

AGENDA
General Policy Committee Meeting
May 10, 2023
9:00 AM

Location

San Bernardino County Transportation Authority
First Floor Lobby Board Room
1170 W. 3rd Street, San Bernardino, CA 92410

General Policy Committee Membership

Chair – Vice President

Dawn Rowe, Supervisor
County of San Bernardino

President

Art Bishop, Council Member
Town of Apple Valley

Past President

Curt Hagman, Supervisor
County of San Bernardino

West Valley Representatives

Ray Marquez, Council Member
City of Chino Hills, TC Chair

Acquanetta Warren, Mayor
City of Fontana

Alan Wapner, Council Member
City of Ontario

Mt./Desert Representatives

Debra Jones, Mayor
City of Victorville

Rick Denison, Mayor
Town of Yucca Valley

East Valley Representatives

Frank Navarro, Mayor
City of Colton

Larry McCallon, Mayor
City of Highland

Rhodes “Dusty” Rigsby, Council Member
City of Loma Linda

Joe Baca, Jr., Supervisor
County of San Bernardino

**San Bernardino County Transportation Authority
San Bernardino Council of Governments**

AGENDA

General Policy Committee Meeting

**May 10, 2023
9:00 AM**

**Location
SBCTA**

**First Floor Lobby Board Room
1170 W. 3rd Street, San Bernardino, CA 92410**

Items listed on the agenda are intended to give notice to members of the public of a general description of matters to be discussed or acted upon. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

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

(Meeting Chaired by Art Bishop)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications - Alexandria Ojeda

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 recordation 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 and Committee members.

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CONSENT CALENDAR

Items listed on the Consent Calendar are expected to be routine and non-controversial. Items on the Consent Calendar may be removed for discussion by Board Members.

Consent - Administrative Matters

2. April 2023 Procurement Report

Pg. 11

Receive the April 2023 Procurement Report.

Presenter: Shaneka Morris

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

3. Measure I Revenue

Pg. 27

Receive report on Measure I receipts for Measure I 2010-2040.

Presenter: Lisa Lazzar

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

DISCUSSION ITEMS

Discussion - Administrative Matters

4. Revise Policy No. 10052 - Rules for Addressing the Board of Directors & Policy Committees

Pg. 29

That the General Policy Committee recommend the Board, acting as the San Bernardino Associated Governments and the San Bernardino County Transportation Authority:

A. Approve revisions to Policy No. 10052 - Rules for Addressing the Board of Directors & Policy Committees, and update Meeting Procedures and Rules of Conduct in accordance with revised Policy No. 10052.

B. Adopt Revised General Practices for Conducting Meetings of Board of Directors and Policy Committees.

Presenter: Julianna Tillquist

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 proposed revised Policy, Procedures and General Practices.

5. Teleconference Locations for Brown Act Meetings

Pg. 44

Receive an update on teleconference locations for Brown Act meetings.

Presenter: Marleana Roman

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

6. Renewal of Annual Insurance Policies

Pg. 48

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

Agenda item 6 (Cont.)

A. Authorize the Risk Manager to approve and execute binding insurance coverage for the existing coverages and limits through the policies and premiums up to 10% over the estimate of \$744,696, and authorize the Executive Director, or his/her designee, to bind the policies should the amount exceed \$819,166, for the period of July 1, 2023 through June 30, 2024.

B. Authorize the Risk Manager to approve and execute binding insurance coverage for the Express Lanes through the policies and premiums up to 10% over the estimate of \$857,000, and authorize the Executive Director, or his/her designee, to bind the policies should the amount exceed \$942,700, for the period of December 2023* through June 30, 2024. Coverage will be effective upon completion, in compliance with California Department of Transportation minimum requirements.

C. Authorize the issuance of Purchase Orders to process payments for securing the insurance policies.

* Start date for Express Lane coverage will be the date the Express Lanes are completed and may be later than December 2023.

Presenter: Steven Keller

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

7. Resolution No. 23-041 to Utilize the National Incident Management System as the Official Incident Management System

Pg. 52

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

Adopt Resolution No. 23-041 authorizing the National Incident Management System as the official incident management system for San Bernardino County Transportation Authority.

Presenter: Steven Keller

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

8. Employer Retirement Contribution Advance Payment

Pg. 56

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

Authorize an advance payment of \$3,717,420 to the San Bernardino County Employees' Retirement Association by July 10, 2023, for San Bernardino County Transportation Authority's estimated annual retirement contribution for Fiscal Year 2023/2024.

Presenter: Lisa Lazzar

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

Discussion - Regional/Subregional Planning

9. Transportation Development Act Article 3: Redlands Scope Reduction Requests

Pg. 60

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority, approve the following scope reductions for the City of Redlands' Transportation Development Act (TDA) Article 3 awards:

Agenda item 9 (Cont.)

A. Fiscal Year (FY) 2013/2014 Orange Blossom Trail Phase III: remove construction of a Class I path between Bryn Mawr Avenue and California Street with a return in the amount of roughly \$140,000 to the TDA Article 3 program.

B. FY 2017/2018 East Valley Corridor Bike Route Interconnect: change Class I on Alabama Street to Class II with a buffer plus other modifications with a return in the amount of \$155,754.14 to the TDA Article 3 program.

Presenter: Ginger Koblasz

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

Public Comment

Brief Comments from the General Public

Comments from Board Members

Brief Comments from Board Members

ADJOURNMENT

Additional Information

Attendance

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Acronym List

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Mission Statement

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The next General Policy Committee meeting is scheduled for June 14, 2023.

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and 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.

Accessibility - The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are 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 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 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. Agendas are also posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

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 – 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 complete a “Request to Speak” form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address 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 40 copies of such information in advance of the meeting, except for noticed public hearings. Information provided as public testimony is not read into the record by the Clerk.

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 any 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 leave the meeting or to be removed from the 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, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, 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 supervisorial 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 supervisorial 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 10, 2023

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:

Item No.	Contract No.	Principals & Agents	Subcontractors
9	N/A	City of Redlands	None

Financial Impact:

This item has no direct impact on the Budget.

Reviewed By:

This item is prepared monthly for review by Board and Committee members.

Responsible Staff:

Carrie Schindler, Deputy Executive Director

Approved
General Policy Committee
Date: May 10, 2023
Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 2

Date: May 10, 2023

Subject:

April 2023 Procurement Report

Recommendation:

Receive the April 2023 Procurement Report.

Background:

The Board of Directors adopted the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997, and approved the last revision on January 4, 2023. The Board of Directors authorized the Executive Director, or his designee, to approve: a) contracts and purchase orders up to \$100,000; b) Contract Task Orders (CTO) up to \$500,000 and for CTOs originally \$500,000 or more, increasing the CTO amount up to \$250,000; c) amendments with a zero dollar value; d) amendments to exercise the option term if the option term was approved by the Board of Directors in the original contract; e) amendments that cumulatively do-not-exceed 50% of the original contract or purchase order value or \$100,000, whichever is less; f) amendments that do-not-exceed contingency amounts authorized by the Board of Directors; and g) release Request for Proposals (RFP), Request for Qualifications (RFQ), and Invitation for Bids (IFB) for proposed contracts from which funding has been approved and the solicitation has been listed in the Annual Budget, and are estimated not-to-exceed \$1,000,000.

The Board of Directors further authorized General Counsel to award and execute legal services contracts up to \$100,000 with outside counsel as needed, and authorized Department Directors to approve and execute Contingency Amendments that do-not-exceed contingency amounts authorized by the Board of Directors.

Lastly, the Board of Directors authorized CityCom Real Estate Services, Inc. (CityCom) to issue contracts and purchase orders.

Below is a summary of the actions taken by SBCTA authorized staff:

- One (1) new contract was executed in the amount of \$43,200.
- Four (4) contract amendments were executed in the amount of \$2,000,000.
- One (1) CTO was executed for a total cost of \$8,224.70.
- Twelve (12) CTO amendments were executed in the amount of \$777,801.74.
- No contingency amendments were executed.
- Seven (7) purchase orders were executed in the amount of \$26,690.
- One (1) purchase order amendment was executed in the amount of \$13,960.54.
- No RFPs were released.

Below is a summary of the actions taken by CityCom:

- No new contracts were executed.
- No new purchase orders were executed.

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

General Policy Committee Agenda Item

May 10, 2023

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A list of all Contracts and Purchase Orders that were executed by the Executive Director, Department Director, General Counsel, and/or CityCom during the month of April 2023 are presented herein as Attachment A, all RFPs and IFBs are presented in Attachment B, and all CityCom's contracts and purchase orders are presented in Attachment C.

Financial Impact:

This item is consistent with the Fiscal Year 2022/2023 Budget. Presentation of the monthly procurement report demonstrates compliance with the Contracting and Procurement Policy.

