Capital</th>
<th>Non-Cash Environmental Capital</th>
<th>Total Capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morongo Basin Transit Authority</td>
<td>$11,910,000</td>
<td>$17,800,000</td>
<td>$11,860,000</td>
<td>$41,570,000</td>
</tr>
<tr>
<td></td>
<td>$17,960,000</td>
<td>$11,910,000</td>
<td>$6,470,000</td>
<td>$36,340,000</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (BEB-CNG)</strong></td>
<td>$6,050,000</td>
<td>$(5,890,000)</td>
<td>$(5,390,000)</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>$11,670,000</td>
<td>$20,310,000</td>
<td>$1,090,000</td>
<td>$33,070,000</td>
</tr>
<tr>
<td></td>
<td>$16,200,000</td>
<td>$17,600,000</td>
<td>$950,000</td>
<td>$34,750,000</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (BEB-CNG)</strong></td>
<td>$4,530,000</td>
<td>$(2,710,000)</td>
<td>$(1,080,000)</td>
</tr>
<tr>
<td>Omnitran</td>
<td>$177,610,000</td>
<td>$205,970,000</td>
<td>$156,490,000</td>
<td>$540,070,000</td>
</tr>
<tr>
<td></td>
<td>$244,470,000</td>
<td>$181,690,000</td>
<td>$42,160,000</td>
<td>$468,320,000</td>
</tr>
<tr>
<td></td>
<td>$242,710,000</td>
<td>$152,320,000</td>
<td>$41,670,000</td>
<td>$436,700,000</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (BEB-CNG)</strong></td>
<td>$66,860,000</td>
<td>$(24,280,000)</td>
<td>$(42,580,000)</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (FCEB-CNG)</strong></td>
<td>$65,100,000</td>
<td>$(53,650,000)</td>
<td>$(10,450,000)</td>
</tr>
<tr>
<td>Victor Valley Transit Authority</td>
<td>$53,170,000</td>
<td>$110,080,000</td>
<td>$53,780,000</td>
<td>$217,030,000</td>
</tr>
<tr>
<td></td>
<td>$84,000,000</td>
<td>$99,680,000</td>
<td>$14,870,000</td>
<td>$198,550,000</td>
</tr>
<tr>
<td></td>
<td>$91,170,000</td>
<td>$115,260,000</td>
<td>$14,650,000</td>
<td>$221,080,000</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (BEB-CNG)</strong></td>
<td>$38,030,000</td>
<td>$(10,400,000)</td>
<td>$(27,630,000)</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (FCEB-CNG)</strong></td>
<td>$38,000,000</td>
<td>$(9,310,000)</td>
<td>$(28,690,000)</td>
</tr>
<tr>
<td>Needles</td>
<td>$855,000</td>
<td>$1,132,000</td>
<td>$93,000</td>
<td>$2,080,000</td>
</tr>
<tr>
<td></td>
<td>$1,409,000</td>
<td>$587,000</td>
<td>$61,000</td>
<td>$2,057,000</td>
</tr>
<tr>
<td></td>
<td><strong>Cost Difference (BEB-CNG)</strong></td>
<td>$554,000</td>
<td>$(545,000)</td>
<td>$(23,000)</td>
</tr>
</tbody>
</table>

While the study provides additional break-down of capital and environmental costs in the more detailed Master Plan, which are driven by annual mileage, the costs are summarized in the table above over the analysis period, which differs by operator because the study period ends when the last bus procured retires. After SBCTA staff has had an opportunity to analyze annual funding needs relative to anticipated revenue, a recommended funding plan will be presented to the Board for approval. Staff anticipates Congestion Mitigation and Air Quality (CMAQ) funds, which are received at about $25 million per year, will be a significant source of funding for this purpose.

San Bernardino County Transportation Authority
Similarly, the following table provides the analysis period for the non-cash environmental costs. Annual figures are also discussed in the Master Plan.

**Environmental Costs Analysis Horizons**

<table>
<thead>
<tr>
<th>Operators</th>
<th>No build</th>
<th>Build – ZEB</th>
<th>Build – FCEB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Omnitrans</td>
<td>2052</td>
<td>2050</td>
<td>2050</td>
</tr>
<tr>
<td>VVTA</td>
<td>2053</td>
<td>2053</td>
<td>2053</td>
</tr>
<tr>
<td>Needles</td>
<td>2042</td>
<td>2042</td>
<td>N/A</td>
</tr>
<tr>
<td>MBTA</td>
<td>2040</td>
<td>2040</td>
<td>N/A</td>
</tr>
<tr>
<td>MT</td>
<td>2043</td>
<td>2045</td>
<td>N/A</td>
</tr>
</tbody>
</table>

To date, the WSP team has submitted a preliminary draft Rollout Plan to SBCTA and the transit agencies for review. This plan is a regulatory document as required by CARB; each transit agency must submit a Rollout Plan in accordance with CARB deadlines outlined in the table above. Two Rollout Plans have been developed: 1) Omnitrans as a stand-alone submission due to the deadline for large agency submissions of July 1, 2020, which can be found at the following link: [https://www.gosbcta.com/wp-content/uploads/2020/05/Final-Omnitrans-Rollout-Plan.pdf](https://www.gosbcta.com/wp-content/uploads/2020/05/Final-Omnitrans-Rollout-Plan.pdf); and 2) San Bernardino Countywide Rollout Plan, which includes the remaining four transit operators as the deadline for smaller agencies is July 1, 2023, which can be found at the following link: [https://www.gosbcta.com/wp-content/uploads/2020/04/FINAL_SBCTA-Rollout-Plan_4.17.20.pdf](https://www.gosbcta.com/wp-content/uploads/2020/04/FINAL_SBCTA-Rollout-Plan_4.17.20.pdf). CARB allows for individual and joint-group submissions, upon written notification of intent to submit a joint plan. The San Bernardino Countywide Rollout Plan has been developed in such a way that allows for the smaller transit operators to submit the plan as a joint-group, or each respective agency can extract their respective plans from the document and submit individually. Additionally, a Master Plan has been developed that provides more detailed and implementation-focused analyses. This document serves as a planning and feasibility document that provides all five transit operators. The final Master Plan can be found in its entirety at the following link: [https://www.gosbcta.com/wp-content/uploads/2020/05/SBCTA-ZEB-Final-Master-Plan_04.24.20.pdf](https://www.gosbcta.com/wp-content/uploads/2020/05/SBCTA-ZEB-Final-Master-Plan_04.24.20.pdf).

**Financial Impact:**
This item is consistent with the Fiscal Year 2019/2020 budget.

**Reviewed By:**
This item is not scheduled for review by any other policy committee or technical advisory committee.

**Responsible Staff:**
Rebekah Soto, Management Analyst

San Bernardino County Transportation Authority
This page intentionally left blank
SBCTA
Zero Emission Bus Study
Results

Rollout Plan vs Master Plan

**Rollout Plan**
- High(er)-level
- Meets CARB ICT rule requirements

**Master Plan**
*(Countywide Study)*
- More detailed and implementation-focused
- Serves as a feasibility document
- Provides each agency with the foundation to further explore ZEB options, goals etc.
- Not required by CARB
### ICT Requirements

#### Purchasing

**Large Transit Agencies (Omnitrans)**
- 25% of new purchases need to be ZEB by Jan. 2023
- 50% of new purchases need to be ZEB by Jan. 2026
- 100% of new purchases need to be ZEB by Jan. 2029

**Small Transit Agencies (all others)**
- 25% of new purchases need to be ZEB by Jan. 2026
- 100% of new purchases need to be ZEB by Jan. 2029

#### Reporting

**Large Transit Agencies (Omnitrans)**
- Board-approved Rollout Plan due to CARB by July 1, 2020
- Annual Compliance Report due to CARB every March (2021-2050)

**Small Transit Agencies (all others)**
- Board-approved Rollout Plan due to CARB by July 1, 2023
- Annual Compliance Report due to CARB every March (2021-2050)

### Master Plan Elements

**Facilities & Infrastructure**

**Vehicle Performance**
Zero Emission Buses

Types Studied

- Overhead charging
- Subsurface inductive charging
- Overhead catenary charging
- Hydrogen fuel cell

Facilities & Infrastructure

- Available space
- Electrical Infrastructure
- Accessibility & Safety
- Future-Readiness

- Charging Infrastructure
- Hydrogen Storage & Fueling
- Identify any electrical upgrades required
- Navigable by buses and refueling vehicles. In accordance with safety regulations
- In alignment with planned projects and future expansion, community acceptance
Facilities Assessments at a Glance

<table>
<thead>
<tr>
<th></th>
<th>MBTA</th>
<th>Mountain</th>
<th>Needles</th>
<th>VVTA</th>
<th>Ommitrans</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Joshua Tree</td>
<td>29 Palms</td>
<td>Big Bear</td>
<td>Crestline</td>
<td>Hesperia</td>
</tr>
<tr>
<td>Adequate Space for H2 Storage</td>
<td>Complies</td>
<td>Contingent on planning</td>
<td>Fail</td>
<td>Complies</td>
<td>Contingent on planning</td>
</tr>
<tr>
<td>Refueling Accessibility</td>
<td>Complies</td>
<td>Complies</td>
<td>Contingent on planning</td>
<td>Fail</td>
<td>Complies</td>
</tr>
<tr>
<td>Adequate Space for Electrical Upgrades</td>
<td>Complies</td>
<td>Complies</td>
<td>Contingent on planning</td>
<td>Fail</td>
<td>Complies</td>
</tr>
<tr>
<td>Safety Code Compliance</td>
<td>Complies</td>
<td>Complies</td>
<td>Contingent on planning</td>
<td>Fail</td>
<td>Complies</td>
</tr>
<tr>
<td>Community Acceptance</td>
<td>Complies</td>
<td>Complies</td>
<td>Contingent on planning</td>
<td>Fail</td>
<td>Complies</td>
</tr>
</tbody>
</table>

Vehicle Viability & Performance

**Vehicle Range & Availability**
- Modeled all service blocks to compare ZE technologies
- Three degrees of sensitivity (Liberal, Base, Conservative)

**Charging Strategies**
- Measured performance of base-only charging & on-route charging
- On-route used to complete service blocks as needed

**Fueling Strategies**
- Compared multiple hydrogen fueling options for feasibility
- Cutaway routes automatically failed FCEB viability test
Vehicle Performance at a Glance
% Service Blocks Complete Under Modeled Scenarios

For Small Bus Dependent Agencies: BEBs

Agencies
- MT
- MBTA
- Needles

Strategies
- Incremental adoption to allow technology to evolve
- Potential exemption for routes that could not be completed
Victor Valley
FCEB Takes Lead

- Technology phase-in
- CNG decommissioning
- Begin with liquid delivery
  - Hesperia ~2,000 kg/day
  - Barstow ~500 kg/day
- Option to produce on-site

Omnitrans:
BEBs with Facility + Layover Charging, HFCEBs Possibly Later

42% of Service Blocks Incomplete
Under conservative estimations for FCEB and BEB technologies

~4,000 kg of Hydrogen per Day
Under conservative estimations at East Valley. ~2,000 kg per day required at West Valley. Typical delivery truck carries this much hydrogen in a single trip.

BEB Peak Demand 17 MW
Energy demand and consumption can translate to high O&M costs
### Cost Analysis Summary

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Morongo Basin Transit Authority</td>
<td>$11,910,000</td>
<td>$17,800,000</td>
<td>$11,360,000</td>
<td>$41,570,000</td>
<td>$6,050,000</td>
<td>$(5,890,000)</td>
<td>$11,860,000</td>
<td>$6,470,000</td>
<td>$(5,290,000)</td>
<td>$11,670,000</td>
<td>$20,310,000</td>
<td>$(1,090,000)</td>
<td>$33,070,000</td>
<td>$16,200,000</td>
<td>$(950,000)</td>
<td>$34,750,000</td>
<td>$17,600,000</td>
<td>$(950,000)</td>
<td>$34,750,000</td>
<td>$17,600,000</td>
<td>$(950,000)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mountain Transit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Omnitec</td>
<td>$177,610,000</td>
<td>$205,970,000</td>
<td>$156,490,000</td>
<td>$540,070,000</td>
<td>$66,860,000</td>
<td>$(24,280,000)</td>
<td>$(114,330,000)</td>
<td>$(71,750,000)</td>
<td>$(103,370,000)</td>
<td>$53,170,000</td>
<td>$110,080,000</td>
<td>$53,780,000</td>
<td>$217,030,000</td>
<td>$84,000,000</td>
<td>$99,680,000</td>
<td>$198,550,000</td>
<td>$91,170,000</td>
<td>$115,260,000</td>
<td>$221,080,000</td>
<td>$115,260,000</td>
<td>$14,650,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Victor Valley Transit Authority</td>
<td>$855,000</td>
<td>$1,132,000</td>
<td>$93,000</td>
<td>$2,080,000</td>
<td>$554,000</td>
<td>$(545,000)</td>
<td>$(32,000)</td>
<td>$(23,000)</td>
<td>$(23,000)</td>
<td>$1,409,000</td>
<td>$587,000</td>
<td>$61,000</td>
<td>$2,057,000</td>
<td>$1,409,000</td>
<td>$587,000</td>
<td>$2,057,000</td>
<td>$1,409,000</td>
<td>$587,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Needles</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SBCTA Zero Emission Bus Study**

Questions?
**Minute Action**

**AGENDA ITEM: 8**

**Date:** May 14, 2020

**Subject:**
Resolution No. 20-049 for Federal Transit Administration Section 5310 Projects

**Recommendation:**
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Adopt Resolution No. 20-049 which certifies that San Bernardino County Transportation Authority (SBCTA) projects under Federal Transit Administration Section 5310 are consistent with SBCTA’s Public Transit-Human Service Transportation Coordinated Plan.

**Background:**
The Federal Transit Administration (FTA) Section 5310 grant program was established in 1975 and has been administered by the California Department of Transportation (Caltrans) since its inception. The goal of the 5310 program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. On July 1, 2019, Caltrans issued a call for projects for the Fiscal Years (FY) 2017/2018 and FY 2018/2019, for FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program.

Eligible applicants include private non-profit organizations and public agencies. Traditional projects include vehicles and related equipment and must comprise at least 55 percent of the available funding. Expanded projects are those that exceed the requirements of the Americans with Disabilities Act and mobility management and comprise up to 45 percent of available funding.

For large urbanized areas (UZA) in San Bernardino County, as shown in the table below, approximately $1,560,366 was available for programming for the FY 2017/2018 and FY 2018/2019 grant cycles.

<table>
<thead>
<tr>
<th>Large Urbanized Areas</th>
<th>Riv/SB UZA San Bernardino Valley</th>
<th>Victorville-Hesperia UZA</th>
<th>Total Funds for San Bernardino County</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY17/18</td>
<td>$511,303</td>
<td>$247,581</td>
<td>$758,885</td>
</tr>
<tr>
<td>FY18/19</td>
<td>$556,783</td>
<td>$244,698</td>
<td>$801,481</td>
</tr>
<tr>
<td>Two-Year Funding</td>
<td>$1,068,086</td>
<td>$492,279</td>
<td>$1,560,366</td>
</tr>
</tbody>
</table>

For all other agencies that do not fall into a UZA, there was a statewide competitive process for small urban areas and rural areas.

FTA guidelines allow 5310 program funds to be used to provide up to 80 percent federal share of capital costs and require at least 20 percent in local match. For operating costs, federal funds can be awarded up to 50 percent. However, for the FY 2017/2018 and FY 2018/2019 funding cycles, as in the past three funding cycles, agencies will receive 100 percent project funding in 5310

*Entity: San Bernardino County Transportation Authority*
Transit Committee Agenda Item
May 14, 2020
Page 2

funds with the usage of California state toll credits as local matching funds. Toll credits are a
funding tool that can be utilized by states as a means of meeting local and state matching
requirements for federal funding. State credits are accrued when capital investments are made in
federally approved tolled facilities including toll roads and bridges.

