



**BOARD OF DIRECTORS MEETING**  
**WEDNESDAY, JUNE 6, 2018 – 8:00 A.M.**  
**OMNITRANS METRO FACILITY**  
**1700 WEST 5<sup>TH</sup> STREET**  
**SAN BERNARDINO, CA 92411**

The Board of Directors 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 Board Secretary at least three (3) business days prior to the Board Meeting. The Board Secretary’s telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY). 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](mailto:BoardSecretary@omnitrans.org).

**A. CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance
3. Roll Call

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. Next Board Meeting: Wednesday, July 11, 2018 – 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 Board of Directors, 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**

1. 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. 3

**E. CONSENT CALENDAR**

The following items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion, unless the Board directs that an item be held for further discussion under Agenda Item F, Discussion Items. Any person wishing to address consent items should address the Board under Agenda Item #E12, Action on Consent Calendar.

- |   |    |
|---|----|
| 1. Approve Board Minutes – May 2, 2018  | 6  |
| 2. Receive and File Executive Committee Minutes – April 6, 2018 (EXE 6/1/18)  | 13 |
| 3. Receive and File Operations & Safety Committee Minutes – February 28, 2018 (O&S 5/23/18)                                   | 17 |
| 4. Receive and File Key Performance Indicators – Fiscal Year 2018 Third Quarter Report – <i>Jacob Harms</i> (O&S 5/23/18)     | 20 |
| 5. Receive and File Fiscal Year 2018 Annual Management Plan Strategic Initiatives – Third Quarter Report – <i>Jacob Harms</i> | 21 |
| 6. Approve Arrow Vehicle Design – <i>P. Scott Graham</i> (EXE 6/1/18)   | 28 |



**BOARD OF DIRECTORS MEETING  
 WEDNESDAY, JUNE 6, 2018 – 8:00 A.M.  
 OMNITRANS METRO FACILITY  
 1700 WEST 5<sup>TH</sup> STREET  
 SAN BERNARDINO, CA 92411**

**E. CONSENT CALENDAR CONTINUED**

- |  |    |
|--|----|
| 7. Receive and File Operations / Safety Update – <i>Diane Caldera</i> (O&S 5/23/18)  | 37 |
| 8. Receive and File Collision Avoidance System – <i>Connie Raya</i> (O&S 5/23/18)  | 50 |
| 9. Authorize Release – Request for Proposals - RFP-FIN19-12, Armored Vehicle and Fare Collection Counting Services - <i>Eugenia Pinheiro</i> | 56 |
| 10. Authorize Release – Request for Proposals – RFP-OPS19-13, Vehicle Up-fitting Services – <i>Eugenia Pinheiro</i>                          | 58 |
| 11. Authorize Assignment – Contract HRS17-68, Employee Recognition Awards - <i>Eugenia Pinheiro</i>  | 60 |
| 12. Action on Consent Calendar   |    |

**F. DISCUSSION ITEMS**

The following items do not legally require any public testimony, although the Chair may open the meeting for public input.

- |   |    |
|---|----|
| 1. CEO/General Manager’s Report - <i>P. Scott Graham</i>  | 61 |
| 2. Review and Provide Comments Regarding Draft Special Legislation to Change Omnitrans from a Joint Powers Authority to a Statutorily Created Special Transit District – <i>Haviva Shane</i> (EXE 6/1/18) | 62 |
| 3. Authorize Award (Bench) – Contracts MKP18-69 (A-C), Printing Services – <i>Eugenia Pinheiro</i>  | 77 |
| 4. Authorize Award Sole Source – Contract ITS19-10, Bus Arrival Prediction Information System (BAPIS) – <i>Eugenia Pinheiro</i>   | 79 |
| 5. Authorize Award – Contract HRS18-42, Landscape Project – San Bernardino Transit Center – <i>Eugenia Pinheiro</i>   | 81 |

**G. BOARD BUSINESS**

There is no Closed Session

**H. REMARKS AND ANNOUNCEMENTS**

**I. ADJOURNMENT**



1700 W. Fifth St.  
 San Bernardino, CA 92411  
 909-379-7100  
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ITEM #         D1        

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: DISCLOSURE(S) REGARDING RECOMMENDATIONS FOR ACTION BY THE OMNITRANS BOARD OF DIRECTORS**

**FORM MOTION**

Staff hereby provides a listing of principals and subcontractors associated with action items on the agenda for the Board of Director’s Meeting scheduled June 6, 2018.

<b>Item</b>	<b>Contract</b>	<b>Principals &amp; Agents</b>	<b>Subcontractors</b>
#E11	Authorize Assignment Contract HRS17-68, Employee Recognition Awards	<i>HALO Branded Solutions, Inc. dba HALO Recognition Sterling, IL Jeffrey Fina Chief Customer Officer</i>	<i>None</i>
#F3	Authorize Award (Bench) Contracts MKP18-69 (A-C), Printing Services	<i>American Business Forms, Inc. dba American Solutions for Business Glenwood, MN Wayne Martin Vice President of Sales Resources</i>  <i>Mekong Printing, Inc. dba MK Printing Santa Ana, CA Richard Truong COO</i>  <i>Rundle Enterprises, Inc. Lake Arrowhead, CA Scott Rundle Owner</i>	<i>Great Whit Printing San Dimas, CA</i>  <i>Wirz Printing Colton, CA</i>

<b>Item</b>	<b>Contract</b>	<b>Principals &amp; Agents</b>	<b>Subcontractors</b>
#F4	Authorize Award Sole Source Contract ITS19-10, Bus Arrival Prediction Information System (BAPIS)	<i>Cubic Transportation, Inc. Concord, CA Stacey Camillo Senior Contracts Manager</i>	<i>None</i>
#F5	Authorize Award Contract HRS18-42, Landscape Project – San Bernardino Transit Center	<i>Griffith Company Brea, CA Janell L. Carlson Division Manager</i>	<i>DB Electric Eastvale, CA  Triumph Geosynthetics, Inc. Anaheim, CA</i>

PSG:EFP



## CONFLICT OF INTEREST FORM

**PURPOSE:** This form is provided to assist members of the Omnitrans Board of Directors in meeting requirements of Government Code Section 84308 and 87100 in documenting conflict of interest as related to Omnitrans Board/Committee agenda items.

**INSTRUCTIONS:** Under certain circumstances, Omnitrans Board Members may be required to disclose and disqualify themselves from participating in, influencing, or voting on an agenda item due to personal income, real property interests, investments, business positions, or receipt of campaign contributions. If applicable, Board Members must personally state the following information, for entry into the public record, prior to consideration of the involved agenda item(s) and turn in the completing form to the Recording Secretary prior to leaving the meeting.

**BOARD MEMBER INFORMATION**

BOARD MEMBER NAME	CITY/COUNTY NAME	MEETING DATE

**CAMPAIGN CONTRIBUTIONS**

1. I have a disqualifying campaign contribution of over \$250 from \_\_\_\_\_  
(Name of Company and/or Individual)  
 and therefore I am abstaining from participation on Agenda Item \_\_\_\_\_, Subject: \_\_\_\_\_

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2. I have a disqualifying campaign contribution of over \$250 from \_\_\_\_\_  
(Name of Company and/or Individual)  
 and therefore I am abstaining from participation on Agenda Item \_\_\_\_\_, Subject: \_\_\_\_\_

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3. I have a disqualifying campaign contribution of over \$250 from \_\_\_\_\_  
(Name of Company and/or Individual)  
 and therefore I am abstaining from participation on Agenda Item \_\_\_\_\_, Subject: \_\_\_\_\_

**FINANCIAL INTEREST**

1. I have a financial interest of \_\_\_\_\_  
State income, real property interest or business position  
 \_\_\_\_\_  
Identify company or property location

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2. I have a financial interest of \_\_\_\_\_  
State income, real property interest or business position  
 \_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_

Board Member Signature
Date

ITEM # \_\_\_\_\_ E1 \_\_\_\_\_

**BOARD OF DIRECTORS' MEETING  
MINUTES OF MAY 2, 2018**

**A. CALL TO ORDER**

Chairman Ron Dailey called the regular meeting of the Omnitrans Board of Directors to order at 7:33 a.m., Wednesday, May 2, 2018, at the Omnitrans Facility located at 1700 West 5th Street, San Bernardino, California.

1. Invocation
2. Pledge of Allegiance
3. Roll Call

**BOARD MEMBERS PRESENT**

Council Member Ron Dailey, City of Loma Linda – Chairman  
Council Member David Avila, City of Yucaipa – Vice Chairman  
Mayor Carey Davis, City of San Bernardino  
Mayor Richard DeLaRosa, City of Colton  
Council Member John Dutrey, City of Montclair  
Mayor Paul Foster, City of Redlands  
Supervisor Josie Gonzales, County of San Bernardino  
Supervisor Curt Hagman, County of San Bernardino  
Mayor Penny Lilburn, City of Highland  
Mayor Pro Tem Cynthia Moran, City of Chino Hills  
Mayor Pro Tem Sylvia Robles, City of Grand Terrace  
Mayor Pro Tem John Roberts, City of Fontana  
Mayor Deborah Robertson, City of Rialto  
Supervisor Janice Rutherford, County of San Bernardino  
Council Member Sam Spagnolo, City of Rancho Cucamonga  
Council Member Gino Filippi, City of Upland - Alternate  
Mayor Eunice Ulloa, City of Chino  
Mayor Pro Tem Alan Wapner, City of Ontario

**BOARD MEMBERS NOT PRESENT**

Supervisor James Ramos, County of San Bernardino

**OMNITRANS' ADMINISTRATIVE STAFF PRESENT**

P. Scott Graham, CEO/General Manager  
Erin Rogers, Deputy General Manager  
Trischelle Baysden, Director of Rail

Diane Caldera, Director of Operations  
Marge Ewing, Director of Human Resources, Safety & Regulatory Compliance  
Samuel Gibbs, Director of Internal Audit  
Eugenia Pinheiro, Interim Director of Procurement  
Connie Raya, Director of Maintenance  
Doug Stanley, Interim Director of Special Transit Services  
Wendy Williams, Director of Marketing/Planning  
Jeremiah Bryant, Service Planning Manager  
Omar Bryant, Maintenance Manager  
Melissa Castillo, Customer Service Manager  
Elena Fitts, Senior Financial Analyst  
Don Frazier, Fleet Safety & Training Supervisor  
Anna Jaiswal, Development Planning Manager  
Maurice Mansion, Treasury Manager  
Kathy McClure, Senior Contract Administrator  
Ray Maldonado, Employee Relations Manager  
Roberta Robertson, Transportation Manager  
Krystal Turner, Contracts Administrator  
Julienne Overland-Villegas, Senior Executive Assistant to CEO/General Manager

**LEGAL COUNSEL**

Haviva Shane, Legal Counsel

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. Next Board Meeting: Wednesday, June 6, 2018, 8:00 a.m.  
Omnitrans Metro Facility Board Room

Chairman Dailey and CEO/General Manager, P. Scott Graham, presented the Employee of the Quarter Award to Keith Lembach, Operations and Nelu Olaru, Maintenance.

Supervisor Hagman arrived at 7:36 a.m.  
Vice Chairman Avila arrived at 7:42 a.m.

Chairman Dailey and CEO/General Manager, P. Scott Graham, recognized Coach Operator, Benito Zavalza, for receiving 1<sup>st</sup> Place at the Southern California Regional Bus Rodeo. The Board congratulated Mr. Zavalza for his achievement.

**C. COMMUNICATIONS FROM THE PUBLIC**

Pilar Cole, Systems Change Advocate for Rolling Start Independent Living Center, thanked the Board and Omnitrans for their assistance and support with making transportation more accessible for individuals with disabilities, specifically in the Muscoy area.

**D. POSSIBLE CONFLICT OF INTEREST ISSUES**

There were no Conflict of Interest Issues.

## **E. CONSENT CALENDAR**

1. Approve Board Minutes – April 4, 2018
2. Receive and File Executive Committee Minutes – March 2, 2018
3. Receive and File Administrative & Finance Committee Minutes – February 15, 2018
4. Receive and File Plans & Programs Committee Minutes – January 24, 2018
5. Receive and File Agency Management Report – Fiscal Year 2018 Third Quarter Report
6. Receive and File Affirmative Action Status Report – As of April 16, 2018
7. Approve Proposed Policy Changes to the Existing Personnel Policy Manual
8. Authorize the CEO/General Manager to Approve System Specialist Position
9. Receive and File Omnitrans’ Unfunded Accrued Liability (UAL) with California Public Employees’ Retirement System (CalPERS)
10. Adopt Resolution No. 306-18, Authorize Execution of Certifications and Assurances for the FY2015-2016 Low Carbon Transit Program (LCTOP)
11. Authorize the CEO/General Manager to Award Funds for the Call for Projects – 2018 Measure I Specialized Transportation Program for Fiscal Years FY19 and FY20
12. Authorize Release – Invitation for Bids – IFB-HRS18-68, Generator Project – San Bernardino Transit Center
13. Authorize Release – Invitation for Bids – IFB-MKP18-80, Bus Stop Improvement Project
14. Authorize CEO/General Manager to Execute the Bus Stop Improvement Project Cooperative Agreement with the County of San Bernardino

M/S (Spagnolo/Ulloa) that approved Consent Calendar. Motion was passed unanimously by Members present.

