



ADMINISTRATIVE AND FINANCE COMMITTEE
THURSDAY, OCTOBER 15, 2015 – 8:00 A.M.
OMNITRANS METRO FACILITY
1700 WEST 5TH STREET
SAN BERNARDINO, CA 92411

The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or Limited English Proficiency services are needed in order to participate in the public meeting, requests should be made through the Recording Secretary at least three (3) business days prior to the Committee Meeting. The Recording Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY), located at 1700 West Fifth Street, San Bernardino, California. If you have comments about items on the agenda or other general concerns and are not able to attend the meeting, please mail them to Omnitrans at 1700 West Fifth Street, San Bernardino, California, Attention Board Secretary. Comments may also be submitted by email to BoardSecretary@omnitrans.org.

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Thursday, November 12, 2015, 8:00 a.m.
Omnitrans Metro Facility Board Room

C. COMMUNICATIONS FROM THE PUBLIC

This is the time and place for the general public to address the Board for items that are not on the agenda. In accordance with rules applicable to meetings of the Administrative & Finance Committee, comments on items not on the agenda and on items on the agenda are to be limited to a total of three (3) minutes per individual.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

Disclosure – Note agenda items 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 in the appropriate item.

N/A

E. DISCUSSION ITEMS

- | | |
|---|----|
| 1. Approve Administrative & Finance Committee Minutes – August 13, 2015 | 2 |
| 2. Recommend the Board of Directors Receive and File Construction Progress Report No. 40 through September 30, 2015 - sbX E Street Corridor BRT Project | 6 |
| 3. Receive and File Omnitrans' Director of Finance Report on Forward Fuel Purchases for August 2015 | 15 |
| 4. Receive and File Omnitrans' Director of Finance Report on Price of Compressed Natural Gas | 18 |

F. ADJOURNMENT

ITEM # _____ E1 _____

**ADMINISTRATIVE & FINANCE COMMITTEE
MINUTES, AUGUST 13, 2015**

A. CALL TO ORDER

Committee Chair Ed Graham called the regular meeting of the Administrative and Finance Committee to order at 8:00 a.m., Thursday, August 13, 2015.

1. Pledge of Allegiance
2. Roll Call

Committee Members Present

Council Member Ed Graham, City of Chino Hills – Committee Chair
Mayor Carey Davis, City of San Bernardino
Mayor Paul Eaton, City of Montclair
Council Member Pat Gilbreath, City of Redlands
Supervisor Curt Hagman, County of San Bernardino
Mayor Ray Musser, City of Upland
Council Member Dick Riddell, City of Yucaipa
Council Member John Roberts, City of Fontana
Mayor Pro Tem Sylvia Robles, City of Grand Terrace
Mayor Pro Tem Alan Wapner, City of Ontario

OmniTrans Administrative Staff Present

P. Scott Graham, CEO/General Manager
Diane Caldera, Director of Operations
Marge Ewing, Director of Human Resources/Safety & Security
Jacob Harms, Director of Information Technology
Don Walker, Director of Finance
Wendy Williams, Director of Marketing/Planning
Oscar Tostado, East Valley Maintenance Manager
Eugenia Pinheiro, Contracts Manager
Krystal Turner, Contracts Administrator
Christine Van Matre, Contracts Administrator
Vicki Dennett, Executive Assistant to CEO/General Manager

B. ANNOUNCEMENTS/PRESENTATIONS

The next Committee Meeting is scheduled Thursday, September 10, 2015, at 8:00 a.m.

C. COMMUNICATIONS FROM THE PUBLIC

There were no comments from the public.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

There were no conflict of interest issues identified.

E. DISCUSSION ITEMS

1. Approve Administrative & Finance Committee Minutes – July 9, 2015

M/S (Eaton/Wapner) that approved the Committee Minutes of July 9, 2015. Motion was unanimous by Members present.

2. Recommend to Board of Directors, Receive and File Construction Progress Report No. 39 through July 31, 2015 - sbX E Street Corridor BRT Project

CEO/General Manager Scott Graham presented the Construction Progress Report No. 39 for the period through July 31, 2015.

Project Budget:	\$191.7 M
Expended to Date:	\$175.0 M
Estimate at Completion:	\$188.5 M
Lost Time Injuries:	Zero with over 487,000 MH worked. 424,000 for the Corridor 63,500 for the VMF

Vehicle Maintenance Facility:

- Achieved Substantial Completion on June 15, 2015.
- Placed into operation on June 16.
- Punch-list items and close-out documents in progress.

E Street Corridor:

City of San Bernardino Final Acceptance:

- Pricing and negotiations continue with the contractor. Work is projected to be completed by September 2015.

10th to Highland:

- Work has been approved by the FTA and the contract executed with the contractor.
- Issuance of NTP pending commitment letter from the City of San Bernardino.
- PA System--design efforts continue.

- Traffic Signal Synchronization--efforts nearing completion. Six intersections remain to be implemented.

This item was received by the Committee and will be forwarded to the Board of Directors for receipt and file.

3. Receive and File Omnitrans' Director of Finance Report on Forward Fuel Purchases for July 2015

Finance Director Don Walker reported that July was the eleventh month of the year-long hedging program. Member Davis asked if it would make sense for the fixed hedge price to be lower than 92 cents? That's what we are budgeted at, but it can be adjusted.