Caltrans was responsible for administering and selecting projects for both the small urban, rural
and large urbanized areas in San Bernardino County. However, San Bernardino County
Transportation Authority (SBCTA) staff also reviewed and evaluated traditional project
applications in the county.

Caltrans recommended for San Bernardino County (Attachments A and B) a total amount of
$1,866,643, which included five replacement vehicles, three expansion vehicles, five operating
projects, and one mobility management project. Caltrans’ recommendations were approved and
awarded by the California Transportation Commission in March 2020. This included two rural
projects in the Morongo Basin area.

All projects must be in line with the identified strategies of a local Public Transit-Human
Services Transportation Coordinated Plan (Coordinated Plan). The SBCTA Coordinated Plan
was adopted in March 2017. Prior to submittal of the proposed San Bernardino County projects
to Caltrans, SBCTA staff reviewed applications to ensure that they were in line with the SBCTA
Coordinated Plan. The projects listed and highlighted in yellow in Attachments A and B are all
projects that are within San Bernardino County and are in line with the SBCTA Coordinated
Plan, and further, all applications met the needs outlined in the SBCTA Coordinated Plan.
There are several projects under Riverside – San Bernardino UZA that are not highlighted.
Those projects belong to Riverside County. Although SBCTA shares the same UZA, SBCTA
does not certify that those projects meet the Coordinated Plan. At this time, staff is asking to
adopt Resolution No. 20-049.

Financial Impact:
This item is consistent with the Fiscal Year 2019/2020 budget. There is no financial impact to
SBCTA, as Caltrans disburses Section 5310 funds directly to the recipients.

Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory
committee. SBCTA General Counsel has reviewed this item and the draft resolution.

Responsible Staff:
Nancy Strickert, Transit Program Manager

San Bernardino County Transportation Authority
RESOLUTION NO. 20-049

RESOLUTION OF THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY CERTIFYING FEDERAL TRANSIT ADMINISTRATION SECTION 5310 PROJECT CONSISTENCY WITH THE PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION COORDINATED PLAN

WHEREAS, the San Bernardino County Transportation Authority (SBCTA) is charged with reviewing, evaluating, and programming for Federal Transit Administration’s Section 5310 funding for transportation services to meet the needs of seniors and persons with disabilities for whom public transportation services are otherwise unavailable, insufficient or inappropriate; and

WHEREAS, SBCTA has scored and ranked the traditional project applications; and

WHEREAS, SBCTA is the Regional Transportation Planning Agency (RTPA) for San Bernardino County; and

WHEREAS, San Bernardino County projects approved by Caltrans are highlighted in yellow in Attachments A and B; and

WHEREAS, the Section 5310 process, as interpreted in Federal Transit Administration Circular 9070.1F, Section 4, requires the RTPA to include in the Federal Transportation Improvement Program each request awarded Section 5310 funding by Caltrans and to certify by resolution that the evaluated projects are derived from a locally developed, coordinated public transit-human services transportation plan.

NOW, THEREFORE BE IT RESOLVED, that the San Bernardino County Transportation Authority hereby finds:

1. The SBCTA has determined that the locally evaluated projects approved by Caltrans for Section 5310 funding are derived from the San Bernardino County Public Transit – Human Services Transportation Coordinated Plan (adopted on March 1, 2017).

2. Each of the projects awarded Section 5310 funding by Caltrans will be included in the Federal Transportation Improvement Program adopted for San Bernardino County.
PASSED AND ADOPTED by the San Bernardino County Transportation Authority at a regular meeting held June 3, 2020.

______________________________
Darcy McNaboe, Board President
San Bernardino County Transportation Authority

ATTEST:

_____________________________
Marleana Roman, Clerk of the Board
San Bernardino County Transportation Authority
<table>
<thead>
<tr>
<th>#</th>
<th>Agency</th>
<th>Caltrans District</th>
<th>Large UZA Region</th>
<th>PA/NP (1)</th>
<th>Project Description</th>
<th>Vehicles/Equipment (2)</th>
<th>FTA Match (Toll Credits)</th>
<th>FTA 5310 Share</th>
<th>Total Project $</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Eastern Contra Costa</td>
<td>4</td>
<td>Antioch</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>95,391</td>
<td>$ 95,391</td>
<td>$ 190,782</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Mobility Matters</td>
<td>4</td>
<td>Antioch</td>
<td>NP</td>
<td>Mobility Management</td>
<td>52,465</td>
<td>$ 209,861</td>
<td>$ 262,326</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Delano Association for the Developmentally</td>
<td>6</td>
<td>Bakersfield</td>
<td>NP</td>
<td>Three (R) Large Buses</td>
<td>48,720</td>
<td>$ 194,880</td>
<td>$ 243,600</td>
<td>84</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>New Advances for People with Disabilities</td>
<td>6</td>
<td>Bakersfield</td>
<td>NP</td>
<td>One (R) Small Bus</td>
<td>14,240</td>
<td>$ 56,960</td>
<td>$ 71,200</td>
<td>78</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>New Advances for People with Disabilities</td>
<td>6</td>
<td>Bakersfield</td>
<td>NP</td>
<td>Three (R) Minivans</td>
<td>33,600</td>
<td>$ 134,400</td>
<td>$ 168,000</td>
<td>78</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Valley Achievement Center</td>
<td>6</td>
<td>Bakersfield</td>
<td>NP</td>
<td>Three (SE) Medium Buses</td>
<td>46,020</td>
<td>$ 184,080</td>
<td>$ 230,100</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Choice in Aging</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>55,253</td>
<td>$ 55,253</td>
<td>$ 110,469</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City of Lafayette: Lamorinda Spirit Van</td>
<td>4</td>
<td>Concord</td>
<td>PA</td>
<td>Operating Assistance</td>
<td>82,500</td>
<td>$ 82,500</td>
<td>$ 165,000</td>
<td>90</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Contra Costa Transportation Authority</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>Mobility Management</td>
<td>37,102</td>
<td>$ 148,408</td>
<td>$ 185,510</td>
<td>64</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Golden Rain Foundation Walnut Creek</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>Three R Large Buses</td>
<td>48,720</td>
<td>$ 194,880</td>
<td>$ 243,600</td>
<td>84</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Golden Rain Foundation Walnut Creek</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>One SE Medium Bus</td>
<td>15,340</td>
<td>$ 61,360</td>
<td>$ 76,700</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Mobility Matters</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>Mobility Management</td>
<td>35,601</td>
<td>$ 142,404</td>
<td>$ 178,005</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>The Respite Inn</td>
<td>4</td>
<td>Concord</td>
<td>NP</td>
<td>One R Minivan</td>
<td>11,200</td>
<td>$ 44,800</td>
<td>$ 56,000</td>
<td>72</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Angel View, Inc.</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>NP</td>
<td>One R Large Bus</td>
<td>16,240</td>
<td>$ 64,960</td>
<td>$ 81,200</td>
<td>88</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Angel View, Inc.</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>69,398</td>
<td>$ 69,398</td>
<td>$ 138,795</td>
<td>95</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Desert ARC</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>NP</td>
<td>Two R Large Buses</td>
<td>32,480</td>
<td>$ 129,920</td>
<td>$ 162,400</td>
<td>87</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Desert Blind Handicapped Association</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>40,000</td>
<td>$ 40,000</td>
<td>$ 80,000</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Independent Living Partnership</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>84,000</td>
<td>$ 84,000</td>
<td>$ 168,000</td>
<td>96</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Sunline Transit Agency</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>PA</td>
<td>Four SE Minivans</td>
<td>44,800</td>
<td>$ 179,200</td>
<td>$ 224,000</td>
<td>89</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Sunline Transit Agency</td>
<td>8</td>
<td>Indio Cathedral</td>
<td>PA</td>
<td>Computer Hardware (4)</td>
<td>1,030</td>
<td>$ 4,120</td>
<td>$ 5,150</td>
<td>88</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Catholic Charities of the Diocese of Stockton</td>
<td>10</td>
<td>Modesto</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>79,040</td>
<td>$ 79,040</td>
<td>$ 158,079</td>
<td>81</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Howard Training Center</td>
<td>10</td>
<td>Modesto</td>
<td>NP</td>
<td>Two SE Large Buses</td>
<td>32,480</td>
<td>$ 129,920</td>
<td>$ 162,400</td>
<td>81</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>UCP of Stanislaus</td>
<td>10</td>
<td>Modesto</td>
<td>NP</td>
<td>Four SE Small Buses</td>
<td>56,960</td>
<td>$ 227,840</td>
<td>$ 284,800</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Independent Living Partnership</td>
<td>8</td>
<td>Murrieta-Temecula</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>138,295</td>
<td>$ 138,295</td>
<td>$ 276,590</td>
<td>96</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Riverside Transit Agency</td>
<td>8</td>
<td>Murrieta-Temecula</td>
<td>NP</td>
<td>Mobility Management</td>
<td>76,062</td>
<td>$ 304,249</td>
<td>$ 380,311</td>
<td>94</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Independent Living Partnership</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>121,852</td>
<td>$ 121,852</td>
<td>$ 243,703</td>
<td>96</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Loma Linda University Health</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Two SE Medium Buses</td>
<td>30,680</td>
<td>$ 122,720</td>
<td>$ 153,400</td>
<td>73</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Loma Linda University Health</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>One SE Small Bus</td>
<td>14,240</td>
<td>$ 56,960</td>
<td>$ 71,200</td>
<td>66</td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Lutheran Social Services</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>45,641</td>
<td>$ 215,282</td>
<td>$ 260,923</td>
<td>95</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Mountain Shadows Group</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Three R Minivans</td>
<td>33,600</td>
<td>$ 134,400</td>
<td>$ 168,000</td>
<td>94</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Mountain Shadows Group</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Three SE Medium Buses</td>
<td>33,600</td>
<td>$ 134,400</td>
<td>$ 168,000</td>
<td>89</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Omnitrans</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>PA</td>
<td>Three R Large Buses (CNG)</td>
<td>62,520</td>
<td>$ 250,080</td>
<td>$ 312,600</td>
<td>47</td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>OPARC</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>75,000</td>
<td>$ 75,000</td>
<td>$ 150,000</td>
<td>69</td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Peppermint Ridge</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Three SE Small Buses</td>
<td>42,720</td>
<td>$ 170,880</td>
<td>$ 213,600</td>
<td>53</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Peppermint Ridge</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>78,000</td>
<td>$ 78,000</td>
<td>$ 156,000</td>
<td>84</td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Riverside Transit Agency</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>PA</td>
<td>Mobility Management</td>
<td>56,653</td>
<td>$ 226,614</td>
<td>$ 283,267</td>
<td>94</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>Valley Resources for the Retarded Inc</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>One R Minivan</td>
<td>11,200</td>
<td>$ 44,800</td>
<td>$ 56,000</td>
<td>79</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Valley Resources for the Retarded Inc</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Two R Medium Buses</td>
<td>30,680</td>
<td>$ 122,720</td>
<td>$ 153,400</td>
<td>79</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Valley Resources for the Retarded Inc</td>
<td>8</td>
<td>Riverside-San Bernardino</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>67,877</td>
<td>$ 67,877</td>
<td>$ 135,754</td>
<td>85</td>
<td></td>
</tr>
</tbody>
</table>

(1) PA = Public Agency      NP = Non-Profit
(2) R = Replacement      SE = Service Expansion
<table>
<thead>
<tr>
<th>#</th>
<th>Agency</th>
<th>Caltrans District</th>
<th>Large UZA Region</th>
<th>PA/NP (1)</th>
<th>Project Description Vehicles/Equipment (2)</th>
<th>FTA Match (Toll Credits)</th>
<th>FTA 5310 Share</th>
<th>Total Project $</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>88</td>
<td>Becoming Independent</td>
<td>4</td>
<td>Santa Rosa</td>
<td>NP</td>
<td>Two R Small Buses</td>
<td>$28,480</td>
<td>$113,920</td>
<td>$142,400</td>
<td>83</td>
</tr>
<tr>
<td>89</td>
<td>Becoming Independent</td>
<td>4</td>
<td>Santa Rosa</td>
<td>NP</td>
<td>One R Medium Bus</td>
<td>$15,340</td>
<td>$61,360</td>
<td>$76,700</td>
<td>83</td>
</tr>
<tr>
<td>90</td>
<td>City of Santa Rosa</td>
<td>4</td>
<td>Santa Rosa</td>
<td>PA</td>
<td>One R Large Bus</td>
<td>$16,240</td>
<td>$64,960</td>
<td>$81,200</td>
<td>75</td>
</tr>
<tr>
<td>91</td>
<td>County of Sonoma, Human Services Department, Adult and Aging Division</td>
<td>4</td>
<td>Santa Rosa</td>
<td>PA</td>
<td>Operating Assistance</td>
<td>$57,455</td>
<td>$57,455</td>
<td>$114,910</td>
<td>90</td>
</tr>
<tr>
<td>92</td>
<td>County of Sonoma, Human Services Department, Adult and Aging Division</td>
<td>4</td>
<td>Santa Rosa</td>
<td>PA</td>
<td>Mobility Management</td>
<td>$2,161</td>
<td>$8,643</td>
<td>$10,804</td>
<td>90</td>
</tr>
<tr>
<td>93</td>
<td>County of Sonoma, Human Services Department, Adult and Aging Division</td>
<td>4</td>
<td>Santa Rosa</td>
<td>PA</td>
<td>Mobility Management</td>
<td>$22,269</td>
<td>$89,078</td>
<td>$111,347</td>
<td>90</td>
</tr>
<tr>
<td>94</td>
<td>Catholic Charities of the Dioceses of Stockton</td>
<td>10</td>
<td>Stockton</td>
<td>NP</td>
<td>One SE Minivan</td>
<td>$11,200</td>
<td>$44,800</td>
<td>$56,000</td>
<td>81</td>
</tr>
<tr>
<td>95</td>
<td>Catholic Charities of the Dioceses of Stockton</td>
<td>10</td>
<td>Stockton</td>
<td>NP</td>
<td>Two I-Pad Ranger Tablets</td>
<td>$1,700</td>
<td>$6,800</td>
<td>$8,500</td>
<td>81</td>
</tr>
<tr>
<td>96</td>
<td>Catholic Charities of the Dioceses of Stockton</td>
<td>10</td>
<td>Stockton</td>
<td>NP</td>
<td>Scheduling Software</td>
<td>$4,000</td>
<td>$16,000</td>
<td>$20,000</td>
<td>81</td>
</tr>
<tr>
<td>97</td>
<td>Catholic Charities of the Dioceses of Stockton</td>
<td>10</td>
<td>Stockton</td>
<td>NP</td>
<td>Mobility Management</td>
<td>$51,721</td>
<td>$206,882</td>
<td>$258,603</td>
<td>81</td>
</tr>
<tr>
<td>98</td>
<td>San Joaquin RTD</td>
<td>10</td>
<td>Stockton</td>
<td>PA</td>
<td>Operating Assistance</td>
<td>$49,906</td>
<td>$199,623</td>
<td>$249,529</td>
<td>81</td>
</tr>
<tr>
<td>99</td>
<td>Foothill AIDS Project</td>
<td>6</td>
<td>Victorville-Hesperia</td>
<td>NP</td>
<td>Operating Assistance</td>
<td>$91,940</td>
<td>$91,940</td>
<td>$183,879</td>
<td>86</td>
</tr>
<tr>
<td>100</td>
<td>Victor Valley Community Services Council</td>
<td>6</td>
<td>Victorville-Hesperia</td>
<td>NP</td>
<td>Mobility Management</td>
<td>$20,000</td>
<td>$80,000</td>
<td>$100,000</td>
<td>95</td>
</tr>
<tr>
<td>101</td>
<td>Victor Valley Transit Authority</td>
<td>6</td>
<td>Victorville-Hesperia</td>
<td>PA</td>
<td>Two R Large Buses (CNG)</td>
<td>$41,680</td>
<td>$166,720</td>
<td>$208,400</td>
<td>83</td>
</tr>
<tr>
<td>102</td>
<td>City of Visalia</td>
<td>6</td>
<td>Visalia</td>
<td>PA</td>
<td>Mobility Management</td>
<td>$28,538</td>
<td>$114,154</td>
<td>$142,692</td>
<td>100</td>
</tr>
<tr>
<td>103</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>PA</td>
<td>One R Larger Bus</td>
<td>$18,400</td>
<td>$73,600</td>
<td>$92,000</td>
<td>87</td>
</tr>
<tr>
<td>104</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>NP</td>
<td>One R Large Bus</td>
<td>$16,240</td>
<td>$64,960</td>
<td>$81,200</td>
<td>87</td>
</tr>
<tr>
<td>105</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>NP</td>
<td>Cameras (4)</td>
<td>$1,997</td>
<td>$7,988</td>
<td>$9,985</td>
<td>87</td>
</tr>
<tr>
<td>106</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>NP</td>
<td>Mobile Radios (4)</td>
<td>$317</td>
<td>$1,266</td>
<td>$1,583</td>
<td>87</td>
</tr>
<tr>
<td>107</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>NP</td>
<td>Q- Strains Hardware</td>
<td>$738</td>
<td>$2,954</td>
<td>$3,692</td>
<td>87</td>
</tr>
<tr>
<td>108</td>
<td>Porterville Shelter Workshop</td>
<td>6</td>
<td>Visalia</td>
<td>NP</td>
<td>Computer Hardware (5)</td>
<td>$1,548</td>
<td>$6,194</td>
<td>$7,742</td>
<td>87</td>
</tr>
</tbody>
</table>