Reviewed By:

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

Responsible Staff:

Shaneka Morris, Procurement Manager

Approved
General Policy Committee
Date: May 10, 2023

Witnessed By:

San Bernardino Council of Governments
San Bernardino County Transportation Authority

Attachment A**April 2023 Contract Actions****New Contracts Executed:**

Contract No.	Description of Services	Vendor Name	Contract Amount
23-1002828	Sharepoint Support Services	Agiline Software, LLC	\$43,200.00

Attachment A

April 2023 Amendment Actions

Contract Amendments Executed:

Contract No. & Amendment No.	Reason for Amendment (Include a Description of the Amendment)	Vendor Name	Contract History	Contract Amount
18-1001823 No.1	To increase the not-to-exceed amount and to exercise the first one-year option to extend the contract term through March 31, 2024 for On Call Right-of-Way and other Specialty Related Services.	Bender Rosenthal, Inc.	Original	\$1,500,000.00
			Prior Amendments	\$0.00
			Current Amendment	\$500,000.00
			Total Contract Amount	\$2,000,000.00
18-1001906 No. 1	To increase the not-to-exceed amount and to exercise the first one-year option to extend the contract term through March 31, 2024 for On Call Right-of-Way and other Specialty Related Services.	Property Specialists, Inc.	Original	\$1,500,000.00
			Prior Amendments	\$0.00
			Current Amendment	\$500,000.00
			Total Contract Amount	\$2,000,000.00
18-1001907 No. 1	To increase the not-to-exceed amount and to exercise the first one-year option to extend the contract term through March 31, 2024 for On Call Right-of-Way and other Specialty Related Services.	Epic Land Solutions, Inc.	Original	\$1,500,000.00
			Prior Amendments	\$0.00
			Current Amendment	\$500,000.00
			Total Contract Amount	\$2,000,000.00
18-1001909 No. 1	To increase the not-to-exceed amount and to exercise the first one-year option to extend the contract term through March 31, 2024 for On Call Right-of-Way and other Specialty Related Services.	Overland Pacific and Cutler, LLC	Original	\$1,500,000.00
			Prior Amendments	\$0.00
			Current Amendment	\$500,000.00
			Total Contract Amount	\$2,000,000.00

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

March Contract Task Order Actions

Contract Task Order (CTO) Executed:

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
20-1002377 CTO 12	Vandermost Consulting Services Inc.	SR 210 Waterman: Biological surveys and monitoring for geotech.	\$3,000,000.00 (available \$2,363,790.33)	Original	\$8,224.70
				Prior Amendments	\$0.00
				Current Amendment	\$0.00
				Total CTO Amount	\$8,224.70

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April Contract Task Order Actions

Contract Task Order (CTO) Amendments Executed:

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
18-1001823 CTO 11.3	Bender Rosenthal, Inc.	To extend the term through March 31, 2024 for I-215 University Parkway ROW Services.	\$8,000,000.00 (available \$4,985,382.48) Shared with Property Specialist, Inc. (18- 1001906), Epic Land Solutions, Inc. (18- 1001907), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$117,834.74
				Prior Amendments	\$112,637.00
				Current Amendment	\$0.00
				Total CTO Amount	\$230,471.74
18-1001907 CTO 3.2	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for Remedial Services for Demetri Property I-215 Barton.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$55,111.89
				Prior Amendments	\$29,850.00
				Current Amendment	\$0.00
				Total CTO Amount	\$84,961.89

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April Contract Task Order Actions

Contract Task Order (CTO) Amendments Executed (Continued):

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
18-1001907 CTO 4.2	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for SR 210 Base Line Acquisition and Utility Relocation.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$109,093.24
				Prior Amendments	\$27,450.00
				Current Amendment	\$0.00
				Total CTO Amount	\$136,543.24
18-1001907 CTO 6.1	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for SR 60 Central Utility GPR Potholing and Coordination.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$79,253.25
				Prior Amendments	\$0.00
				Current Amendment	\$0.00
				Total CTO Amount	\$79,253.25
18-1001907 CTO 7.2	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for SR 60 Archibald ROW Services.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$76,690.00
				Prior Amendments	\$35,612.00
				Current Amendment	\$0.00
				Total CTO Amount	\$112,302.00

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April Contract Task Order Actions

Contract Task Order (CTO) Amendments Executed (Continued):

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
18-1001907 CTO 12.1	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for I-215 Barton Road Surplus Parcels.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$208,702.00
				Prior Amendments	\$0.00
				Current Amendment	\$0.00
				Total CTO Amount	\$208,702.00
18-1001907 CTO 13.1	Epic Land Solutions, Inc.	To extend the term through March 31, 2024 for ROW Services for I-10 Mount Vernon.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Overland Pacific & Cutler LLP (18- 1001909)	Original	\$219,293.31
				Prior Amendments	\$0.00
				Current Amendment	\$0.00
				Total CTO Amount	\$219,293.31
18-1001909 CTO 8.2	Overland Pacific and Cutler LLP	To extend the term through March 31, 2024 for I-215 Barton Utilities and Appraisal Services.	\$8,000,000.00 (available \$4,985,382.48) Shared with Bender Rosenthal, Inc. (18- 1001823), Property Specialist, Inc. (18- 1001906), and Epic Land Solutions, Inc. (18-1001907)	Original	\$126,486.40
				Prior Amendments	\$10,000.00
				Current Amendment	\$0.00
				Total CTO Amount	\$136,486.40

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April Contract Task Order Actions

Contract Task Order (CTO) Amendments Executed (Continued):

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
19-1002008 CTO 3.2	Overland Pacific and Cutler LLP	To increase not-to-exceed amount and extend completion date through June 30, 2026 for West Valley Connector Project Segment 1 Right-of-Way Services	\$7,500,000.00 (available \$2,175,332.53) Shared with Epic Land Solutions, Inc. (18-1001924), Bender Rosenthal, Inc. (19-1002007), and Paragon Partners Consultants, Inc. (19-1002009)	Original	\$477,986.58
				Prior Amendments	\$105,666.76
				Current Amendment	\$51,981.67
				Total CTO Amount	\$635,635.01
19-1002007 CTO 3.2	Bender Rosenthal, Inc.	To increase not-to-exceed amount and extend completion date through June 30, 2026 for West Valley Connector Project Segment 2 Right-of-Way Services	\$7,500,000.00 (available \$2,175,332.53) Shared with Epic Land Solutions, Inc. (18-1001924), Overland Pacific & Cutler LLC (19-1002008), and Paragon Partners Consultants, Inc. (19-1002009)	Original	\$550,307.25
				Prior Amendments	\$65,283.19
				Current Amendment	\$25,043.07
				Total CTO Amount	\$640,633.51
19-1002009 CTO 3.2	Paragon Partners Consultants Inc.	To extend completion date through June 30, 2026 for West Valley Connector Project Segment 3 Right-of-Way Services	\$7,500,000.00 (available \$2,175,332.53) Shared with Epic Land Solutions, Inc. (18-1001924), Bender Rosenthal, Inc. (19-1002007), and Overland Pacific & Cutler LLC (19-1002008)	Original	\$1,080,067.55
				Prior Amendments	\$1,025,395.00
				Current Amendment	\$0.00
				Total CTO Amount	\$2,105,462.55

Attachment A

April Contract Task Order Actions

Contract Task Order (CTO) Amendments Executed (Continued):

Contract No. & CTO No.	Vendor Name	Description of Services	Contract Amount	CTO History	CTO Amount
18-1001924 CTO 3.1	Epic Land Solutions, Inc.	To increase not-to-exceed amount and extend completion date through June 30, 2026 for West Valley Connector Project Segment 4 Right-of-Way Services	\$7,500,000.00 (available \$2,175,332.53) Shared with Bender Rosenthal, Inc. (19-1002007), Overland Pacific & Cutler LLC (19-1002008), and Paragon Partners Consultants, Inc. (19-1002009)	Original	\$1,196,056.11
				Prior Amendments	\$0.00
				Current Amendment	\$700,777.00
				Total CTO Amount	\$1,896,833.11

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April 2023 Contingency Released Actions

Contingency Released Executed:

Contract No. & Contingency No.	Reason for Contingency Amendment (Include a Description of the Contingency Amendment)	Vendor Name	Contract History	Contract Amount
None			Original	\$0.00
			Prior Amendments	\$0.00
			Prior Contingencies	\$0.00
			Current Contingency	\$0.00
			Amended Contract Amount	\$0.00

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April 2023 Purchase Order Actions

Purchase Orders Executed:

PO No.	PO Posting Date	Vendor Name	Description of Services	PO Dollar Amount
4002354	04/11/2023	Rancho Cucamonga Quakes	Ont Connect Marketing	\$3,000.00
4002355	04/11/2023	CDW Government LLC	Duo Two-Factor Authentication	\$4,043.25
4002356	04/11/2023	CDW Government LLC	5X Copies MS Visio	\$1,082.05
4002357	04/11/2023	Wells Fargo Bank N.A.	Zoom Conference Renewal	\$3,598.20
4002360	04/17/2023	UCR Forecast, LLC	Economist to present at City County Conference	\$9,000.00
4002362	04/28/2023	CDW Government LLC	Upgrade MS 365 Licensing to G3	\$5,162.40
4002363	04/28/2023	Calolympic Safety	Vests for FSP California Highway Patrol	\$804.10

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment A

April 2023 Purchase Order Amendment Actions

Purchase Order Amendments Executed:

Purchase Order No. & Amendment No.	Description of Services and Reason for Amendment	Vendor Name	Purchase Order History	Purchase Order Amount
4002268 No. 1	Neogov Annual Software Renewal	Neogov	Original	\$14,493.24
			Prior Amendments	\$0.00
			Current Amendment	\$13,960.54
			Amended PO Amount	\$28,453.78

Attachment: April 2023 Procurement Report Attachment A (9595 : April 2023 Procurement Report)

Attachment B

April 2023 RFP's, RFQ's and IFB's

Release of RFP's, RFQ's and IFB's

Release Date	RFP/RFQ/IFB No.	Anticipated Dollar Amount	Anticipated Award Date	Description of Overall Program and Program Budget
None				

Attachment: April 2023 Procurement Report Attachment B (9595 : April 2023 Procurement Report)

Attachment C

April 2023 CityCom's Issued Contracts

New Contracts Executed:

Contract No.	Description of Services	Vendor Name	Contract Amount
None			

Attachment C

April 2023 CityCom's Issued Purchase Orders

New Purchase Orders Executed:

PO No.	Vendor Name	Description of Services	PO Dollar Amount
None			

Minute Action

AGENDA ITEM: 3

Date: May 10, 2023

Subject:

Measure I Revenue

Recommendation:

Receive report on Measure I receipts for Measure I 2010-2040.

Background:

Sales tax revenue collections for Measure I 2010 through 2040 began on April 1, 2010. Cumulative total receipts as of March 31, 2023, were \$2,194,618,243.

Included is a summary of the current Measure I receipts by quarter and cumulative total since its inception. The quarterly receipts represent sales tax collection from the previous quarter taxable sales. For example, receipts for January through March represent sales tax collections from October through December.

Measure I revenue for the 2022/2023 Fiscal Year Budget was estimated to be \$250,000,000. Actual Measure I receipts for Fiscal Year 2022/2023 January through March are \$66,140,449, in comparison to \$64,329,895 received during the quarter ending March 2021/2022, with an increase of 2.81%.