This item was received and filed by the Committee.

4. Recommend the Board of Directors Approve Director of Finance's Recommendation on Forward Fuel Purchase Program for Fiscal Year 2016

Finance Director Don Walker discussed this agenda item. He recommends continued monitoring, and if it begins to increase then we could consider getting back into the hedge. The intent is to lock in the price once it gets to our budgeted 92 cents, as stated in the Form Motion. The lowest the hedge price has been is 81 cents; it is currently at 82 cents. It should be a policy decision, not a staff decision, how to handle the budget surplus. The pipeline will have an impact, and is expected to go on-line next June. Chairman Graham would like to see the Form Motion rewritten to revise the ambiguous language and eliminate the confusion, and for this item to remain on the monthly agenda.

Member Hagman arrived at 8:12 a.m.

M/S (Wapner/Roberts) that recommended the Board of Directors approve the Director of Finance's recommendation to continue the Forward Fuel Purchase Program in FY2016 for twelve (12) months when the price per gallon is equal to or slightly above the \$0.92 budgeted for FY2016. Motion was unanimous by Members present.

5. Recommend the Board of Directors Approve Funding Agreement with San Bernardino Associated Governments for Countywide Vanpool Program

Finance Director Don Walker presented this agenda item for discussion. All FTA funding is held up by PEPRRA, but Omnitrans is not obligated to fund if the FTA funding does not come through.

This item was received by the Committee and will be forwarded to the Board of Directors for approval.

6. Recommend the Board of Directors Approve Memorandum of Understanding with San Bernardino Associated Governments regarding Project Cost Applied to Federal Transit Administration Grants

Finance Director Don Walker presented this item for discussion. We don't know if this is common practice throughout the industry to charge actual administrative costs rather than a percentage of the grant; however, CEO/General Manager Scott Graham and SANBAG's Executive Director Ray Wolfe came to an agreement to charge SANBAG for actual costs incurred for managing and monitoring sub-recipient agreements.

This item was received by the Committee and will be forwarded to the Board of Directors for approval.

7. Recommend the Board of Directors Approve Additional Spend Authority (Bench) Contracts HR13-149 (A-B), Temporary Employment Agency Services and Authorize Release of Request for Proposals RFP-HRS16-28, Temporary Employment Services

CEO/General Manager Scott Graham provided some background information for this item, and Contracts Manager Eugenia Pinheiro presented the item for discussion. A \$43,000 oversight occurred before the contract went into effect. Even though the contract has been exceeded, there is enough money in the budget to pay for the excess. Eugenia explained the steps that will be implemented to ensure this doesn't happen again. Member Robles asked that our process be monitored and presented at a later date for Board edification.

This item was received by the Committee and will be forwarded to the Board of Directors for approval.

F. ADJOURNMENT

The Administrative and Finance Committee meeting adjourned at 8:37 a.m. The next Administrative and Finance Committee Meeting is scheduled Thursday, September 10, 2015, at 8:00 a.m., with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Prepared by:

Christine Vega, Administrative Secretary

ITEM # _____ E2 _____

DATE: October 15, 2015

TO: Committee Chair Ed Graham and
Members of the Administrative & Finance Committee

THROUGH: P. Scott Graham, CEO/General Manager

FROM: Andres Ramirez, Program Manager

**SUBJECT: CONSTRUCTION PROGRESS REPORT NO. 40 THROUGH
SEPTEMBER 30, 2015 - sbX E STREET CORRIDOR BRT PROJECT**

FORM MOTION

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No. 40 for the sbX E Street Corridor BRT Project through September 30, 2015.

BACKGROUND

This is Construction Progress Report No. 40 for the sbX E Street Corridor Project.

CONCLUSION

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No.40 for the sbX E Street Corridor BRT Project through September 30, 2015.

PSG:AR

Attachment

**sbX E Street Corridor
Bus Rapid Transit (BRT) Project
Construction Progress Report No. 40**

September 30, 2015

Prepared By:

**Omnitrans
Integrated Project Management Office**

Contractor: SBX Corridor - Griffith/Comet Joint Venture
VMF – USS Cal Builders

Contractor Contract No.: IPMO11-5

Omnitrans Program Manager: Andres Ramirez



TABLE OF CONTENTS

- I. Project Status Summary
 - A. Project Description
 - B. Summary Status Update
- II. Project Schedule
 - A. Summary of Project Schedule – Vehicle Maintenance Facility (VMF)
- III. RFIs, Submittals, and Non-Conformance Reports
 - A. Vehicle Maintenance Facility (VMF)
- IV. Safety
- V. Project Budget and Cost
- VI. Change Orders and Claims
 - A. VMF Change Orders

I. PROJECT STATUS SUMMARY

A. Project Description

The sbX E Street Corridor BRT Project is a 15.7-mile-long transit improvement project that will connect the northern portion of the City of San Bernardino with the City of Loma Linda. The sbX E Street Corridor Bus Rapid Transit (BRT) Project has evolved as the highest priority corridor identified in the System-Wide Transit Corridor Plan for the San Bernardino Valley.

The project consists mainly of three components, the E Street Corridor, the purchase of 60' articulated buses, and the modifications to the Vehicle Maintenance Facility. All three of these components have achieved substantial completion.

