



## ADMINISTRATIVE & FINANCE COMMITTEE MEETING

**Monday, July 9, 2012 – 1:30 p.m.**

**Omnitrans Metro Facility**

**1700 West 5<sup>th</sup> Street**

**San Bernardino, CA 92411**

The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Recording Secretary at least three (3) business days prior to the Committee Meeting. The Recording Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY), located at 1700 West Fifth Street, San Bernardino, California.

### **A. CALL TO ORDER**

### **B. ANNOUNCEMENTS/PRESENTATIONS**

1. Next Committee Meeting: August 13, 2012 at 1:30 p.m.  
Omnitrans Metro Facility Board Room

### **C. POSSIBLE CONFLICTS OF INTEREST ISSUES**

2

### **D. AGENDA ITEMS**

1. Approve Administrative & Finance Committee Minutes – June 11, 2012 3
2. Receive & File Construction Progress Report No. 7 through June 2012 – sbX E Street Corridor BRT Project 8
3. Receive & File Forward Fuel Purchase Program Update for July 2012 23
4. Receive & File College Pass Program Final Report 26
5. Receive & File Report, Compressed Natural Gas Conversion/Retrofit of Omnitrans Non-revenue Vehicles 28
6. Receive & Forward to Board of Directors, Authorize Release, RFP-PLN13-03, Alternatives Analysis of Route 61 (Holt Boulevard/San Bernardino Avenue) Corridor 29
7. Recommend Approval to Board of Directors, Award Contract PRC13-24, Electronic Online Procurement Services 33
8. Recommend Approval to Board of Directors, Ratify Change Order No. 1, Contract IPMO11-1, Vehicle Maintenance Facility Modification Architectural and Engineering Services 36
9. Recommend Approval to Board of Directors, Ratify Contract IPMO11-3, Bus Inspection Services 38
10. Recommend Approval to Board of Directors, Award Contract, Winshuttle Software and Implementation Services 40
11. Recommend Approval to Board of Directors, Award Contract, Sybase Afaria Mobile Platform Project Implementation Services 42

### **E. REMARKS AND ANNOUNCEMENTS**

### **F. ADJOURNMENT**

Posted: July 3, 2012



**DATE:** July 9, 2012

Disclosure

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Jennifer M. Sims, Director of Procurement

**SUBJECT: DISCLOSURE(S) REGARDING RECOMMENDATIONS FOR ACTION  
BY THE OMNITRANS ADMINISTRATIVE & FINANCE COMMITTEE**

**FORM MOTION**

Staff hereby provides the listing of principals and subcontractors associated with action items on the agenda for July 9, 2012, Administrative & Finance Committee Meeting.

Item No.	Contract	Principals & Agents	Subcontractors
D-7	Award Contract No. PRC13-24 Electronic Online Procurement Services	PlanetBids Alan Zavian President	N/A
D-8	Ratify Change Order 1, Contract IPMO11-1 Vehicle Maintenance Facility Modification Architectural and Engineering Services	STV Rancho Cucamonga, CA David L. Borger Sr. Vice President / Western Region Manager	Raymundo Engineering Cordoba Corporation Diaz Yourman Assoc. Wilson Company
D-9	Ratify Contract, IPMO11-3 Bus Inspection Services	E F Enterprises Banning, CA Erica Farrar, President	Benjamin Herbert Jones Robert Gunderson
D-10	Award Contract Purchase of Windshuttle Software and Implementation Services	Ciber, Inc. Greenwood Village, CO Doug Owen, Account Executive	N/A
D-11	Award Contract Sybase Afaria Mobile Platform Project Implementation Services	Ciber, Inc. Greenwood Village, CO Doug Owen, Account Executive	N/A



Item #D1

**ADMINISTRATIVE & FINANCE COMMITTEE  
MINUTES  
June 11, 2012**

The Administrative & Finance Committee meeting was called to order by Acting Chair Ed Graham at 1:31 p.m. on June 11, 2012. Chair Alan Wapner arrived later.