Financial Impact:

Measure I revenues for the third quarter of Fiscal Year 2022/2023 exceeded prior years' collections.

Reviewed By:

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

Responsible Staff:

Lisa Lazzar, Chief of Fiscal Resources

Approved
General Policy Committee
Date: May 10, 2023
Witnessed By:

Entity: San Bernardino County Transportation Authority

Summary of SANBAG Measure I Receipts 2010-2040

Fiscal Year	July- September	October- December	January- March	April- June	Fiscal Year Total	Cumulative Total To Date
Receipts Prior to FY 2010/11						\$7,158,800
Fiscal Year 2010/11	28,188,907	29,207,950	28,808,766	29,397,456	115,603,079	\$122,761,879
Fiscal Year 2011/12	31,027,319	33,547,956	32,757,419	33,476,051	130,808,745	\$253,570,624
Fiscal Year 2012/13	34,279,449	35,076,980	34,336,570	34,309,171	138,002,171	\$391,572,794
Fiscal Year 2013/14	35,430,012	35,403,641	36,843,452	35,789,045	143,466,150	\$535,038,944
Fiscal Year 2014/15	37,253,007	38,007,716	38,225,122	37,132,591	150,618,437	\$685,657,380
Fiscal Year 2015/16	39,298,056	40,309,825	40,950,261	38,929,588	159,487,730	\$845,145,110
Fiscal Year 2016/17	41,123,141	40,742,242	41,465,217	39,801,939	163,132,539	\$1,008,277,649
Fiscal Year 2017/18	43,117,814	42,305,693	44,007,900	39,149,611	168,581,018	\$1,176,858,666
Fiscal Year 2018/19	41,560,927	49,358,825	46,035,191	43,531,556	180,486,500	\$1,357,345,167
Fiscal Year 2019/20	46,250,572	46,514,574	49,729,997	35,959,684	178,454,827	\$1,535,799,994
Fiscal Year 2020/21	48,366,423	51,588,776	52,728,566	56,391,035	209,074,800	\$1,744,874,794
Fiscal Year 2021/22	64,058,781	61,231,465	64,329,895	63,172,838	252,792,978	\$1,997,667,772
Fiscal Year 2022/23	64,538,748	66,271,275	66,140,449	0	196,950,471	\$2,194,618,243
% Increase Over 21/22	0.75%	8.23%	2.81%			

Attachment: MSI Receipts (9461 : Measure I Revenue - 3rd Qtr Fiscal Year 2022/2023)

Minute Action

AGENDA ITEM: 4

Date: May 10, 2023

Subject:

Revise Policy No. 10052 - Rules for Addressing the Board of Directors & Policy Committees

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino Associated Governments and the San Bernardino County Transportation Authority:

A. Approve revisions to Policy No. 10052 - Rules for Addressing the Board of Directors & Policy Committees, and update Meeting Procedures and Rules of Conduct in accordance with revised Policy No. 10052.

B. Adopt Revised General Practices for Conducting Meetings of Board of Directors and Policy Committees.

Background:

On July 5, 1995, the San Bernardino Associated Governments (SANBAG, also known as SBCOG) Board of Directors approved the creation of Policy No. 10052, Rules for Addressing the Board of Directors & Policy Committees. Staff is proposing to revise Policy No. 10052, to be in accordance with Government Code § 54954.3 (a), to provide that no public comment will be allowed on any item previously considered at a Policy Committee meeting where an opportunity for public comment was provided, unless the item has substantially changed since the committee heard the item. In addition, revisions have been made to the San Bernardino County Transportation Authority's (SBCTA) "Meeting Procedures and Rules of Conduct", which is included in SBCTA and SBCOG agendas, to align with revised Policy No. 10052.

On January 9, 2008, the SANBAG Board approved the "General Practices for Conducting Meetings of Board of Directors and Policy Committees" (Meeting Practices). The Meeting Practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation. Staff is proposing the Meeting Practices be amended, specifically to include Brown Act requirements for teleconferenced meetings. The revised policy and meeting practices are attached for reference.

Financial Impact:

This item has no financial impact on the Fiscal Year 2022/2023 Budget.

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 proposed revised Policy, Procedures and General Practices.

Responsible Staff:

Julianna Tillquist, General Counsel

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

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Approved
General Policy Committee
Date: May 10, 2023
Witnessed By:

San Bernardino County Transportation Authority	Policy	10052
Adopted by the Board of Directors -July 5, 1995	Revised	01/04/17 06/07/2023
Rules for Addressing the Board of Directors & Policy Committees	Revision No.	23

Important Notice: A hardcopy of this document may not be the document currently in effect. The current version is always the version on the SBCTA Intranet.

Table of Contents

[Purpose](#) | [Definitions](#) | [Policy](#) | [Request to Speak](#) | [Time Limit](#) | [Disruptive Conduct](#) | [Revision History](#) |

I. PURPOSE

The purpose of this policy is to facilitate formal communication during presentations from members of the public at meetings of the Board of Directors and Policy Committees, and address requirements pursuant to [the Brown Act](#) (Government Code 54950 et seq).

II. DEFINITIONS ~~(None)~~

[For purposes of this Policy, "President" shall mean the President of the Board and shall also refer to the Chair of any Policy Committee.](#)

III. POLICY

In order to ensure that all interested members of the public are afforded the opportunity to address items of concern, the following rules shall apply when addressing the Board of Directors and Policy Committees.

IV. ~~REQUEST OPPORTUNITY TO SPEAK~~

Any member of the public may address the Board: (1) on an agenda item before or during the Board's consideration of the item, and (2) on any matter not on the agenda that is within the subject matter jurisdiction of the Board at the time provided on the agenda for public comment. [However, in accordance with Government Code § 54954.3 \(a\), no public comment will be allowed on any item previously considered at a Policy Committee meeting where an opportunity for public comment was provided, unless the item has substantially changed since the committee heard the item.](#) [Public comment will be allowed on any item pulled from the Consent Calendar for discussion. All members of the public wishing to address the Board as provided herein shall provided the person submits a Request to Speak form in advance of the Board's consideration of the item. A separate Request to Speak form shall be submitted for each item that a person desires to address. When recognized by the ~~Chairman~~ President of the Board, the person wishing to address the Board shall, step up to the rostrum and announce his or her name and address.](#)

V. TIME LIMIT

The ChairmanPresident, in the interest of facilitating the business of the Board, shall limit the amount of time which a member of the public may use in addressing the Board to three minutes ~~total on the consent calendar and to three minutes on each discussion~~per item, unless the ChairmanPresident, or a majority of the Board, determines that a different limit is appropriate. In addition, the ChairmanPresident, in the interest of facilitating the business of the Board, shall limit the total amount of time which a member of the public may use in addressing the Board on all agenda items to twelve minutes, unless the ChairmanPresident, or majority of the Board, determines that a different limit is appropriate.

An appellant or a named party to an agenda item shall not be subject to the time limitations on that item otherwise specified in these rules, but shall be subject to reasonable limitations as determined by the Chairman.

This rule shall apply to meetings of the Board of Directors and all SBCTA pPolicy eCommittee meetings.

VI. DISRUPTIVE CONDUCT

In the event that any meeting of the Board is willfully disrupted by a person or by a group or groups of persons so as to render the orderly conduct of the meeting impossible, the ChairPresident may recess the meeting or order the person, group, or groups of persons willfully disrupting the meeting to leave the meeting or be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner.

VII. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted.	07/05/95
1	Added Section 10052.6.	05/06/98
2	Revised to be consistent with SB1305. Change approved by the Board on January 4, 2017, Agenda Item 6.	01/04/17
<u>3</u>	<u>Updated "Chairman" to "President." Added provision that public comment will not be allowed on items that were heard in a policy committee meeting where the public had an opportunity to be heard.</u>	<u>06/07/23</u>

San Bernardino County Transportation Authority	Policy	10052
Adopted by the Board of Directors July 5, 1995	Revised	06/07/2023
Rules for Addressing the Board of Directors & Policy Committees	Revision No.	3

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3	Updated "Chairman" to "President." Added provision that public comment will not be allowed on items that were heard in a policy committee meeting where the public had an opportunity to be heard.	06/07/23

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and 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.

Accessibility - The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are 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 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 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. Agendas are also posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

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 President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the ~~Chair/President~~ may shall report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item, except Board agenda items that were previously considered at a Policy Committee meeting where there was an opportunity for public comment. ~~Individuals wishing to address the Board of Directors or Policy Committee Members should complete a “Request to Speak” form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item.~~ Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in Aa “Request to Speak” form, specifying must be completed for each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the ~~Chair/President~~, speakers should be prepared to step forward and announce their name ~~and address~~ 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/President~~ 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. Any individual who wishes to share written information with the Board may provide copies to the Clerk of the Board for distribution. ~~Members of the public requesting written information be distributed to the Board of Directors must provide 40 copies of such information in advance of the meeting, except for noticed public hearings.~~ Information provided as public testimony is not read into the record by the Clerk.

~~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.~~ Any consent item that is pulled for discussion shall be treated as a discussion item, 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~~ jurisdiction. Matters raised under "Public Comment" ~~may will~~ not be acted upon at that meeting—. See, "Public Testimony on any Item," ~~still applies above~~.

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~~ President may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the 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, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner.

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Your cooperation is appreciated!

General Practices for Conducting Meetings of Board of Directors and Policy Committees

Attendance.

- The ~~Chair~~ President of the Board or Chair of 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 supervisorial 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 supervisorial 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.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or upon the demand of five official representatives present, or at the discretion of the presiding officer.

The Vote as specified in the SBCTA Administrative Code and SANBAG Bylaws.

- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the ~~a~~Alternate shall be entitled to vote. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/-Desert Policy Committee 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 Chair shall ask the maker of the original motion ~~is asked~~ if he or she would like to amend ~~his or her~~the 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 may require deviation from general practice (but not from the Brown Act or agency policy).
- 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

Revised June 7, 2023

General Practices for Conducting Meetings of Board of Directors and Policy Committees

Attendance.