(1) PA = Public Agency     NP = Non-Profit
(2) R = Replacement     SE = Service Expansion
<table>
<thead>
<tr>
<th>#</th>
<th>AGENCY</th>
<th>County</th>
<th>Caltrans District</th>
<th>Small Urban or Rural</th>
<th>Project</th>
<th>Type (1)</th>
<th>Vin</th>
<th>Year</th>
<th>Miles</th>
<th>FTA 5310 Share</th>
<th>Local (Toll Credits)</th>
<th>Project Total</th>
<th>Cumulative (Federal $)</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Seniors Council</td>
<td>SC</td>
<td>5</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>130,893</td>
<td>130,893</td>
<td>261,786</td>
<td>261,786</td>
<td>100</td>
</tr>
<tr>
<td>2</td>
<td>Common Ground Senior Services</td>
<td>CAL</td>
<td>10</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>561,786</td>
<td>100</td>
</tr>
<tr>
<td>3</td>
<td>Outreach &amp; Escort INC (Outreach)</td>
<td>SC</td>
<td>4</td>
<td>Small Urban</td>
<td>Mobility Management</td>
<td>MM</td>
<td></td>
<td></td>
<td></td>
<td>136,246</td>
<td>34,062</td>
<td>170,308</td>
<td>723,094</td>
<td>97</td>
</tr>
<tr>
<td>4</td>
<td>Reach Out Morongo Basin</td>
<td>SB</td>
<td>N</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>80,000</td>
<td>80,000</td>
<td>160,000</td>
<td>62,094</td>
<td>97</td>
</tr>
<tr>
<td>5</td>
<td>Town of Truckee</td>
<td>NEV</td>
<td>3</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>1,192,094</td>
<td>96</td>
</tr>
<tr>
<td>6</td>
<td>Outreach &amp; Escort INC (Outreach)</td>
<td>SC</td>
<td>4</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>64,846</td>
<td>64,846</td>
<td>129,692</td>
<td>1,321,786</td>
<td>96</td>
</tr>
<tr>
<td>7</td>
<td>City of Rio Vista</td>
<td>SOL</td>
<td>4</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>1,621,786</td>
<td>95</td>
</tr>
<tr>
<td>8</td>
<td>Eastern Sierra Transit Authority</td>
<td>INY</td>
<td>9</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>35,000</td>
<td>35,000</td>
<td>70,000</td>
<td>1,691,786</td>
<td>94</td>
</tr>
<tr>
<td>9</td>
<td>The Arc of Amador and Calaveras</td>
<td>AMA</td>
<td>10</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>1,991,786</td>
<td>94</td>
</tr>
<tr>
<td>10</td>
<td>Tuolumne County Transit Agency</td>
<td>TUL</td>
<td>10</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>128,331</td>
<td>128,331</td>
<td>256,662</td>
<td>2,246,448</td>
<td>93</td>
</tr>
<tr>
<td>11</td>
<td>Faith in Action</td>
<td>SOL</td>
<td>4</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>2,548,448</td>
<td>92</td>
</tr>
<tr>
<td>12</td>
<td>Easy Lift Transportation, Inc.</td>
<td>SB</td>
<td>5</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>71,000</td>
<td>71,000</td>
<td>142,000</td>
<td>2,690,448</td>
<td>91</td>
</tr>
<tr>
<td>13</td>
<td>NCI Affiliates</td>
<td>SLO</td>
<td>5</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>2,990,448</td>
<td>91</td>
</tr>
<tr>
<td>14</td>
<td>Tehama County Transit Agency</td>
<td>TEH</td>
<td>2</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>3,290,448</td>
<td>91</td>
</tr>
<tr>
<td>15</td>
<td>Consolidated Tribal Health Project, Inc.</td>
<td>MEN</td>
<td>1</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>3,590,448</td>
<td>91</td>
</tr>
<tr>
<td>16</td>
<td>Withers Community Services</td>
<td>SLO</td>
<td>5</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>3,890,448</td>
<td>90</td>
</tr>
<tr>
<td>17</td>
<td>Community Partners In Caring</td>
<td>SB</td>
<td>5</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>4,190,448</td>
<td>90</td>
</tr>
<tr>
<td>18</td>
<td>Lake Transit Authority</td>
<td>LAK</td>
<td>1</td>
<td>Small Urban</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>4,490,448</td>
<td>90</td>
</tr>
<tr>
<td>19</td>
<td>County of Sonoma, Human Services Department, Adult and Aging Division</td>
<td>SON</td>
<td>4</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>80,000</td>
<td>80,000</td>
<td>160,000</td>
<td>4,650,448</td>
<td>90</td>
</tr>
<tr>
<td>20</td>
<td>Morongo Basin Transit Authority</td>
<td>SB</td>
<td>N</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>117,668</td>
<td>117,668</td>
<td>235,336</td>
<td>4,885,784</td>
<td>89</td>
</tr>
<tr>
<td>21</td>
<td>Lake Links Inc.</td>
<td>LAK</td>
<td>1</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>46,400</td>
<td>46,400</td>
<td>92,800</td>
<td>4,578,584</td>
<td>87</td>
</tr>
<tr>
<td>22</td>
<td>ARC Imperial Valley</td>
<td>IMP</td>
<td>11</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>101,984</td>
<td>101,984</td>
<td>203,967</td>
<td>5,182,551</td>
<td>85</td>
</tr>
<tr>
<td>23</td>
<td>Coastal Seniors, Inc.</td>
<td>MEN</td>
<td>1</td>
<td>Rural</td>
<td>Operating Assistance</td>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td>150,000</td>
<td>150,000</td>
<td>300,000</td>
<td>5,482,551</td>
<td>84</td>
</tr>
<tr>
<td>24</td>
<td>Lake Links Inc.</td>
<td>LAK</td>
<td>1</td>
<td>Rural</td>
<td>Mobility Management</td>
<td>MM</td>
<td></td>
<td></td>
<td></td>
<td>160,960</td>
<td>40,240</td>
<td>201,200</td>
<td>5,683,751</td>
<td>82</td>
</tr>
<tr>
<td>25</td>
<td>San Luis Obispo Council of Governments/SLO Regional Rideshare</td>
<td>SLO</td>
<td>5</td>
<td>Small Urban</td>
<td>Mobility Management</td>
<td>MM</td>
<td></td>
<td></td>
<td></td>
<td>240,000</td>
<td>60,000</td>
<td>300,000</td>
<td>5,983,751</td>
<td>81</td>
</tr>
</tbody>
</table>

**Contingency List if Additional Funding Becomes Available**

2. City of Petaluma | SON | 4 | Small Urban | Mobility Management | MM | 77,472 | 19,368 | 96,840 | 313,528 | 80 |
3. Amador Transit | AMA | 10 | Rural | Operating Assistance | O | 28,242 | 28,242 | 56,484 | 370,013 | 79 |
4. Community Bridges/Liftline | SOL | 4 | Small Urban | Operating Assistance | O | 99,500 | 99,500 | 199,000 | 569,013 | 79 |
5. Dignity Health Connected Living | SHA | 2 | Rural | Operating Assistance | O | 87,700 | 87,700 | 175,400 | 744,413 | 75 |
6. Area 1 Agency on Aging | HUM | 1 | Rural | Operating Assistance | O | 68,815 | 68,815 | 137,629 | 882,042 | 74 |
7. Humboldt Medi-Trans | HUM | 1 | Rural | Operating Assistance | O | 150,000 | 150,000 | 300,000 | 1,182,042 | 71 |
8. North Valley Services | TEH | 2 | Rural | Operating Assistance | O | 150,000 | 150,000 | 300,000 | 1,482,042 | 62 |
9. Camping Unlimited for Developmentally Disabled | SC | 5 | Small Urban | Operating Assistance | O | 150,000 | 150,000 | 300,000 | 1,782,042 | 37 |
**Minute Action**

AGENDA ITEM: 9

**Date:** May 14, 2020

**Subject:**
Release of Request for Proposal No. 20-1002393 for Third-Party Vanpool Vehicle Providers

**Recommendation:**
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve release of Request for Proposal No. 20-1002393 for Third-Party Vanpool Vehicle Providers for San Bernardino County Transportation Authority’s Vanpool Subsidy Program.

**Background:**
San Bernardino County Transportation Authority (SBCTA) launched a Vanpool Subsidy Program (Program), branded as SB Loop, in September 2018. The Program provides a subsidy of up to $400 towards the cost of a vanpool vehicle lease to qualifying vanpools commuting to a worksite or post-secondary/vocational school in SBCTA’s service area, which includes the San Bernardino Valley, San Bernardino Mountains, Morongo Basin and Colorado River. The Program was identified in SBCTA’s Short Range Transit Plan as an opportunity to provide an alternative commute option where transit service was not available or feasible.

SBCTA currently has a contract with one third-party vehicle provider as well as with CalVans. SBCTA joined CalVans Joint Powers Authority (JPA) in February 2018, which allows SBCTA to obtain vans from them. However, no vans have been procured to date. The third-party vehicle provider contract is set to expire in December 2020. While the contract provides the opportunity for two one-year options, staff is recommending release of a Request for Proposal (RFP) due to new third-party vehicle providers offering vanpool leasing services to other programs in the region. Staff anticipates building a bench of third-party vehicle providers through release of this RFP, providing SB Loop program participants multiple options to choose from. The release of this RFP will also be a dual agency procurement process in coordination with Riverside County Transportation Commission (RCTC), who operates a vanpool subsidy program and is on the same procurement timeline as SBCTA. Since SBCTA utilizes federal funds for the vanpool program, SBCTA will lead the procurement process on behalf of RCTC to ensure federal requirements are followed.

SBCTA provides subsidy payment directly to the third-party vehicle providers on a monthly basis, not to the individual vanpools. The program will pay 50 percent of the lease cost up to $400. For this RFP, staff is recommending an increased subsidy of $500 for zero-emission vehicles (e.g. battery electric and hydrogen fuel cell). The term of the awarded contracts will be three years, plus two one-year option years, with the ability to re-open the RFP utilizing the same scope of work and contract terms should new vehicle providers enter the market during the duration of the contract(s).

As of April 2020, SBCTA had 55 vanpools operating. The Program was launched utilizing Federal Transit Administration (FTA) funds through a sub-recipient agreement with Omnitrans. SBCTA reports vanpool program data, such as passenger and vehicle revenue hours and miles,

*Entity: San Bernardino County Transportation Authority*
and out of pocket expenses such as fuel, express lanes fees, cleaning and parking, into the National Transit Database (NTD); all of which is collected through SBCTA’s vanpool program website. In October 2019, SBCTA submitted the first partial NTD annual report for Fiscal Year 2019/2020, which will generate 5307 urbanized area formula funds within a few years. While the actual 5307 return amount is unknown due to the formula utilizing a variety of elements, staff anticipates the program will generate enough revenue to sustain program operations as well as additional revenue that can be utilized towards other transit projects in areas where the funds were generated.

Staff recommends release of RFP No. 20-1002393 for Third-Party Vanpool Vehicle Providers and anticipates reporting the results and draft contract(s) to the SBCTA Board of Directors in November 2020 for review and approval.

**Financial Impact:**
This item is consistent with the Fiscal Year 2019/2020 budget.

**Reviewed By:**
This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Procurement Manager and Risk Manager have reviewed this item and the draft RFP.

**Responsible Staff:**
Nancy Strickert, Transit Program Manager
A. **Program Description and Requirements.** The vanpool programs of Riverside County Transportation Commission (RCTC) and San Bernardino County Transportation Authority (SBCTA), (referred to individually as Agency and collectively as Agencies), provide subsidies towards the lease of vehicles that meet all qualification requirements described herein (Vehicles) to assist with formation of vanpools in order to provide transit opportunities, all as further detailed herein (Program or Vanpool Subsidy Program). The Programs are administered by RCTC in the Western and Southern portions of Riverside County, and by SBCTA in the San Bernardino Valley, San Bernardino Mountain Communities, Colorado River Basin and Morongo Valley portions of San Bernardino County. Figure 1 below depicts RCTC’s Program service area (RCTC Service Area) and Figure 2 depicts SBCTA’s Program service area (SBCTA Service Area).

Under the Program, Consultant(s) will lease Vehicles directly to qualified individual Program applicants. An individual qualified to participate in the Program, and who enters into a lease with a Consultant, is referred to herein as the “Coordinator.” The Agencies will provide to Coordinators a list of available Consultant(s), and the individual Program applicant, not the Agencies, will select a Consultant to utilize for lease of a Vehicle.

*Figure 1– RCTC Vanpool Program Service Area*
Vanpool passengers who take a lead role in the vanpool are referred to as “Vanpool Leads”. Vanpool Leads must consist of the Coordinator (who is also the applicant to the Vanpool Subsidy Program), and may also include the primary driver (if the Coordinator is not also the primary driver), an alternate vanpool reporter (if so designated by the Coordinator) or an employer who leases the Vehicle on behalf of its employees. The Vanpool Leads are volunteer participants (Participants) in the Program. All other individuals that travel to and from a work or post-secondary school location in the vanpool are considered passengers (Vanpool Passengers or Passengers) and are also voluntary participants in the Program.

Consultant(s) shall be required to provide maintenance, insurance, tow services, sales, marketing, customer service, and all other administrative services described further below. Consultant(s) must also assume all Vehicle responsibilities and liabilities and ensure that vanpool drivers are qualified to operate the Vehicle.

The Agencies’ Programs seek to address transportation and employment concerns of various groups not able to be served efficiently by public transit. Of this unserved market, the groups that are the target market include government employees and other work forces of employers in each Agency’s Service Area. The home end of the vanpools may originate in any county or area; however, the destination of the vanpool must be in either the RCTC Service Area or SBCTA Service Area.