Committee Members Attending

Councilmember Alan Wapner, City of Ontario, Committee Chair  
Mayor Paul Eaton, City of Montclair  
Mayor Pro Tem Frank Gonzales, City of Colton  
Mayor Ed Graham, City of Chino Hills  
Mayor Dick Riddell, City of Yucaipa  
Mayor Pro Tem John Roberts, City of Fontana

Committee Members Absent

Mayor Pro Tem Paul Foster, City of Redlands  
Mayor Pro Tem Lee Ann Garcia, City of Grand Terrace  
Supervisor Gary Ovitt, County of San Bernardino

Omnitrans Staff & Others Attending

Milo Victoria, CEO/General Manager  
Robert Miller, Chief Financial Officer  
Marjorie Ewing, Director of Human Resources  
Wendy Williams, Director of Marketing  
Sam Gibbs, Director of Internal Audit Services  
Scott Graham, Director of Operations  
Jennifer Sims, Director of Procurement  
Ray Lopez, Director of Safety & Regulatory Compliance  
Rohan Kuruppu, Director of Planning & Development Services  
Jeremiah Bryant, Planning & Scheduling Manager  
Milind Joshi, sbX Program Manager  
Bart Hayashi, sbX Construction Manager  
Brenda Ramirez, Planner II  
Beth Kranda, VTrans  
Joe Jenkins, Jacobs  
Hank Alonso, Jacobs  
Carol Angier, Administrative Secretary

**C. Possible Conflict of Interest Issues**

None

**D. Agenda Items**

1. Approve Administrative & Finance Committee Minutes of May 14, 2012

M/S (Roberts/Eaton) to approve the minutes of the May 14, 2012 Committee meeting. Motion was unanimous by members present.

2. Affirmative Action Program – 2012 Through 2015

Director of Human Resources Ewing said Omnitrans' current Affirmative Action Program will expire on July 14. This will be a new study for the Agency and our service area. The study identifies different diversity issues and what the Agency will be doing to resolve them.

M/S (Gonzales/Eaton) to recommend to the Board of Directors adoption of the Omnitrans Affirmative Action Plan (AAP) effective July 15, 2012 through July 14, 2015. Motion was unanimous by members present.

3. Construction Progress Report No. 6 Through May 2012 – sbX E Street Corridor BRT Project

sbX Program Manager Joshi introduced Hank Alonzo of Jacobs. Jacobs is the sbX construction management consultant, and Mr. Alonzo will review the sbX construction to date. Mr. Alonzo said the Committee and Board Members have expressed concern about some of the sbX construction issues, and these issues are actually typical of any construction project. Many of the areas and utilities in the City of San Bernardino along the construction site are very old and are either poorly documented or not documented at all. Mr. Alonzo said while this has been a challenge, we have a very good contractor, and the City has partnered with us to help streamline the process as much as possible.

Member Graham asked when the permits from the City of Riverside and Flood Control would be finalized. sbX Program Manager Joshi said the permit from the City of Riverside for the gage canal on Hospitality Lane has been approved, and staff should have the Mylars soon. There have been egress issues with Flood Control, but the permit approval should be forthcoming soon. Member Graham said his city has a good relationship with the Army Corps of Engineers and can help Omnitrans with the process if needed.

This was a receive and file agenda item.

4. Omnitrans Chief Financial Officer's Report on Forward Fuel Purchases for June 2012

Chief Financial Officer Miller said the fuel market has been stable and is only a few cents over our fuel hedge price. The fuel costs are still below budget for the rest of this fiscal year.

This was a receive and file agenda item.



5. Omnitrans Comprehensive Operational Analysis (COA)

Planning & Scheduling Manager Bryant said this is the same COA update that was presented to the Plans & Programs Committee on May 30. The COA is being prepared by AECOM and led by SANBAG. The COA outcome will determine the transit services available in each JPA member's community. The COA started March 2011 and was originally planned to take one year. AECOM reported that the completion date has been moved to September/October 2012. AECOM presented their findings to date at the Plans & Programs Committee on October 18, 2011, on three of the seven key deliverables of Phase I, COA/Analysis of Existing Conditions & Determination of Needs. These deliverables were Comprehensive Operating Analysis of All Services, Service Policy Analysis, and Service Needs & Public Outreach. The Financial Analysis and Administrative Functions have been updated, but are not yet completed. The Administrative Functions deliverable shows that Omnitrans is an effective and low cost provider of transit. The staffing levels have not yet been addressed in the COA. The final two deliverables, Transition of Services & Alternative Delivery Methods and Summary of Findings, have not been started to date.

Technical Memo #2, Financial Analysis, was delivered in May. It shows a reduction of \$11.8 million in operating revenue starting in FY2014. This reduction occurs at the same time that sbX service will begin. TM#2 also shows a net deficit of \$99.1 million during Fiscal Years 2014 through 2020. This reduction in funding is a transit policy choice for the San Bernardino Valley. LTF is the primary operating revenue for Omnitrans. LTF funds are expected to grow significantly for the Valley, but Omnitrans will receive reductions in LTF funding. Chair Wapner asked where these numbers came from, and Planning & Scheduling Manager Bryant said the numbers came from SANBAG. Member Graham asked who chooses where to distribute LTF funding, and Chair Wapner said SANBAG.