- The President of the Board or Chair of a Policy Committee (Chair) has the option of taking attendance by Roll Call. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name.
- 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.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or upon the demand of five official representatives present, or at the discretion of the presiding officer.

The Vote as specified in the SBCTA Administrative Code and 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. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/Desert Policy Committee.)

. 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 Chair shall ask the maker of the original motion if he or she would like to amend the 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 may require deviation from general practice (but not from the Brown Act or agency policy).
- 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

Revised June 7, 2023

Minute Action

AGENDA ITEM: 5

Date: May 10, 2023

Subject:

Teleconference Locations for Brown Act Meetings

Recommendation:

Receive an update on teleconference locations for Brown Act meetings.

Background:

At the January 4, 2023, San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) meeting, the Board directed staff not to proceed with Assembly Bill 2449's amendments to the Brown Act for teleconferencing purposes. The Board requested future discussion on opening up teleconferencing locations, considering the County of San Bernardino is the largest geographical county.

Since returning to in-person meetings in the later part of 2021, the option to join via teleconference was opened up to the Mountain/Desert Board Members and the Cities of Needles, Hesperia and Big Bear Lake have since taken advantage of that opportunity. At the January 2023 Board Meeting, the option was opened up to all members and staff asked that those Board Members interested inform the Clerk of the Board, so they could follow up with each individual location. Staff reminded all that a quorum of the Board must attend from the boardroom and if a teleconference location went down they would have to shut the meeting down until the connection was back up or they would run the risk of the actions taken at that meeting being invalidated.

The Cities of Hesperia, Needles and Big Bear Lake continue to host teleconference locations. On a monthly basis, City staff and SBCTA staff work together to meet the needs of these meetings. Board and Committee meetings are Brown Act meetings and as such, Board members that participate remotely must follow the provisions of the Brown Act and make sure the location of remote participation is identified in advance. In addition, the following requirements must be met:

1. Remote location is accessible to the public to allow for participation.
2. SBCTA agenda is posted at the teleconference location at least 72 hours in advance of the meeting.
3. Audiovisual technology must be in place to allow Board Members to see and hear a Zoom meeting, with video and sound that can feed into a Zoom meeting.
4. Ability for the public to hear the proceedings and a way for public members to address the meeting under public comments in a way that can be tied into the Zoom meeting.
5. Availability of a staff person that can operate and troubleshoot the equipment, should an issue arise.
6. A separate isolated room must be available for Board Members to participate in confidential closed session items on their own devices.

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

General Policy Committee Agenda Item

May 10, 2023

Page 2

SBCTA staff met with County of San Bernardino Clerk of the Board of Supervisors and IT staff to discuss using the Board of Supervisors' satellite locations in Hesperia and Joshua Tree. It was determined the rooms used were not dedicated rooms. These rooms are setup and broken down for each meeting, and the room used in Joshua Tree is a breakroom used by Probation staff. The hourly rates for each area of support are listed below.

Service	Hourly Rate	Billing Information
IT Support	\$47.89	Billed for room set up and tear down and the duration of the meeting
Assessor Staff	\$66.20	Generally includes meeting preparation time and duration of the meeting
Sheriff Deputy	\$70-\$80 varies based on deputy's rate of pay	Includes travel time and duration of the meeting
Security Guard	\$24.18	Billed from ½ hour prior to meeting and duration of the meeting

In addition, the setup is not ideal as it only allows for one (1) seat with a speaker, meaning only one (1) Board Member could participate and would need to share that one seat with a microphone with any member of the public wishing to speak (images of each location provided as Attachment 1). It was also determined there were existing scheduling conflicts with the days/times of SBCTA meetings. Therefore, staff does not recommend moving forward with a cooperative agreement with the County at this time.

Staff will continue to meet the needs of the Board Members from Hesperia, Needles and Big Bear Lake. Staff will continue to seek improvements and upgrades to the overall audiovisual (AV) experience in the Boardroom to ensure continued successful remote participation for Board and Committee meetings.

Financial Impact:

This item has no financial impact on the Fiscal Year 2022/2023 Budget.

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.

Responsible Staff:

Marleana Roman, Clerk of the Board

Approved
General Policy Committee
Date: May 10, 2023

Witnessed By:

BOARD MEETING REMOTE VIDEO CONFERENCING PROJECT - HDGC SETUP DIAGRAM OPTION 2B

1. PUBLIC COMMENT STATION

- A - PHONE CONNECTION
- B - VIDEO 1
- C - VIDEO 2
- D - AUDIO
- E - DATA CONNECTION (POLYCOM 4002XL)
- F - DATA CONNECTION (CRESTRON TIMER)

2. SPEAKER'S SEAT

3. SUPPORT STAFF WORK AREA

- L - DATA CONNECTION (LAPTOP)

4. CLERK OF THE BOARD STAFF

- G - DATA CONNECTION (LAPTOP)
- K - PHONE CONNECTION (STANDARD PHONE)