Legal Counsel, Haviva Shane, requested that the Board make a motion to reconsider the approval of Item E7, and requested that Policy 614 be removed from that item, as it requires further legal review.

M/S (Roberts/Robertson) to reconsider Item E7. Motion was passed unanimously.

M/S (Roberts/Dutrey) that removed Policy 614 from Item E7, and approved Item E7, including only Policies 705 and 901. Motion was passed unanimously.

## **F. DISCUSSION ITEMS**

1. State of the Agency – Presentation

CEO/General Manager, P. Scott Graham, presented the State of the Agency Report highlighting the Agency’s accomplishments throughout FY18.

Supervisor Gonzales arrived at 7:49 a.m.

Members Filippi and Robles arrived at 7:50 a.m.

Member Wapner arrived at 7:51 a.m.

Member Foster arrived at 8:00 a.m.



## 2. Receive and File Financial White Paper

Chairman Dailey introduced the item by stressing the importance of the Financial White Paper and stated that the information described some of the financial challenges the Agency may face in the future.

CEO/General Manager, P. Scott Graham, presented the Financial White Paper and reviewed a PowerPoint presentation that outlined Omnitrans' current and future funding outlook and the potential challenges.

Member Robertson arrived at 8:03 a.m.  
Supervisor Rutherford arrived at 8:09 a.m.

The Board engaged in a lengthy discussion regarding the nationwide trend of declining ridership on public transportation. There was some discussion regarding state mandates for vehicle electrification and related uncertainties and challenges. Supervisor Hagman suggested that a Futuristic Subcommittee be formed to focus on areas such as technology and looking towards the next 20 years.

Chairman Dailey introduced San Bernardino County Transportation Authority(SBCTA) Executive Director, Ray Wolfe, to share his thoughts on the discussion. Mr. Wolfe agreed with the funding uncertainties mentioned in the Financial White Paper and stressed the importance of collaboration between Omnitrans, the Cities and the County as plans are being developed for the future. Mr. Wolfe volunteered SBCTA staff to participate on the Futuristic Committee.

Supervisor Gonzales felt that the Cities and County have not worked together in creating a Countywide plan conducive to increasing public transit ridership in the County. She agreed with the importance of working together and looking at the future developments along the corridors and at other County resources and amenities to find ways to increase public transportation use and reduce the number of vehicles on the freeways.

Supervisor Gonzales left the room at 8:26 a.m. returned at 8:28 a.m.  
Member Lilburn left the room at 8:32 a.m. and returned at 8:34 a.m.  
Member Filippi left the room at 8:33 and returned at 8:36 a.m.

Supervisor Rutherford recommended the Agency's focus for future planning be on listening and responding to the customers' needs and providing a more "customer oriented" service.

Supervisor Hagman mentioned the importance of retaining the current ridership while also expanding the population of public transportation users in the County to residents of all levels of social and economic status.

Member Moran asked about the type of internship programs offered at Omnitrans and suggested that the Agency explore working with Regional Occupational Programs (ROP) and similar programs in the Cities to offer more entry level jobs for high school graduates.

The consensus of the Board was to establish a Futuristic Subcommittee. Chairman Dailey asked that anyone interested in participating on the Futuristic Subcommittee, contact Omnitrans staff.

The Board received and filed this item.

3. Adopt Fiscal Year 2018-2019 Management Plan

Georganna (Jana) Evans, President/CEO of Exponential-Dynamics, (a consulting firm), presented the FY19 Management Plan and provided a brief overview of the five Strategic Initiatives for FY19.

1. Financial Sustainability & Operational Cost Efficiencies
2. Service Expansion & Funding Growth
3. Technology
4. Safety & Security
5. Workforce Stability

M/S (Hagman/Robles) that supported the Proposed Fiscal Year 2019 Management Plan, which outlines the CEO/General Manager's operational plan on how the initiatives will be achieved. Motion was passed unanimously by Members present.

4. Adopt Fiscal Year 2018-2019 Budget

Treasury Manager, Maurice Mansion, presented the FY2018-2019 Budget.

Member Wapner left the meeting at 9:23 a.m. before the vote and did not return.

M/S (Spagnolo/Hagman) that adopted Omnitrans Fiscal Year 2018-19 Annual Budget. Motion was passed unanimously by Members present.

5. Adopt Fiscal Year 2018-2019 Service Plan

Service Planning Manager, Jeremiah Bryant, presented the Fiscal Year 2018-2019 Service Plan.

M/S (Dutrey/Roberts) that adopted the Omnitrans Fiscal Year 2018-2019 Annual Service Plan. Motion was passed unanimously by Members present.

6. Adopt Fiscal Year 2018-2019 Marketing Plan

Director of Marketing/Planning, Wendy Williams, presented the Fiscal Year 2018-2019 Marketing Plan.

Member Lilburn left the room at 9:39 a.m. and returned at 9:41 a.m.

M/S (Hagman/Gonzales) that adopted the Omnitrans Fiscal Year 2018-2019 Annual Marketing Plan. Motion was passed unanimously by Members present.

7. Adopt Revisions to Personnel Policy #402, Management Confidential Classifications and Structure Reorganization

Mayor Davis and Mayor Foster left the meeting at 9:45 a.m. and did not return.

M/S (Roberts/Moran) that adopted revisions to Personnel Policy 402 – Salary Ranges, Management Confidential Classifications for non-represented employees with an effective date of May 2, 2018.

1. New Positions

- a. Add one (1) new position - Systems Specialist, IT Department, Level V. This additional position was approved by the Board of Directors at the November, 2017 meeting.
- b. Reinstate one (1) position - Director of Safety, Security and Regulatory Compliance. This position has been approved by the Board of Directors; however, is not funded in current fiscal year budget.

2. Salary Ranges

- a. Make a 3 percent market adjustment to the salary ranges.
- b. Delete the language relative to compa ratio for all levels.
- c. Add language that allows for merit increases to be paid in a lump sum payment to employees who are at the top of the salary range.
- d. Add language that allows the CEO/General Manager to provide Special Merit payments to employees who perform assignments above and beyond their routine duties.

3. Changes to Organizational Structure

- a. Move one (1) Operations Applications Specialist from Operations Department to the IT Department;
- b. Move one (1) Capital Services Manager from the Human Resources, Security and Regulatory Compliance Department to the Maintenance Department;
- c. Effective with the new fiscal year, move seven (7) Operations Training Staff from Operations Department to the to the new Safety, Security and Regulatory Compliance Department;
- d. Effective with the new fiscal year, move one (1) Safety, Security and Regulatory Compliance Manager, one (1) Environmental and Occupational Health and Safety Specialist, one (1) Safety and Regulatory Compliance Specialist, and one (1) Security and Emergency Preparedness Coordinator to the Safety, Security and Regulatory Compliance Department.

Motion was passed unanimously by Members present.

8. Authorize Award – Contract MNT18-74, Janitorial Services

M/S (Ulloa/Lilburn) that authorized the CEO/General Manager to award Contract MNT18-74 to Commercial Cleaning Systems, Inc. of Costa Mesa, CA, for the provision of Janitorial Services for a three (3) year base period beginning June 1, 2018 and ending May 31, 2021, and the authority to exercise two (2) single option years ending no later than May 31, 2023, in the amount of \$1,522,088, plus a ten percent contingency of \$152,209, for a total not-to-exceed amount of \$1,674,297, should all options be exercised. Motion failed.

Supervisor Rutherford left the meeting at 9:54 a.m. and did not return.

Supervisor Hagman asked what the difference in price is between the proposal submitted by Jan Point versus Commercial Cleaning Systems, Inc. and noted that the bid amounts were not listed in the item. Interim Director of Procurement, Eugenia Pinheiro, did not have the information with her but would provide it following the meeting.

Chairman Dailey asked that future proposals similar to this one be vetted through a Committee prior to being presented to the Board for approval.

M/S (Avila/Roberts) to table this item and bring it back to the Board following review and approval by the Administrative & Finance Committee. Motion was passed unanimously by Members present.

9. Authorize Sole Source Award – Purchase Order MNT18-84, Near-Zero Emission Bus Engines

M/S (Hagman/Avila) that authorized the CEO/General Manager to award a sole source purchase order to Cummins Inc. (Cummins) of Irvine, CA, for the purchase of sixty-six (66) Near-Zero Emission Compressed Natural Gas (CNG) powered engines in the amount of \$4,706,470, plus a five percent contingency of \$235,324 for a total not-to-exceed amount of \$4,941,794. Motion was passed unanimously by Members present.

#### **G. BOARD BUSINESS**

There was no Closed Session scheduled.

#### **H. REMARKS AND ANNOUNCEMENTS**

There were no remarks or announcements.

#### **I. ADJOURNMENT**

The Board adjourned at 10:00 a.m. The next regular meeting is scheduled Wednesday, June 6, 2018, at 8:00 a.m., with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Prepared by:

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Araceli Barajas, Executive Staff Assistant



ITEM #       E2      

**EXECUTIVE COMMITTEE MEETING  
MINUTES  
APRIL 6, 2018**

**A. CALL TO ORDER**

The Executive Committee Meeting was called to order by Chairman Ron Dailey at 9:00 a.m., Friday, April 6, 2018 at the Omnitrans Administrative Offices.

**COMMITTEE MEMBERS ATTENDING**

Council Member Ron Dailey, City of Loma Linda – Board Chairman  
Council Member David Avila, City of Yucaipa – Board Vice Chairman  
Mayor Penny Lilburn, City of Highland – Via Teleconference  
Mayor Pro Tem John Roberts, City of Fontana  
Council Member Sam Spagnolo, City of Rancho Cucamonga

**OTHERS ATTENDING**

Haviva Shane, General Counsel

**OMNITRANS STAFF ATTENDING**

P. Scott Graham, CEO/General Manager  
Erin Rogers, Deputy General Manager  
Julienne Overland-Villegas, Senior Administrative Assistant to the CEO/General Manager

**B. ANNOUNCEMENTS/PRESENTATIONS**

Next Committee Meeting:        Friday, May 4, 2018, 9:00 a.m.  
   Omnitrans Metro Facility

**C. COMMUNICATIONS FROM THE PUBLIC**

There were no communications from the public.

**D. POSSIBLE CONFLICT OF INTEREST ISSUES**

There were no Conflict of Interest Issues.

## E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – March 2, 2018

M/S (Spagnolo/Avila) that approved the Executive Committee Minutes of March 2, 2018. Roll call vote was taken and the motion was passed unanimously by Members present.

2. Recommend the Board of Directors Approve Proposed Fiscal Year 2019 Management Plan

CEO/General Manager, P. Scott Graham, reviewed the five Strategic Initiatives included in the Fiscal Year 2019 Management Plan:

- Strategic Initiative 1. Financial Sustainability & Operational Cost Efficiencies
- Strategic Initiative 2. Service Expansion & Funding Growth
- Strategic Initiative 3. Technology
- Strategic Initiative 4. Safety & Security
- Strategic Initiative 5. Workforce Sustainability

The Committee referred to Strategic Initiative 3 – Technology, and engaged in a discussion regarding the California Air Resource Board (CARB), requirements for Zero Emission Bus technology and Omnitrans' short and long-term plans to address these requirements in the future.

San Bernardino County Transportation Authority (SBCTA) Director of Fund Administration & Programming, Andrea Zureick, indicated that SBCTA plans to conduct a countywide electrification study later this year. She explained that the once the study is completed, they will work with the transit agencies to come up with some funding strategies.

This item was voted on after Item F3 was presented.

M/S (Spagnolo/Roberts) that supported the Proposed Fiscal Year 2019 Management Plan, which outlines the CEO/General Manager's operational plan on how the initiatives will be achieved. Roll call vote was taken and the motion was passed unanimously by Members present.

3. Receive and Forward to the Board of Directors the Financial White Paper as an Information Item

Chairman Dailey introduced this item by stating that the Financial Paper was presented to the Executive Committee at their March 2, 2018, meeting to review and recommend to the Board of Directors as an information item. The Committee requested some changes be made prior to forwarding to the full Board. The revisions were made and Omnitrans staff subsequently met with SBCTA Executive Director, Ray Wolfe and other key staff who provided additional comments. The item on today's agenda includes all of the revisions and is being presented for final review by the Committee prior to being presented at the May Board Meeting.