The Agencies’ Programs are defined by the following characteristics that the Consultant(s) and Coordinator must comply with in order to qualify for and receive an ongoing subsidy:

1. A transit mode comprised of vans, small buses, or other vehicles that can transport seven (7) to 15 individuals (including the driver);
2. Is dedicated to and operates as a ridesharing arrangement for the Vehicles’ passengers (who are volunteers and not paid to travel in the vanpool) at least 12 days during each calendar month;
3. Travels at least 30 miles roundtrip directly between a home origin(s) and a regular work and/or vocational/post-secondary education destination(s), with the origin (applicable only if a vanpool program doesn’t exist in the destination county or special arrangements are agreed upon between the destination county and RCTC.
or SBCTA) and/or destination being to or from the RCTC Service Area or SBCTA Service Area; and

4. Has a minimum 70 percent vanpool occupancy or higher at the time the application is submitted to the Agencies for consideration, and maintains a vanpool occupancy of 50 percent or higher on a monthly basis.

The vanpool driver is a volunteer and shall not be paid by the Agencies’ Programs for driving the Vehicle. Vanpools must also be in compliance with the requirements stipulated in each Agency’s agreement with Consultant(s), as well as compliance with all public transit rules, including the Federal Transit Administration’s (FTA) Americans with Disabilities Act (ADA) provisions, and be open to the public.

Applicants who apply for the Agencies’ Vanpool Subsidy Program must do so through the subsidizing agency online at Vanclub.net for RCTC or RideTheLoop.com for SBCTA. There are detailed procedures (contained on each website) by which the Coordinators apply for, maintain and report on their vanpool through each Agency’s vanpool website. In addition, the Consultant(s) will provide Coordinator information and submit monthly invoices and annual reports online through the vanpool websites. Consultant(s) shall comply with each Agency’s requirements for uploading information for a vanpool subsidy application and maintain that information during the period the vanpool is subsidized. The Agencies’ online vanpool application, reporting and database system is referred to throughout as the System (“System”).

Prior to Vanpool Subsidy Program approval, the Coordinator must enter into a month-to-month lease with the Consultant of his/her choice from the list of Consultant(s) for each Agency. The Coordinator shall be responsible for coordinating fueling of the Vehicle, arranging for regular maintenance, and collecting monthly fares from passengers. Vanpool Leads and Passengers pay the balance of the monthly vanpool service charges, less the monthly subsidy from the Agencies, and are also responsible for paying for additional operating costs, such as fuel, express lanes/tolls, parking fees, etc., that are not subsidized by the Agencies.

The Consultant(s), and not the Agencies, will enter into a leasing agreement with the Coordinator. The Coordinator will be the applicant to the Vanpool Subsidy Program, and the appropriate Agency will review and approve each Coordinator’s application prior to that person being approved to participate in the Vanpool Subsidy Program. Consultant(s) standard lease/agreement (Standard Lease) shall be subject to the Agencies’ review and approval prior to the Agencies’ approval of a Coordinator application.

Consultant(s) shall provide the Vehicles, equipment, supplies and other materials, maintenance, emergency and non-emergency towing services, maintenance facilities, employees, insurance, and any other items necessary to provide the services in accordance with each Agency’s agreement with Consultant(s). Should the Consultant(s) provide Vehicles that require alternative fuel (Battery Electric, Natural Gas, Hydrogen, etc.), Consultant(s) shall ensure that Vehicle fueling and related infrastructure is reasonably available near the vanpool origin AND destination. The Agencies and their agents shall not be responsible for funding, installing, maintaining and/or availability of Vehicle fueling infrastructure, or for fleet administration. The Consultant(s) assume all legal and financial responsibility of Vehicle operations.
Consultant(s) are encouraged to provide alternative fuel Vehicles where alternative fuel and maintenance are readily available at the home end AND the work end, and emergency and non-emergency roadside assistance is available throughout each vanpool’s route. In addition, all alternative fuel Vehicles provided shall have the ability to provide a round trip commute to adequately meet the commute distance of a given vanpool group.

The Agencies are the reporting entities into the National Transit Database (NTD) system, for their respective Programs, and not the Consultant(s). However, the Consultant(s) shall provide to the Agencies required Consultant-related performance data needed for monthly and annual NTD reporting, in a format identified by the Agencies.

The Agencies shall pay Consultant(s) up to $400.00 per month for each Agency-approved vanpool registered in their Programs for petroleum-based Vehicles (such as gasoline, hybrids/plug-in hybrids, natural gas, propane and/or dual fuel vehicles), and $500.00 per month for zero emission Vehicles (such as battery electric vehicles or fuel cell vehicles). The Agencies reserve the right to rescind the Vanpool Subsidy Program at any time, for whatever reason, including but not limited to lack of funding. The balance of the monthly lease cost (as well as other vanpool program expenses) shall be paid by the Participants and Vanpool Passengers.

The subsidy amount shall not exceed 50 percent of the total lease cost of each van unit. Where the subsidy is found to be in excess of 50 percent of the total lease cost of an individual Vehicle, the subsidy shall be reduced to an amount that is within the 50 percent threshold. For example, a Vehicle with a total lease cost of $700.00 would receive a reduced subsidy of $350.00. Each vanpool application will be reviewed on an individual basis to determine the appropriate subsidy amount per the Agencies’ vanpool program guidelines. Averages of fleet-wide lease costs will not be considered.

Based on RCTC projections, as well as current participation levels, RCTC anticipates that the Program may subsidize 110 vanpools by the end of FY 2020-2021. However, RCTC does not make any guarantee, representation, or commitment that additional funding will be available to continually grow the number of participants.

Based on SBCTA projections, as well as current participation levels, SBCTA anticipates that the Program may subsidize 100 vanpools by the end of FY 2020-2021. However, SBCTA does not make any guarantee, representation, or commitment that additional funding will be available to continually grow the number of participants.

B. Vehicle Offerings and Prices. The Consultant(s) shall supply the Vehicles, equipment, supplies and other materials, maintenance, emergency and non-emergency towing services, maintenance facilities, insurance, and any other items necessary to provide the services in accordance with each Agency’s agreement with Consultant(s). Monthly Vehicle lease rates shall not exceed the pricing identified in the Vehicle Cost Matrix Form, Attachment B. During the Consultant(s) Agreement term, Consultant(s) shall update the Vehicle Cost Matrix Form, Attachment B by June 1st of each year for the period of July 1st through June 30th of the following year (Agencies’ fiscal year period). At its discretion, the Agencies may elect to post
the vanpool Vehicle lease rates on their respective websites or other designated website(s) for general information purposes.

C. **Spare Vehicles.** Consultant(s) shall have available, within 60 miles distance from contracting Agency’s office, available “spare” vehicles to provide should a vanpool require a temporary vehicle to replace an active Vehicle (due to a breakdown, or scheduled maintenance/repairs). Consultant(s) shall have a spare vehicle ratio that is one or five percent of the active fleet, whichever is greater. For example, should each Agency subsidize 50 vanpool Vehicles, then Consultant shall have readily available a minimum of 3 spare vehicles available to deploy should a vanpool require a replacement vehicle.

D. **Vehicle Capacity, Age and Condition.** Consultant shall make available Vehicles that will seat a minimum of seven (7) passengers to a maximum of 15 passengers, including the driver. Vehicles must at all times contain all seven (7) passenger seats, modification or removal of seats that provide less than seven (7) seats will not be eligible for the Agencies subsidy. Consultant(s) shall provide Vehicles that meet the following requirements:

1. Vehicles are four (4) model years of age or younger at the inception of the lease between Consultant and Coordinator and do not exceed an odometer reading of 100,000 miles, during the entire time period the Vehicle is subsidized.
2. If approved by the Agencies, Vehicles six (6) model years of age or younger at the inception of the lease between Consultant and Coordinator and do not exceed 200,000 miles during the entire time period the Vehicle is subsidized.

Consultant(s) shall replace any Vehicle before that Vehicle exceeds the limits approved by the Agencies above. Should a Coordinator request to continue leasing a Vehicle that does not meet the requirements, a written waiver of the Vehicle age and mileage limit may be issued. Regardless of the requirements and waivers, Consultant(s) shall replace any Vehicle that experiences two (2) or more mechanical failures / breakdowns in a one (1) month period. All Vehicles shall be in compliance with Federal Motor Vehicle Safety Standards (FMVSS), and all other applicable State and Federal laws and regulations at all times. Consultant(s) are responsible for Vehicle inspections, licensing, and registration in accordance with applicable federal, state, and local laws.

E. **Vehicle Features/Safety Equipment.** Consultant(s) shall provide at a minimum the following features/equipment with each Vehicle at the time of delivery to Coordinator:

1. Air Conditioning and Heating; and
2. First Aid Kit, fully stocked with sufficient supplies appropriate for the Vehicle’s maximum passenger capacity; and
3. For compliance with California Vehicle Code Section 34509, fire extinguisher rated for at least Type A, B, and C fires; and
4. Two reflective safety yield triangles OR three emergency road flares.

Should an Agency’s physical inspection and/or audit find that Consultant is not compliant with contractual requirements, Consultant shall bring any non-compliant item into compliance within three (3) business days. If Consultant fails to remedy/replace a non-compliant Vehicle pursuant
to their agreement with each Agency, the Agencies may withhold the monthly subsidy amount for each non-compliant Vehicle.

F. **Personal Use.** The purpose of the Program shall be for home to work and/or vocational/post-secondary education commuter trips. Any use of the leased Vehicle where the Vehicle travels to locations other than from home to work and/or school and from work/and or school and back to the home end, is defined as Personal Use (“Personal Use”) of the leased Vehicle. Personal Use of the Vehicle may be negotiated between the Coordinator and the Consultant(s), and if included in the lease, shall not exceed 20 percent of the total van miles driven during a calendar month period. The subsidy shall in no way be accounted for Personal Use of the Vehicle in excess of 20 percent of the total van miles driven during a calendar month period.

G. **Lease Term.** Consultant shall charge Coordinators a monthly lease rate not exceeding the Consultant’s annual pricing information as provided in the Vehicle Cost Matrix Form, Attachment B and as further stipulated in Section B above. All Coordinator lease agreements must be on a month-to-month basis unless the Coordinator (at his or her sole discretion) requests and negotiates a longer lease term.

H. **Marketing.** Consultant(s) shall seek to grow the Program by actively soliciting new customers and adding more vanpools. Consultant(s) shall endeavor to increase the number of vans participating in the Program, by:

1. Soliciting new customers and adding more vanpools in conjunction with market opportunities; and
2. Attending outreach events/meetings with Agencies and/or allowing Agency participation in Consultant-organized outreach events/meetings; and
3. Reducing the number of vanpool terminations due to loss of riders by actively assisting vanpools to fill empty seats; and
4. Refraining from directly soliciting existing vanpool participants with the intention of increasing market share without contributing to the overall growth of the Program; and
5. Creating promotional materials that clearly describe the Consultant’s services, as well as each Agency’s role in the Program. All marketing materials that reference the Vanpool Subsidy Program shall, prior to distribution, be reviewed and approved by each respective Agency, and provided in a user-friendly, electronic format; and
6. Affixing on all Program Vehicles a decal that has been designed, produced and provided by the Agencies. The decal will display the program’s logo and/or other contact information; and
7. Allowing for placement of each respective Agency’s or partner materials in the interior of each leased Vehicle; and
8. Directing all new and potential Program Participants to each Agency’s website/System; and
9. Sharing the Agencies’ Program tools, outreach materials, program website and resources, when conducting vanpool formation meetings.
Consultant(s) are required to submit a monthly written Marketing Report utilizing the template identified in Exhibit A and due by the 10th of each month. The Marketing Report details the marketing and outreach activities conducted by Consultant(s) during the prior month, and identifies upcoming activities for the following period.

I. Customer Service. Consultant(s) shall provide personnel necessary to offer timely and effective customer service and support to Program Participants. Consultant(s) shall provide contact information during business hours, as well as contact information during other non-business hour timeframes to Agencies as well as Participants.

J. Insurance. Insurance coverage requirements are set out in each Agency’s agreement, Attachment C and Attachment C-1.

K. Maintenance. Consultant(s) shall:
   1. Employ a scheduled maintenance program, as well as an unscheduled repair program, to ensure continued reliability and performance of the Vehicles used in the Program; and
   2. Arrange and make available a Vehicle repair service location that is within ten (10) miles of either the Participant’s home or work location; and
   3. Identify situations where a Participant brings a vehicle to a repair facility vs. repair is done at Participant’s home/work end (such as windshield repair), or, Consultant(s) brings a Vehicle to the Participant’s home/work end while Participant’s primary Vehicle is under repair; and
   4. Develop and provide to Agencies a set of procedures that ensure prompt reimbursement to Participants for incidental expenses or emergency repairs incurred; and
   5. In the event of a breakdown of a Vehicle or a repair that extends beyond one (1) day, Consultant(s) shall provide a replacement Vehicle, in a timely manner, to minimize the delay of arrival home or to work. This may require providing a replacement Vehicle by shift end, or to provide transportation home from work as applicable at the time of breakdown.

L. Towing Assistance. Consultant(s) shall provide emergency and non-emergency towing assistance to Vehicles while in service/operation and will be available at all times. This service shall include, but not be limited to, the repair of flat tires, gas/alternative fuel delivery, battery jumps and lock-out services.

M. Driver Selection, Orientation and Lease Revocation. Consultant(s) shall provide Agencies with their driver selection and orientation procedures for all drivers of the vanpool. Procedures should identify Consultant(s) criteria for revoking or suspending a lease or driver privileges and procedures/penalties if the Coordinator were to terminate the lease. Selection, orientation and revocation and termination procedures shall be subject to Agencies approval.

N. Complaints/Grievances. Consultant(s) shall provide Agencies their procedures for how Participant complaints are handled and addressed, and shall specify at what point in time Consultant(s) notifies Agencies of such complaints or grievances.
O. Periodic Consultant(s) Meetings. Consultant(s) shall attend meetings as scheduled by the Agencies. Meetings may occur during Program start-up, System orientation and training, and when new Consultant staff is assigned to the Program. The Agencies may also schedule meetings to coordinate Consultant outreach and marketing efforts. Consultant(s) shall provide the personnel and marketing resources necessary, and participate in scheduled marketing campaigns, events, and activities in coordination with the Agencies.

P. Completeness/Effectiveness. Consultant(s) shall assist the Agencies in continuously improving Program effectiveness and reducing Program administrative costs by:

1. Providing timely and high-quality updates to applications in the System within three (3) days of a Vehicle, lease or Coordinator change; and
2. Providing timely and high-quality invoicing and reporting at month end and at fiscal year-end; and
3. Facilitating the completion of periodic Agency-provided surveys of Participants and Vanpool Passengers, which may include post-participation surveys for those that terminate their involvement with the program; and
4. Actively participating in business process reviews and assisting with the implementation of process improvements.

Q. Reporting Support. Provide personnel and tools necessary to offer timely and accurate monthly and annual reporting as required by the Agencies and/or the NTD. Consultant(s) shall provide, and enter into each Agency’s prescribed format/System, all Consultant-related performance data needed for monthly and annual NTD reporting. The FTA may amend the NTD reporting requirements, and it is the responsibility of the Consultant(s) to be familiar with those requirements, which can be found on the FTA website at: https://www.transit.dot.gov/ntd.