5. SPEAKER STAGING AREA

6. AUDIENCE VIEWING STATION

4. CLERK OF THE BOARD STAFF

- H - VIDEO
- I - VIDEO
- J - AUDIO

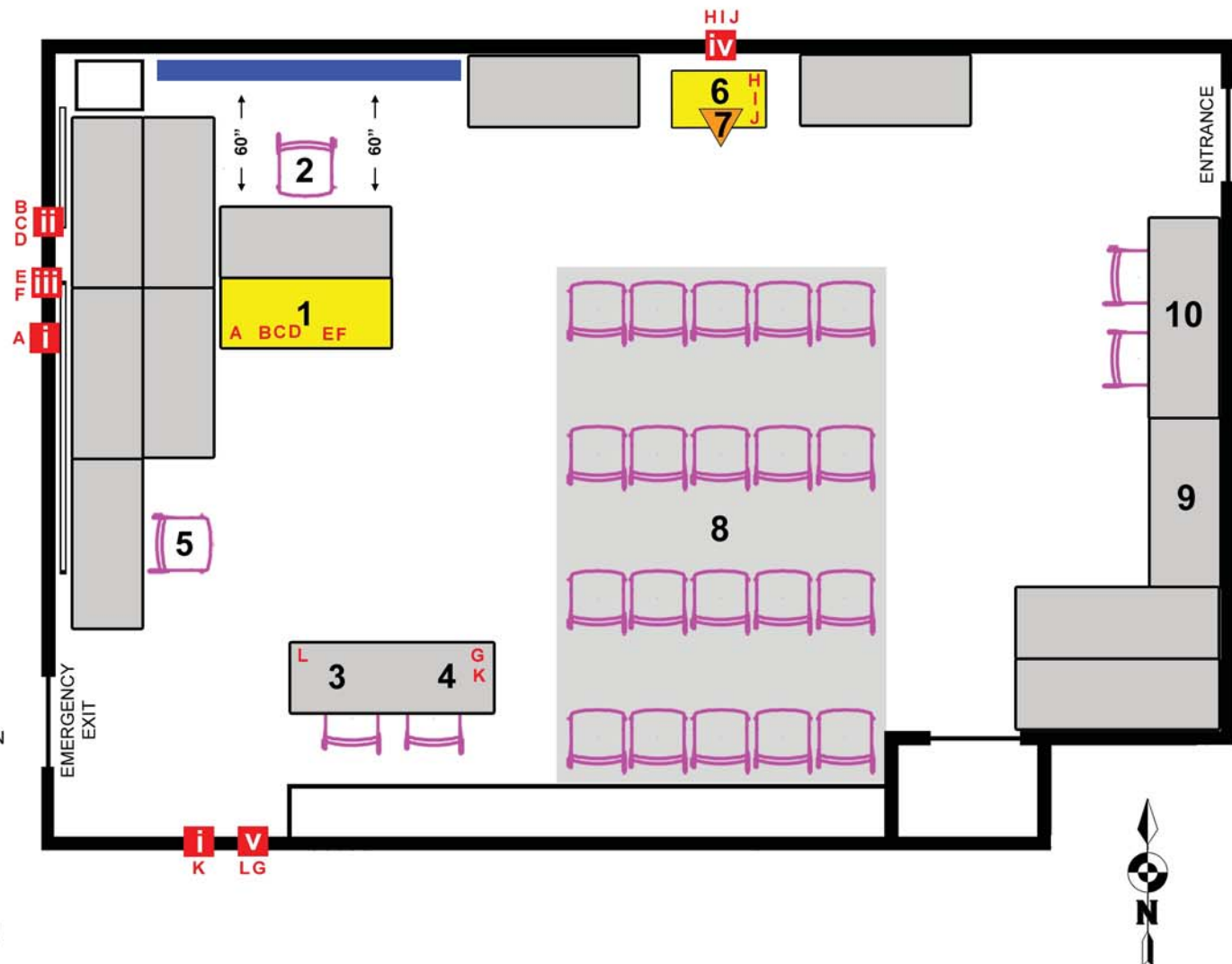
7. ADA ASSISTED LISTENING SYSTEM

8. AUDIENCE SEATING AREA

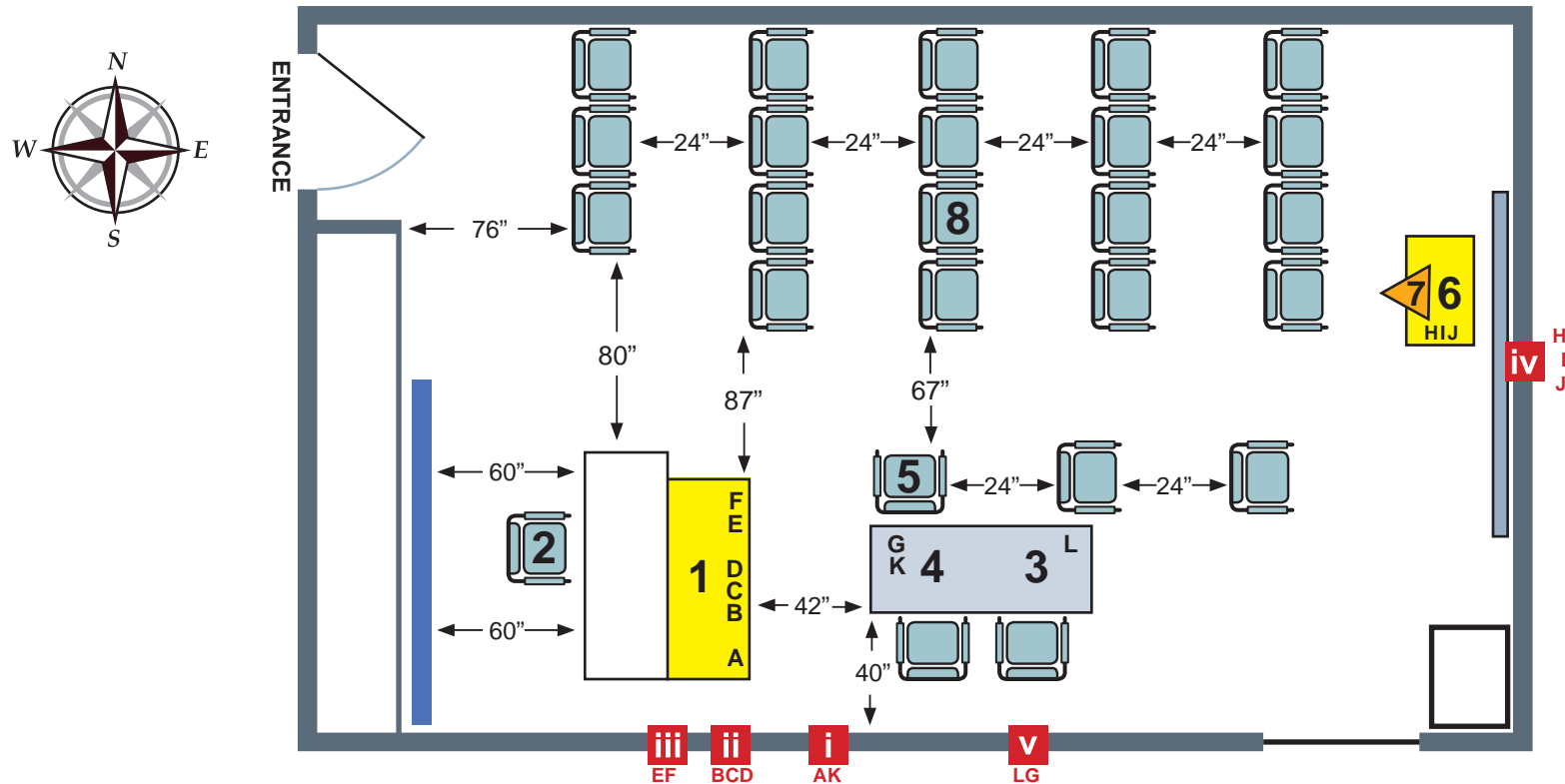
9. INFORMATION TABLE

10. SECURITY TABLE

- RETRACTABLE BELT BARRIERS WITH SIGN
- SPEAKER BACKDROP BACKGROUND
- i** ANALOG PHONE LINE WALL PLATE (x2)
- ii** AUDIO/VIDEO WALL PLATE #1
- iii** NETWORK CONNECTION WALL PLATE #1
- iv** AUDIO/VIDEO WALL PLATE #2
- v** NETWORK CONNECTION WALL PLATE #2



BOARD MEETING REMOTE VIDEO CONFERENCE PROJECT - JTGC SETUP DIAGRAM



1. Public Comment Station

- A - Phone Connection (*Polycom SoundStation 2*)
- B - Video 1
- C - Video 2
- D - Audio
- E - Data Connection (*Polycom 4002XL*)
- F - Data Connection (*Creston Timer*)

2. Speaker's Seat

3. Desktop Support Staff Work Area

- L - Data Connection (*Laptop*)

4. Clerk of the Board Staff

- G - Data Connection (*Laptop*)
- K - Phone Connection (*Standard Phone*)

5. Speaker Staging Area

6. Audience Viewing Station

- H - Video 1
- I - Video 2
- J - Audio

7. ADA Assisted Listening System

8. Audience Seating Area

IP ADDRESS:

170.164.98.80 POLYCOM

170.164.98.81 TIMER

- Retractable Belt Barriers with Sign
- Speaker Backdrop Background
- i Analog Phone Line Wall Plate
- ii Audio/Video Wall Plate #1
- iii Network Connection Wall Plate #1
- iv Audio/Video Wall Plate #2
- v Network Connection Wall Plate #2

NOT TO SCALE

VERSION 02

Revised 05-01-13

Packet Pg. 47

Joshua Tree

Minute Action

AGENDA ITEM: 6

Date: May 10, 2023

Subject:

Renewal of Annual Insurance Policies

Recommendation:

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

A. Authorize the Risk Manager to approve and execute binding insurance coverage for the existing coverages and limits through the policies and premiums up to 10% over the estimate of \$744,696, and authorize the Executive Director, or his/her designee, to bind the policies should the amount exceed \$819,166, for the period of July 1, 2023 through June 30, 2024.

B. Authorize the Risk Manager to approve and execute binding insurance coverage for the Express Lanes through the policies and premiums up to 10% over the estimate of \$857,000, and authorize the Executive Director, or his/her designee, to bind the policies should the amount exceed \$942,700, for the period of December 2023* through June 30, 2024. Coverage will be effective upon completion, in compliance with California Department of Transportation minimum requirements.

C. Authorize the issuance of Purchase Orders to process payments for securing the insurance policies.

* Start date for Express Lane coverage will be the date the Express Lanes are completed and may be later than December 2023.

Background:

The San Bernardino County Transportation Authority (SBCTA) utilizes a Board-approved insurance broker for procurement of insurance related products. The current Board-approved broker is Alliant Insurance Services, Inc. (Alliant) under Contract No. 19-1002035. Alliant assists SBCTA with marketing and securing the annual insurance policies.

The majority of SBCTA's insurance program renews every July 1st and the following insurance policies are set to expire on June 30, 2023: Cyber Liability, Workers' Compensation, Property and Employee Crime. SBCTA's Commercial General Liability and Excess Liability policies will not expire until September 29, 2023. For this renewal, SBCTA has directed Alliant to obtain premium indicators for the same program structure as purchased last year, which includes Workers' Compensation, Commercial General Liability, Excess General Liability, Automobile Liability, Cyber Liability, Employment Practices Liability, Employee Crime Liability, and coverage for Public Officials Errors and Omissions Liability, and to explore risk pools and insurance products available in the current market. Further, with the completion of the Express Lanes during the upcoming policy period and the California Department of Transportation (Caltrans) requirement for minimum liability insurance limits that exceed the current limits carried by SBCTA, staff will be exploring an increased liability limit of \$25,000,000. The current limit carried is \$10,000,000.

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

General Policy Committee Agenda Item

May 10, 2023

Page 2

As of today, premium quotes are not yet available for SBCTA's July 1, 2023 Cyber Liability, Workers' Compensation, Property or Crime policy renewals, nor for the September 29, 2023 Commercial General Liability and Excess Liability policy renewals. Alliant is estimating the renewal premiums at \$744,696 to renew the existing program and an additional \$857,000 to add the Express Lanes coverage in compliance with Caltrans' minimum insurance limit of \$25,000,000. Alliant's estimate is based on their knowledge of the current market, their experience with the renewals of other public sector clients, as well as their conversations with the underwriting community. The estimate represents a 30% increase from last year's premium of \$570,431. The increase can be attributed to an overall continued tightening of the insurance market, reduced market capacity, upward trends in national jury verdicts, and carriers' desire to shy away from California public entities.

Alliant reached out to 11 insurance carriers ("carriers") as part of the marketing effort for SBCTA's insurance program. Carriers that were approached for bids were selected on the basis of their historical premium rates, coverage criteria, and underwriting background. In addition, carriers were required to have experience with public agencies, adequate financial reserves, and a rating by A.M. Best Company of excellent or better. Interviews were conducted with several of the carriers. Alliant anticipates receipt of quotes from three (3) of the carriers by the end of June; the other eight (8) carriers declined to quote.

The table below provides a summary of the current year premiums and estimates for FY 2023/2024.

San Bernardino County Transportation Authority				
Preliminary Budget Projections				
2022/2023			2023/2024	
Premium Projections				
Excess Liability: (General, Automobile, Public Officials E&O, Employment Practices)				
Policy Limits: \$10 Million (\$50k deductible)				
primary \$5M	Premium:	\$ 194,079.00	\$ 252,302.70	
\$5M x \$5M	Premium:	\$ 86,487.00	\$ 112,433.10	
\$10M limit	Premium:	\$ 280,566	\$ 364,736	
\$25M limit	Premium:			\$ 857,000
Cyber Liability (information security/tech E&O, data breach)				
Policy Limits: \$1 Million Liability \$1Million Data Breach Response				
	Premium:	\$ 15,997	\$ 26,400	
Workers Compensation				
Policy Limits: Statutory for WC and \$1Million for employers liability				
	Exposure Base (payroll)	\$ 9,868,301	\$ 10,361,716	
	Premium:	\$ 48,437	\$ 55,945	
	Avg. Rate:	\$ 0.491	\$ 0.540	
Property				
Policy Limits: Total Insured Value (TIV)				
	Total Insurable Values (TIV)	\$ 126,328,406	\$ 133,587,000	
	Rate per \$100 TIV	\$ 0.1464	\$ 0.1903	
	Net Annualized Premium	\$ 179,524		
	Net Vacant bldg	\$ 5,365		
		\$ 184,890	\$ 254,167	
Crime (employee dishonesty, employee theft)				
Policy Limits: \$10 Million				
	Premium	\$ 9,946	\$ 11,935	
Subtotal Premium:				
	Broker Fee:	\$ 30,596	\$ 31,514	
Total Premium & Broker Fee:		\$ 570,431	\$ 744,696	Variance 30%

SBCTA staff recommends securing these insurance policies as they are necessary to protect the agency from significant losses, and proper insurance coverage is a requirement of the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan that was secured for the Interstate 10 (I-10) Corridor Contract 1 Project. Further, staff recommends that when the Express Lanes are completed, the additional liability coverage be secured to comply with Caltrans' minimum coverage requirement of \$25,000,000, at an estimated additional cost of \$857,000.