CEO/General Manager, Scott Graham, provided a brief overview of the Financial White Paper as detailed in the staff report.

The Committee engaged in a discussion regarding the Potential Funding Sources listed in the staff report. Mr. Graham noted that as part of the discussion with SBCTA staff, Omnitrans requested that should SBCTA work on developing a reauthorization plan or a concurrent sales tax measure, consideration be given to include dedicated funding for general transit operations.

M/S (Spagnolo/Roberts) that received and recommended this item be forwarded to the Board as an information item. Roll call vote was taken and the motion was passed unanimously by Members present.

4. Recommend to the Board of Directors, Special Legislation to Change Omnitrans from a Joint Powers Authority to a Statutorily Created Special Transit District

General Counsel, Haviva Shane, provided a brief background on this item as detailed in the staff report.

M/S (Spagnolo/Avila) that authorized:

1. Legal Counsel and the CEO/General Manager to work with the Executive Committee to pursue legislation to form Omnitrans Transit District.
  - a. Provide direction to Omnitrans' staff and legal counsel regarding the desire to pursue legislation in the first year of the 2019-20 Regular Session of the State legislative cycle to form Omnitrans Transit District, a special transit district, which would take on the powers and obligations of the current joint powers authority;
  - b. Direct Omnitrans staff and legal counsel, if desired, to update, revise and finalize a draft of the proposed legislation.
  - c. Be prepared to engage in the process of locating a bill sponsor and/or author in early November, 2018 (after November 6 election).
2. Direct the CEO/General Manager and Legal Counsel to work with the San Bernardino County Transportation Authority (SBCTA) to develop a Memorandum of Understanding (MOU) for the purpose of setting forth the understanding and agreement that Omnitrans will not exercise any taxing authority which may be included under its formation legislation provided that dedicated funding for Omnitrans transit operations is included by SBCTA in concurrent or future tax measures.

Roll call vote was taken and the motion was passed unanimously by Members present.

**F. BOARD BUSINESS**

There was no Closed Session.

**G. REMARKS AND ANNOUNCEMENTS**

There were no remarks and announcements.

**H. ADJOURNMENT**

The Committee adjourned at 10:34 a.m. The next Executive Committee Meeting is scheduled Friday, May 4, 2018, at 9:00 a.m., with location posted on the Omnitrans website and at the Omnitrans San Bernardino Metro Facility.

Prepared by:

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Araceli Barajas, Executive Staff Assistant





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San Bernardino, CA 92411  
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ITEM # \_\_\_\_\_ E3 \_\_\_\_\_

**OPERATIONS AND SAFETY COMMITTEE  
MINUTES  
FEBRUARY 28, 2018**

**A. CALL TO ORDER**

The Operations and Safety Committee Meeting was called to order by Committee Chair John Roberts at 9:00 a.m., Wednesday, February 28, 2018.

1. Pledge of Allegiance
2. Roll Call

**Committee Members Present**

Mayor Pro Tem John Roberts – Committee Chair  
Council Member Ron Dailey, City of Loma Linda  
Mayor Richard DeLaRosa, City of Colton  
Council Member Sam Spagnolo, City of Rancho Cucamonga  
Mayor Pro Tem Alan Wapner, City of Ontario – Via Teleconference

**Committee Members Not Present**

Supervisor Josie Gonzales, County of San Bernardino  
Supervisor James Ramos, County of San Bernardino

**Omnitrans Administrative Staff Present**

P. Scott Graham, CEO/General Manager  
Erin Rogers, Deputy General Manager  
Diane Caldera, Director of Operations  
Marge Ewing, Director of Human Resources/Safety & Security  
Samuel Gibbs, Director of Internal Audit Services  
Jacob Harms, Director of Information Technology  
Eugenia Pinheiro, Interim Director of Procurement  
Douglas Stanley, Director of Special Transportation Services  
Don Walker, Director of Finance  
Wendy Williams, Director of Marketing & Planning  
Omar Bryant, East Valley Maintenance Manager  
Barbara Erwin, Safety & Regulatory Compliance Manager  
Julienne Overland-Villegas, Senior Executive Assistant to the CEO General Manager

**B. ANNOUNCEMENTS/PRESENTATIONS**

There were no announcements.

**C. COMMUNICATION FROM THE PUBLIC**

There were no communications from the public.

**D. POSSIBLE CONFLICT OF INTEREST ISSUES**

There were no Conflict of Interest Issues identified.

**E. DISCUSSION ITEMS**

1. Approve Operations and Safety Committee Meeting Minutes – April 25, 2016

M/S (Spagnolo/DeLaRosa) that approved the Committee Minutes of April 25, 2016. Roll call vote was taken and the Motion was passed unanimously by Members present.

2. Adopt Proposed 2018 Committee Meeting Schedule

M/S (Spagnolo/DeLaRosa) that adopted the proposed Operations & Safety Committee Meeting Schedule for 2018. The Operations & Safety Committee previously met on an as-needed basis; however, in an effort to provide consistency, staff is recommending that the Committee meet on a quarterly basis beginning in February 2018, at 9:00 a.m., the fourth Wednesday of the month.

February 28, 2018

May 23, 2018

August 22, 2018

November 28, 2018

Roll call vote was taken and the Motion was passed unanimously by Members present.

3. Receive and File Safety & Security Update

CEO/General Manager, P. Scott Graham, presented this item as detailed in the staff report. He reviewed survey results from a Customer Satisfaction Survey conducted by the American Bus Benchmarking Group (ABBG) related to the safety and security onboard Omnitrans' buses and at bus stops. Mr. Graham also reviewed data regarding the customer perception related to overall safety at the San Bernardino Transit Center. Historical data was provided on the number of incidents that occurred from 2015 through 2017. He pointed out the significant reduction in the number of Coach Operator Worker Compensation and Passenger Liability Claims from 2014 through 2017. Lastly, Mr. Graham highlighted the completed and future safety equipment enhancements onboard the buses as well as reviewed some of the Coach Operator safety trainings.

The Committee received and filed this item.

**F. BOARD BUSINESS**

**CLOSED SESSION**

1. Threat to Public Services or Facilities – pursuant to Government Code Section 54957(a)  
Consultation with P. Scott Graham, CEO General Manager

Director of Information Technology, Jacob Harms, highlighted various technology upgrades that were implemented related to increased security onboard buses and at Omnitrans facilities.

The Committee adjourned into Closed Session at 9:31 a.m.

The Committee reconvened at 10:03 a.m. with no reportable action.

**G. ADJOURNMENT**

The Operations and Safety Committee adjourned at 10:03 a.m. The next Committee Meeting is scheduled Wednesday May 23, 2018, at 9:00 a.m., with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Prepared by:

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Araceli Barajas, Executive Staff Assistant

Omnitrans Performance Indicators							
Fiscal Year 2018							
Key Performance Indicators	FY18 Goal	Comments	Qtr 1	Qtr 2	Qtr 3	Qtr 4	YTD
<b>1. Cost Effectiveness</b>							
Fare Recovery Ratio - Fixed Route	>20%	Goal Met	26.48%	24.45%	25.41%		25.43%
Fare Recovery Ratio - Access	>10 %	Goal Met	34.04%	34.21%	30.56%		32.79%
<b>2. Service Performance</b>							
Ridership - Growth	≥-6.9%	Goal Met	-4.90%	-2.20%	-3.30%		-3.40%
Complaints - Systemwide (Per 100,000 boardings)	<12 Complaints/100K	Goal Not Met.	11.8 Total (11.4 Fixed Route, 22.3 Access)	12.3 Total (12.0 Fixed Route, 22.9 Access)	12.1 Total (11.2 Fixed Route, 37.5 Access)		12.1 Total (11.5 Fixed Route, 27.5 Access)
Compliments - Systemwide (Per 100,000 boardings)	≥1.6 Compliments/100K	Goal not met	1.2 Total (1.2 Fixed Route; 0.0 Access)	1.0 Total (1.0 Fixed Route; 1.1 Access)	1.2 Total (1.3 Fixed Route; 0.0 Access)		1.1 Total (1.2 Fixed Route; 0.4 Access)
<b>3. Reliability</b>							
Loss of Service - Operations	<250 hours per month (measured as monthly average)	Goal Not Met for Qtr. 3 Goal Met for YTD	159	150	266		191
Loss of Service - Maintenance	<35 hours per month (measured as monthly average)	Goal Not met	63	60	72		65
On-time Performance- Fixed Route	>85%	Goal Met	87.9%	85.7%	87.3%		86.9%
On-time Performance- Demand Response	92% - 95% - per contract (SRTP has 88%)	Goal Not Met	86.2%	85.9%	83.6%		85.3%
<b>4. Budget</b>							
Operating Revenue	>95%	Goal Met	95.9%	98.9%	102.5%		99.1%
Operating Expenses	≤100%	Goal Met	92.1%	95.1%	93.6%		93.6%
<b>5. Labor</b>							
Operations Absenteeism - Represented - Uncontrolled	<94,000 hours per year	Goal Not Met	30,768	27,872	30,816		89,456

**FY 18 Management Plan - 3rd Quarter Report  
Strategic Initiative 1 - Operating Cost Reduction**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Finance	1. Increased diversification of funding sources	Reduced funding risk	1.2 Capitalize partnerships that will expand long term funding.	Number of new funding sources	One (1)	State Transit Assistance funding from State of Good Repair (SGR). Senate Bill 1 (2017).
Finance	2. Increase sustainable funding sources	Renewable funding sources	2.1 Invest in resources to leverage funding.  2.2 Leverage infrastructure assets to generate alternative revenue options.  2.3 Go Smart Program	Additional revenue generated  N/A  Increase annual revenue from program participants	No alternative revenue until completion   \$127k YTD March 2018	Notice To Proceed (NTP) issued to STV Incorporated for engineering and design services for I Street pipeline fueling infrastructure.  On schedule to reach a \$189k or 25% increase for FY2018.
Finance	4. Improved operational efficiencies	Capital project ROI	4.1 Improve the return on capital investments and its impact on ongoing operations.	% Return on Investment/ Reduction in operating cost	13.36%	\$1,073,773 in RIN and LCFS Credits since go-live. Capital cost of \$8,035,787 to GP Strategies.

**FY 18 Management Plan - 3rd Quarter Report**  
**Strategic Initiative 2 - Special Transit Services Department (CTSA/Access)**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Service & Operations	3. Improved intermodal connectivity	Contract(s) with other transportation providers, cities and counties	3.3 Improve mobility options for seniors and persons with disabilities through Consolidated Transportation Services Agency (CTSA).	Total number of community partners and transportation providers	100%	Goal Met. Rancho/Fontana YMCA waiting on 5310 Capital to start; Released, Reviewed & Evaluated Omnitrans Measure I Call for New Projects in Q3. Awards of funds for 8 projects due Q4. Highland Senior Center to start Q4 when vehicle is received.
Marketing	3. Improved customer experience	Customer satisfaction rating	3.1 Improve passenger amenities 3.2 Improve rider communications tools.	% Complete	100%	STS Internet site refreshed with current & more descriptive program information and links for program applications. Increased number of community outreach events by 15% through Q3.

**FY 18 Management Plan - 3rd Quarter Report  
Strategic Initiative 3 - Safety and Security**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Service & Operations	1. Reduced customer incidents 3. Reduced vulnerability / threats to customer security	Customer safety perception Safety / Security incident reports	1.1 Improve public awareness of safety practices within the Omnitrans facilities and in service  3.1 Strengthen relationships with local law enforcement agencies to improve security posture.  3.3 Build one-on-one relationships with city leaders and staff to provide a more secure public transportation system in their respective communities.	Percent complete	85%	Q3 report: Participated in meetings with city leaders and staff were held IVEC 1/10/18; the SCAG Resiliency (Climate Change) Meeting on 2/12/18; SB County & USC Emergency Preparedness Coordinators 2/1/18. Passed the 3/6/18 Audit of Prop 1B funds for Security- no findings. Working on Q4 Distracted Driver Campaign with SBPD; Printing material for the May campaign distribution "Not on My Watch"; Working on funding for the "Stop the Bleed" emergency training.
Marketing	2. Improved public opinion	Public opinion rating	2.1 Communicate positive aspects of Omnitrans to stakeholders and general public.	Percent complete	80%	News Releases and outreach: Monthly Stakeholder letter "Outlook"; Monthly "Connecting our Community (BOD)"; Weekly Blog; Connections Newsletter three (3) times per year. Completed Harassment Information Bus Cards on all fleet vehicles. Completed "Text-A-Tip" and "Human Trafficking information at the SB Transit Center. Targeting in Q4 Safety Awareness with lighted shelters and stations.