R. Application Process. Consultant(s) shall direct Coordinators who will be applying to the Program to qualify on each Agency’s website/System. Upon qualification, the Coordinator may only then submit an application through the System. Each Agency will provide to the Coordinator, the Primary Driver (if not the Coordinator), as well as an alternate vanpool reporter, a Participation Agreement that must be executed by all required parties and submitted into each Agency’s System. Consultant(s) are required to submit their information into the Agencies Systems, which shall include, but is not limited to, the Coordinator’s vehicle make/year/model, vehicle size, vendor unit #, starting odometer, date of vehicle possession, date the change took effect, seating type, miles per gallon, monthly miles the lease is based on, PDF version of the vehicle checklist, PDF version of the vehicle lease agreement, description of any ADA features, monthly lease amount and lease start date. All completed applications will be reviewed and approved by each Agency and may begin on a date other than the first of the following month. The Agencies reserve the right to change application deadlines and subsidy start dates.

For SBCTA’s Program only, in order to comply with Buy America requirements, Consultant(s) shall provide certification from the automobile manufacturer or dealership to SBCTA that provides proof that final vehicle assembly occurred in the United States. This requirement does not apply to zero emission vehicles being provided for SBCTA’s Program. Consultant shall submit such certification in PDF format by Consultant(s) for each Vehicle that is anticipated to
operate in SBCTA’s program following Notice to Proceed. During each application processing and approval, SBCTA will verify documentation is on file for each Vehicle. SBCTA will request from Consultant(s) additional documentation that may be missing, and if unable to fulfill the request, it may result in SBCTA rejecting the subsidy application and payment to Consultant(s). RCTC may require compliance with this provision, at no additional cost, upon notice to Consultant that FTA funding will be used to fund RCTC’s contract, and written amendment to the RCTC contract.

S. **Approved Application Changes.** Consultant(s) shall make the following changes in the Agencies’ Systems, and provide written notification to Agencies within three (3) business days of the occurrence:

1. Termination of a vanpool, including the reason for termination; and/or
2. A change in the Coordinator (new Coordinator) of an approved vanpool and the new lease agreement and new vehicle checklist; and/or
3. Change in date of vanpool lease; and/or
4. Address or phone number change for Participants; and/or
5. Vehicle change, including the new make/model/year, size and new vendor vehicle unit ID #; and/or
6. Change in monthly lease amount; and/or
7. Consultant change of a vanpool.

T. **Consultant Deliverables.** During the course of each Agency’s Agreement term, Consultant(s) shall:

1. Submit in a timely manner and as outlined in this Scope of Work, information required to be supplied by Consultant(s) to the Agencies’ Systems for subsidies to commence on a date as determined by the Agencies; and
2. Submit into the System, by the 7th of each month, an invoice in a Microsoft Excel format similar to the sample provided in Exhibit B, that provides the following information in each column, for vanpools subsidized in the prior calendar month period:
   i. Agency Agreement number, addressed to the Vanpool Project Manager;
   ii. Date invoice was generated and the period of performance (will always be a calendar month period);
   iii. The number of spare vehicle units available to the Program during the Period;
   iv. Sequential count of vanpools subsidized in the month period;
   v. Agency Vanpool ID;
   vi. Consultant(s) Vehicle Unit number;
   vii. Consultant(s) Agreement number with Coordinator;
   viii. Coordinator first name;
   ix. Coordinator last name;
   x. Vanpool start date;
   xi. Total lease cost;
   xii. Agency Subsidy amount;
   xiii. Vanpool Termination date and final subsidy as determined by the Agencies (if terminated); and
xiv. All other relevant information, comments and notes regarding the status of each vanpool and the Program (such as if there were a Coordinator change during the month).

If an invoice has any discrepancy and is not consistent with the System information/data, the Agencies will return the invoice to Consultant(s) for corrections or updating information within the System, and then Consultant(s) will re-submit the invoice when corrections have been completed. The Agencies will not disperse subsidies for vanpools that were not approved by them during the month period. The Agencies will not begin processing an invoice for payment until the invoice is correct and matches all data in the System for the reporting month.

Along with the monthly invoice submittal, Consultant(s) shall provide for the same monthly invoice period a summary the following reports and activities:

1. Regional sales, marketing and outreach activities (Exhibit A); and
2. If any, ADA vehicles requested, by Vanpool ID and Consultant(s) Vehicle number, and Consultant(s) response in a format similar to Exhibit C; and
3. Any minor or major incidents, in a format similar to Exhibit C, involving a vanpool Vehicle per the most recent FTA Safety and Security Policy Manual, by Vanpool ID and Consultant’s Vehicle number, and Consultant’s response; and
4. If any major or other mechanical system failures, in a format similar to Exhibit C, by Vanpool ID and Consultant’s Vehicle number, and Consultant’s response.

Consultant(s) shall provide Annual NTD reports and forms by no later than the last working day of August each year, based on the Agencies’ annual fiscal year (July 1st through June 30th). Consultant(s) will submit directly to each Agency the information, which shall include, but not be limited to:

1. Coordinator Annual Lease Cost Report. Per line item the report includes:
   a. Agency Vanpool ID and Consultant’s Vehicle unit number; and
   b. Coordinator’s and Primary Driver’s first and last name; and
   c. Lease cost listed monthly per Coordinator.
2. FTA/NTD A-30 form with information about Program Vehicles during the fiscal year, as outlined and required in the reporting year form provided by the NTD; and
3. FTA/NTD F-30 form with details of Consultant’s costs incurred, as outlined and required in the reporting year form provided by the NTD; and
4. NTD Revenue Vehicle Failures, which requires details of vehicle failures (as required on the FTA/NTD Form R-20); and
5. Details of vehicle maintenance performed, to include, but not be limited to a log/record of all maintenance, inspections, servicing and repairs performed for each vehicle, including the dates of service, odometer readings, and descriptions of the work performed.

Failure to provide the annual reports within the time requirements stated in this section above will result in the withholding of any subsidy payment until the annual reports are submitted in their entirety to the Agencies.
Minute Action

AGENDA ITEM: 10

Date: May 14, 2020

Subject:
Fiscal Year 2019/2020 Second Quarter Transit Operator Update

Recommendation:
Receive and file the San Bernardino County Multimodal Transportation Second Quarter Update.

Background:
Multi-modal services are an important part of how people travel throughout San Bernardino County. This is reflected in projects and programs San Bernardino County Transportation Authority (SBCTA) is currently constructing and managing, as well as its involvement with the transit operators and the Southern California Regional Rail Authority (SCRRA). Although SBCTA’s primary responsibility to the operators is to allocate funding, SBCTA is still required to be tuned in to the trends and statistics of its operators. To help facilitate this, as well as keep the SBCTA Transit Committee and Board of Directors apprised of this information, SBCTA staff, in consultation with the transit operators, SCRRA and AMMA Transit Planning, created the San Bernardino County Multimodal Transportation Quarterly Report (Report).

The purpose of the Report is to identify the range of public transportation options available, provide high level information about services, and report on current initiatives that the operators and SBCTA are working on. It also tracks key performance indicator trends.

The primary source of data used in the Report is from TransTrack. TransTrack is a county-wide transit performance software that the San Bernardino County transit operators, except SCRRA, use to provide operations and financial data on a monthly basis. This allows SBCTA to pull data reports independently from the transit operators. The other source of data for the Report came from transit operators’ staff as well as their respective Board of Directors agenda reports. This allowed for collaboration between SBCTA staff and the operators’ staff to ensure that an accurate picture is being presented.

The attached Report encompasses October 2019 through December 2019 data. However, during the data gathering process, a pandemic was declared caused by the novel coronavirus (COVID-19). On March 19th, 2020, California was the first state to respond with a statewide stay-at-home order to protect the health and well-being of all Californians. This order drastically affected transit operations.

The commentary/analysis section in this report has usually been discussion on the quarter’s activity with the operator’s pages as supporting material. However, in the wake of this crisis, staff felt that this section should be devoted to the most current operations and ridership information related to COVID-19. The individual operator pages contain second quarter information as well as analysis and activities for that quarter.

As the COVID-19 crisis arose, the operators began diligently using their social media platforms to keep riders abreast of the quickly changing environment, as well as began increasing the frequency of vehicle cleanings. Additionally, some of the bus operators moved forward with not

Entity: San Bernardino County Transportation Authority
collecting fares as well as having riders enter the back of the vehicle to limit the contact between riders and operator. All the agencies in the county, except the City of Needles, started to decrease service in correlation with the ridership decreasing. The City of Needles opted not to decrease service since they only have one route and it runs hourly.

By the fourth week of March, Omnitrans ridership for the month had fallen overall by 66%, to just under 77,000 weekly boardings. Victor Valley Transit Authority (VVTA) lost 78% of its ridership over a four-week period, to a weekly low of almost 8,700 boardings by the last full week in March, down from over 40,000 passenger boardings. Mountain Transit experienced losses of 71%, from over 3,500 weekly boardings to just over 1,000. Morongo Basin Transit Authority (MBTA) saw its ridership decline by 59% from over 5,800 boardings to 2,400. Needles Transit Services saw a 44% decrease in boardings and Metrolink reported a decline of 88% for their ridership.

The next two quarters will continue to show the impact on ridership to these services, possibly well into the next fiscal year. Staff will continue to work with the transit operators on how best we can support their services in the coming months.

**Financial Impact:**
This item has no impact on the Fiscal Year 2019/2020 budget.

**Reviewed By:**
This item is not scheduled for review by any other policy committee or technical advisory committee.

**Responsible Staff:**
Nancy Strickert, Transit Program Manager
San Bernardino County
Multimodal Transportation Quarterly Report

Second Quarter Update FY 2019/2020 & COVID-19 Update
This page intentionally left blank.
# Table of Contents

- **Introduction** ........................................................................................................ 1
- **Commentary** ......................................................................................................... 2
- **Public Transit Bus Operators** ............................................................................. 5
  - Omnitrans ........................................................................................................ 5
  - Omnitrans CTSA .................................................................................................. 6
  - Victor Valley Transit Authority ........................................................................ 7
  - VVTA CTSA ......................................................................................................... 8
  - VVTA Vanpool Program .................................................................................... 9
  - Morongo Basin Transit Authority ..................................................................... 10
  - Mountain Transit ................................................................................................ 11
  - Needles Transit Services .................................................................................. 12
- **Rail** ...................................................................................................................... 13
  - Metrolink .......................................................................................................... 13
- **Other Modes** ........................................................................................................ 14
  - SBCTA Rideshare Programs ............................................................................. 14
This page intentionally left blank.
Introduction

Purposes
The QUARTERLY SAN BERNARDINO COUNTY MULTIMODAL TRANSPORTATION REPORT, released by the San Bernardino County Transportation Authority (SBCTA), was conceived to address several purposes:

- To identify the range of public transportation options available across San Bernardino County.
- To provide high-level information about specific transportation services and programs available.
- To report on current initiatives and to track trends in key performance indicators.

This provides a comprehensive, current picture of the County’s public transportation options to inform the various audiences of policy makers, agency staff and members of the general public.

An Overarching Goal to Grow Ridership
By considering San Bernardino County as a whole, specifically its multimodal transportation network, it becomes easier to identify and initiate improvements that support public transportation users. This, in turn, will help to grow network use and build ridership.

Report Approach
The report will be prepared on a quarterly basis. Quarterly information will be provided for the first three quarters and then year-end information will be presented in the fourth quarter report. In order to allow time for compilation of data and preparation of the report, the report will be presented about four months after the quarter has ended.

Information is drawn from two sources:

- TransTrack – the countywide transit reporting and performance data system into which all transit operators are providing operations and financial data each month;
- Staff and board reports – individual program and service initiatives are compiled in collaboration with each transportation provider, reporting on agency interests and concerns.

The County’s Public Transportation Modes and Programs
San Bernardino County is served by six public transit operators:

- Omnitrans – providing services in the San Bernardino Valley, connecting to Riverside and Los Angeles counties.
- Victor Valley Transit Authority (VVTA) – providing services in the Greater Victor Valley and the Barstow area, connecting to the San Bernardino Valley.
- Morongo Basin Transit Authority (MBTA) – providing services in Twenty-nine Palms, Yucca Valley and the Morongo Valley communities, connecting to the Coachella Valley.
- Mountain Transit (MT) – providing services in the Lake Arrowhead and Big Bear communities, connecting to the San Bernardino Valley.
- City of Needles Transit Services – providing service within the City of Needles and limited connections into Arizona.
- Rail services operated by Metrolink.

Additionally, there are three other modes of transportation:

- Consolidated Transportation Service Agency (CTSA) specialized transportation programs operated by Omnitrans and VVTA.
- Vanpool programs operated by VVTA and SBCTA.
- SBCTA’s new Lyft subsidy program (ONT Lyft Program), enhancing service to Ontario International Airport.

Evolution of This Report
This is envisioned as a “living” report that will evolve to meet developing interests and concerns. Clearly, the new and continuing initiatives, reported by operators, will change. The operating data and key performance indicators reported, even the programs identified, may change as the needs and concerns of SBCTA and its partners develop.
Commentary

Public Transit in the Age of the Coronavirus

The early months of 2020 were marked by a pandemic, a global outbreak of a respiratory disease caused by a novel (new) coronavirus. The disease it causes has been named “the coronavirus disease 2019” (abbreviated “COVID-19”). California was the first state to respond with a statewide stay-at-home order to protect the health and well-being of all Californians and to establish consistency across the state in order to slow the spread of COVID-19. This legal order has disrupted almost every aspect of day-to-day life, and most certainly, public transportation.

The long-term implications of this time have yet to be understood, but the immediate impact has been a precipitous reduction in transit ridership. Federal funding will arrive due to the passage of the Coronavirus Aid, Relief and Economic Security (CARES) Act, a $2 trillion economic aid package that includes $25 billion in emergency relief funding for public transportation. These funds can be used for “operating costs to maintain service and lost revenue due to the coronavirus public health emergency, including the purchase of personal protective equipment, and paying the administrative leave of operations personnel due to reductions in service.” State apportionments will be available to recipients of 49 U.S.C. §§ 5307, 5311, 5337 and 5340.

Additionally, the Federal Transit Administration (FTA) has established an Emergency Relief docket that allows recipients in states with an emergency declaration for COVID-19 to request temporary relief from federal requirements under 49 U.S.C. Chapter 53.

San Bernardino County’s transit agencies acted quickly and aggressively to respond to the challenge of providing an essential service, while maintaining a safe environment for riders and drivers and operating service commensurate with reduced ridership and staff. While the affects of COVID-19 occurred after the second quarter of FY 19/20, due to the substantial impact on public transit, available information on those impacts, and on public transit’s responses during this crisis, is provided in this Quarterly Update. Implications of the coronavirus pandemic will be further refined and presented in more detail in the Third and Fourth Quarter Updates and subsequent future updates.

Transit Operators’ COVID-19 Responses

Communication

All agencies are alerting riders to service changes through multiple channels, including:

- service alerts and agency websites;
- social media, such as Twitter, Facebook and Instagram;
- news sites.

On-Board Changes

Countywide, when vehicles allow, passengers board through the back door to increase distance between the driver and passengers.

For vehicles that don’t have a front and back door, the first two rows of benches are cordoned off to enable social distancing between driver and passengers.

All agencies have increased cleaning inside vehicles.

Service Changes

With people riding transit less due to school and non-essential business closures, many agencies have reduced services by running on weekend or Sunday schedules and temporarily suspending routes with low ridership:

- Metrolink implemented a 30% service reduction, primarily reducing off-peak service. It also identified $7 million in cuts to offset revenue loss.
- Omnitrans has temporarily eliminated several routes and has decreased service frequencies. Routes that were planned to be eliminated in September 2020 were permanently eliminated.
- VVTA reduced hours of operation to Sunday service hours. This is effectively a 61% reduction of service. Express and intercity routes have been temporarily discontinued.
- MBTA has temporarily suspended intercity and commuter routes.
- Mountain Transit is running most routes on limited schedules and has temporarily suspended service on the weekend trolley and intercity routes.
- Needles Transit Services has not made any service changes.
Fare Policy

Omnitrans, VVTA, MBTA and Mountain Transit have suspended fare collection. Needles Transit Services and Metrolink have not suspended fares.