The Vehicle Maintenance Facility is a 4.4-acre facility maintaining and servicing the Omnitrans' bus fleet, comprised of over 160 buses. Modifications to Omnitrans' facility include the demolition of a bus washing station, removal of abandoned underground fuel tanks and new construction of a bus washing system, a new Genset, a three-lane CNG fueling station, and re-configuring the bus parking area. Modifications to the maintenance building are made in order to accommodate Omnitrans' 60-foot articulated bus fleet.

B. Summary Status Update

E Street Corridor:

City of San Bernardino Final Acceptance Work and World Oil Modifications:

- Negotiations complete with the contractor and Change Order issued.
- Work is projected to commence at the end of October and is scheduled to take 120 days.

10th to Highland:

- NTP issued for start of construction.
- Traffic control drawings have been submitted and approved by the City.
- Street work scheduled to start on October 26, 2015.

PA System:

- Received 90% drawings and 30% specifications.
- Final design continues.
- Bid package scheduled to be presented to Board in December for release.

Traffic Signal Synchronization

- Phase 1 Traffic Signal timing coordination is complete.
- Observation and adjustments started and will continue.

Vehicle Maintenance Facility:

- Substantial Completion – June 15, 2015
- Negotiations for final completion on going.
- Vacuum system, concrete patch, and removal of temporary canopy work being prepared for contract.

II. PROJECT SCHEDULE

The corridor work associated with the construction project is complete and revenue service was achieved as planned. Final City Acceptance work has been negotiated is scheduled to start at the end of October. Following is the schedule status update as it pertains to the VMF:

A. Summary of Project Schedule – Vehicle Maintenance Facility (VMF)

Substantial completion was achieved on June 15, 2015 and the facility was placed into operation. Final completion is being negotiated with the contractor.

III. REQUESTS FOR INFORMATION (RFIs), SUBMITTALS, AND NON-CONFORMANCE REPORTS (NCRs)

Vehicle Maintenance Facility (VMF)

Total RFIs – 259	Total Submittals – 432	Total NCRs – 20
Total Open – 0	Total Open – 0	Total Open – 3

IV. SAFETY

The project team considers safety to be the utmost priority. As such, the entire project team works towards a “no-lost time” goal on a daily basis.

VMF – The project achieved substantial completion with 643,436 “no-lost time” hours.

V. PROJECT BUDGET AND COST

TOTAL PROGRAM BUDGET BUDGET AS OF August 31, 2015

Approved Budget	\$191,706,000
Cost to Date	\$175,707,830
Estimate to Complete	
Corridor Project	\$ 8,138,544
10 th to Highland	\$ 4,682,050
Estimate at Completion	\$188,528,4247

VMF CORRIDOR PROJECT COSTS - AS OF August 31, 2015

	CURRENT AUTHORIZED	CURRENT INVOICES PAID	REMAINING CONTRACT BALANCE
STV Inc.	\$2,057,929	\$1,862,813	\$195,116
USS Cal Builders	\$14,498,151	\$14,315,281	\$182,870
Total	\$16,556,080	\$16,178,094	\$377,986

VMF CONTRACT TIME

Activity	Days	Date
Notice to Proceed		12/10/12
Calendar Days per Original Contract	425	02/08/14
CCO Time Extension to Date	241	10/7/14
Negotiated Time Extension	267	6/30/15
Total Revised Contractual Time	933	6/30/15
Calendar Days Completed as of June 15 Substantial	933	
Remaining Completion Days as of June 15 Substantial	45	
Forecasted Final Completion		10/31/15
Percent Time Elapsed	100%	

CHANGE ORDERS

VMF CONTRACT CHANGE ORDERS - As of August 31, 2015

Change Order Status	Amount
Approved Change Orders	\$3,981,778
Pending / Potential Change Orders	\$52,161
Trends / Risks	\$611,590
Total	\$4,645,529