**FY 18 Management Plan - 3rd Quarter Report**  
**Strategic Initiative 4 - Rebuild Ridership**

Strategic Plan Goal	Strategic Plan Outcomes	Performance Indicator	Strategic Actions FY18	Performance Measure	Q3	Notes
Marketing	1. Increased ridership 3. Improved customer experience	-Ridership  -Number of Partnerships established  -Number of passenger amenities	1.1 Promote services through advertising, publicity, online tools. 1.2 Increase outreach to inform and educate target groups. 1.3 Develop partnerships with businesses and organizations that Omnitrans serves. 3.1 Improve passenger amenities.	% change  -Number of Partnerships established  -Number of passenger amenities	System Ridership: -3.5% YTD vs. projected -6.9% 2 New Partnerships YTD 2 Premium Shelters in process 100 new solar lights 770 new trash cans	YTD Local Fixed Route Bus -3.7%; Freeway Express: +7.3%; sbX +0.2%; Access: -11.7% Partnerships: Amazon (Tripper Service on Route 8 to San Bernardino location) Auto Club Speedway (sponsor of Student Reading Program) Amenities: Premium Shelters on order for installation in Q4; contract awarded for 100 new solar lights at individual stops; contract awarded for 770 new trash cans including 50 larger capacity units.
Service and Operations	1. Increased number of new riders 2. Decreased barriers to non-riders	-Ridership  -New services  -New fare options	1.1 Introduce new service modes and / or adjust service to address needs of non-riders. 2.1 Improve connectivity to attract non-riders.	-Ridership on new service   -Use of and revenue from new fare options.	New Service has generated ridership growth, details in notes. Mobile Fare launched in Q1 Metrolink extension to SBTC completed in late December 2017, RTA route to SBTC added in January 2018	Route 61 extended to Ontario Airport: boarding and alightings have doubled at terminal stops . Tripper Service to Amazon: 5,714 boardings & alightings YTD. Mobile Fare launched in Q1 and now accounts for >5.% of trips. YTD Revenue: \$349K Metrolink station at SBTC generating about 100 boardings/alightings per weekday. This and new RTA route have increased total boardings to 5185 per month Q3, up from 5,059 in Q2.



**FY 18 Management Plan - 3rd Quarter Report  
Strategic Initiative 5 - Technology Optimization**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Technology	1. Improved customer experience	Customer technology utilization	1.2 Utilize customer input / pilot programs to prioritize new technology funding decisions.	New technology implementation and success of pilot programs	Completed	<ul style="list-style-type: none"> <li>-Mobile fare pilot / implementation a success.</li> <li>-DriverMate VOIP implementation complete, replacing Paratransit DriverMate, eliminating need for redundant cellular devices in dead zones</li> <li>-UHF extender project complete, allowing supervisors to use handheld radios, repeated through their amplified vehicle radios to drastically increase radio range while allowing supervisors to communication outside their vehicles</li> </ul>
Technology	2. Improved efficiencies in business processes	Worker productivity	2.1 Expand the use of technology to increase workplace efficiencies and reduce operational costs.	Operational cost reductions and increased worker productivity	Completed	<ul style="list-style-type: none"> <li>-Streamlining KPI collection through TransTrack</li> <li>-Single Sign On (eliminating separate sign ons for headway sign, MDT, and farebox) on 186 buses</li> <li>-Implementing Citrix Single Sign On to reduce service calls related to application lock outs and increase worker efficiencies while using multiple systems (SAP, TransitMaster, Trapeze, Kronos, etc.) increasing ease of use for more than 300 users</li> <li>-Preparing roll out of VPN (Virtual Private Network) services to allow remote work and application use outside of the Omnitrans domain</li> </ul>

**FY 18 Management Plan - 2nd Quarter Report**  
**Strategic Initiative 6 - Passenger Rail**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Service and Operations	3. Improved intermodal connectivity	MOU's with other transit agencies, cities, county, and partners.	3.1 Improve ease of use throughout the system connectivity between counties.  ☐	% Complete - 90%	70%	Agreement was released & delivered to SBCTA to deliver to SCRRA on 8/17/2017. Meeting scheduled for 1/22/2018 to review insurance requirements. SBCTA, SCRRA and Omnitrans staff/legal counsel will attend.
Service and Operations	3. Improved intermodal connectivity	Contract with other transportation providers, cities and counties	3.2 Prepare for additional service modes.	% Complete - 75%	50%	RFP for Operations and Maintenance under development.

**FY 18 Management Plan - 3rd Quarter Report  
Strategic Initiative 7 - Employee Advancement**

<b>Strategic Plan Goal</b>	<b>Strategic Plan Outcomes</b>	<b>Performance Indicator</b>	<b>Strategic Actions FY18</b>	<b>Performance Measure</b>	<b>Q3</b>	<b>Notes</b>
Organizational & Workforce Excellence	1. Increase opportunities for advancement	Advancement / training participation vs. opportunities  Annual number of promotions	1.1 Expand our training programs. 1.2 Create a career advancement / succession program.	Percent complete	100%	Awarded a contract to Insight Strategies, Inc. Consultant hired to develop and implement Leadership Development Academy (LDA). Application selection process for LDA conducted. Director Track class held in January 2018; Manager Track will begin May 2, 2018 in Q4.
Organizational & Workforce Excellence	3. Reduced staffing vacancies	Electronic application process  Average time-to-hire	3.1 Simplify application process.	Percent complete	100%	E-Recruitment System was implemented but not successful. We conducted research and initiated an RFP for a third party service in Q3 It is targeted for award by the end of Q1 in FY19.

ITEM #         E6        

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Trischelle Baysden, Director of Rail

**SUBJECT: ARROW VEHICLE DESIGN**

**FORM MOTION**

Approve the interior and exterior design for the Arrow Service hybrid-rail vehicles.

*This item was reviewed by the Executive Committee at its June 1, 2018 meeting, and recommended to the Board of Directors for approval.*

**BACKGROUND**

In November 2017, the San Bernardino County Transportation Authority (SBCTA) Board of Directors approved a contract with Stadler US, Inc. (Stadler) to purchase three (3) diesel multiple unit (DMU) vehicles, also known as hybrid-rail vehicles, which will be used for the future Arrow Service between the San Bernardino Transit Center and the University Station in Redlands. As part of the early engineering of the vehicles, Stadler provided a series of interior and exterior designs for consideration. Omnitrans and SBCTA staff reviewed the initial designs and worked with Stadler to develop a second series of designs. From this series, the selection options were refined to two (2) exterior and two (2) interior design options by Omnitrans staff, SBCTA staff, and Stadler.

The two (2) exterior design options were developed using a color palette that was selected during the development of the system and incorporated the colors of the Arrow Service logo approved by Omnitrans Board of Directors in November 2016. The two (2) interior design options have common interior design elements, using gray for the floor covering and sidewalls on all the vehicles. In addition, the options identified take into account:

- The color palette of the existing Omnitrans fixed-route buses
- Aligning the exterior paint choices with individual panel pieces to reduce the likelihood of mismatched paint after final vehicle assembly or future repair work
- Single colored doors to mitigate possible alignment issues with the adjoining strip and to reduce work associated with repainting doors

- Preference towards a darker patterned fabric to reduce the visibility of stains and wear

**RECOMMENDATION**

Approve the interior and exterior design for the Arrow Service hybrid-rail vehicles.

PSG:TB

Attachment A:        PowerPoint Presentation



# ARROW VEHICLE DESIGN

**Board of Directors  
June 6, 2018**

## **TWO EXTERIOR DESIGN OPTIONS:**

- **Color Palette**
- **Selected during the development of the system**
- **Incorporates the colors of the Arrow Service logo**
- **Colors consistent with the existing Omnitrans fixed-route buses**
- **Aligns the exterior paint choices with individual panel pieces to reduce the likelihood of mismatched paint during assembly or after repair work**
- **Single colored doors to mitigate possible alignment issues with the adjoining stripe and to reduce work associated with repainting doors**

## **TWO INTERIOR DESIGN OPTIONS:**

- **Common interior design elements**
- **Used gray for the floor covering and sidewalls on all the vehicles**
- **Two (2) different seat fabrics for selection**
- **Preference towards a darker patterned fabric to reduce the visibility of stains and wear**



## Exterior Option 1





## Exterior Option 2



Interior Option 1



**Interior Option 2**

**THANK YOU**

ITEM #           E7          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH** P. Scott Graham, CEO/General Manager

**FROM:** Diane Caldera, Director of Operations

**SUBJECT: OPERATIONS / SAFETY UPDATE**

**FORM MOTION**

Receive and file Informational Brief on safety campaigns and safety measures for Omnitrans' Customers, Coach Operators and Facilities.

*This item was presented to the Operations & Safety Committee at their May 23, 2018 meeting.*

**BACKGROUND**

The Omnitrans FY2018 Management Plan restates the Agency's Safety and Security Strategic Initiative. Omnitrans' outcomes and performance indicators for this initiative are continually being evaluated. In light of several recent accidents involving pedestrians, bicyclists, and driving at night, this report is intended to provide an update on what Omnitrans has done and continues to do to address these incidents and enhance our safety performance.

***Operations Fleet Safety and Training***

All Omnitrans Student Coach Operators go through a rigorous training program to become fully qualified Coach Operators. The training program is conducted by the Operation Fleet Safety and Training Section and includes two and one half weeks of classroom training, with a written test that must be passed with a minimum of 80 percent. After the initial classroom training, Student Coach Operators must complete three weeks of behind the wheel training with Coach Operator Instructors. Finally, the Department of Motor Vehicle (DMV) testing is administered by one of Omnitrans certified DMV examiners. Fully credentialed Coach Operators must obtain a Class B license, with a passenger endorsement, a verification of transit training (VTT), and a current medical certification. All of these credentials must be on file with the DMV in Sacramento.

In addition to initial training, the Operations Fleet Safety and Training Section conducts a series of five on-board ride checks with new Coach Operators during their initial six-month probationary period. To maintain these credentials, certified Coach Operators must receive a minimum of eight hours of refresher training each year, Omnitrans refers to this training as Annual Training Certification Renewal (ATCR).

In the transit industry, safety performance is generally measured by accident frequency rate (AFR) preventable accidents per 100,000 miles. An industry standard goal generally used is no more than 1.0 preventable accident per 100,000 miles. Omnitrans maintains a strong safety record with a year to date AFR of .81 per 100,000 miles. If a Coach Operator is involved in a preventable accident, they must attend an eight-hour accident prevention workshop.

Despite this strong safety record and safety culture, there have been a series of recent incidents involving pedestrians and bicyclists. In response to these incidents, the Operations Department has implemented monthly safety campaigns and measures to increase awareness and bus safety for both passengers and Coach Operators. The following immediate actions were taken:

- Outreach to Coach Operators at the Transit Centers and driver assembly areas was conducted by Operations Safety Trainers.
- Handouts and flyers addressing key points of safe driving and hours of darkness were given with paychecks.
- The Operations Safety Trainers have implemented hours of darkness ride checks, return to work ride checks and skills improvement training.
- Safety messages are sent to Operators via the Mobile Data Terminal (MDT) three (3) times per day as reminders to stay alert, scan the road ahead, and reduce speed.
- The Stalker Trailer, an electronic message board, is a new piece of safety equipment that displays messages and shows the actual speed of vehicles.
- The bus simulator is a training tool which has many programs such as accident avoidance, night driving, and inclement weather conditions that is being used as part of on-going training.

Omnitrans staff will remain proactive and vigilant in efforts to ensure a strong safety record and a safe and secure transit system for our customers, Coach Operators and the general public.

## **CONCLUSION**

Receive and file this Informational Brief on safety campaigns and measures for Omnitrans' customers, Coach Operators, and Facilities.