Due to the changing insurance market conditions, these estimated premiums may be exceeded; therefore, staff is requesting to bind the coverages equal to the existing program even if the cost exceeds the estimate of \$744,696. Further, staff is requesting authority to bind the Express Lanes coverage, upon completion of the Express Lanes for an additional \$857,000. If the premium(s) exceed this estimate by more than 10%, binding will require approval from the Executive Director. Staff will work to stay within the lower limit, but it is critical that coverage continue uninterrupted. If the lower limit estimate is exceeded, staff will return to the Board and report the actual cost and all of the efforts undertaken to minimize said cost.

San Bernardino Council of Governments
San Bernardino County Transportation Authority

General Policy Committee Agenda Item

May 10, 2023

Page 4

Financial Impact:

This item has no financial impact on the Fiscal Year (FY) 2022/2023 Budget. The budgeted amount is included in the Proposed FY 2023/2024 Budget.

Reviewed By:

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

Responsible Staff:

Steven Keller, Risk Manager

Approved
General Policy Committee
Date: May 10, 2023

Witnessed By:

San Bernardino Council of Governments
San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 7

Date: May 10, 2023

Subject:

Resolution No. 23-041 to Utilize the National Incident Management System as the Official Incident Management System

Recommendation:

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

Adopt Resolution No. 23-041 authorizing the National Incident Management System as the official incident management system for San Bernardino County Transportation Authority.

Background:

The National Incident Management System (NIMS) is an emergency preparedness, response, and recovery system designed by the Department of Homeland Security and spearheaded by the Federal Emergency Management Agency (FEMA). Its purpose is to provide a comprehensive, nationwide approach to emergency management, enabling all stakeholders in a community to work together effectively, regardless of the cause, size, location, or complexity of the emergency or threat.

NIMS focuses on three key areas: command and coordination of incidents, resource management, and information management. In other words, NIMS helps all groups involved in emergency planning, response, and recovery to avoid duplication of efforts, communicate clearly, and distribute vital resources to the places they are needed most. NIMS requirements include staff and Board Member training in the form of one to two classes, and, for staff, participation in an annual full functional emergency exercise. The annual exercises will be coordinated with other stakeholders, such as the San Bernardino County (County) Sheriff's Department, County Fire Department and the City of San Bernardino Police Department.

In 1993, California was the first state to develop and adopt a statewide Standardized Emergency Management System (SEMS). In 2004, the Department of Homeland Security developed and rolled out NIMS, a national incident management system modeled very closely on SEMS, but on a national scale.

The State of California Office of Emergency Services regulates SEMS and has tied eligibility for any funding of response-related costs, eligibility for repair, renovation or any other non-personnel cost resulting from an emergency to the use of SEMS. The State has clearly stated that adoption of NIMS meets and/or exceeds the requirements of SEMS. Further, FEMA has tied an annual recurring prevention and preparedness grant program to the adoption of NIMS.

Therefore, staff believes that it is in the best interest of San Bernardino County Transportation Authority (SBCTA) to adopt NIMS as SBCTA's official incident management system and recommends adoption of this Resolution.

Financial Impact:

This item has no financial impact on the Proposed Fiscal Year 2023/2024 Budget.

Entity: San Bernardino County Transportation Authority

General Policy Committee Agenda Item
May 10, 2023
Page 2

Reviewed By:

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

Responsible Staff:

Steven Keller, Risk Manager

Approved
General Policy Committee
Date: May 10, 2023

Witnessed By:

San Bernardino County Transportation Authority

RESOLUTION NO. 23-041

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY
ADOPTING A RESOLUTION STATING THAT THE AUTHORITY UTILIZES
THE NATIONAL INCIDENT MANAGEMENT SYSTEM CONSISTENT
WITH THE INTEGRATION OF SAID SYSTEM AND THE STANDARDIZED
EMERGENCY MANAGEMENT SYSTEM IN CALIFORNIA**

WHEREAS, the National Commission on Terrorist Attacks, also known as the 9/11 Commission, in its report of July 22, 2004, recommended adoption of a standardized National Incident Command System nationwide; and

WHEREAS, the Homeland Security Presidential Directive 5 (HSPD-5) Management of Domestic Incidents directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System, which would provide a consistent nationwide approach for federal, state, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from disasters, regardless of cause, size, or complexity; and

WHEREAS, California pioneered the development of standardized incident management systems to respond to a variety of catastrophic disasters, including fires, earthquakes, floods, and landslides; and

WHEREAS, in the early 1970s, the California fire service, in partnership with the federal government, developed the seminal emergency incident command system that has become the model for incident management nationwide; and

WHEREAS, in 1993, following the East Bay Hills Firestorm of 1991, California was the first state to adopt a statewide Standardized Emergency Management System for use by every emergency response organization and implemented a system to ensure the continual improvement of the Standardized Emergency Management System; and

WHEREAS, the California Office of Emergency Services regulates the Standardized Emergency Management System (SEMS), which was created by Government Code §8607 following the East Bay Hills Firestorm in 1991. Section 8607 provides, in pertinent part:

(e) (1) Each local agency, in order to be eligible for any funding of response-related costs under disaster assistance programs, shall use the standardized emergency management system as adopted pursuant to subdivision (a) to coordinate multiple jurisdiction or multiple agency operations.

(2) Notwithstanding paragraph (1), local agencies shall be eligible for repair, renovation, or any other non-personnel costs resulting from an emergency; and

WHEREAS, California emergency management professionals have contributed their expertise to the development of the National Incident Management System; and

WHEREAS, the State of California has indicated that the California Standardized Emergency Management System substantially meets the objectives of the National Incident Management System; and

WHEREAS, it is essential for responding to disasters that federal, state, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management and designated incident facilities during emergencies or disaster; and

WHEREAS, in order to ensure reimbursement for claims filed after a disaster, it is the intent of the Board of Directors of the San Bernardino County Transportation Authority (Authority) that all Authority emergency plans, procedures and training will follow the SEMS/NIMS regulations, which will be incorporated into the overall Authority-wide emergency plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino County Transportation Authority, as follows:

1. The San Bernardino County Transportation Authority will integrate the National Incident Management System into its Emergency Response Plans.

2. The San Bernardino County Transportation Authority shall utilize the National Incident Management System to manage all emergency responses, which shall be consistent with the integration of said system and the Standardized Emergency Management System in California.

3. A copy of this resolution shall be forwarded to the Governor's Office of Emergency Services.

PASSED AND ADOPTED on **June 7, 2023**, by the following vote:

AYES: _____

NOES: _____

ABSTAINED: _____

ABSENT: _____

Art Bishop, Board President
San Bernardino County Transportation Authority

ATTEST:
Marleana Roman, Clerk of the Board
San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 8

Date: May 10, 2023

Subject:

Employer Retirement Contribution Advance Payment

Recommendation:

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

Authorize an advance payment of \$3,717,420 to the San Bernardino County Employees' Retirement Association by July 10, 2023, for San Bernardino County Transportation Authority's estimated annual retirement contribution for Fiscal Year 2023/2024.

Background:

San Bernardino County Transportation Authority (SBCTA) can take advantage of a savings by advancing payment of the estimated annual retirement contribution to the San Bernardino County Employees' Retirement Association (Board of Retirement), provided that the payment is received by July 10, 2023. The cost of retirement is included in the Proposed Fiscal Year 2023/2024 Budget as a fringe cost. Fringe costs are allocated to funds where salary expenditures are recorded. The funds supporting salaries and fringe include various Measure I programs, Local Transportation Funds, Service Authority for Freeway Emergencies, Express Lanes Operations, and Council of Governments.

The prepaid amount is discounted by the Board of Retirement resulting in savings benefiting SBCTA. The estimated retirement cost for Fiscal Year 2023/2024 is \$3,839,525. The discount amount is calculated at \$122,105, resulting in a retirement contribution of \$3,717,420. SBCTA staff will annually request the Board of Directors' approval to prepay the retirement contribution resulting in savings to SBCTA.

Financial Impact:

This item is consistent with the Proposed Fiscal Year 2023/2024 Budget.

Reviewed By:

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

Responsible Staff:

Lisa Lazzar, Chief of Fiscal Resources

Approved
General Policy Committee
Date: May 10, 2023
Witnessed By:

Entity: San Bernardino County Transportation Authority



Molly Calcagno, ASA, MAAA, EA
Senior Actuary
T 415.263.8254
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180 Howard Street, Suite 1100
San Francisco, CA 94105-6147
segalco.com

Via Email

April 18, 2023

Ms. Debby Cherney
Chief Executive Officer
San Bernardino County Employees' Retirement Association
348 W Hospitality Lane, Third Floor
San Bernardino, CA 92415-0014

**Re: San Bernardino County Employees' Retirement Association (SBCERA)
San Bernardino County Transportation Authority (SBCTA) Employer Contributions
Prepayment for Fiscal Year 2023-2024 on July 10, 2023**

Dear Debby:

We understand that SBCTA intends to prepay a portion of their total contributions on July 10, 2023 with a prepayment amount of \$3,717,419.77 applied to the 25 biweekly periods starting from July 24, 2023. As requested by SBCERA, we have calculated the equivalent biweekly contribution based on this prepayment scenario for SBCTA based on the 25 biweekly payroll periods for fiscal year 2023-2024.

As shown on Exhibit A, we determined that if SBCTA were to make a prepayment amount of \$3,717,419.77 on July 10, 2023, that amount would be equivalent to a biweekly contribution of \$153,581.02 starting on July 24, 2023 for the fiscal year 2023-2024 (or a total of \$3,839,525.43 for the 25 biweekly pay periods) based on an interest rate of 6.75% per annum. The prepayment reflects an interest discount of \$122,105.66 for paying the contributions earlier than the biweekly payment timing that we have anticipated in our valuation. We understand that the use of a discount rate for prepayments that is 0.50% less than the investment return assumption used in the annual actuarial valuation (currently 7.25%) was approved by the Board in July 2017.

The actuarial calculations contained in this letter were prepared under my supervision. I am a member of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein.