Budget By Contract Packages
31-Aug-2015

	PCGA Budget	Approved Current Budget	Authorized for Expenditure	Expended to Date	% of Approved Current Budget	Contracts Awarded	Approved Changes	(Contract Award + Approved Changes) Committed	Expenditure Authorization Remaining	(Approved Current Budget - Committed) Remaining Contingency	Forecast Potential Uses of Contingency		
											Pending Commitments/ Potential Changes	Trends/Risks	Estimate At Completion
BRT Construction													
Griffith/Comet JV	90,780,000	84,637,000	87,760,263	79,600,695	94.4%	64,937,853	14,662,842	79,600,695	8,159,568	5,036,305	1,754,426	-	81,355,120
Art			68,000	68,000		68,000	-	68,000	-	(68,000)	-	-	68,000
Other Direct Payments			48,401	143,892		143,892	-	143,892	(95,491)	(143,892)	-	-	143,892
Delineators				89,943		89,943	-	89,943	(89,943)	(89,943)	-	-	89,943
PA System				-		-	-	-	-	-	425,000	-	425,000
Miscellaneous Work				-		17,500	-	17,500	(17,500)	(17,500)	150,000	-	167,500
BRT Design													
Parsons	19,193,400	17,849,400	18,097,876	16,946,143	95.0%	14,706,229	3,463,591	18,169,819	(71,943)	(320,419)	(1,079,058)	-	17,090,761
PA System				19,500		83,000	-	83,000	(83,000)	(83,000)	8,300	-	91,300
Miscellaneous Work				-		-	-	-	-	-	-	-	-
VMF Construction - USS Cal Builders	5,370,000	8,131,000	14,498,152	14,407,423	177.2%	10,579,786	3,981,778	14,561,564	(63,412)	(6,430,564)	62,161	611,590	15,235,315
VMF Design													
STV	1,007,600	1,007,600	1,418,132	1,862,813	186.7%	951,029	1,048,727	1,999,756	(581,624)	(992,156)	25,000	-	2,024,756
Carlin Environmental			27,800	18,380		10,000	9,800	19,800	8,000	(19,800)	-	-	19,800
Vehicles Design & Manufacturing-N.F.	16,628,000	16,628,000	15,978,093	15,192,458	92.4%	15,483,572	325,110	15,808,682	169,411	819,318	38,000	-	15,846,682
Other Vehicle Equipment			318,853	173,484		318,853	-	318,853	-	(318,853)	75,000	-	393,853
ROW Acquisition Services-SANBAG	6,532,000	10,357,000	11,738,400	11,150,421	107.7%	10,971,135	767,265	11,738,400	-	(1,381,400)	-	100,000	11,838,400
3rd Party Utilities Design & Reloc.		1,003,000	1,157,223	1,222,246	121.9%	1,106,117	-	1,106,117	51,106	(103,117)	20,000	-	1,126,117
Project Admin. And Management													
Jacobs	6,638,000	6,632,000	11,852,647	12,892,865	194.4%	3,898,769	9,007,226	12,905,995	(1,053,348)	(6,273,995)	25,000	-	12,930,995
Other													
IPMO	17,624,000	15,012,450	14,722,701	13,159,728	87.7%	15,172,701	-	15,172,701	(450,000)	(160,251)	(300,000)	-	14,872,701
Insurance	1,113,000	1,112,000	500,000	-	0.0%	500,000	-	500,000	-	612,000	(500,000)	-	-
Legal-BB&K, County	2,525,450	1,000,000	1,000,000	358,600	35.9%	1,000,000	-	1,000,000	-	-	-	-	1,000,000
In Kind Contributions	8,080,550	8,080,550	8,080,550	8,401,239	104.0%	8,401,239	-	8,401,239	(320,689)	(320,689)	-	-	8,401,239
Survey	1,464,000	1,463,000	464,000	-	0.0%	25,000	-	25,000	439,000	1,438,000	-	-	25,000
Start-Up	720,000	720,000	700,000	-	0.0%	700,000	-	700,000	-	20,000	-	-	700,000
Sub-Total	177,676,000	173,633,000	188,431,091	175,707,830	101.2%	149,164,617	33,266,338	182,430,955	6,000,135	(8,797,955)	703,829	711,590	183,846,374
Unallocated Contingency	14,030,000	18,073,000	4,584,716					8,797,955		9,275,045			7,859,626
10th to Highland Projected Costs			4,682,050	-					4,682,050	-	4,632,050	50,000	4,682,050
Remaining Unallocated Contingency													3,177,576
Total	191,706,000	191,706,000	188,528,424	175,707,830	91.7%								191,706,000