PSG:DC

Attachment: A: PowerPoint Presentation



# OPERATIONS / SAFETY UPDATE

Board of Directors  
June 6, 2018

## Student Coach Operator Training

- All Omnitrans student Coach Operators go through a rigorous training program to be fully qualified Coach Operators:
  - Class B-P California drivers license
  - Verification of transit training (V.T.T) document
  - Current medical certificate
- New student Coach Operators obtain all certifications through training program at Omnitrans



## Initial Training consists of:

- 2 ½ weeks of classroom
- 3 weeks of behind the wheel training
- DMV testing

## Follow up training:

- 5 on-board ride checks that are performed during initial 6 month probationary period
- Refresher training class
- Mandatory accident prevention workshop if involved in a preventable accident

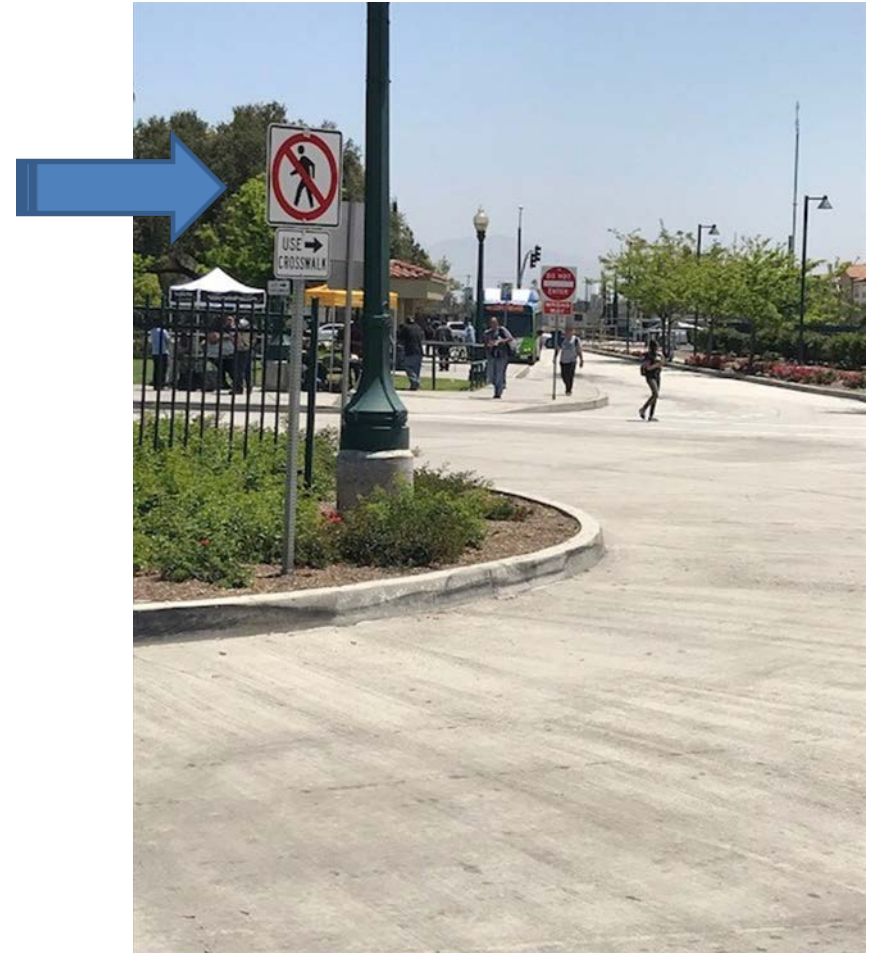
## Accident Frequency Rates (AFR) – preventable accidents per 100,000 miles

- Omnitrans accident frequency rate currently is 0.81 preventable accidents per 100,000 miles
- National industry standard is above 1.0 preventable accidents per 100,000 miles

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Totals 2018
Number of (bus) Accidents	38	42	50	48	60	52	37	34	48	42	0	0	451
# of Preventable (bus) Accidents	8	2	8	6	12	9	3	2	7	7	0	0	64
Number of (bus) Miles Driven	811,525	840,856	760,712	756,794	766,594	770,096	797,821	774,312	821,020	805,263	0	0	7,904,993
Preventable (bus) accident rate	0.90	0.24	1.05	0.79	1.57	1.17	0.38	0.26	0.85	0.87			<b>0.81</b>



- Recent increase in accidents involving pedestrians and bicyclists
- Some of these incidents have involved unpredictable behavior by bicyclists and pedestrians
- We have been proactive in improving safety measures
- Examples
  - Improved signage at Fontana Transit Center to reduce jaywalking in front of bus
  - On-going safety campaigns
  - Use of Electronic Message Board



## Increase Awareness

- Outreach by Training Staff at Transit centers & driver assembly rooms
- Handouts and flyers given with paychecks
- Pedestrian/Cyclist Awareness in ATCR



## Hours of Darkness Onboard Training

- Ride Checks
- Return to Work
- Skills Workshop Improvement

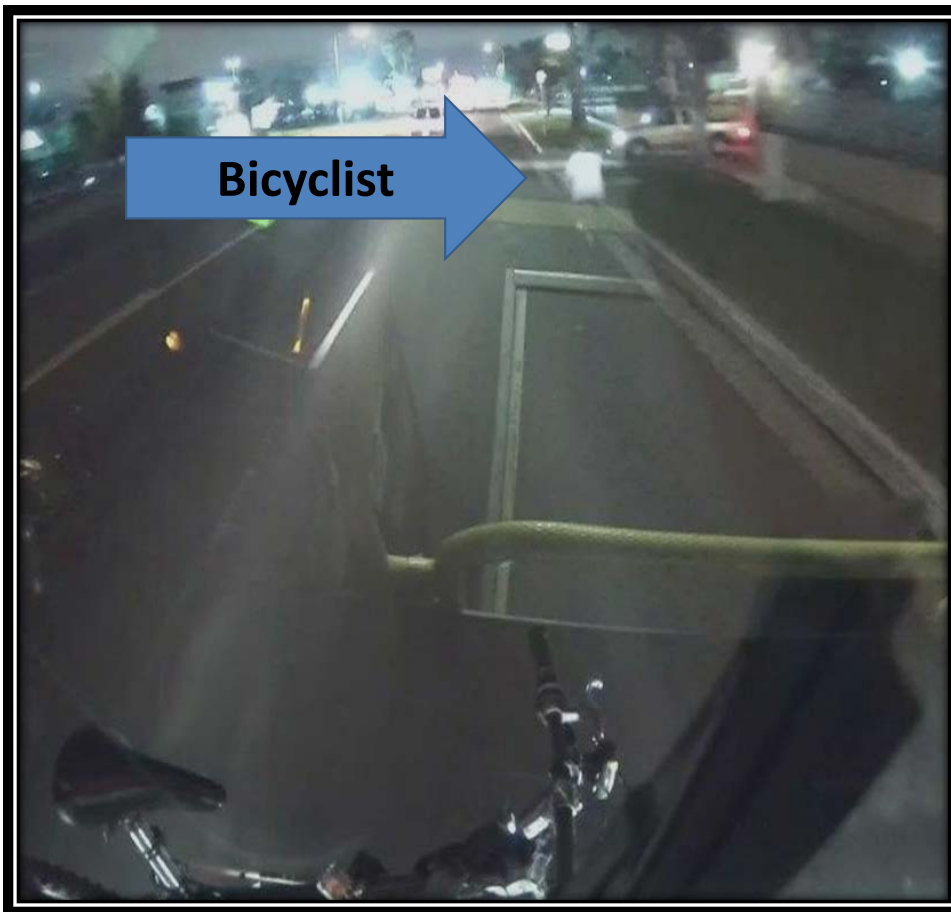


## Four Principals to Safe Driving



1. **Look Ahead =**  
12-15 Seconds
2. **Look Around =**  
Scan your mirrors every 3-5 seconds, sidewalk to sidewalk
3. **Leave Room =**  
On all sides, especially in the front
4. **Communicate =**  
Your intentions by using horn and turn signals

## Principals to Safe Driving



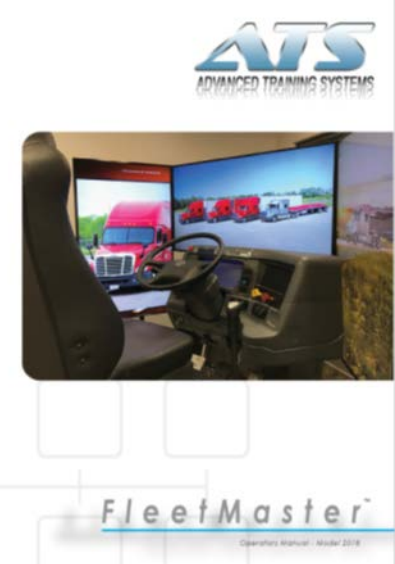
Watch out for cyclists, particularly during hours of darkness. Tap your horn and give them plenty of room when you pass.

**You must have at least 4 ½ feet clearance**

between the vehicle you drive and the bicyclist.

## Equipment Used

- Stalker Trailer
- Coach Simulator
- MDT Messages
- Plasma & Flash Board Postings





# THANK YOU



ITEM #           E8          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH** P. Scott Graham, CEO/General Manager

**FROM:** Connie Raya, Director of Maintenance

**SUBJECT: COLLISION AVOIDANCE SYSTEM**

**FORM MOTION**

Receive and file Informational Brief on a Collision Avoidance System.

*This item was presented to the Operations & Safety Committee at their May 23, 2018 meeting.*

**BACKGROUND**

The Maintenance Department conducted research on several collision avoidance systems to help enhance bus safety, and reduce the likelihood of pedestrian accidents. One of the solutions to increase pedestrian safety is the installation of a collision avoidance system on Omnitrans's buses. On May 21st, Omnitrans will be hosting a collision avoidance system demonstration.

There are multiple system options available. One system example includes a single sensor collision option. It is forward facing and installed on the bus windshield. It provides a 38-degree view and 285 feet forward view to allow warning time for front collision. An additional system option includes three (3) display modules which has a 58-degree view with blind spot detection. Each system will alert the operator, visually and audibly, when the bus is in motion, and a pedestrian and/or cyclist is in one of the danger zones around the bus. These systems are unique, multi-vision-sensored, and provide operators with alerts when pedestrians and cyclists are in the danger zones on the side of the bus.

Pedestrians and cyclists often are not seen by the operator when the bus is making turns on tight, busy city streets. The addition of the pedestrian and cycle side-sensing alerts the operator to pedestrians and cyclists in the vehicle's path, before an incident occurs, giving the operator time to react and take corrective action. These alerts can reduce the likelihood of pedestrian incidents.

**CONCLUSION**

Receive and file Informational Brief on pedestrian safety measures on Omnitrans vehicles.

Board Chair Ron Dailey and Members of the Omnitrans Board of Directors  
June 6, 2018 – Page 2

PSG:CR

Attachment: A: PowerPoint Presentation



# COLLISION AVOIDANCE SYSTEM

Board of Directors  
June 6, 2018

# All-In-One Collision Avoidance System



**Pedestrian / Cyclist Danger Zone Warning** (Yellow visual warning)

Indicating that a pedestrian/cyclist is present in one of the bus blind spot danger zones. Alerting the driver to act with caution.



**Pedestrian / Cyclist Collision Warning** (Red flashing visual warning and audio alert)

Indicating that a pedestrian/cyclist is in an imminent collision course with the bus.

Alerting the driver to take immediate action to prevent the collision.



# **OmniTrans**

## **COLLISION AVOIDANCE SYSTEM**

- **Big Blue Bus – Santa Monica, CA**
- **Texas A & M Transit**
- **NY MTA**
- **Los Angeles DOT**
- **Miami-Dade County Transit**
- **Nassau Inter County Express (NICE)**
- **Houston Metro**
- **Transportation Society of Laval (STL)**
- **Dallas Area Rapid Transit (DART)**
- **VIA Metro – San Antonio, TX**
- **Maryland DOT MTA – Baltimore, MD**
- **Chicago Transit Authority (CTA)**
- **York Regional Transit (YRT)**
- **King County Metro**
- **Pierce Transit**
- **Ben Franklin Transit**

**THANK YOU**



1700 W. Fifth St.  
San Bernardino, CA 92411  
909-379-7100  
www.omnitrans.org

ITEM #           E9          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: AUTHORIZE RELEASE – RFP-FIN19-12  
ARMORED VEHICLE AND FARE COLLECTION COUNTING  
SERVICES**

**FORM MOTION**

Authorize the CEO/General Manager to release Request for Proposals RFP-FIN19-12 for the provision of Armored Vehicle and Fare Collection Counting Services for a three (3) year base period and two (2) single option years, beginning January 8, 2019 and ending no later than January 7, 2024.

**BACKGROUND**

Omnitrans requires the services of a qualified firm to provide armored vehicle and fare collection services between Omnitrans’ facilities, the contractor’s counting facility, and the bank. Omnitrans’ on-board cash revenue exceeds \$8.7 million per year.

As buses are serviced, fare collection data is downloaded and the secured cashboxes are removed from the fareboxes and transferred into receiver vaults. Omnitrans has a total of five (5) receiver vaults and each vault weighs approximately 1,200 pounds. Due to the size of the vaults, a large specialized armored truck is required. The current Contract FIN14-38 expires January 7, 2019.

In accordance with the Procurement Policy 2000, Section 2.3.5.1.3, Board authorization and use of a formal procurement procedure is required to release Request for Proposals for procurements for good/services exceeding \$150,000. The Independent Cost Estimate for this project is \$640,000, if all options are exercised.