Eliminating fares contributes to several goals:

- assisting riders struggling with reduced work, lay-offs and unemployment;
- encouraging social distancing by eliminating the need for interactions between the bus driver and passengers, and preventing people from clustering around fare machines; and
- eliminating any risk of spreading the virus from collecting currency.

Other

- Passengers are asked to make only essential trips.
- Face coverings are required to ride public transit, consistent with the April 7, 2020, San Bernardino County’s Acting Health Officer order.
- All agencies have increased sanitation of high-touch surfaces at their facilities and transit centers.

Ridership Impacts of COVID-19 for March 2020

The impacts of COVID-19 and California’s stay-at-home order presented dramatically in downturns in public transit ridership through March. In San Bernardino County, both Omnitrans and VVTA were beginning to see ridership declines between the first and second weeks of March, in advance of the Governor’s order. Omnitrans’ 223,000 weekly boardings fell by 20% that first week, while VVTA’s 40,000 weekly boardings fell by 25%. Post the March 19 stay-at-home order, declines were more precipitous for Omnitrans and VVTA, while the smaller operators began to see ridership fall as well, although to lesser degrees.

By the fourth week of March, Omnitrans’ ridership for the month had plummeted by 66%, to just under 77,000 weekly boardings. VVTA lost 78% of its ridership over four weeks, to a low of almost 8,700 boardings by the last full March week, down from over 40,000 passenger boardings. Mountain Transit experienced losses of 71%, from over 3,500 weekly boardings to just over 1,000. MBTA saw its ridership decline by 59%, from over 5,800 boardings to 2,400. Needles Transit Services saw a 44% decrease in boardings.

Metrolink’s ridership decreased by 88% during this period.

<table>
<thead>
<tr>
<th></th>
<th>March 1-7</th>
<th>March 8-14</th>
<th>March 15-21</th>
<th>March 22-28</th>
<th>Four Week Total</th>
<th>% Change 1st to 4th Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Omnitrans</td>
<td>223,349</td>
<td>179,002</td>
<td>113,229</td>
<td>76,971</td>
<td>592,551</td>
<td>-66%</td>
</tr>
<tr>
<td>VVTA</td>
<td>40,148</td>
<td>30,251</td>
<td>12,310</td>
<td>8,683</td>
<td>91,392</td>
<td>-78%</td>
</tr>
<tr>
<td>MBTA</td>
<td>5,887</td>
<td>4,804</td>
<td>2,966</td>
<td>2,406</td>
<td>16,063</td>
<td>-59%</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>3,547</td>
<td>1,913</td>
<td>1,743</td>
<td>1,014</td>
<td>8,217</td>
<td>-71%</td>
</tr>
<tr>
<td>Needles Transit Services</td>
<td>685</td>
<td>501</td>
<td>426</td>
<td>386</td>
<td>1,998</td>
<td>-44%</td>
</tr>
</tbody>
</table>

**Total Passenger Boardings**: 710,221
Ridership Changes by Mode

There were differences in passengers’ use of demand response versus fixed-route service for each of the operators. For the largest operators, both Omnitrans and VVTA demand response ridership disappeared, in contrast with fixed-route ridership losses of 65% for Omnitrans and 45% for VVTA. Presumably, this reflected the fact that demand response riders, generally seniors and persons with disabilities, are likely to include persons at greatest threat from moderate to severe COVID-19 illness and they therefore chose not to ride and presuming that many of their destinations had closed. Fixed-route riders, conversely, were more likely to include persons on essential business, including job trips, and these individuals continued their use of public transit.

This pattern of greater decline among demand response riders than fixed-route continued for MBTA riders, albeit at lesser rates of decline that are consistent with their overall ridership changes. Both Mountain Transit and Needles Transit Services saw increases in use of demand response services over fixed-route, with a 41% increase for Mountain Transit Dial-a-Ride and a 5% increase on Needles Dial-a-Ride.

Peak Fleet Decisions

Omnitrans and VVTA made significant changes in routing and in service levels, with Mountain Transit and MBTA making adjustments in service levels, but not to the same degree. As measured by changes in peak vehicles on the road by late March 2020, both VVTA and Omnitrans had reduced peak fleet size between 30% to 40%. VVTA took 25 buses off the road while Omnitrans reduced its peak fleet by 77 vehicles.

MBTA and Mountain Transit made smaller adjustments in vehicle deployment, reflecting their smaller scale operations. MBTA removed eight vehicles while Mountain Transit removed one vehicle. Needles Transit Services continued its single fixed-route and single paratransit vehicle operation.
Ridership

Omnitrans’ 2.7 million one-way passenger trips provided this 2019 October-November-December period represented a 2% decline over the comparable 2018 second quarter. This decline was lower than anticipated, given the 14% fare increase implemented on September 3.

Fixed-route trips declined at a slower rate of -1.7% while the demand response fell at a larger rate of -9%. In the first quarter of FY 2019/2020, fixed-route ridership had increased by 3% while demand response trips had fallen at a rate comparable to the second quarter experience.

System Performance

Revenue hours during this period remained relatively constant while revenue miles increased by 2%, adding another 40,000 revenue miles. The -2% decline in productivity to 13.1 passengers-per-revenue-hour and -4% decline in passengers-per-revenue-mile reflected the systemwide ridership downturn.

Operating Costs

Operating costs were $1.5 million lower (-7%) while passenger revenue was up 2% in the quarter’s year-over-year comparison. This resulted in a 9.6% increase in the farebox recovery ratio, systemwide. This was also reflected in decreased per passenger costs, by -4% for the fixed-route cost per trip of $6.38 per trip and by -1% for the demand response cost per trip of $47.61.

Activities

- Ordered the first four electric buses along with charging equipment.
- Kicked off the Strategic Plan with the goal of reaffirming, revising or creating new vision, mission and values.
- Awarded new contract to First Transit for OmniAccess, OmniGo and MicroTransit Pilot. Omnnitrans and First Transit are partnering with RideCo on the MicroTransit technology.
Second Quarter Commentary and Trends

Ridership

The Consolidated Transportation Services Agency (CTSA) of Omnitrans continued its multiple specialized transportation programs, reflecting substantial increases in trip-making, up 48% in the second quarter, year-over-year comparison to 47,000 passenger trips. This was an increase of more than 15,000 trips from the FY 2018/2019 second quarter.

The largest share of this increase was reflected in a rebooting of Omnitrans’ travel training program. Accounting for 25% of all trips provided in the second quarter FY 2019/2020, and an almost ten-fold increase over the prior year second quarter, this represented almost 8,300 trips. The CTSA significantly increased its travel training activities, including more group trainings, and then tracked trainees’ use of fixed-route services through numbered bus passes and Omnitrans’ GFI data sets.

The CTSA Lyft/Taxi Ride program doubled in size, providing 1,100 trips in the FY 2019/2020 second quarter. This program is open to persons within the Omnitrans service area who are age 62 and older and/or Access eligible.

Existing CTSA Partners Programs account for almost six in ten trips provided (58%) this quarter. Of these, the Grand Terrace program increased almost three-fold, providing more than 1,100 trips this quarter. There was a smaller 6% increase in the Anthesis program, formally the Pomona Valley Workshop, which transported almost 12,000 passenger trips in the second quarter. Community Senior Services saw a modest 1% increase in trips, to almost 8,800 passenger trips. City of Redlands, Central City Lutheran and OPARC saw declining ridership, among the 5,500 passenger trips these three programs provided.

New CTSA Partners Program trips account for 15% of this quarter’s total trips provided. Operated by Loma Linda University Adult Day Health, City of Chino, Highland Senior Center and the West End YMCA, these programs provided an additional 7,300 trips.
Performance

**Commentary and Trends**

**Ridership**

VVTA saw a slight increase in its second quarter, year-over-year comparison, representing an additional 6,000 one-way passenger trips. VVTA's demand response services saw the greatest percentage increase, at 2.5%, adding an additional 1,000 passenger trips. Fixed-route trip-making added 5,000 trips while the commuter bus declined by 250 one-way trips during this period, compared to 2018 second quarter. These patterns of fixed-route and demand response increase with a commuter bus decrease were similar to first quarter FY 2019/2020 patterns of change.

**System Performance**

Revenue hours were flat and there was a slight bump in productivity systemwide, from 6.7 passengers per hour to 6.8 passengers per revenue hour. Revenue miles decreased -1.2%.

**Operating Costs**

Operating costs increased 5%, representing $317,000. There was a 5% increase in systemwide subsidy per passenger trip, from $12.27 to $12.94. Fixed-route and demand response per trip costs both increased, by 3% and 8%, respectively, while the commuter bus per passenger trip cost decreased by -15%, from $26.79 to $22.66 in this year-over-year comparison.
## Performance

<table>
<thead>
<tr>
<th>2nd Quarter (Oct-Nov-Dec)</th>
<th>8,276</th>
<th>7,773</th>
<th>-6.1%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Year</td>
<td>FY 18/19</td>
<td>Current Year</td>
<td>FY 19/20</td>
</tr>
<tr>
<td><strong>TOTAL TRIPS</strong></td>
<td>8,276</td>
<td>7,773</td>
<td>-6.1%</td>
</tr>
<tr>
<td>TRIP Program</td>
<td>5,659</td>
<td>5,114</td>
<td>-9.6%</td>
</tr>
<tr>
<td>Nonprofit Providers</td>
<td>1,097</td>
<td>634</td>
<td>-42.2%</td>
</tr>
<tr>
<td>Foothill AIDS Project</td>
<td>402</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Abundant Living Church</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Victor Valley Community Service Council</td>
<td>33</td>
<td>20</td>
<td>-42%</td>
</tr>
<tr>
<td>Trona Community and Senior Center</td>
<td>155</td>
<td>110</td>
<td>-30%</td>
</tr>
<tr>
<td>Church for Whosoever</td>
<td>30</td>
<td>30</td>
<td>0</td>
</tr>
<tr>
<td>Bonnie Baker Senior Center</td>
<td>14</td>
<td>14</td>
<td>0</td>
</tr>
<tr>
<td>Travel Training Program</td>
<td>1,315</td>
<td>722</td>
<td>-45.1%</td>
</tr>
<tr>
<td>Fare Media Scholarship Program</td>
<td>205</td>
<td>1,303</td>
<td>-85%</td>
</tr>
<tr>
<td><strong>Total CAR TRIPS</strong></td>
<td>176</td>
<td>176</td>
<td>0</td>
</tr>
</tbody>
</table>

| **TOTAL MILES**           | 119,218 | 104,168 | -12.6% |
| TRIP Program              | 119,218 | 104,168 | -12.6% |
| **TOTAL HOURS**           | 110     | 101    | -8.6% |
| Transit Ambassador Program | 110     | 101    | -8.6% |

### Commentary and Trends

CTSA programs saw a decrease in utilization across each of its programs, by almost -10% for the TRIP program, by -42% for its nonprofit transportation providers and by -45% for travel training contacts.

There was increased use of the fare media scholarship program.

Reporting on the Needles CarShare program rentals (car trips) continued this quarter, and at 176 car trips, it was 25% over the 141 car trips reported in the first quarter of FY 2019/2020.

Mileage reported by TRIP program participants decreased by 15,000 miles (-12.6%), consistent with the drop in utilization.
Performance

Second Quarter
Commentary and Trends

VVTA's vanpool continued its addition of vanpools, a 7% increase over second quarter of the prior year, now to 219 vanpools.

Revenue miles and hours increased modestly but passenger miles jumped by 64% from 4.4 million to 7.2 million, reflecting the increased numbers of commuters in these added vanpools.

The subsidy of $316,000 dispersed to vanpool commuters increased by almost 19%, but well below this 64% increase in passenger miles, which will be reflected in comparable increases in later Section 5307/5309 apportionments to VVTA.

<table>
<thead>
<tr>
<th>Performance</th>
<th>2nd Quarter (Oct-Nov-Dec)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prior Year</td>
</tr>
<tr>
<td>Number of Vanpools</td>
<td>204</td>
</tr>
<tr>
<td>Revenue Miles</td>
<td>1,313,495</td>
</tr>
<tr>
<td>Revenue Hours</td>
<td>26,611</td>
</tr>
<tr>
<td>Unlinked Passenger Trips</td>
<td>142,520</td>
</tr>
<tr>
<td>Passenger Miles</td>
<td>4,398,460</td>
</tr>
<tr>
<td>Subsidies Disbursed</td>
<td>$265,735</td>
</tr>
<tr>
<td>Passenger Fares</td>
<td>$284,953</td>
</tr>
</tbody>
</table>

2nd Quarter (Oct-Nov-Dec)

Prior Year | Current Year | % change

FY 18/19   | FY 19/20     |  

$284,953   | $320,038     | 12.3%
Performance

### Commentary and Trends

#### Ridership

MBTA saw decreases in its ridership by -9% systemwide in this second quarter, year-over-year comparison. There was the greatest percentage decrease in MBTA’s commuter bus (Routes 12 and 15), by -17%, followed by fixed-route trips at -12%, or about 8,000 fewer trips. Demand response trips on the system’s Ready Ride increased by 2%.

#### System Performance

Revenue hours and miles were decreased by about 6%. Passenger farebox fell 1.3%.

#### Operating Costs

Operating costs grew 13% and this translated into increases in the passenger subsidy-per-trip, systemwide an increase of 27%, from $9.62 to $12.18 in this second quarter comparison. The fixed-route cost-per-trip of $10.55 was a 26% year-over-year increase; the commuter bus cost-per-trip of $54.40 was a 53% increase for the same period. The demand response cost grew at a smaller rate, 16% from $34.48 to $39.82.

#### Activities

The bus stop on Highway 62 at Sunburst Avenue (westbound) was in need of serious improvements. MBTA submitted a recommendation to the County to request the developer working on the location assist with the improvements. The developer agreed and the improvements have been made.
Performance

2nd Quarter (Oct-Nov-Dec)

<table>
<thead>
<tr>
<th>SYSTEM Total Passenger Trips</th>
<th>Prior Year FY 18/19</th>
<th>Current Year FY 19/20</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed-Route Trips</td>
<td>35,843</td>
<td>34,388</td>
<td>-4.1%</td>
</tr>
<tr>
<td>Commuter Bus Trips</td>
<td>5,335</td>
<td>5,162</td>
<td>-3.2%</td>
</tr>
<tr>
<td>Demand Response Trips</td>
<td>3,668</td>
<td>3,342</td>
<td>-8.9%</td>
</tr>
</tbody>
</table>

SYSTEM Performance

- Revenue Hours: 9,747 → 8,994, -7.7%
- Passengers per Rev Hour: 4.6 → 4.8, 3.7%
- Revenue Miles: 164,772 → 147,235, -10.6%
- Passengers per Rev Mile: 0.27 → 0.29, 0.0%

OPERATIONS Expense

- Total Operating Cost: $799,452 → $819,128, 2.5%
- Passenger Revenue: $90,932 → $82,799, -8.9%
- Farebox Recovery Ratio Systemwide: 11.4% → 10.1%
- Subsidy per Pass Trip - Systemwide: $15.80 → $17.17, 8.7%
- Fixed-Route Cost per Trip: $11.84 → $13.55, 14.4%
- Commuter Bus Cost per Trip: $36.50 → $32.04, -12.2%
- Demand Response Cost per Trip: $45.97 → $47.48, 3.3%

FLEET Characteristics

- Volumes in Peak Service: 19
- Fixed-Route: 9
- Demand Response: 4
- Off the Mountain: 4
- Trolley Vehicle: 2
- Total Vehicles in Peak Service: 19
- Service Area Square Mileage: 269
- Vehicles per Square Mile: 0.05

MOUNTAIN TRANSIT FAMILY of Services

- Off-the-Mountain Routes -2
- Local Fixed-Routes -5
- Weekend Trolley -1
- Summer Trolley -1
- Dial-a-Ride -2
- Rim Rt. 6; Big Bear Rt. 5
- Rim Hts. 2, 4; Big Bear Hts. 1, 3, 11
- Big Bear - September to November
- Lake Arrowhead
- Big Bear Valley and Rim

FY 2019/20 Annual Funding Allocation

- State of California, Local Transportation Fund (LTF): $2,428,238
- State Transit Assistance (STA): $108,888
- State of Good Repair (SGR): $77,590
- Low Carbon Transit Operations Program (LCTOP): $105,429
- Measure I, Local Sales Tax Measure: $76,400
- Federal Transit Administration (FTA) 5311: $281,774
- Congestion Mitigation and Air Quality (CMAQ): $560,000
- Total: $3,638,319

1 Extracted from TransTrack Manager Quarterly Scorecard during April 2020.

Ridership

Mountain Transit saw a decrease in ridership of -4% systemwide in this second quarter, year-over-year comparison. Representing a decline of about 1,500 passenger trips, demand response services saw the largest decline of -9%, while fixed-route ridership fell -4% and Off-the-Mountain commuter bus fell -3%.