PROJECT COSTS BY SCC

IPMO/sbX Project Costs
Through 31-Aug-2015

Standard Cost Category (SCC)	Description		Budget Authority (PCGA)	Approved Current Budget	Allocated Contingency	Revised Budget	Expenditures		Remaining Budget	Committed		Estimate to Complete (Pending/Potential/ Trends/Risks)	Estimate at Completion
							\$	%		Contract Amt.	Change Orders		
10	GUIDEWAY & TRACK ELEMENTS		\$ 17,984,000	\$ 19,725,000	\$ (1,182,480)	\$ 18,542,520	\$ 18,414,410	93.4%	\$ 128,110	\$ 14,748,635	\$ 3,299,139	\$ 494,746	\$ 18,542,520
	Guideway: At-grade semi-exclusive (allows cross-traffic)	0.2	\$ 16,686,000	\$ 18,353,000	\$ (1,949,655)	\$ 16,403,345	\$ 16,469,696	89.7%	\$ (66,351)	\$ 13,119,892	\$ 2,932,568	\$ 350,885	\$ 16,403,345
10.02													
10.03	Guideway: At-grade in mixed traffic	0.03	\$ 1,298,000	\$ 1,372,000	\$ 767,175	\$ 2,139,175	\$ 1,944,714	141.7%	\$ 194,461	\$ 1,628,744	\$ 366,571	\$ 143,861	\$ 2,139,175
20	STATIONS, STOPS, TERMINALS, INTERMODAL		\$ 17,201,000	\$ 14,917,000	\$ (592,773)	\$ 14,324,227	\$ 14,151,023	94.9%	\$ 173,204	\$ 11,401,205	\$ 2,565,997	\$ 357,024	\$ 14,324,227
	At-grade station, stop, shelter, mall, terminal, platform	0.18	\$ 17,201,000	\$ 14,917,000	\$ (592,773)	\$ 14,324,227	\$ 14,151,023	94.9%	\$ 173,204	\$ 11,401,205	\$ 2,565,997	\$ 357,024	\$ 14,324,227
20.01													
30	SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS		\$ 5,370,000	\$ 8,131,000	\$ 7,104,315	\$ 15,235,315	\$ 14,407,423	177.2%	\$ 827,892	\$ 10,579,786	\$ 3,981,778	\$ 673,751	\$ 15,235,315
	Light Maintenance Facility	0.83	\$ 1,265,000	\$ 4,265,000	\$ 8,380,312	\$ 12,645,312	\$ 12,013,719	281.7%	\$ 631,592	\$ 8,781,222	\$ 3,304,876	\$ 559,214	\$ 12,645,312
30.02													
30.05	Yard and Yard Track	0.17	\$ 4,105,000	\$ 3,866,000	\$ (1,275,996)	\$ 2,590,004	\$ 2,393,703	61.9%	\$ 196,300	\$ 1,798,564	\$ 676,902	\$ 114,538	\$ 2,590,004
40	SITEWORK & SPECIAL CONDITIONS		\$ 35,611,000	\$ 34,271,000	\$ (5,412,099)	\$ 28,858,901	\$ 27,901,962	81.4%	\$ 956,939	\$ 23,257,030	\$ 4,985,366	\$ 616,505	\$ 28,858,901
	Demolition, Clearing, Earthwork	0.01	\$ 4,785,000	\$ 4,741,000	\$ (3,925,330)	\$ 815,670	\$ 440,613	9.3%	\$ 375,057	\$ 651,497	\$ 146,628	\$ 17,544	\$ 815,670
40.01													
40.02	Site Utilities, Utility Relocation	0.11	\$ 4,745,000	\$ 3,493,000	\$ 5,479,371	\$ 8,972,371	\$ 8,955,580	256.4%	\$ 16,792	\$ 7,166,472	\$ 1,612,913	\$ 192,987	\$ 8,972,371
40.02													
40.02	Utility Relocation - Utility Company	1	\$ 1,500,000	\$ 1,500,000	\$ (373,883)	\$ 1,126,117	\$ 1,222,246	81.5%	\$ (96,129)	\$ 1,106,117	\$ -	\$ 20,000	\$ 1,126,117
	Site structures including retaining walls, sound walls	0.01	\$ 99,000	\$ 90,000	\$ 725,670	\$ 815,670	\$ 447,545	497.3%	\$ 368,125	\$ 651,497	\$ 146,628	\$ 17,544	\$ 815,670
40.05													
40.06	Pedestrian / bike access and accommodation, landscaping	0.05	\$ 6,312,000	\$ 6,925,000	\$ (2,846,649)	\$ 4,078,351	\$ 4,107,505	59.3%	\$ (29,155)	\$ 3,257,487	\$ 733,142	\$ 87,721	\$ 4,078,351
40.07	Automobile, bus, van accessways including roads, parking lots	0.05	\$ 6,972,000	\$ 3,601,000	\$ 477,351	\$ 4,078,351	\$ 4,157,392	115.5%	\$ (79,041)	\$ 3,257,487	\$ 733,142	\$ 87,721	\$ 4,078,351
40.08	Temporary Facilities and other indirect costs during construction	0.11	\$ 11,198,000	\$ 13,921,000	\$ (4,948,629)	\$ 8,972,371	\$ 8,571,081	61.6%	\$ 401,290	\$ 7,166,472	\$ 1,612,913	\$ 192,987	\$ 8,972,371
50	SYSTEMS		\$ 19,984,000	\$ 16,727,000	\$ 4,922,923	\$ 21,649,923	\$ 20,657,380	123.5%	\$ 992,543	\$ 16,956,434	\$ 3,812,339	\$ 881,151	\$ 21,649,923
	Traffic signals and crossing protection	0.08	\$ 11,386,000	\$ 10,810,000	\$ (4,284,639)	\$ 6,525,361	\$ 6,633,616	61.4%	\$ (108,255)	\$ 5,211,980	\$ 1,173,027	\$ 140,354	\$ 6,525,361
50.02													
50.05	Communications	0.11	\$ 6,294,000	\$ 4,210,000	\$ 5,204,871	\$ 9,414,871	\$ 8,428,264	200.2%	\$ 986,607	\$ 7,183,972	\$ 1,612,913	\$ 617,987	\$ 9,414,871