Phase II of the COA is to develop service alternatives. There are two components of this phase. The first is to identify service alternatives. This is partially completed. AECOM has not yet completed the financial analysis, but the service alternatives were completed anyway. The service plan shows an expansion of service, but does not yet provide hours, miles, frequency, and vehicle requirement. This data is necessary in order to determine the cost of the expanded service. The second component is public comment opportunity. AECOM presented routing alternatives to the public, and there was a strong outreach with over 700 people participating. However, the outreach did not include service details such as service frequency, service hours, or any fare changes. FTA requires that multiple public hearings must be conducted before the final adoption of the COA and implementation of findings. This is the responsibility of AECOM and SANBAG. Omnitrans will be responsible for holding public hearings for implementation of any major service or fare changes that result from the COA for each change during FY2014-2020.

Phase III of the COA is the implementation plan, and this has not yet been started. The key components of this phase are the annual implementation plan and a Title VI evaluation to comply with the Civil Rights Act of 1964. AECOM will present the Financial Analysis and Administrative Functions to the Plans & Programs Committee in July. It will also be presented to the SANBAG Commuter Rail & Transit Committee, but a date has not yet been set. AECOM expects the COA to be completed in September/October 2012.

Member Riddell asked who determines how service will be affected by the funding reduction, and Planning & Scheduling Manager Bryant said the COA must show this. Chair Wapner asked if Omnitrans has asked AECOM how they will address service with reduced funding. Planning & Scheduling Manager Bryant said Omnitrans has asked AECOM this question many times, with no answer yet being received.

This was a receive and file agenda item.

6. Summary of Risk Assessment Results and FY 2013 Internal Audit Workplan

Director of Internal Audit Services Gibbs said the Risk Assessment was presented for approval by the Board in December, but it was not consistent with the fiscal year. This revised Risk Assessment has been updated to include the sbX construction and the influence the COA will have on our audits. This includes the budget deficit, meeting Title IV regulations, and being able to meet the PCGA commitment. Chair Wapner asked if the Risk Assessment would include how to proceed with these issues. Director of Internal Audit Services Gibbs said this will be reviewed in his reports when he focuses on the areas of risk.

M/S (Graham/Eaton) to receive and forward to the full Board for receipt and file the results from the risk assessment and the FY 2013 Internal Audit workplan, completed November 30 2011, and updated May 25, 2012. Motion was unanimous by members present.

7. Resolution #260-12, Support Transfer of Ontario International Airport to Local Control

Chair Wapner said he asked Omnitrans to put this on the agenda. All the other cities and several transit agencies have already approved resolutions supporting local control for Ontario International Airport. He is now asking Omnitrans to do the same.

M/S (Eaton/Riddell) to recommend adoption of Resolution No. 260-12 to the Board of Directors in support of the transfer of Ontario International Airport to local control. Motion was unanimous by members present.

8. Authorize Amendment No. 1, OPS10-20, West Valley Paratransit Fuel Services Base Year 2 and Increase in Spend Authority Option Year 1

Director of Procurement Sims said the price of unleaded fuel has escalated. While staff has done an excellent job of controlling fuel costs, there is still a shortfall of funds for paratransit fuel for the rest of this fiscal year. This is only a contract increase and is still within our budget.

Member Roberts asked if Omnitrans staff looked at converting the paratransit vehicles to CNG fuel. CEO/General Manager Victoria said staff is researching this option and will bring this before the Committee. However, at this point, the cost of converting the unleaded fuel engines to CNG fuel engines will be very high and may not be a cost-effective option.

M/S (Eaton/Roberts) to recommend approval to the Board of Directors to authorize the CEO/General Manager to execute Amendment No. 1 to increase Contract OPS10-20 with Poma Automated Fueling, Inc., of Bloomington, California, for Base Year 2, by an additional provision of \$19,300 and a 10% contingency of \$1,930, for a

new total not-to-exceed amount of \$1,509,594, and to increase Option Year 1 by an additional provision of \$390,820, and a 10% contingency of \$39,820, for a new total not-to-exceed amount of \$1,165,088. Motion was unanimous by members present.

9. Authorize Amendment No. 1, Contract 7560 Custodial Supplies

Director of Procurement Sims said the cost of custodial supplies was higher than staff originally estimated. There is a shortfall of \$8,000 to pay outstanding invoices.