**FUNDING SOURCE**

The cost associated with this procurement is budgeted in the Finance Department’s Operating budget as follows:



Department Number           1800  
Expenditure Codes           503260

\_\_\_\_\_ Verification of Funding Sources and Availability of Funds.  
(Verified and initialed by Finance)

Short Range Transit Plan/Strategic Initiative Supported – N/A

**CONCLUSION**

By proceeding with this solicitation, Omnitrans will ensure required armored vehicle and fare collection counting services continue.

PSG:EFP:KNT

ITEM #           E10          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: AUTHORIZE RELEASE – RFP-OPS19-13  
VEHICLE UP-FITTING SERVICES**

**FORM MOTION**

Authorize the CEO/General Manager to release Request for Proposals RFP-OPS19-13 for the provision of Vehicle Up-fitting Services for up to twelve (12) vehicles.

**BACKGROUND**

On January 10, 2018, Omnitrans' Board of Directors approved the award of Contract MNT18-47 for provision of Passenger Vehicles to replace the current fleet of supervisor vans that have reached the end of their useful life. The supervisor vans are equipped with aftermarket and proprietary equipment: radio, automated vehicle location systems, video access systems and video surveillance systems. The services provided under vehicle up-fitting will ensure the vehicles are installation ready for propriety equipment, which includes the modification, fabrication, and installation of wiring.

In accordance with the Procurement Policy 2000, Section 2.3.5.1.3 and FTA Circular 4220.1F, Board authorization and use of a formal procurement procedure is required to release Request for Proposals for procurements for good/services exceeding \$150,000. The Independent Cost Estimate for this project is \$160,069.

**FUNDING SOURCE**

The cost associated with this procurement is budgeted in the Operations Department's Capital Budget as follows:

<b>FUNDING</b>	<b>GRANT #</b>	<b>YEAR</b>	<b>PROJECT NAME</b>	<b>INTERNAL ORDER</b>	<b>AMOUNT</b>
FTA 5307	CA-2017-148	2016	Vehicle Up-fitting	D1621111F	\$17,305
FTA 5307	CA-2017-032	2017	Vehicle Up-fitting	D1721111F	\$110,750
Prop 1B	Prop 1B	2016	Vehicle Up-fitting	D1621111B	\$ 32,014
<b>Total</b>					<b>\$160,069</b>

\_\_\_\_\_ Verification of Funding Sources and Availability of Funds.  
 (Verified and initialed by Finance)

Short Range Transit Plan/Strategic Initiative Supported – This procurement supports Omnitrans’ Short Range Transit Plan FY2015-2020 goal to expand, maintain and improve existing vehicles, facilities and passenger amenities.

**CONCLUSION**

By proceeding with this solicitation, Omnitrans can install in the supervisor vehicles the required communication and operating equipment.

PSG:EFP:KT



1700 W. Fifth St.  
San Bernardino, CA 92411  
909-379-7100  
www.omnitrans.org

ITEM #           E11          

**DATE:** June 6, 2018  
**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors  
**THROUGH:** P. Scott Graham, CEO/General Manager  
**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement  
**SUBJECT: AUTHORIZE ASSIGNMENT – CONTRACT HRS17-68  
EMPLOYEE RECOGNITION AWARDS**

**FORM MOTION**

Authorize the CEO/General Manager to approve the assignment of Contract HRS17-68 awarded May 3, 2017 to Michael C. Fina Recognition of Long Island, NY, for the provision of Employee Recognition Awards to HALO Branded Solutions, Inc. dba Halo Recognition of Sterling, IL.

**BACKGROUND**

On May 7, 2018, Omnitrans received notification that Michael C. Fina Recognition partnered with HALO Branded Solutions, Inc. The new firm has elected to continue to assume and perform all of the obligations and liabilities of the assigned contract.

Contractor reassignments must be approved by Omnitrans. As this contract was approved by the Board of Directors, Board action is required. There will be no changes to the terms and conditions of the agreement.

**FUNDING SOURCE**

There is no additional cost associated with this assignment.

Short Range Transit Plan/Strategic Initiative Supported – N/A

**CONCLUSION**

Approval of this assignment will allow Omnitrans to continue to recognize valued employees for their work and longevity with the Agency.

PSG:EFP:KNT

ITEM #         F1        

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**FROM:** P. Scott Graham, CEO/General Manager

**SUBJECT: CEO/GENERAL MANAGER’S REPORT**

Members of SBCTA, Omnitrans and Parsons participated in a site tour at Antelope Valley Transit Authority (AVTA). The purpose of the site tour was to gain understanding of the issues and challenges associated with phasing in a fleet of zero emission buses. The AVTA fleet consists of eighty-five (85) new all-electric BYD buses. The intent of the Agency is to be “100% Green by 2018”. The group also toured the BYD manufacturing facility and had the opportunity to ask technical questions regarding the design and operation of the electric bus.

Marketing Service Planning Manager, Jeremiah Bryant, and Maintenance Manager East Valley, Omar Bryant, attended the California Transit Association 2018 Spring Legislative Conference held in Sacramento, CA. The Conference highlighted transit funding, zero-emission fleets and addressing new mobility trends.

Omnitrans’ staff members, including Coach Operator Benito Zavalza and members of the Omnitrans Maintenance Team represented Omnitrans at the APTA 2018 Bus & Paratransit & Roadeo Conference held in Tampa, Florida. Benito was the winner of the Southern California Regional Bus Roadeo this year. Out of sixty-six (66) coach operators that competed in the competition, Benito ranked sixteenth. The Omnitrans Maintenance Team ranked twenty-one (21) out forty-three (43) competing teams. With a combined score, Omnitrans placed seventeenth in the total competition. This was Omnitrans Maintenance Teams’ first time in the competition. The competition was very tough and Benito had to drive a Gillig model bus in the competition whereas Omnitrans operates New Flyer model buses.

California Highway Patrol (CHP) conducted the Annual Terminal Inspection at the West Valley facility. Twenty (20) buses were inspected as well as the maintenance records for these vehicles. No vehicles were removed from service. Coach Operator training records were also reviewed, with no deficiencies noted. Omnitrans received the highest rating of “satisfactory” for this inspection.

ITEM #         F2        

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**FROM:** P. Scott Graham, CEO/General Manager

**SUBJECT: REVIEW OF DRAFT SPECIAL LEGISLATION TO CHANGE OMNITRANS FROM A JOINT POWERS AUTHORITY TO A STATUTORILY CREATED SPECIAL TRANSIT DISTRICT**

**FORM MOTION**

Review and comment on draft legislation.

*This item was reviewed by the Executive Committee at its June 1, 2018 meeting, and recommended to the Board of Directors for discussion.*

**BACKGROUND**

On April 6, 2018, the Executive Committee directed legal counsel to work on updating and finalizing a new draft of the legislation to create Omnitrans as a special transit district under Division 10 of the Public Utilities Code.

Legal counsel reviewed prior versions of the draft legislation originally considered by the Board on March 1, 2017, and made revisions and changes consistent with legislation for other similar agencies.

On February 3, 2017, at the regular meeting of the Omnitrans Executive Committee, the Committee conducted a review of the Omnitrans governance structure and risk mitigation options related to Omnitrans' new role as manager of the contract that will provide for the operations and maintenance of the Redlands Passenger Rail Project (RPRP) rail service; the "Arrow".

Following this review, the Executive Committee determined that changing the structure of Omnitrans from a joint powers authority to a statutorily created entity would be the most effective means of eliminating potential tort liability to member entities of the Omnitrans Joint Powers Authority (JPA). The Executive Committee determined that it would be in the best interest of the member entities of Omnitrans to move forward with the process of creating Omnitrans as a special transit district under Division 10 of the Public Utilities Code. It should be noted that there is no intention to change the number of entities; the composition of the Board will remain the same.

Based on the timing of the discussions in the 2017-2018 legislative cycle, it was determined that there was still sufficient time to obtain a spot bill by the February 17, 2017 deadline, and the Executive Committee directed staff and legal counsel to obtain a bill number. A spot bill and a bill author were successfully obtained. At the March 1, 2017 Board meeting, Omnitrans General Counsel Haviva Shane presented this item to the full Board seeking direction as to whether or not to proceed with developing statutory legislation to create a transit district.

A concern was raised by SBCTA Executive Director, Ray Wolfe, regarding Omnitrans retaining taxing authority, which is included as part of the JPA. The Board engaged in a discussion and there was concern expressed from several Members regarding Omnitrans relinquishing a power held under the JPA. The consensus was to move forward with the recommendation to direct Legal Counsel to pursue legislation to form Omnitrans Transit District, with the added direction that an MOU be presented to both SBCTA and Omnitrans Board of Directors stating that both agencies will work together and Omnitrans will not compete for a special tax.

This item was brought back to the Board at the April 5, 2017 meeting. Omnitrans General Counsel, Haviva Shane, presented proposed legislation (AB 548) to create Omnitrans Transit District and asked for further direction from the Board. After a lengthy discussion, the Board decided to suspend the process until the issues were resolved and there was consensus and clear direction moving forward.

Omnitrans staff is currently working with SBCTA and Metrolink staff on a developing a three party agreement that defines the roles and responsibilities of each agency as it relates to the Redlands Passenger Rail Project (RPRP) the “Arrow” service. In addition, the Chairman of the Board formed a Rail Ad Hoc Committee to review this agreement and other matters related to the RPRP. As part of discussing liability, insurance and indemnification in the context of the three party agreement, staff and legal counsel began revisiting the issue of protecting the JPA members from potential liability. In response, staff is bringing back the discussion regarding formation of Omnitrans as a legislatively created transit district for renewed consideration.

## **CONCLUSION**

Review and comment on draft legislation.

PSG

Attachment A: Omnitrans Special Transit District Draft Legislation

5/16/18 Update

*The People of the State of California do enact as follows:*

SECTION 1. Part 19 (commencing with Section 108000) is added to Division 10 of the Public Utilities Code, to read:

Part 19  
Omnitrans Transit District

Chapter 1  
General Provisions

§ 108000.

This part shall be known and may be cited as the Omnitrans Transit District Act.

§ 108001.

It is the intent of the Legislature in enacting this part to provide for a unified, comprehensive institutional structure for the ownership and governance of a transit system within the County of San Bernardino to develop, provide, operate, and administer public transportation. It is further the intent of the Legislature that the district established by this act shall succeed to the powers, duties, obligations, liabilities, immunities, and exemptions of Omnitrans, a joint powers authority formed pursuant to the Joint Exercise of Powers Act (Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code), upon its dissolution. Because there is no general law under which such a district could be formed, the adoption of a special act and the formation of a special district is required.

Chapter 2  
Definitions

§ 108010.

- (a) Unless the context otherwise requires, the provisions of this chapter govern the construction of this part.
- (b) “District” means the Omnitrans Transit District.
- (c) “Transit” and “transit service” means the transportation of passengers and their incidental baggage and parcels by any means.



- (d) “Transit works” or “transit facilities” means any or all real and personal property, equipment, rights, facilities, title, or interests owned, or to be acquired, by the district for transit service or purposes for the operation thereof.
- (e) “Board of directors,” “board,” and “directors,” means the board of directors of the district.
- (f) “City” means, individually, the Cities of Chino, Chino Hills, Colton, Fontana, Grand Terrace, Highland, Loma Linda, Montclair, Ontario, Rancho Cucamonga, Redlands, Rialto, San Bernardino, Upland and Yucaipa, and any other city within the County of San Bernardino that joins as a member of the district as set forth in this part.
- (g) “County” means, individually, the County of San Bernardino, and any other county which is annexed, in whole or in part, to the district as provided in this part.
- (h) “Board of supervisors” means the County of San Bernardino board of supervisors.
- (i) “Public agency” includes the State of California, and any county, city, district or other political subdivision or public entity of, or organized under the laws of, this state, or any department, instrumentality, or agency thereof.
- (j) “System” means all transit works and transit facilities owned or held, or to be owned or held, by the district for transit purposes.
- (k) “Revenues”, unless otherwise defined herein, means all rates, fares, tolls, rentals, fees, charges or other income and revenue actually received or receivable by, or for the account of, the district from the operation of the system, including, without limiting the generality of the foregoing, interest allowed on any moneys or securities any profits derived from the sale of any securities, any consideration in any way derived from any properties owned, operated, or at any time maintained by the district, and all local, State, federal grants and taxes received by the district.
- (l) “Person” includes any individual, firm, partnership, association, corporation, limited liability company, trust, business trust, or the receiver or trustee or conservator for any thereof, but does not include a public agency, as defined in (i) above.
- (m) “Establish” includes establish, construct, complete, acquire, extend, or reroute. It does not, however, include the maintenance and operation of any existing system acquired by the district.
- (n) “Voter” means any elector who is registered under the Elections Code.
- (o) “Omnitrans JPA” means the joint powers authority formed pursuant to the Joint Exercise of Powers Act (Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the

Government Code) through that certain joint powers agreement titled “Amended and Restated Joint Powers Agreement between the County of San Bernardino and the Cities of Chino, Chino Hills, Colton, Fontana, Grand Terrace, Highland, Loma Linda, Montclair, Ontario, Rancho Cucamonga, Redlands, Rialto, San Bernardino, Upland, and Yucaipa Creating a County Wide Transportation Authority to be Known as ‘Omnitrans’”, dated July 1, 2016.