50.06	Fare collection system and equipment	0.07	\$ 2,304,000	\$ 1,707,000	\$ 4,002,691	\$ 5,709,691	\$ 5,595,500	327.8%	\$ 114,191	\$ 4,560,482	\$ 1,026,399	\$ 122,810	\$ 5,709,691
	Construction Subtotal (10-50)		\$ 96,150,000	\$ 93,771,000	\$ 4,839,887	\$ 98,610,887	\$ 95,532,198	101.9%	\$ 3,078,689	\$ 76,943,091	\$ 18,644,619	\$ 3,023,177	\$ 98,610,887
60	ROW, LAND, EXISTING IMPROVEMENTS		\$ 6,532,000	\$ 6,532,000	\$ 267,265	\$ 6,799,265	\$ 6,115,375	93.6%	\$ 683,890	\$ 6,032,000	\$ 767,265	\$ -	\$ 6,799,265
	Purchase or lease of real estate	0.97	\$ 6,327,000	\$ 6,327,000	\$ 267,265	\$ 6,594,265	\$ 5,950,445	94.0%	\$ 643,820	\$ 5,827,000	\$ 767,265	\$ -	\$ 6,594,265
60.01													
60.02	Relocation of existing households and businesses	0.03	\$ 205,000	\$ 205,000	\$ -	\$ 205,000	\$ 164,930	80.5%	\$ 40,070	\$ 205,000	\$ -	\$ -	\$ 205,000
70	VEHICLES		\$ 16,628,000	\$ 16,628,000	\$ (387,465)	\$ 16,240,535	\$ 15,365,942	92.4%	\$ 874,593	\$ 15,802,425	\$ 325,110	\$ 113,000	\$ 16,240,535
	Bus	1	\$ 15,448,000	\$ 15,448,000	\$ 398,682	\$ 15,846,682	\$ 15,192,458	98.3%	\$ 654,224	\$ 15,483,572	\$ 325,110	\$ 38,000	\$ 15,846,682
70.04													
70.06	Non-revenue vehicles	1	\$ 250,000	\$ 250,000	\$ (250,000)	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
70.07	Spare parts	1	\$ 930,000	\$ 930,000	\$ (536,147)	\$ 393,853	\$ 173,484	18.7%	\$ 220,369	\$ 318,853	\$ -	\$ 75,000	\$ 393,853
80	PROFESSIONAL SERVICES		\$ 58,365,000	\$ 56,702,000	\$ 5,493,687	\$ 62,195,687	\$ 58,694,314	103.5%	\$ 3,501,373	\$ 50,387,102	\$ 13,529,344	\$ (1,720,758)	\$ 62,195,687
	Preliminary Engineering	0.63	\$ 12,933,000	\$ 12,921,000	\$ (808,231)	\$ 12,112,769	\$ 12,876,525	99.7%	\$ (763,756)	\$ 9,922,662	\$ 2,848,934	\$ (658,828)	\$ 12,112,769
80.01													
80.02	Final Design	0.37	\$ 7,268,000	\$ 7,261,000	\$ 1,641,983	\$ 8,902,983	\$ 7,708,387	106.2%	\$ 1,194,597	\$ 7,616,730	\$ 1,673,183	\$ (386,930)	\$ 8,902,983
	Project Management for Design and Construction	1	\$ 17,622,000	\$ 15,997,000	\$ (1,124,299)	\$ 14,872,701	\$ 13,159,728	82.3%	\$ 1,712,973	\$ 15,172,701	\$ -	\$ (300,000)	\$ 14,872,701
80.03													
80.04	Construction Administration & Management	1	\$ 6,638,000	\$ 6,632,000	\$ 6,298,995	\$ 12,930,995	\$ 12,892,865	194.4%	\$ 38,130	\$ 3,898,769	\$ 9,007,226	\$ 25,000	\$ 12,930,995
	Professional Liability and other Non-Construction Insurance	1	\$ 1,113,000	\$ 1,112,000	\$ (1,112,000)	\$ -	\$ -	0.0%	\$ -	\$ 500,000	\$ -	\$ (500,000)	\$ -
80.05													
80.06	Legal; Permits; Review Fees by other agencies, cities, etc.	1	\$ 1,000,000	\$ 1,000,000	\$ 3,250,000	\$ 4,250,000	\$ 3,655,570	365.6%	\$ 594,430	\$ 4,150,000	\$ -	\$ 100,000	\$ 4,250,000
80.06	In-Kind Contributions		\$ 9,606,000	\$ 9,596,000	\$ (1,194,761)	\$ 8,401,239	\$ 8,401,239	87.5%	\$ -	\$ 8,401,239	\$ -	\$ -	\$ 8,401,239
80.07	Surveys, Testing, Investigation, Inspection	1	\$ 1,464,000	\$ 1,463,000	\$ (1,438,000)	\$ 25,000	\$ -	0.0%	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
80.08	Start up	1	\$ 721,000	\$ 720,000	\$ (20,000)	\$ 700,000	\$ -	0.0%	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ 700,000
	Subtotal (10-80)		\$ 177,675,000	\$ 173,633,000	\$ 10,213,374	\$ 183,846,374	\$ 175,707,830	101.2%	\$ 8,138,544	\$ 149,164,617	\$ 33,266,338	\$ 1,415,419	\$ 183,846,374
90	UNALLOCATED CONTINGENCY		\$ 14,031,000	\$ 18,073,000	\$ (10,213,374)	\$ 7,859,626	\$ -	0.0%	\$ 7,859,626	\$ -	\$ -	\$ 7,859,626	\$ 7,859,626
	Subtotal (10-90)		\$ 191,706,000	\$ 191,706,000	\$ -	\$ -	\$ 175,707,830	91.7%	\$ 15,998,170	\$ 149,164,617	\$ 33,266,338	\$ 9,275,045	\$ 191,706,000
100	FINANCE CHARGES		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL PROJECT COST (10-100)		\$ 191,706,000	\$ 191,706,000	\$ -	\$ -	\$ 175,707,830	91.7%	\$ 15,998,170	\$ -	\$ -	\$ -	\$ 191,706,000