M/S (Eaton/Graham) to recommend approval to the Board of Directors to execute Amendment No. 1 to increase Contract 7560 with Waxie Sanitary Supply of San Diego, California, for the provision of custodial supplies by \$8,000 for a new total not-to-exceed amount of \$80,000. Motion was unanimous by members present.

**E. Committee Business**


Closed Session

1. Conference with Labor Negotiator, Milo Victoria, concerning unrepresented employees, pursuant to Government Code Section 54957.6

The Administrative & Finance Committee adjourned to Closed Session at 2:14 p.m. The Committee Meeting reconvened at 2:36 p.m. Chair Wapner said no reportable action took place during Closed Session.

Member Graham said he notified Omnitrans that the Chino Hills School District would be eliminating school bus service. He asked if Omnitrans could assist with routes to help transport students to school. Director of Planning & Development Services Kuruppu said Omnitrans did research this issue and sent it to AECOM to include in the COA to review and make recommendations. There are over one hundred service requests received by Omnitrans that have been sent to AECOM for the COA. CEO/General Manager asked that AECOM follow up on this, and Director of Planning & Development Services said he would do so.

The Administrative & Finance Committee meeting adjourned at 2:38 p.m. The next Administrative & Finance Committee Meeting is scheduled for July 9, 2012, with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

  
Carol Angier, Recording Secretary



**DATE:** July 9, 2012 Item #D2

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager *[Signature]*

**FROM:** Milind Joshi, sbX Program Manager *[Signature]*

**SUBJECT:** **CONSTRUCTION PROGRESS REPORT NO. 7 THROUGH JUNE 2012 -  
sbX E STREET CORRIDOR BRT PROJECT**

**FORM MOTION**

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No. 7 for the sbX E Street Corridor BRT Project through June 2012.

**SUMMARY AND BACKGROUND**

This is Construction Progress Report No. 7 for the sbX E Street Corridor Project.

**CONCLUSION**

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No. 7 for the sbX E Street Corridor BRT Project through June 2012.

MV:MJ

Attachment



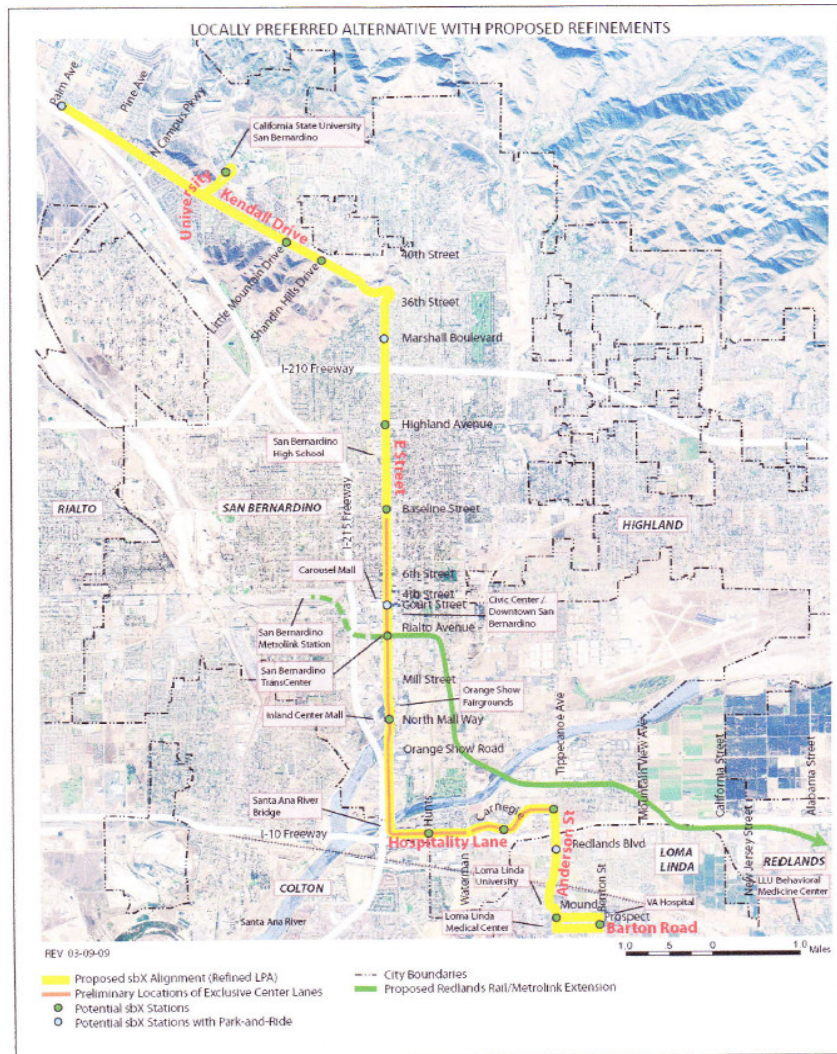
## sbX E Street Corridor Bus Rapid Transit (BRT) Project