System Performance

Revenue hours decreased -8% and revenue miles decreased -11% for this second quarter comparison. This contributed to an almost 4% increase in productivity of passengers-per-revenue-hour while passengers-per-revenue-mile held constant.

Operating Costs

Operating costs increased 2.5% while passenger fares fell almost 9%. Systemwide, the farebox recovery ratio declined from 11.4% to 10.1% in this second quarter comparison, bringing the system close to its systemwide minimum standard of 10% farebox recovery threshold.

The farebox recovery is low for this quarter due to the way fares are collected for the seasonal Route 9 (Late November-Mid-March/Early April). Fares are not collected until after the season ends, so the farebox will balance out over the course of the year.

The subsidy-per-passenger of $17.17 systemwide is an almost 9% increase. This increase was disproportionately represented by the fixed-route increase of 14% to $13.55; fixed-route serves more than eight out of ten Mountain Transit riders. Demand response per trip costs increased just 3% to $47.48. For commuter bus service, there was a decrease in per trip costs of 12% to $32.04.
Needles Transit Services

**Performance**

<table>
<thead>
<tr>
<th></th>
<th>2nd Quarter (Oct-Nov-Dec)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prior Year: FY 18/19</td>
</tr>
<tr>
<td><strong>SYSTEM Total Passenger Trips</strong></td>
<td>9,656</td>
</tr>
<tr>
<td>Fixed-Route Trips</td>
<td>8,458</td>
</tr>
<tr>
<td>Demand Response Trips</td>
<td>1,198</td>
</tr>
</tbody>
</table>

**SYSTEM Performance**

- **Revenue Hours**: 1,180 → 1,215 (+3.0%)
- **Passengers per Rev Hour**: 8.2 → 6.6 (-19.1%)
- **Revenue Miles**: 15,416 → 15,631 (+1.4%)
- **Passengers per Rev Mile**: 0.63 → 0.51 (-17.9%)

**OPERATIONS Expense**

- **Total Operating Cost**: $107,099 → $128,638 (+20.1%)
- **Passenger Revenue**: $122,301 → $177,171 (+39.6%)
- **Farebox Recovery Ratio Systemwide**: 11.5% → 13.3% (+16.2%)
- **Subsidy per Pass Trip - Systemwide**: $9.82 → $13.86 (+41.2%)
- **Fixed-Route Cost per Trip**: $9.81 → $15.09 (+53.8%)
- **Demand Response Cost per Trip**: $20.17 → $20.57 (+2.0%)

**FLEET Characteristics**

- **Vehicles in Peak Service**
  - Fixed-Route: 1
  - Demand Response: 1
- **Total Vehicles in Peak Service**: 2
- **Service Area Square Mileage**: 31
- **Vehicles per Square Mile**: 0.06

**City of Needles Transit Services**

- Needles Area Transit: Community deviated fixed route
- Demand Response: Local & Medical/Shopper Dial-a-Rides

**FY 2019/20 Annual Funding Allocation**

- State of California, Local Transportation Fund (LTF): $213,025
- State Transit Assistance (STA): $203,762
- State of Good Repair (SGR): $7,679
- Measure I, Local Sales Tax Measure: $10,100
- Federal Transit Administration (FTA) 5311: $39,707
- **Total**: $474,273

---

1 Extracted from TransTrack Manager Quarterly Scorecard during April 2020.

**Ridership**

Needles Transit Services saw a decrease to 8,000 passenger trips (-17%), down from 9,700 in the year-over-year comparison and from 10,500 provided during the prior quarter. Declines reflect, in large part, the impacts of the free trips that had previously been provided under the Low Carbon Transit Programs (LCTOP) subsidy. Losses were in fixed-route service, at -21%, as demand response services saw an 11% increase in this FY 2019/2020 over last year’s second quarter.

**System Performance**

Productivity has declined -19%, consistent with the decrease in passengers.

**Operating Costs**

Operating costs increased by 20% in this year-over-year comparison, reflecting the new contract with Transportation Concepts. This rippled into a 41% increase in the subsidy-per-passenger, to $13.86, a 54% increase in the fixed-route cost-per-trip of $15.09 and in the 2% increase in the demand response cost-per-trip of $20.57. Despite these increases, these unit costs are well below those of the other public transportation providers in San Bernardino County.
Ridership

Metrolink ridership grew by 7% in this second quarter, year-over-year comparison, for the lines serving San Bernardino County. This translates to an increase in ridership of almost 55,000 passenger trips.

Operating Costs

Operating costs increased a comparable 7.5% on the San Bernardino Line but decreased by 2.4% on the Inland Empire Orange County Line. Passenger miles grew on the San Bernardino Line by 7% to 27.8 million passenger miles traveled during this second quarter FY 2019/2020 period. On the Inland Empire Orange County Line, the 2% increase represented almost 11 million passenger miles traveled.
Rideshare Programs

Performance

SB Loop Program

2nd Quarter (Oct-Nov-Dec)

<table>
<thead>
<tr>
<th>SYSTEM Totals</th>
<th>FY 2019/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Vanpools</td>
<td>51</td>
</tr>
<tr>
<td>Vanpool Passenger Trips</td>
<td>28,499</td>
</tr>
</tbody>
</table>

SYSTEM Performance

| Passenger Miles            | 1,159,994 |

OPERATIONS Expense

| Subsidies Disbursed         | $54,540    |
| Passenger Revenue           | $157,182   |
| Subsidy per Passenger Trip  | $1.91      |
| Average Cost per Passenger Trip | $7.43   |

Second Quarter

Commentary and Trends

This new program supported operation of 51 vanpools in this second quarter, up 31% from the first quarter of FY 2019/2020.

Commuters on second quarter vanpools represented 28,500 passenger trips and almost 1.2 million passenger miles traveled.

Subsidies supporting these vanpool commuters represented $55,000.

Activities

Continued Phase II Radio/Digital Marketing Campaign, including:

- Online Digital Paid Search Ads
- Radio Ads (KOLA 99.9 and KGGI 99.1)
- Printed Ads at Inland Empire 66ers and Rancho Cucamonga Quakes

ONT Lyft Program

2nd Quarter (Oct-Nov-Dec)

<table>
<thead>
<tr>
<th>SYSTEM Passenger Boardings by Line</th>
<th>FY 2019/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL Rides</td>
<td>46</td>
</tr>
<tr>
<td>Total Rides Redeemed by Mobile App</td>
<td>45</td>
</tr>
<tr>
<td>Total Rides Redeemed by Call Center</td>
<td>1</td>
</tr>
<tr>
<td>Repeat Rides</td>
<td>14</td>
</tr>
<tr>
<td>Repeat Riders</td>
<td>4</td>
</tr>
</tbody>
</table>

Rides by Origin

| Ontario Airport                         | 20         |
| Montclair                               | 14         |
| Rancho Cucamonga                        | 4          |
| Upland                                  | 2          |
| Ontario East                            | 5          |
| Cancelled Rides (by Rider)              | 1          |

Second Quarter

ONT Lyft Program

This new program, which launched November 19, 2019, provides sponsored Lyft rides from four Metrolink stations and Omnitrans transit centers. The program covers up to $35 off each ride. SBCTA funds the pilot program to increase public transportation serving Ontario International Airport (ONT).

To participate, riders enter the GOSBCTA code into the Promos field in the Lyft app one time, and the subsidy will apply automatically to any eligible ride and automatically renew at the end of each month. Riders without smartphones and riders with specialized mobility needs can participate by calling a Call Center.

Commentary and Trends

SBCTA's new ride hailing program generated 46 rides between four Metrolink stations and Ontario International Airport in second quarter FY 2019/2020.

All but one of these rides were ordered through the cell phone app. One request came through the Call Center.

The Montclair Transit Center was the second most common destination after Ontario Airport.
This page intentionally left blank.
AGENDA ITEM: 11

Date: May 14, 2020

Subject: Mobile Source Air Pollution Reduction Review Committee Regional Rideshare Agency Appointment

Recommendation: That the Transit Committee recommend a primary member and an alternate member to serve on the Mobile Source Air Pollution Reduction Review Committee as the Regional Rideshare Agency representative.

Background: The Mobile Source Air Pollution Reduction Review Committee (MSRC) was formed through legislation when AB 2766 was signed into law and calls for a Regional Rideshare Agency member on the MSRC and Technical Advisory Committee (TAC). The County Transportation Commissions within the South Coast Air Basin operating a rideshare program are identified as the Regional Rideshare Agencies and consist of Los Angeles County Metropolitan Transportation Authority (Metro), Orange County Transportation Authority (OCTA), Riverside County Transportation Commission (RCTC) and San Bernardino County Transportation Authority (SBCTA).

RCTC was assigned as the MSRC Regional Rideshare Agency in 2003, followed by Metro in 2010. On April 16, 2020, the MSRC approved rotating the Regional Rideshare Agency position to SBCTA. In addition, the MSRC approved rotating the position every two years in the following order: SBCTA, OCTA, RCTC and Metro.

Rideshare is defined as an alternative mode of transportation other than driving alone, which includes riding the bus or train, biking, walking, telecommuting, carpooling or vanpooling to work. Rideshare programs consist of providing resources and ridematching to commuters to reduce single occupancy vehicle trips, as well as employer support for implementing rideshare programs and developing commute reduction plans for the South Coast Air Quality Management District’s Rule 2202.

Staff requests that the Transit Committee recommend two members to serve as the primary and alternate members on the MSRC representing the Regional Rideshare Agencies. SBCTA staff will represent the Regional Rideshare Agencies on the TAC.

Financial Impact: This item has no impact on the Fiscal Year 2019/2020 budget.

Reviewed By: This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff: Nancy Strickert, Transit Program Manager

Entity: San Bernardino County Transportation Authority
Minute Action

AGENDA ITEM: 12

Date: May 14, 2020

Subject: Fiscal Year 2020/2021 State of Good Repair Program Apportionment

Recommendation:
That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve a State of Good Repair – Population Share Apportionment for Fiscal Year 2020/2021 of $3,083,387 to be apportioned to the Valley and the Mountain/Desert areas based on the 2019 California Department of Finance Population Data as follows:
   i. Valley Fiscal Year 2020/2021 Apportionment: $2,246,958
   ii. Mountain/Desert Fiscal Year 2020/2021 Apportionment: $836,429

B. Authorize staff to release State of Good Repair - Operator Share funds received in excess of the allocated amount to operators as the funds are received.

Background:
Senate Bill (SB) 1, also known as the Road Repair and Accountability Act of 2017, was approved on April 28, 2017, and will provide over $50 billion in new transportation funding over the next decade to improve transit service and repair highways, bridges, and local roads. The State of Good Repair (SGR) Program, derived from the approval of SB 1, is funded from a portion of a Transportation Improvement Fee on vehicle registrations and provides approximately $105 million annually to transit operators in California for eligible maintenance, rehabilitation, and capital projects. While SB 1 addresses a variety of transportation needs, the SGR Program has a specific goal of keeping transit systems in a state of good repair, including the maintenance and rehabilitation of transit facilities and vehicles and the purchase of new transit vehicles.

Administered by the California Department of Transportation (Caltrans), SGR Program funds are apportioned to eligible agencies using the State Transit Assistance (STA) Program formula. The formula apportions fifty (50) percent of the available SGR funds by population and the remaining fifty (50) percent by operator revenues from the prior fiscal year, in accordance with Public Utilities Code (PUC) Section 99313 and PUC Section 99314, respectively. The State Controller’s Office (SCO) is responsible for determining the estimated funding levels for PUC Section 99313 (Population Share) and PUC Section 99314 (Operator Share) funds. The San Bernardino County Transportation Authority (SBCTA), as the regional transportation planning agency, will receive direct allocations of SGR funds in accordance with PUC Section 99312.2(c) and is responsible for allocating SGR- Population Share funds to projects based on local need and sub-allocating SGR-Operator Share funds to the transit operators in the San Bernardino region based on the amounts published by the SCO. SBCTA is further responsible for providing a list annually to Caltrans of all projects proposed to be funded with SGR funds made available to San Bernardino County. Agencies eligible to receive SGR funds include SBCTA, Omnitrans, Victor Valley Transit Authority (VVTA), Morongo Basin Transit Authority (MBTA), Mountain Transit, City of Needles, and Southern California Regional Rail Authority (SCRRA).

Entity: San Bernardino County Transportation Authority
For the San Bernardino region, the SCO estimated a Fiscal Year 2020/2021 apportionment of $3,040,246 in Population Share funds and $558,159 in Operator Share funds, for a total of $3,598,405. Additionally, $43,141 of interest has accrued on the unexpended SGR fund balance that needs to be apportioned in the Population Share. Consistent with the PUC Section 99313 funding formula utilized by the SCO, SBCTA staff recommends apportioning Fiscal Year 2020/2021 SGR-Population Share funds to the Valley and Mountain/Desert subareas based on the ratio of the population of these subareas to the total population of San Bernardino County. SBCTA staff recommends further apportioning the Mountain/Desert SGR-Population Share apportionment to the Mountain/Desert transit operators in accordance with the population of their respective service areas. The Valley SGR-Population Share apportionment is available to Omnitrans, SBCTA, and SCRRA. Project recommendations for the Valley Share are based on identified need, project schedules, and the availability of alternate fund sources. Table 1 below indicates the total SGR amount available for allocation for the Fiscal Year 2020/2021 apportionment, including the previously accrued but not yet apportioned interest.

Table 1 – Fiscal Year 2020/2021 SGR-Population Share Apportionment

<table>
<thead>
<tr>
<th>Apportionment Area</th>
<th>Population</th>
<th>Percentage</th>
<th>Apportionment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valley</td>
<td>1,597,525</td>
<td>72.87%</td>
<td>$2,246,958</td>
</tr>
<tr>
<td>Mountain/Desert</td>
<td>594,678</td>
<td>27.13%</td>
<td>$836,429</td>
</tr>
<tr>
<td>MBTA</td>
<td>75,591</td>
<td>12.71%</td>
<td>$106,321</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>52,317</td>
<td>8.80%</td>
<td>$73,585</td>
</tr>
<tr>
<td>VVTA</td>
<td>461,685</td>
<td>77.64%</td>
<td>$649,371</td>
</tr>
<tr>
<td>City of Needles</td>
<td>5,085</td>
<td>0.86%</td>
<td>$7,152</td>
</tr>
<tr>
<td>Total</td>
<td>2,192,203</td>
<td>100.00%</td>
<td>$3,083,387</td>
</tr>
</tbody>
</table>

1 Formula Share amount is determined by the SCO. Apportionment includes interest accrued on balance not yet expended.
3 Numbers may not foot due to rounding.