IPMO/sbX Project Cost Report
Period Ended 31-Aug-2015

Description	Current Budget	Approved Current Budget	Expenditures		Remaining Budget	Committed		Estimate to Complete	Estimate at Completion	Budget Forecast Variance
			\$	%			%			
BRT Construction	\$ 84,637,000	\$ 84,637,000	\$ 79,902,529	94.4%	4,734,471	\$ 79,920,029	94.4%	\$ 2,329,426	\$ 82,249,455	\$ 2,387,545
Vehicle Maintenance Facility (VMF) Construction	\$ 8,131,000	\$ 8,131,000	\$ 14,407,423	177.2%	(6,276,423)	\$ 14,561,564	179.1%	\$ 673,751	\$ 15,235,315	\$ (7,104,315)
Vehicles - Design & Manufacturing	\$ 16,628,000	\$ 16,628,000	\$ 15,365,942	92.4%	1,262,058	\$ 16,127,535	97.0%	\$ 113,000	\$ 16,240,535	\$ 387,465
ROW Acquisition Services	\$ 10,357,000	\$ 10,357,000	\$ 11,150,421	107.7%	(793,421)	\$ 11,738,400	113.3%	\$ 100,000	\$ 11,838,400	\$ (1,481,400)
3rd Party Utilities Design & Relocation	\$ 1,003,000	\$ 1,003,000	\$ 1,222,246	121.9%	(219,246)	\$ 1,106,117	110.3%	\$ 20,000	\$ 1,126,117	\$ (123,117)
BRT Design	\$ 17,849,400	\$ 17,849,400	\$ 16,965,643	95.0%	883,757	\$ 18,252,819	102.3%	\$ (1,070,758)	\$ 17,182,061	\$ 667,339
VMF Design	\$ 1,007,600	\$ 1,007,600	\$ 1,881,193	186.7%	(873,593)	\$ 2,019,556	200.4%	\$ 25,000	\$ 2,044,556	\$ (1,036,956)
Other Professional, Technical & Management Services	\$ 34,020,000	\$ 34,020,000	\$ 34,812,432	102.3%	(792,432)	\$ 38,704,935	113.8%	\$ (775,000)	\$ 37,929,935	\$ (3,909,935)
Allocated Contingency (Construction Contract)	\$ -	\$ -			-	\$ -	0.0%	\$ -	\$ -	\$ -
SUB-TOTAL	\$ 173,633,000	\$ 173,633,000	\$ 175,707,830	101.2%	(2,074,830)	\$ 182,430,955	105.1%	1,415,419	183,846,374	(10,213,374)
Unallocated Contingency	\$ 18,073,000	\$ 18,073,000	\$ -		18,073,000	\$ -	0.0%	\$ -	\$ -	\$ 18,073,000
TOTAL	\$ 191,706,000	\$ 191,706,000	\$ 175,707,830	91.7%	15,998,170	\$ 182,430,955	95.2%	\$ 1,415,419	\$ 183,846,374	\$ 7,859,626

ITEM # E3

DATE: October 15, 2015

TO: Committee Chair Ed Graham and
Members of the Administrative and Finance Committee

THROUGH: P. Scott Graham, CEO/General Manager

FROM: Donald Walker, Director of Finance

**SUBJECT: OMNITRANS' DIRECTOR OF FINANCE REPORT ON FORWARD
FUEL PURCHASES FOR AUGUST 2015**

FORM MOTION

Receive and file the Director of Finance's final report on Omnitrans' Forward Fuel Purchase Program for August 2015. This program was implemented for twelve (12) months beginning in September 2014 through August 2015 in our continued efforts to increase the predictability of fuel costs and reduce operational uncertainty in the event of dramatic fuel price increases in the open market.

BACKGROUND

This report is submitted in order to comply with the requirements of the Omnitrans Forward Fuel Purchase Policy and Procedure. Prior to the end of this hedging program, the Board of Directors authorized the CEO/General Manager to initiate another hedging program for up to twelve (12) months should the price of natural gas increase dramatically. The hedge program fixes the price of approximately 181,500 gallons or 47% of the Agency's monthly natural gas usage for fuel.