### Chapter 3 Formation of District

#### § 108030.

There is hereby created the Omnitrans Transit District, comprising the territory lying within the boundaries of the Cities of Chino, Chino Hills, Colton, Fontana, Grand Terrace, Highland, Loma Linda, Montclair, Ontario, Rancho Cucamonga, Redlands, Rialto, San Bernardino, Upland, Yucaipa, the unincorporated areas of San Bernardino County lying within census tracts: **[\*\*\*INSERT TRACT NOS.\*\*\*]**, as set forth in the 201\_\_ decennial census maps for the State of California on file with the Bureau of the Census, Department of Commerce, Washington, D.C., and other cities that subsequently qualify as members pursuant to the requirements set forth in Section 108032.

#### § 108031.

Through compliance with the provisions for annexation, and subject to Chapter 9 of this part, the territory of all or part of any other contiguous city or county may be included within the district.

#### § 108032.

Any city within the County of San Bernardino, other than a city specifically listed in Section 108030 that is already included in the district at its formation, may join as a member of the district upon approval by its city council of a resolution approving the city’s joining as a member and a resolution of the district’s board approving the joining of the new member.

#### § 108033.

(a) On and after January 1, 2020, Omnitrans JPA shall be dissolved and without the necessity of any further action, the district shall succeed to any or all obligations, liabilities, indebtedness, bonded and otherwise, immunities, and exemptions of Omnitrans JPA and its board of directors.

(b) Upon the dissolution of Omnitrans JPA and without the necessity of any further action, the district shall assume the rights and obligations of Omnitrans JPA under any contract to which Omnitrans JPA is a party and which is to be performed, in whole or in part, on or after the date of dissolution of Omnitrans JPA.

(c) Upon the dissolution of Omnitrans JPA and without the necessity of any further action, all real and personal property owned by Omnitrans JPA shall be transferred to the district.

(d) On and after the date of dissolution of Omnitrans JPA, any reference in any provision of law or regulation to Omnitrans JPA shall be deemed to refer to the district.

Chapter 4  
Government of District

§ 108040.

The district shall be governed by a board of directors. All powers, privileges, and duties vested in or imposed upon the district shall be exercised and performed by and through the board of directors provided, however, that the exercise of all executive, administrative, and ministerial power may be delegated and re-delegated by the board of directors to any of the offices, officers, or committees created pursuant to this chapter or created by the board of directors acting pursuant to this chapter.

§ 108041.

The board of directors shall consist of twenty (20) members.

(a) The board shall be composed of one primary representative selected by the governing body of each city in the county and four (4) members of the San Bernardino County Board of Supervisors to serve until recalled by the governing body of the city or county. Each director shall be a mayor, councilperson, or supervisor of the governing body which selected him or her. Vacancies shall be filled in the same manner as originally selected.

(b) Each city and the county shall also select in the same manner as the primary or secondary representative, if applicable, one alternate to serve on the board when the primary representative is not available. Whenever the alternate director serves on the board, the alternate director shall have all the powers of a regular director.

(c) The board may allow for the appointment of advisory representatives to sit with the board but in no event shall said representatives be allowed a vote.

§ 108042.

The board, at its first meeting, and biannually thereafter at the first meeting in June, shall elect a chairperson who shall preside at all meetings, and a vice-chairperson who shall preside in his/her absence. The chairperson and the vice-chairperson shall serve two-year terms. Notwithstanding the foregoing, the vice-chairperson shall become chairperson for the subsequent two-year term in the absence of a vote by the board of directors to the contrary. In the event of their absence or inability to act, the member present, by an order entered in the minutes, shall select one of their members to act as chairperson *pro tem*, who, while so acting, shall have all the authority of the chairperson.

§ 108043.

The board of directors shall do all of the following::

- (a) Adopt bylaws for its procedures consistent with the laws of the state.
- (b) Adopt an annual budget.
- (c) Adopt a conflict-of-interest code.
- (d) Adopt priorities reflecting the district's goals.
- (e) Establish the amount of compensation that each member of the board shall receive.
- (f) Do any and all things necessary to carry out the purposes of this part.

§ 108044.

A majority of the board or of a standing committee entitled to vote constitutes a quorum for the transaction of business. All official acts of the board or a standing subcommittee of the board require the affirmative vote of a majority of the board or committee members present.

§ 108045.

The acts of the board of directors shall be expressed by motion, resolution or ordinance.

§ 108046.

All meetings of the board of directors shall be conducted in the manner prescribed by the Ralph M. Brown Act (Chapter 9 (commencing with § 54950), Part 1, Division 2, Title 5, of the Government Code).

Chapter 5  
Powers and Functions of District  
Article 1  
Corporate and General Powers of District

§ 108050.

The district shall have the power to own, operate, manage, and maintain a public transit system and associated facilities, and, in the exercise of the power under this part, the district is authorized in its own name to exercise all rights and powers, expressed or implied, that are necessary to carry out the purposes and intent of this part, including, but not limited to, the power to do all of the following:

- (a) Sue and be sued.
- (b) Employ agents and employees, and contract for services, and to define the qualifications and duties for agents, employees and contractors.
- (c) To enter into and perform all necessary contracts.
- (d) To adopt a seal and alter it at the district's pleasure.
- (e) To enter joint powers arrangements with other entities.
- (f) Appoint such advisory, standing, or ad hoc committees as it deems necessary.
- (g) Enact ordinances, resolutions, policies, and guidelines.
- (h) Acquire, convey, construct, manage, maintain, and operate buildings and improvements, equipment, and assets of the district.
- (i) Acquire, convey, and dispose of real and personal property, easements, and licenses.
- (j) Adopt a conflict-of-interest code.
- (k) Lease and sublease real and personal property, equipment, and facilities.
- (l) Create and administer funds and the distribution of those funds.
- (m) Create and enact taxes, fees, fares, and penalties, as permitted by law.
- (n) Advocate on behalf of the district.
- (o) Develop and pursue ballot measures.
- (p) Enforce criminally or civilly, as applicable, any and all ordinances, resolutions, and policies as permitted by law.
- (q) Incur and encumber debts, obligations, and liabilities, including, but not limited to, bonds, notes, warrants, and other forms of indebtedness. However, the debts, obligations, and liabilities incurred by the district shall not be, nor shall they be deemed to be, debts, encumbrances, obligations, or liabilities of any member.
- (r) Invest money in the district treasury that is not needed for immediate necessities, as the board determines advisable, in the same manner and upon the same conditions as other local entities in accordance with Section 53601 of the Government Code.
- (s) Pursue collection of obligations owed to the district.

(t) Exercise the right and power of eminent domain to take any property necessary or convenient to the exercise of the powers granted in this part.

(u) Subject to applicable law, provide transportation services or facilities outside the district's jurisdictional boundaries provided a finding is made by the board that those services or facilities benefit the citizens or users of the transportation service or facilities.

(v) Implement safety and training measures for district transportation service drivers and operators including, but not limited to, random review of driver/operator video feed at any time and without limitation for training purposes.

(w) Do and undertake any and all other acts reasonable and necessary to carry out the purposes of this part.

§ 108051.

All claims for money or damages against the district are governed by Division 3.6 (commencing with Section 810) of Title 1 of the Government Code, except as provided herein, or by other statutes or regulations expressly applicable thereto.

Article 2  
Contracts

§ 108060.

The district may make contracts and enter into stipulations of any nature whatsoever, employ labor, and do all acts necessary and convenient for the full exercise of the powers granted in this part.

§ 108061.

The district may contract with any department or agency of the United States of America, with any public agency or with any person upon such terms and conditions as determined to be in the best interest of the district.

§ 108062.

The Legislature finds and declares that there is a compelling interest in ensuring that all federal, state, local, and private funds available to the district are captured and used in a timely manner. In order to maximize the use of federal, state, local, and private funds and to maintain a competitive posture in seeking supplemental federal funds, the district shall have the authority to establish and use a flexible contracting process to maximize efficient use of public funds.

§ 108063.

The district may insure against any accident or destruction of the system or any part thereof. The district may insure against loss of revenues from any cause whatsoever. It may provide, in the proceedings authorizing the issuance of any bonds, for the carrying of insurance in such amount and of such character as may be specified, and for the payment of the premiums thereon. The district may also provide insurance as provided in Part 6 (commencing with Section 989), Division 3.6, Title 1 of the Government Code.

### Article 3

#### Transit Facilities and Services; Consolidated Transportation Agency

§ 108070.

The district may provide transit service for the transportation of passengers and their incidental baggage by any means including, but not limited to, through the operation of buses, specialized transit vehicles, and passenger rail service.

§ 108071.

The district may lease or contract for the use of its transit facilities, or any portion thereof, to any operator, and may provide for subleases by the operator upon any terms and conditions it deems in the public interest. As used in this section, “operator” means any public agency or any person.

§ 108072.

The district may contract with any public agency or person to provide transit facilities and services for the district.

§ 108073.

The district may construct and operate or acquire and operate transit works and facilities in, under, upon, over, across, or along any state or public street or highway or any stream, bay or water course, or over any of the lands which are the property of the state, to the same extent that such rights and privileges appertaining thereto are granted to municipalities within the state.

§ 108074.

The district may enter into agreements for the joint use of any property and rights by the district and any public agency or public utility operating transit facilities; may enter into agreements with any public agency or public utility operating any transit facilities, and wholly or partially within or without the district, for the joint use of any property of the district or of the public agency or public utility, or the establishment of through routes, joint fares, transfer of passengers or pooling arrangements.

§ 108075.

Additionally, the district is deemed to be, with all of the powers and duties attendant thereto, the consolidated transportation services agency for the San Bernardino Valley region.

Article 4  
Taxation; Other Fees and Bonds

§ 108080.

(a) The district may levy a retail transactions and use tax applicable in the incorporated and unincorporated territory of the county in accordance with this chapter and Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code. The ordinance shall only become effective if adopted by a two-thirds vote of the board and subsequently approved by the electors voting on the measure at a special election called for the purpose by the board of supervisors or at any regular election.

(b) The tax ordinance shall take effect at the close of the polls on the day of election at which the proposition is adopted. The initial collection of the transactions and use tax shall take place in accordance with (f) below.

(c) If, at any time, the voters do not approve the imposition of the transactions and use tax, this chapter remains in full force and effect. The board may, at any time thereafter, submit the same, or a different, measure to the voters in accordance with this chapter.

(d) The ordinance shall state the nature of the tax to be imposed, the tax rate or the maximum tax rate, the purposes for which the revenue derived from the tax will be used, and may set a term during which the tax will be imposed. Tax revenues shall be used only for public transit purposes of the district, including administration of this division and legal actions related thereto. The ordinance shall contain an expenditure plan that shall include an allocation of revenues.

(e) As used in this section, “public transit purposes” includes the public transit responsibilities under the jurisdiction of the district as well as any repair, redesign, or ongoing maintenance of a district facility, any right-of-way upon which transit is intended to travel, or any bikeway, bicycle path, sidewalk, trail, pedestrian access, or pedestrian accessway, and all costs and expenses related thereto.

(f) Any transactions and use tax ordinance adopted pursuant to this article shall be operative on the first day of the first calendar quarter commencing more than 150 days after adoption of the ordinance.

(g) Prior to the operative date of the ordinance, the district shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of the ordinance. The costs to be covered by the contract may also



include services of the types described in Section 7272 of the Revenue and Taxation Code for preparatory work up to the operative date of the ordinance. Any disputes as to the amount of the costs shall be resolved in the same manner as provided in that section.

(h) The district, subject to the approval of the voters, may impose a maximum tax rate of one-half of 1 percent under this article and Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code. The district shall not levy the tax at a rate other than one-half or one-fourth of 1 percent unless specifically authorized by the Legislature.

§ 108081.

If approved as required by law, the district may impose and administer fees and other funding sources secured for transportation system operation, maintenance, and improvement.

§ 108082.

The board may set fares for public transit service by resolution.

§ 108083.