As required, SGR-Operator Share funds will be allocated to the transit operators in the San Bernardino region based on the amounts determined by the SCO. For information, the Operator Share Estimate for all operators is shown in Table 2.

San Bernardino County Transportation Authority
Table 2 – Fiscal Year 2020/2021 SGR-Operator Share Allocations
(Provided by SCO)

<table>
<thead>
<tr>
<th>Operator</th>
<th>Operator Share Estimate</th>
<th>Fiscal Year 2018/2019 Operator Share Surplus</th>
<th>Total Operator Share Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Omnitrans</td>
<td>$233,274</td>
<td>$47,404</td>
<td>$280,678</td>
</tr>
<tr>
<td>SCRRRA</td>
<td>$259,551</td>
<td>$1,835</td>
<td>$261,386</td>
</tr>
<tr>
<td>MBTA</td>
<td>$11,865</td>
<td>$3,769</td>
<td>$15,634</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>$4,901</td>
<td>$641</td>
<td>$5,542</td>
</tr>
<tr>
<td>City of Needles</td>
<td>$560</td>
<td>$24</td>
<td>$584</td>
</tr>
<tr>
<td>VVTA</td>
<td>$48,008</td>
<td>$0</td>
<td>$48,008</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$558,159</strong></td>
<td><strong>$53,673</strong></td>
<td><strong>$611,832</strong></td>
</tr>
</tbody>
</table>

Because the apportionment amounts are estimates, there will be variances in the final amounts received. If Population Share apportionments are less than the estimate, every allocation will be reduced proportionally, and the operator will have the option to backfill the amount with a future year allocation. Any Population Share apportionments received in excess of the estimate will be apportioned and allocated in a subsequent fiscal year. Staff recommends that any Operator Share apportionments received in excess of the estimate be immediately released to the operators as SBCTA has no discretion in the apportionment of these funds. Additionally, Caltrans does not require revised allocation documents to account for differences between estimates and actuals; any variances are noted in required annual reports. The original and final Fiscal Year 2018/2019 allocations are presented in Table 3 for information.

Table 3 – Fiscal Year 2018/2019 SGR-Population Share and Operator Share Allocations

<table>
<thead>
<tr>
<th>Agency</th>
<th>Approved Fiscal Year 2018/2019 SGR Allocations</th>
<th>Actual Fiscal Year 2018/2019 SGR Allocations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Population Share</td>
<td>Operator Share</td>
</tr>
<tr>
<td>Omnitrans</td>
<td>$1,972,978</td>
<td>$162,786</td>
</tr>
<tr>
<td>SBCTA</td>
<td>$110,000</td>
<td>-</td>
</tr>
<tr>
<td>SCRRRA</td>
<td>-</td>
<td>$247,826</td>
</tr>
<tr>
<td>MBTA</td>
<td>$98,711</td>
<td>$5,561</td>
</tr>
<tr>
<td>Mountain Transit</td>
<td>$68,868</td>
<td>$4,755</td>
</tr>
<tr>
<td>City of Needles</td>
<td>$6,600</td>
<td>$601</td>
</tr>
<tr>
<td>VVTA</td>
<td>$612,354</td>
<td>$69,493</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,869,511</strong></td>
<td><strong>$491,022</strong></td>
</tr>
</tbody>
</table>

Financial Impact:
This item is consistent with the Fiscal Year 2019/2020 budget.

San Bernardino County Transportation Authority
Reviewed By:
This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:
Michele Fogerson, Management Analyst III
Additional Information
# TRANSIT COMMITTEE ATTENDANCE RECORD – 2020

<table>
<thead>
<tr>
<th>Name</th>
<th>Jan</th>
<th>Feb</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Jahn</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Big Bear Lake</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Frank Navarro</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Colton</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Larry McCallon</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Highland</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aquanetta Warren</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Fontana</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alan Wapner</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Ontario</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L. Dennis Michael</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Rancho Cucamonga</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deborah Robertson</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Rialto</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Avila</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Yucaipa</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ray Marquez</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Chino Hills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Dutrey</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Montclair</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dawn Rowe</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Board of Supervisors</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Valdivia</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of San Bernardino</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **X** = Member attended meeting
- Empty box = Member did not attend meeting
- Crossed out box = Not a member at the time
- Shaded box = The Transit Committee did not meet

TC-ATT20
Acronym List

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist Board Members and partners as they participate in deliberations at Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. Staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Full Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB</td>
<td>Assembly Bill</td>
</tr>
<tr>
<td>ACE</td>
<td>Alameda Corridor East</td>
</tr>
<tr>
<td>ACT</td>
<td>Association for Commuter Transportation</td>
</tr>
<tr>
<td>ADA</td>
<td>Americans with Disabilities Act</td>
</tr>
<tr>
<td>ADT</td>
<td>Average Daily Traffic</td>
</tr>
<tr>
<td>APTA</td>
<td>American Public Transportation Association</td>
</tr>
<tr>
<td>AQMP</td>
<td>Air Quality Management Plan</td>
</tr>
<tr>
<td>ARRA</td>
<td>American Recovery and Reinvestment Act</td>
</tr>
<tr>
<td>ATMIS</td>
<td>Advanced Transportation Management Information Systems</td>
</tr>
<tr>
<td>BAT</td>
<td>Barstow Area Transit</td>
</tr>
<tr>
<td>CALACT</td>
<td>California Association for Coordination Transportation</td>
</tr>
<tr>
<td>CALCOG</td>
<td>California Association of Councils of Governments</td>
</tr>
<tr>
<td>CALSAFE</td>
<td>California Committee for Service Authorities for Freeway Emergencies</td>
</tr>
<tr>
<td>CARB</td>
<td>California Air Resources Board</td>
</tr>
<tr>
<td>CEQA</td>
<td>California Environmental Quality Act</td>
</tr>
<tr>
<td>CMAQ</td>
<td>Congestion Mitigation and Air Quality</td>
</tr>
<tr>
<td>CMIA</td>
<td>Corridor Mobility Improvement Account</td>
</tr>
<tr>
<td>CMP</td>
<td>Congestion Management Program</td>
</tr>
<tr>
<td>CNG</td>
<td>Compressed Natural Gas</td>
</tr>
<tr>
<td>COG</td>
<td>Council of Governments</td>
</tr>
<tr>
<td>CPUC</td>
<td>California Public Utilities Commission</td>
</tr>
<tr>
<td>CSAC</td>
<td>California State Association of Counties</td>
</tr>
<tr>
<td>CTA</td>
<td>California Transit Association</td>
</tr>
<tr>
<td>CTC</td>
<td>California Transportation Commission</td>
</tr>
<tr>
<td>CTC</td>
<td>County Transportation Commission</td>
</tr>
<tr>
<td>CTP</td>
<td>Comprehensive Transportation Plan</td>
</tr>
<tr>
<td>DBE</td>
<td>Disadvantaged Business Enterprise</td>
</tr>
<tr>
<td>DEMO</td>
<td>Federal Demonstration Funds</td>
</tr>
<tr>
<td>DOT</td>
<td>Department of Transportation</td>
</tr>
<tr>
<td>EA</td>
<td>Environmental Assessment</td>
</tr>
<tr>
<td>E&amp;D</td>
<td>Elderly and Disabled</td>
</tr>
<tr>
<td>E&amp;H</td>
<td>Elderly and Handicapped</td>
</tr>
<tr>
<td>EIR</td>
<td>Environmental Impact Report (California)</td>
</tr>
<tr>
<td>EIS</td>
<td>Environmental Impact Statement (Federal)</td>
</tr>
<tr>
<td>EPA</td>
<td>Environmental Protection Agency</td>
</tr>
<tr>
<td>FHWA</td>
<td>Federal Highway Administration</td>
</tr>
<tr>
<td>FSP</td>
<td>Freeway Service Patrol</td>
</tr>
<tr>
<td>FRA</td>
<td>Federal Railroad Administration</td>
</tr>
<tr>
<td>FTA</td>
<td>Federal Transit Administration</td>
</tr>
<tr>
<td>FTIP</td>
<td>Federal Transportation Improvement Program</td>
</tr>
<tr>
<td>GFOA</td>
<td>Government Finance Officers Association</td>
</tr>
<tr>
<td>GIS</td>
<td>Geographic Information Systems</td>
</tr>
<tr>
<td>HOV</td>
<td>High-Occupancy Vehicle</td>
</tr>
<tr>
<td>ICTC</td>
<td>Interstate Clean Transportation Corridor</td>
</tr>
<tr>
<td>IEEP</td>
<td>Inland Empire Economic Partnership</td>
</tr>
<tr>
<td>ISTEA</td>
<td>Intermodal Surface Transportation Efficiency Act of 1991</td>
</tr>
<tr>
<td>IIP/ITIP</td>
<td>Interregional Transportation Improvement Program</td>
</tr>
<tr>
<td>ITS</td>
<td>Intelligent Transportation Systems</td>
</tr>
<tr>
<td>IVDA</td>
<td>Inland Valley Development Agency</td>
</tr>
<tr>
<td>JARC</td>
<td>Job Access Reverse Commute</td>
</tr>
<tr>
<td>LACMTA</td>
<td>Los Angeles County Metropolitan Transportation Authority</td>
</tr>
<tr>
<td>LNG</td>
<td>Liquefied Natural Gas</td>
</tr>
<tr>
<td>LTF</td>
<td>Local Transportation Funds</td>
</tr>
<tr>
<td>Acronym</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>MAGLEV</td>
<td>Magnetic Levitation</td>
</tr>
<tr>
<td>MARTA</td>
<td>Mountain Area Regional Transportation Authority</td>
</tr>
<tr>
<td>MBTA</td>
<td>Morongo Basin Transit Authority</td>
</tr>
<tr>
<td>MDAB</td>
<td>Mojave Desert Air Basin</td>
</tr>
<tr>
<td>MDAQMD</td>
<td>Mojave Desert Air Quality Management District</td>
</tr>
<tr>
<td>MOU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>MPO</td>
<td>Metropolitan Planning Organization</td>
</tr>
<tr>
<td>MSRC</td>
<td>Mobile Source Air Pollution Reduction Review Committee</td>
</tr>
<tr>
<td>NAT</td>
<td>Needles Area Transit</td>
</tr>
<tr>
<td>NEPA</td>
<td>National Environmental Policy Act</td>
</tr>
<tr>
<td>OA</td>
<td>Obligation Authority</td>
</tr>
<tr>
<td>OCTA</td>
<td>Orange County Transportation Authority</td>
</tr>
<tr>
<td>PA&amp;ED</td>
<td>Project Approval and Environmental Document</td>
</tr>
<tr>
<td>PASTACC</td>
<td>Public and Specialized Transportation Advisory and Coordinating Council</td>
</tr>
<tr>
<td>PDT</td>
<td>Project Development Team</td>
</tr>
<tr>
<td>PNRS</td>
<td>Projects of National and Regional Significance</td>
</tr>
<tr>
<td>PPM</td>
<td>Planning, Programming and Monitoring Funds</td>
</tr>
<tr>
<td>PSE</td>
<td>Plans, Specifications and Estimates</td>
</tr>
<tr>
<td>PSR</td>
<td>Project Study Report</td>
</tr>
<tr>
<td>PTA</td>
<td>Public Transportation Account</td>
</tr>
<tr>
<td>PTC</td>
<td>Positive Train Control</td>
</tr>
<tr>
<td>PTMISEA</td>
<td>Public Transportation Modernization, Improvement and Service Enhancement Account</td>
</tr>
<tr>
<td>RCTC</td>
<td>Riverside County Transportation Commission</td>
</tr>
<tr>
<td>RDA</td>
<td>Redevelopment Agency</td>
</tr>
<tr>
<td>RFP</td>
<td>Request for Proposal</td>
</tr>
<tr>
<td>RIP</td>
<td>Regional Improvement Program</td>
</tr>
<tr>
<td>RSTIS</td>
<td>Regionally Significant Transportation Investment Study</td>
</tr>
<tr>
<td>RTIP</td>
<td>Regional Transportation Improvement Program</td>
</tr>
<tr>
<td>RTP</td>
<td>Regional Transportation Plan</td>
</tr>
<tr>
<td>RTPA</td>
<td>Regional Transportation Planning Agencies</td>
</tr>
<tr>
<td>SB</td>
<td>Senate Bill</td>
</tr>
<tr>
<td>SAFE</td>
<td>Service Authority for Freeway Emergencies</td>
</tr>
<tr>
<td>SAFETEA-LU</td>
<td>Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users</td>
</tr>
<tr>
<td>SCAB</td>
<td>South Coast Air Basin</td>
</tr>
<tr>
<td>SCAG</td>
<td>Southern California Association of Governments</td>
</tr>
<tr>
<td>SCAQMD</td>
<td>South Coast Air Quality Management District</td>
</tr>
<tr>
<td>SCARRA</td>
<td>Southern California Regional Rail Authority</td>
</tr>
<tr>
<td>SHA</td>
<td>State Highway Account</td>
</tr>
<tr>
<td>SHOPPP</td>
<td>State Highway Operations and Protection Program</td>
</tr>
<tr>
<td>SOV</td>
<td>Single-Occupant Vehicle</td>
</tr>
<tr>
<td>SRTP</td>
<td>Short Range Transit Plan</td>
</tr>
<tr>
<td>STAF</td>
<td>State Transit Assistance Funds</td>
</tr>
<tr>
<td>STIP</td>
<td>State Transportation Improvement Program</td>
</tr>
<tr>
<td>STP</td>
<td>Surface Transportation Program</td>
</tr>
<tr>
<td>TAC</td>
<td>Technical Advisory Committee</td>
</tr>
<tr>
<td>TCIF</td>
<td>Trade Corridor Improvement Fund</td>
</tr>
<tr>
<td>TCM</td>
<td>Transportation Control Measure</td>
</tr>
<tr>
<td>TCRP</td>
<td>Traffic Congestion Relief Program</td>
</tr>
<tr>
<td>TDA</td>
<td>Transportation Development Act</td>
</tr>
<tr>
<td>TEA</td>
<td>Transportation Enhancement Activities</td>
</tr>
<tr>
<td>TEA-21</td>
<td>Transportation Equity Act for the 21st Century</td>
</tr>
<tr>
<td>TMC</td>
<td>Transportation Management Center</td>
</tr>
<tr>
<td>TMEE</td>
<td>Traffic Management and Environmental Enhancement</td>
</tr>
<tr>
<td>TSM</td>
<td>Transportation Systems Management</td>
</tr>
<tr>
<td>TSSDRA</td>
<td>Transit System Safety, Security and Disaster Response Account</td>
</tr>
<tr>
<td>USFWS</td>
<td>United States Fish and Wildlife Service</td>
</tr>
<tr>
<td>VCTC</td>
<td>Ventura County Transportation Commission</td>
</tr>
<tr>
<td>VVTA</td>
<td>Victor Valley Transit Authority</td>
</tr>
<tr>
<td>WRCOG</td>
<td>Western Riverside Council of Governments</td>
</tr>
</tbody>
</table>
MISSION STATEMENT

Our mission is to improve the quality of life and mobility in San Bernardino County. Safety is the cornerstone of all we do.

We achieve this by:

• Making all transportation modes as efficient, economical, and environmentally responsible as possible.

• Envisioning the future, embracing emerging technology, and innovating to ensure our transportation options are successful and sustainable.

• Promoting collaboration among all levels of government.

• Optimizing our impact in regional, state, and federal policy and funding decisions.

• Using all revenue sources in the most responsible and transparent way.

Approved December 4, 2019