Attachment: LTR 05111-001 SBCERA SBCTA Prepayment Contributions for FY 2023-2024 - CLIENT (9492 : Employer Retirement Contribution

Ms. Debby Cherney
April 18, 2023
Page 2

Please let us know if you have any questions.

Sincerely,



Molly Calcagno, ASA, MAAA, EA
Senior Actuary

JY/bbf
Enclosure

cc: Amy McInerney
Christina Cintron

Attachment: LTR 051111-001 SBCERA SBCTA Prepayment Contributions for FY 2023-2024 - CLIENT (9492 : Employer Retirement Contribution

Exhibit A

\$3,717,419.77 Prepayment of Portion of San Bernardino County Transportation Authority Employer Contributions for Fiscal Year 2023-2024

Fiscal Year 2023-2024
ASSUMES PAYMENT ON July 10, 2023
Discount Rate = 6.75%

Payment Date	Biweekly Contribution Requirement	Interest*	Principal	Outstanding Balance of Prepaid Contributions
07/10/2023				\$3,717,419.77
07/24/2023	\$153,581.02	\$9,299.81	\$144,281.21	\$3,573,138.55
08/07/2023	\$153,581.02	\$8,938.86	\$144,642.16	\$3,428,496.39
08/21/2023	\$153,581.02	\$8,577.01	\$145,004.01	\$3,283,492.38
09/04/2023	\$153,581.02	\$8,214.26	\$145,366.76	\$3,138,125.62
09/18/2023	\$153,581.02	\$7,850.59	\$145,730.43	\$2,992,395.19
10/02/2023	\$153,581.02	\$7,486.02	\$146,095.00	\$2,846,300.20
10/16/2023	\$153,581.02	\$7,120.54	\$146,460.48	\$2,699,839.72
10/30/2023	\$153,581.02	\$6,754.14	\$146,826.88	\$2,553,012.84
11/13/2023	\$153,581.02	\$6,386.83	\$147,194.19	\$2,405,818.65
11/27/2023	\$153,581.02	\$6,018.60	\$147,562.42	\$2,258,256.22
12/11/2023	\$153,581.02	\$5,649.44	\$147,931.58	\$2,110,324.64
12/25/2023	\$153,581.02	\$5,279.36	\$148,301.66	\$1,962,022.99
01/08/2024	\$153,581.02	\$4,908.36	\$148,672.66	\$1,813,350.33
01/22/2024	\$153,581.02	\$4,536.43	\$149,044.59	\$1,664,305.73
02/05/2024	\$153,581.02	\$4,163.57	\$149,417.45	\$1,514,888.28
02/19/2024	\$153,581.02	\$3,789.77	\$149,791.25	\$1,365,097.03
03/04/2024	\$153,581.02	\$3,415.04	\$150,165.98	\$1,214,931.05
03/18/2024	\$153,581.02	\$3,039.37	\$150,541.65	\$1,064,389.40
04/01/2024	\$153,581.02	\$2,662.76	\$150,918.26	\$913,471.14
04/15/2024	\$153,581.02	\$2,285.22	\$151,295.80	\$762,175.34
04/29/2024	\$153,581.02	\$1,906.72	\$151,674.30	\$610,501.04
05/13/2024	\$153,581.02	\$1,527.28	\$152,053.74	\$458,447.30
05/27/2024	\$153,581.02	\$1,146.89	\$152,434.13	\$306,013.17
06/10/2024	\$153,581.02	\$765.55	\$152,815.47	\$153,197.70
06/24/2024	\$153,580.95	\$383.25	\$153,197.70	(\$0.00)
Total	\$3,839,525.43	\$122,105.66	\$3,717,419.77	
	Undiscounted Contributions	Interest Credited	Discounted Contributions	

Discount Percentage 96.82%

* Based on compound interest at an effective interest rate of 6.75% per annum.

Note: Results may not add due to rounding.

Minute Action

AGENDA ITEM: 9

Date: May 10, 2023

Subject:

Transportation Development Act Article 3: Redlands Scope Reduction Requests

Recommendation:

That the General Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority, approve the following scope reductions for the City of Redlands' Transportation Development Act (TDA) Article 3 awards:

A. Fiscal Year (FY) 2013/2014 Orange Blossom Trail Phase III: remove construction of a Class I path between Bryn Mawr Avenue and California Street with a return in the amount of roughly \$140,000 to the TDA Article 3 program.

B. FY 2017/2018 East Valley Corridor Bike Route Interconnect: change Class I on Alabama Street to Class II with a buffer plus other modifications with a return in the amount of \$155,754.14 to the TDA Article 3 program.

Background:

San Bernardino County Transportation Authority (SBCTA) oversees the disbursement of 2% of the Local Transportation Funds (LTF) made available to counties and cities for facilities exclusively used by pedestrians and bicyclists, known as the Transportation Development Act (TDA) Article 3 program. In August 1999, the SBCTA Board of Directors (Board) approved a policy that 80% of the TDA Article 3 program funds would be made available for projects that improve bicycle and pedestrian facilities. The remaining 20% would be available for projects that improve access to transit stops for pedestrians and persons with disabilities.

Over the years, the City of Redlands (City) has received several TDA Article 3 awards, three of which the City is unable to complete as originally scoped. Below is a description of the scope reductions the City is currently requesting (City request letters included as Attachment 1).

A. Fiscal Year (FY) 2013/2014 Orange Blossom Trail Phase III: remove construction of a Class I path between Bryn Mawr Avenue and California Street with a return in the amount of roughly \$140,000 to the TDA Article 3 program.

On July 10, 2013, the SBCTA Board awarded the City TDA Article 3 funding in the amount of \$918,722, with a local match of \$162,128, for a total project cost of \$1,080,850, to complete a 1.2-mile Class I bike lane from Mountain View Avenue to California Street by June 30, 2016. Since then, several requests relating to this project have been approved including:

1. On February 23, 2016, SBCTA staff approved a one-year extension, revising the deadline to June 30, 2017.
2. On October 26, 2016, SBCTA staff approved an extension from June 30, 2017 to December 30, 2017 and a scope change that replaced a 0.5-mile section between Bryn Mawr Avenue and Mountain View Avenue with a 0.5-mile section between Alabama Street and Tennessee Street. The project location change was needed due to

Entity: San Bernardino County Transportation Authority

complications obtaining an encroachment permit from San Bernardino County Flood Control.

3. On October 10, 2017, SBCTA staff approved a deadline extension to December 31, 2018.
4. On August 21, 2019, SBCTA staff approved a deadline extension to December 31, 2020.
5. On March 3, 2021, the SBCTA Board approved a project deadline extension to December, 31, 2021.
6. On December 1, 2021, the SBCTA Board approved a deadline extension to December 31, 2023.

In February 2022, the City went out to bid for the revised scope as approved in October 2016. However, due to escalating costs since 2013, all of the proposals came in over budget and were rejected. In June 2022, the City went out to bid for construction for a portion of this project between Alabama Street and Tennessee Street and awarded a contract in the amount of \$782,396.00 with a completion date in April of 2023.

On March 30, 2023, the City submitted a letter requesting a scope reduction to remove construction of a Class I bike lane between Bryn Mawr Avenue and California Street, leaving only the portion for which the City awarded a construction contract in June 2022.

If approved, the total cost will be \$916,634.90 (\$779,181.64 TDA Article 3 & \$137,453.26 local match) of the original \$1,080,850 budget. The total cost reflects the design of the Orange Blossom Trail Phase III from Mountain View Avenue to California Street, which the City will use in the future, as well as the segment from Alabama Street to Tennessee Street. The rest of the cost was used for permits, inspections fees, and construction of the trail from Alabama Street to Tennessee Street.

The City has already been reimbursed using TDA Article 3 funds in the amount of \$107,558.05 and, pending approval of this scope change request, expect to submit additional invoices totaling roughly \$672,000, resulting in a return of roughly \$140,000 to the TDA Article 3 program.

B. FY 2017/2018 East Valley Corridor Bike Route Interconnect: change Class I on Alabama Street to Class II with a buffer plus other modifications with a return in the amount of \$141,246.74 to the TDA Article 3 program.

On June 1, 2016, the SBCTA Board awarded the City TDA Article 3 funding in the amount of \$264,401 to be used as a partial match for an Active Transportation Program (ATP) Cycle 3 award in the amount of \$2,112,000 for the East Valley Corridor Bike Route Interconnect Project (Project). The Project scope was originally to construct a Class I bikeway on Alabama Street across the Santa Ana River connecting to City of Highland and City of San Bernardino. The original scope also included a Class IV bikeway on San Bernardino Avenue from Mountain View Avenue to California Street and transitioned to a Class II bikeway with buffer to Alabama Street. The final portion of the original scope was a Class II bikeway along

Alabama Street from Lugonia Avenue to Pioneer Avenue and Class III at the end of California Street.

Due to critical habitat impacts, and other circumstances that made parts of the scope unnecessary, the consultant hired to conduct the design and environmental work, recommended design alternatives that would avoid these issues and reduce the total Project cost to \$1,769,680. The scope changes requested propose to:

1. **Reduction:** Build a Class II bikeway with buffer (two (2) foot striping buffer, a five (5) foot bike lane in each direction of travel with street shoulder) on the west and east side of Alabama Street from the proposed Santa Ana River Trail (SART) entrance to the City Limits, in lieu of the Class I bikeway.
2. **Addition:** The original scope of the Project excluded any improvements on Alabama Street from Pioneer Avenue to the proposed SART entrance/connection. The proposed scope includes approximately 65 miles of Class II bikeway on this portion of Alabama Street.
3. **Negligible:** The original scope of the Project included slurry seal south of Pioneer Avenue and north of the SART connection/entrance on Alabama Street. The proposed scope excludes this item because it was determined it was not needed since street improvements have recently been completed or are scheduled for this area.
4. **Safety Improvement:** The original scope of the Project ended at the City's limits on the east side of Alabama Street. The proposed scope extends the Class II bikeway until the nearest signalized intersection in the City of Highland. There is no existing bike lane on Alabama Street from the City Limits to the nearest signalized intersection. Continuing the Class II bikeway until a signalized intersection allows the users to exit the Alabama Street corridor safely and avoid confusion from both motorized and non-motorized traffic.
5. **Negligible:** The original scope of the Project included asphalt concrete (AC) dikes for the Class IV bikeway on San Bernardino Avenue. The proposed scope replaces the AC dike with a 4" Portland Cement Concrete Pavement curb with median break.
6. **Negligible:** The original scope of the Project included a ramp to connect the Class IV bikeway on San Bernardino Avenue to the existing East Valley Corridor Multi-Purpose Trail. The proposed scope eliminated the ramp because it is not needed.
7. **Reduction & Safety Improvements:** The original scope of the Project included bike boxes, bike detection loops and marking, and stage queue boxes to allow bicycle users to stage in front of traffic during red lights at signalized intersections and get a head start of cars when going straight or making a left turn. The proposed scope removes these items as some of them were deemed unsafe for bicyclists.