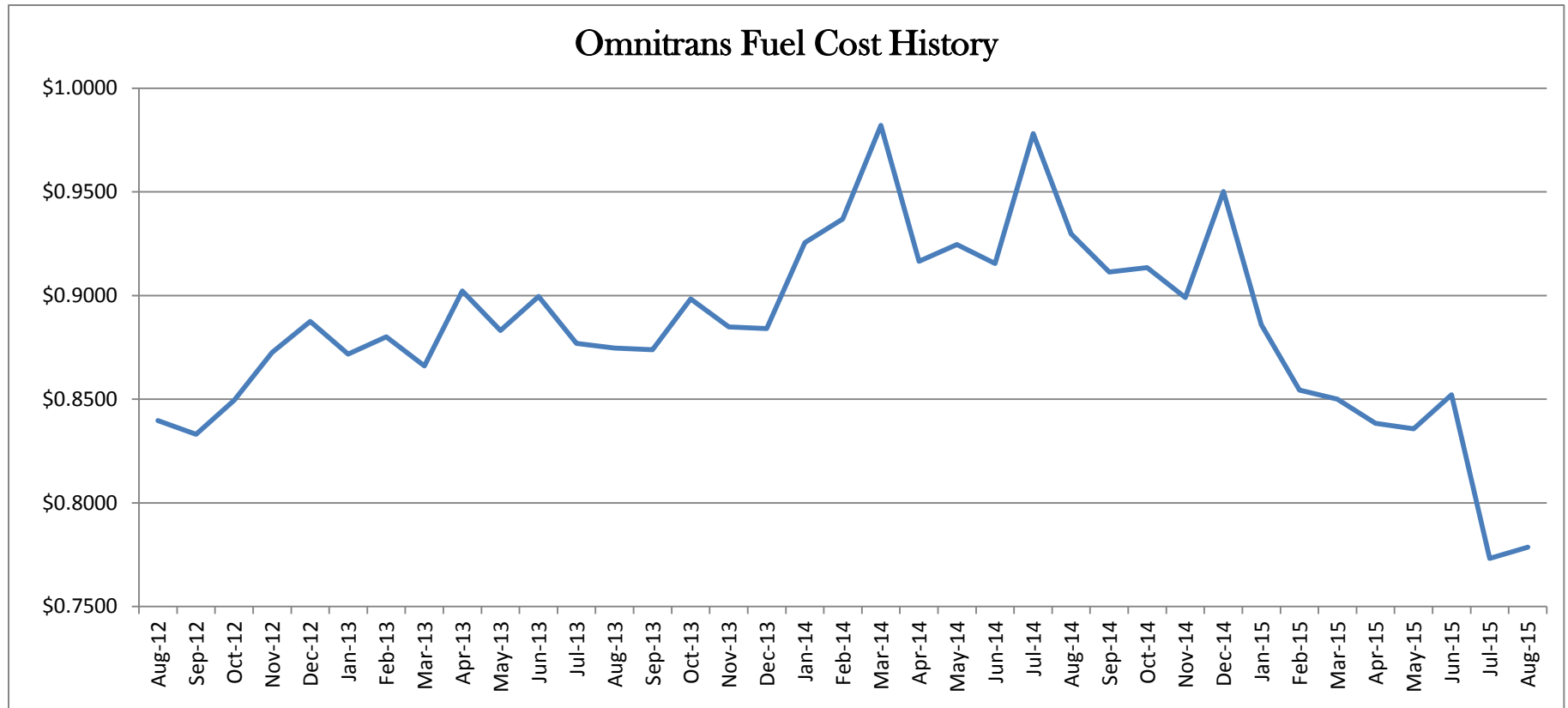
The August 2015 contracts closed \$1.034 below the hedge price. When converted into gallons, the cost is \$0.085 per gallon (\$1.034 divided by 12.1). Omnitrans will record a loss of \$15,510 on its futures position for the month of August.

The net price used for Omnitrans' August 2015 fuel purchase is \$0.7786 per gallon. This includes CNG at the So Cal Index price, the gain/loss on the hedge position, liquefaction, and sales tax. This price is after recognition of the net loss on the hedge position in the amount of \$15,510.

Omnitrans has experienced a total loss of \$128,385 for this recent twelve (12) month hedging program. Although we have experienced a loss, the reduced cost of CNG on the spot market has provided Omnitrans with a \$402,531 below budget saving in CNG fuel cost for the period

covering July 2014 – August 2015. The CNG fuel budget was estimated at \$5.0 million for the fourteen (14) months, and the actual CNG fuel cost for the same time frame was \$4.6 million.

PSG:DW



ITEM # E4

DATE: October 15, 2015

TO: Committee Chair Ed Graham and
Members of the Administrative and Finance Committee

THROUGH: P. Scott Graham, CEO/General Manager

FROM: Donald Walker, Director of Finance

SUBJECT: **OMNITRANS' DIRECTOR OF FINANCE REPORT ON THE PRICE
OF COMPRESSED NATURAL GAS (CNG)**

FORM MOTION

Receive and file the Director of Finance's update on the price of compressed natural gas as recommended by Committee Chair Ed Graham at the Administrative and Finance Committee meeting on August 13, 2015.

BACKGROUND

Omnitrans' most recent Forward Fuel Purchase Program ended August 31, 2015, whereby 181,500 gallons or 47% of our monthly natural gas usage for fuel was hedged at \$0.91 for twelve (12) months (Sep 2014 – Aug 2015). Prior to the end of the hedging program, a recommendation was approved by the Board of Directors authorizing the CEO/General Manager to initiate another hedging program for up to twelve (12) months should the price of natural gas increase to or exceed the \$0.92 per gallon budgeted for Fiscal Year 2016.

Due to the technological advances in horizontal drilling and hydraulic fracturing, the open market continues to experience a growing supply of natural gas at below average price. The price of natural began a downward trend in January 2015 and has remained below average as of October 2015.

Prior to the end of the hedging program a quote was received from Morgan Stanley for a twelve (12) month hedging program (Sep 2015 - Aug 2016) for 47% of our monthly natural gas usage or 181,500 gallons @ \$2.895 or \$0.24 ($\$2.895 \div 12.1$) per gallon. The table below illustrates the savings/(losses) Omnitrans would have incurred had a hedging program been implemented at that price.

	<u>Sep-15</u>	<u>Oct-15</u>	<u>Total</u>
Spot Price:	\$ 0.224	\$ 0.217	
Hedge Price	\$ 0.240	\$ 0.240	
Gain/(Loss) on Hedge	\$ (0.016)	\$ (0.023)	
Gallons Hedged	x 181,500	x 181,500	
Gain/(Loss) on Hedge	<u>\$ (2,904.00)</u>	<u>\$ (4,174.50)</u>	\$ (7,078.50)

If a hedging program was implemented at the price quoted above, Omnitrans would have experienced a loss of \$2,904 in September 2015, and \$4,174.50 in October 2015. The total loss for the two months would be \$7,078.50. We will continue to monitor the price of natural gas on the open market to determine if and when it would be prudent to implement a new hedging program.

PSG:DW