As an alternative procedure for the raising of funds, the district may issue bonds, payable from revenues of any facility or enterprise to be acquired or constructed by the district, in the manner provided by the Revenue Bond Law of 1941 (Chapter 6 (commencing with Section 54300) of Part 1 of Division 2 of Title 5 of the Government Code), all of the provisions of which are applicable to the district.

§ 108084.

The district is a local agency within the meaning of the Revenue Bond Law of 1941 (Chapter 6 (commencing with Section 54300) of Part 1 of Division 2 of Title 5 of the Government Code). The term "enterprise" as used in the Revenue Bond Law of 1941 shall, for all purposes of this part, include transit facilities and any and all parts thereof and all additions, extensions, and improvements thereto and all other facilities authorized acquired, constructed, or completed by the district. The district may issue revenue bonds under the Revenue Bond Law of 1941, for any one or more facilities or enterprises authorized to be acquired, constructed, or completed by the district, or, in the alternative, may issue revenue bonds under the Revenue Bond Law of 1941, for the acquisition, construction, and completion of any one of those facilities. Nothing in this part shall prevent the district from availing itself of, or making use of, any procedure provided in this part for the issuance of bonds of any type or character for any of the facilities or works authorized under this part, and all proceedings may be carried out simultaneously or, in the alternative, as the directors may determine.

§ 108085.

The district may advocate on and act on behalf of all members with their concurrence to further the district's transit interests, funding, projects, and priorities.

§ 108086.

The district may promulgate a plan for funding transit projects or operations within its jurisdiction or as permitted in subdivision (t) of Section 107015.

#### Chapter 6 Rights of Employees of Omnitrans

§ 108090.

When the district acquires existing facilities, rights and obligations of Omnitrans JPA, all of the employees of Omnitrans JPA shall be appointed to comparable positions by the district. These employees shall be given sick leave, seniority, vacation credits, retirement benefits and all other rights and obligations which they have with Omnitrans JPA, upon the transfer of Omnitrans JPA to district.

§ 108091

The district shall provide employee retirement benefits under the program administered by the California Public Employees' Retirement System or other system permitted by law.

#### Chapter 7 Liability of members

§ 108100.

The members, whether individually or collectively, shall not be liable for any act or omission of the district, including, but not limited to, any of the following:

- (a) Performing any and all things necessary to carry out the purposes of this part.
- (b) Any act of the district, or for any act of the district's agents or employees.
- (c) The payment of wages, benefits, or other compensation to officers, agents, or employees of the district.
- (d) The payment of workers' compensation or indemnity to agents or employees of the district for injury, illness, or death.

Chapter 8  
Changes of Organization or Reorganization

§ 108200.

(a) Territory within the district may be detached from the district by a supermajority vote of the directors, which shall be at least 80 percent of the nonweighted vote of the existing board provided that all pending legal and financial obligations have been satisfied.

(b) The detachment of territory from the district shall become effective upon giving of the notice required in Section 57204 of the Government Code, provided that the detached territory shall not be relieved from liability for taxation for the payment of any bonded indebtedness existing at the time of detachment.

(c) Notice of the detachment of territory from the district shall be given to each assessor whose roll is used for a tax levy made pursuant to this part and with the State Board of Equalization pursuant to Chapter 8 (commencing with Section 54900) of Part 1 of Division 2 of Title 5 of the Government Code.

Chapter 9

Application of the Cortes-Knox-Hertzberg Local Government Reorganization Act of 2000

§ 108300.

(a) The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Part 1 (commencing with Section 56000) Division 3 of Title 5 of the Government Code), shall not apply to the formation or dissolution of the district.

(b) For annexations, any territory of a member city that is annexed into such city, shall automatically be annexed into the district. For annexation of territory in the unincorporated county into the district, such annexation shall require approval of the board.

Chapter 10

Dissolution

§ 108400.

(a) The district may be dissolved upon a supermajority vote of the directors which shall be at least 80 percent of the nonweighted vote of the board. However, the winding up of the district shall be conducted by the board and the general manager. The district shall not be fully dissolved and terminated until all debts, financial obligations, and liabilities are paid in full and any and all

remaining assets after payment of all debts, financial obligations, and liabilities are distributed to the members.

(b) (1) If the directors cannot agree as to the valuation of the property or to the manner of asset distribution, the question shall be submitted to arbitration, as set forth below, and the directors shall make the distribution or valuation as directed by arbitrators.

(2) Three arbitrators shall be appointed by the board.

(3) The arbitration shall be binding and shall be conducted pursuant to Title 9 (commencing with Section 1280) of the Code of Civil Procedure. Any hearings shall be held within the county. All notices, including notices under Section 1290.4 of the Code of Civil Procedure shall be given to the governing body of each member.

§ 108401.

The board shall wind up the affairs of the district.

ITEM #         F3        

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: AUTHORIZE AWARD (BENCH) – CONTRACTS MKP18-69 (A-C)  
PRINTING SERVICES**

**FORM MOTION**

Authorize the CEO/General Manager to award Contracts MKP18-69 (A-C) as listed below for the provision of Printing Services for a three (3) year base period beginning August 15, 2018 and ending August 14, 2021, with the authority to exercise two (2) single option years tied to the Consumer Price Index (CPI), extending the contracts to no later than August 14, 2023, in the aggregate amount of \$259,750, plus a ten percent contingency of \$25,975, for a total not-to-exceed amount of \$285,725, should all options be exercised.

List of Contracts for authorization:

Contract Number	Contractor
MKP18-69A	American Business Forms, Inc. dba American Solutions for Business of Glenwood, MN
MKP18-69B	Mekong Printing, Inc. dba MK Printing of Santa Ana, CA
MKP18-69C	Rundle Enterprises, Inc. of Lake Arrowhead, CA

**BACKGROUND**

Omnitrans utilizes the services of qualified firms to provide as-needed printing services, including but not limited to brochures, annual reports, envelopes, letterhead, employment applications, banners and pamphlets.

On March 7, 2018, Omnitrans’ Board of Directors authorized release of Invitation for Bids IFB-MKP18-69 for Printing Services. Notices were published in two (2) local newspapers of general circulation and posted on Omnitrans’ online bidding system. Eight (8) bids were received by the April 11, 2018 deadline and seven (7) bids were found to be responsive.

Option year pricing will be increased or decreased in accordance with the CPI. Award is recommended to the three (3) lowest, responsive and responsible bidders for select items.

Omnitrans will solicit price quotations from the bench of contractors for all additional items. Pricing is deemed to be fair and reasonable based on competition.

The Independent Cost Estimate was based on the approximate annual expenditure of \$49,000 and includes a 3% annual escalation for a total estimated five (5) year value of \$259,750.

This procurement meets the requirements of Omnitrans' Procurement Policies and Procedures.

**FUNDING SOURCE**

The cost associated with this procurement is budgeted in Various Departments' Operating Budget as follows:

Department	Various
Expenditure Code	509230

\_\_\_\_\_ Verification of Funding Sources and Availability of Funds.  
(Verified and initialed by Finance)

Short Range Transit Plan/Strategic Initiative Supported – N/A

**CONCLUSION**

By proceeding with this award, Omnitrans will continue to have as-needed printing services.

PSG:EFP:KNT

ITEM #           F4          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: AWARD SOLE SOURCE - CONTRACT ITS19-10  
BUS ARRIVAL PREDICTION INFORMATION SYSTEM (BAPIS)**

### **FORM MOTION**

Authorize the CEO/General Manager to award a sole source Contract to Cubic Transportation Systems (Cubic) of Concord, CA for the provision of Bus Arrival Prediction Information System (BAPIS) for a three (3) year base period beginning July 1, 2018 and ending June 30, 2021, and the authority to exercise two (2) single option years ending no later than June 30, 2023, in the amount of \$408,780, plus a ten percent contingency of \$40,878, for a total not-to-exceed amount of \$449,658, should all options be exercised.

### **BACKGROUND**

Cubic is a proprietary system and the sole provider of NexTrip support and system maintenance. Cubic holds exclusive patents on the hardware devices, firmware and software utilized by Omnitrans. The NexTrip application provides real-time tracking and bus location information and allows customers to access route maps via mobile phones and the internet. The availability of real-time information is instrumental for customer trip planning.

In accordance with FTA Circular 4220.1F, Section VI-17, procurement by noncompetitive proposals may be used when the manufacturer is the sole provider of the items compatible with existing equipment/systems and when the equipment/systems are not interchangeable with similar parts and equipment from other manufacturers.

Cubic was asked to provide the cost to maintain the original level of service and add the cost for migration services, system upgrades, and for the San Bernardino Transit Center and sbX E-Street Corridor routes. Omnitrans is required to perform a cost analysis to determine the reasonableness of sole source pricing. Pricing is deemed fair and reasonable as the total proposed cost is within 5 percent of the Independent Cost Estimate of the of the original contract cost, escalation and the additional routes.

This procurement meets the requirements of Omnitrans' Procurement Policies and Procedures.

**FUNDING SOURCE**

The cost associated with this procurement is budgeted in the Information Technology Department’s Operating Budget as follows:

Departments            1320  
Expenditure Codes    505170

\_\_\_\_\_ Verification of Funding Sources and Availability of Funds.  
(Verified and initialed by Finance)

Approval of this agenda item supports the Fiscal Year 2018 Management Plan, Strategic Initiative 5 – Technology Optimization.

**CONCLUSION**

By proceeding with this award, Omnitrans will have the ability to continue utilizing real-time tracking and bus location information to its customers.

PSG:EFP:CVM



ITEM #           F5          

**DATE:** June 6, 2018

**TO:** Board Chair Ron Dailey and Members of the Omnitrans Board of Directors

**THROUGH:** P. Scott Graham, CEO/General Manager

**FROM:** Eugenia F. Pinheiro, Interim Director of Procurement

**SUBJECT: AUTHORIZE AWARD – CONTRACT HRS18-42  
LANDSCAPE PROJECT – SAN BERNARDINO TRANSIT CENTER**

**FORM MOTION**

Authorize the CEO/General Manager to award Contract HRS18-42 to Griffith Company of Brea, CA, for the Landscape Project at the San Bernardino Transit Center (SBTC), in the amount of \$219,893.28, plus a ten percent contingency of \$21,989.32, and a 3.27% CAP in the amount of \$7,909.56, for a not-to-exceed amount of \$249,792.16.

**BACKGROUND**

Omnitrans requires a Contractor to complete the landscape at its SBTC location. This project consists of the preparation of soil, installation of plant material, an irrigation and drainage system, and the application of crushed stone and decomposed granite gravel.

On February 7, 2018, Omnitrans’ Board of Directors authorized the release of Invitation for Bids IFB-HRS18-42. Notices were published in two (2) newspapers of general circulation, two (2) minority newspaper publications, and posted on Omnitrans’ online bidding system. Nine (9) bids were received by the May 9, 2018 deadline and eight (8) bids were found to be responsive.

Listed below are the bid prices from lowest to highest:

<b>COMPANY NAME</b>	<b>TOTAL</b>
Griffith Company	\$219,893.28
Pacific Restoration Group, Inc.	\$243,442.55
Oakwest Services, Inc.	\$267,055.55
Marina Landscape, Inc.	\$280,307.30
Southern California Landscape, Inc.	\$286,716.90
Aramexx Group, Inc.	\$299,288.60
Pacific Coast Landscape & Design, Inc.	\$308,825.80
Conserve LandCare	\$346,368.75

Award is recommended to the lowest, responsive, and responsible bidder, Griffith Company, in the amount of \$219,893.28.

**FUNDING SOURCE**

The cost associated with this procurement is budgeted in Omnitrans’ Capital budget as follows:

<b>FUNDING</b>	<b>GRANT</b>	<b>YEAR</b>	<b>PROJECT NAME</b>	<b>INTERNAL ORDER</b>	<b>AMOUNT</b>
FTA	CA-90-Z112	2010	Landscape Project	D1422013F	\$24,884.74
FTA	CA-90-Y850	2011	Landscape Project	D1122005F	\$174,948.99
STA	13-10-OMN-B	2010	Landscape Project	D101B002S	\$6,211.36
STA	11-03-OMN-B	2011	Landscape Project	H1130901S	\$1,468.32
STA	13-10-OMN-B	2013	Landscape Project	H1330901S	\$42,278.75
<b>Total</b>					<b>\$249,792.16</b>

\_\_\_\_\_ Verification of Funding Sources and Availability of Funds.  
(Verified and initialed by Finance)

Short Range Transit Plan/Strategic Initiative Supported – This procurement supports Omnitrans’ Short Range Transit Plan FY2015-2020 goal to expand, maintain and improve existing vehicles, facilities and passenger amenities.

**CONCLUSION**

By proceeding with this award, Omnitrans will have the ability to improve the appearance of the grounds at the SBTC.

PSG:EFP:KAM