Unfortunately, these modifications were denied by the California Department of Transportation (Caltrans) and the City lost ATP funding for the Project. The City has already been reimbursed

General Policy Committee Agenda Item

May 10, 2023

Page 4

in the amount of \$99,390.91 using TDA Article 3 funds and, if the scope change is approved, expects to submit one last request for reimbursement in the amount of \$9,255.95. These expenses cover completion of the Plans, Specifications, and Estimates (PS&E) and environmental review/documentation, rendering the modified Project shovel ready. Approval of this scope change request would result in a refund of unspent funding in the amount of \$155,754.14 to the TDA Article 3 program.

Financial Impact:

This item is consistent with the Fiscal Year 2022/2023 Budget.

Reviewed By:

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

Responsible Staff:

Ginger Koblasz, Senior Planner

Approved
General Policy Committee
Date: May 10, 2023

Witnessed By:



City of
REDLANDS

Incorporated 1888
Municipal Utilities & Engineering Department
35 Cajon Street, Suite 15A
Redlands, CA 92373
909-798-7698

JOHN R. HARRIS
MUED Director

March 30, 2023

Ginger Koblasz
San Bernardino County Transportation Authority
1170 W. 3rd Street, 2nd Floor
San Bernardino, CA 92410-1715

ORANGE BLOSSOM TRAIL PHASE III – TDA Article 3 Grant Funding

Ms. Koblasz,

City of Redlands (City) adopted Resolution No. 7299 on July 16, 2013, which accepted Transportation Development Act Article 3 grant funding in the amount of \$918,722.00 and allocated \$162,128.00 of City's Palmetto Grove Fund used as the grant match for the construction of the Orange Blossom Trail (OBT) Phase 3 project (Project). The Project scope was originally to construct entirely within San Bernardino County Flood Control (Flood Control) right-of-way between California Street to Mountain View Avenue. In 2016, the scope was changed to construct the segment from Bryn Mawr Avenue to California Street and the segment from Alabama Street to Tennessee Street. This change was due to the design challenges of the originally scoped segments.

The segment between Alabama Street and Tennessee Street later proved to have its own set of obstacles in the development of the plans and the obtaining of the permit. In February 2022, upon Flood Control's approval of the encroachment permit, the City finally advertised the project to construct the scoped segments of OBT. Unfortunately, the bids received exceeded the available grant funding for the Project. Therefore, the City rejected all bids received. The City then made minor modifications to the plans and re-advertised the Project in June 2022. The advertisement was to construct only the segments from Alabama Street to Tennessee Street to optimize the use of the available funds. A contract in the amount of \$782,396.00 was successfully awarded and construction will be complete by April 2023.

Since this TDA grant was awarded in 2013, the cost of the project evidently, and significantly, increased. Despite the City's best efforts to complete the project as scoped, unforeseen circumstances caused the project to be delayed and in turn increased its cost. The remaining TDA Article 3 grant funds will not be sufficient to construct the Project as scoped. The City is formally requesting SBCTA's approval to remove the segment of OBT between Bryn Mawr Avenue and California Street from the scope and to utilize \$665,036.24 of the remaining grant funds for construction of the segment from Alabama Street to Tennessee Street. If approved, the total cost will be \$916,634.90 (\$779,181.64 TDA Article 3 & \$137,453.26 Local Match) of the original budget of \$1,080,850. The total cost reflects the design of OBT from Mountain View



Avenue to California Street, which the City will use in the future, as well as the segment from Alabama Street to Tennessee Street. The rest of the cost is used for permits, inspections fees, and construction of the trail from Alabama Street to Tennessee Street. The City is seeking different funding sources for construction of the segments from the I-10 freeway to Bryn Mawr Avenue and from Bryn Mawr Avenue to California Street which will complete the trail.

If you have any questions, please contact me at 909-798-7584 Ext. 4.

Sincerely,



Gerard Nepomuceno
Civil Engineer



City of REDLANDS

Incorporated 1888
Municipal Utilities & Engineering Department
35 Cajon Street, Suite 15A
Redlands, CA 92373
909-798-7698

JOHN R. HARRIS
MUED Director

April 26, 2023

Ginger Koblasz
San Bernardino County Transportation Authority
1170 W. 3rd Street, 2nd Floor
San Bernardino, CA 92410-1715

EAST VALLEY CORRIDOR BIKE ROUTE INTERCONNECT PROJECT – TDA Article 3 Grant Funding

Ms. Koblasz,

On December 18, 2018, City of Redlands (City) accepted a Transportation Development Act Article 3 grant funding in the amount of \$264,401 with a local match of \$265,000 for the design of the ATP Cycle 3 East Valley Corridor Bike Route Interconnect project (Project). The construction of the project is funded through ATP funds in the amount of \$2,112,000. The Project scope was originally to a Class I bikeway on Alabama Street across the Santa Ana River connecting to City of Highland and City of San Bernardino. The original scope also included a Class IV bikeway on San Bernardino Avenue from Mountain View Street to California Street and transitioned to a Class II bikeway with buffer to Alabama Street. The final portion of the original scope was a Class II bikeway along Alabama Street from Lugonia Avenue to Pioneer Avenue and Class III at the end of California Street. Recently, the scope was changed to minimize the environmental mitigation challenges that occurred on the Alabama Street segment where a Class I bikeway was proposed.

In December 2018, an agreement was awarded to KOA Corporation to complete the design and environmental documents for the project. During the environmental review, it was determined that the segment on Alabama Street with a Class I bikeway impacts the Critical Habitat for the San Bernardino Kangaroo Rat (SBKR) and the Santa Ana Sucker. The environmental costs and time needed for the construction of this project were unattainable. With guidance from KOA and their environmental subconsultant, the City determined to seek design alternatives to alleviate the environmental mitigation challenge. The scope changes propose to build a Class II bikeway with buffer (two (2) foot striping buffer, a five (5) foot bike lane in each direction of travel with street shoulder) on the west and east side of Alabama Street from the proposed SART entrance to the City Limits, in lieu of the Class I bikeway. Other proposed scope changes are highlighted below:

- a) The original scope of the Project excluded any improvements on Alabama Street from Pioneer Avenue to the proposed SART entrance/connection. The proposed scope includes approximately .65 miles of Class II bikeway on this portion of Alabama Street.



- b) The original scope of the Project included slurry seal south of Pioneer Avenue and north of the SART connection/entrance on Alabama Street. The proposed scope excludes this item because it was determined it was not needed since Street improvements have recently been completed or are scheduled for this area.
- c) The original scope of the Project ended at the City's limits on the east side of Alabama Street. The proposed scope extends the Class II bikeway until the nearest signalized intersection in the City of Highland. There is no existing bike lane on Alabama Street from the City Limits to the nearest signalized intersection. Continuing the Class II bikeway until a signalized intersection allows the users to exit the Alabama Street corridor safely and avoid confusion from both motorized and non-motorized traffic.
- d) The original scope of the Project included AC dikes for the Class IV bikeway on San Bernardino Avenue. The proposed scope replaces the AC dike with a 4" PCC curb with median break.
- e) The original scope of the Project included a ramp to connect the Class IV bikeway on San Bernardino Avenue to the existing East Valley Corridor Multi-Purpose Trail. The proposed scope eliminated the ramp because it is not needed.
- f) The original scope of the Project included bike boxes, bike detection loops and marking, and stage queue boxes to allow bicycle users to stage in front of traffic during red lights at signalized intersections and get a head start of cars when going straight or making a left turn. The proposed scope removes these items as it was deemed unsafe for bicyclists.

In February 2023, a scope change request was submitted to Caltrans for the construction portion of the project. Caltrans denied the scope change and lapsed the ATP construction funds for the project. The City is seeking alternative funding sources for the construction of this project.

The City is formally requesting SBCTA's approval of a scope change for the TDA portion of the project to be able to apply for future construction funding. The proposed scope change reduces construction costs from \$2,112,00 to \$1,769,680. No additional TDA Article 3 grant funds are needed for the completion of the design phase of the project. The project is shovel ready, with the plans and specifications reflecting the scope change.

If you have any questions, please contact me at 909-798-7584 Ext. 6.

Sincerely,

Veronica Medina

Veronica Medina
Associate Engineer



Additional Information

GENERAL POLICY COMMITTEE ATTENDANCE RECORD – 2023

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Dawn Rowe Board of Supervisors				X								
Curt Hagman Board of Supervisors			X	X								
Joe Baca, Jr. Board of Supervisors		X	X	X								
Art Bishop Town of Apple Valley		X	X	X								
Ray Marquez City of Chino Hills		X	X									
Frank Navarro City of Colton			X	X								
Acquanetta Warren City of Fontana		X	X									
Larry McCallon City of Highland		X	X	X								
Rhodes Rigsby City of Loma Linda			X	X								
Alan Wapner City of Ontario		X	X	X								
Debra Jones City of Victorville		X	X									
Rick Denison Town of Yucca Valley		X	X	X								

Communication: Attendance (Additional Information)

X = Member attended meeting.
Shaded box = No meeting.

* = Alternate member attended meeting.

Empty box = Member did not attend meeting.

Crossed out box = Not a Board Member at the time.

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.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

Acronym List

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments



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