### Construction Progress Report No. 7

Month Ending: June 2012

Submitted By: **JACOBS**

Contractor: Griffith/Comet  
Contractor Contract No.: IPMO11-5  
Project Manager: Joe Jenkins, P.E.  
Resident Engineer: Karim Varshochi, P.E.  
Omnitrans Construction Manager: Bart Hayashi, P.E.



**Construction Progress This Month:**

- Continued construction of the Kendall/Palm Park & Ride Facility; Continue work to construct station structure steel (Canopies).
- Completed the new construction of the Kendall/Palm bus route loop.
- Continuing with full depth roadway removal and base paving on E Street between 10th and 6th streets; this was due to the deficiencies in the quality and thickness of existing pavement along E Street between 6th and 10th Streets that were identified.
- Removed bus shelters at Little Mountain, Shandin Hills and Baseline for relocation.
- Marshall/E – Removed landscaping, buildings, signs and bollards and performed rough grade.
- Little Mountain Bus Station – Performed work on underground utilities, completed fine grade structural slabs, placed formwork and rebar for footings and structural slab.
- Relocated 5 trees on the east side of E Street (phase 1).
- Carnegie Dr. East to Tippecanoe – Completed fine grade for sidewalks, driveways and ramps.

**Community Relation Activities this Month:**

- The Black Angus Director of Operations called regarding water issues, to coordinate meeting with the landscaper, and to inquire about duration of construction activities. The CM team is providing him with information and working to set up a meeting between landscapers.
- Northrop Grumman - Manager of Support Services (contact at NG for fire watch work and water shut down), expressed that he would prefer that half of the driveway be kept open while the other half is demolished and built out. Request was accommodated; however, the period of activity will be extended at this driveway to approximately four to five weeks.
- Conducted sbX Monthly Construction Status Meeting with stakeholders, businesses, and residents to provide construction updates including upcoming closures, milestones etc.

**Accomplishments this Month:**

- Parsons provided comments to contractor for Submittal 231 Communication Systems Design on May 29, 2012, which was returned "Exceptions Noted, No Resubmittal Required".
- CM attended the FTA Quarterly meeting held on May 29, 2012. Introductions of new project personnel were made and a project update was given.
- CORs 1, 12 and 24 in the amount of \$522,967.47, were approved by the change order committee and are being routed for signatures and approval by the CEO.
- City provided an authorization letter to relocate SCE Meters and street lights removals.
- Attended weekly informational meeting with the City of San Bernardino. The following items were discussed and solutions were reached.
  - The project will be eliminating the traffic signal at Kendall/Palm station because the driveway of a private property falls into the intersection and

the City does not want to include the driveway in the signal as well as the signal not being warranted.

- Per the water department standards, the contractor relocated the existing Air Vac on E Street south of 10<sup>th</sup> Street. A directive will be given per the City Engineer's request to relocate the Air Vac to back of walk.

#### **Construction Planned for the Next Month:**

- Continuing with full depth roadway removal and base paving on E Street between 10th and 6th streets; this was due to the deficiencies in the quality and thickness of existing pavement along E Street between 6th and 10th Street were identified.
- Concrete placement of sidewalk at Kendall/Palm and rough carpentry of the bus driver restroom.
- Bus station at Shandin/E Street – Concrete placement of footings and structural slab.
- Bus Passenger Platform at Marshall/E Street, Highland/E Street and Baseline/E Street – Excavate for footings and place formwork and rebar.
- Continue with Change Order 1 – Relocate Water Meters - This work will take place on E Street and Hospitality.
- Carnegie Dr. East to Tippecanoe – Excavate, lay and backfill mainline and install backflow preventers and laterals.

#### **Areas of Concern and Proposed Solutions:**

1. Received encroachment permit from the City of San Bernardino on 01/27/12; the first contract day of construction was 12/21/11. The actual start of construction was delayed due to the permitting issue with the City of San Bernardino. Efforts are being made to recover lost time; contractor will submit a recovery schedule after approval of the baseline schedule.
2. The baseline schedule has been returned to the contractor for corrections. Contractor incorporated delay claims in the baseline and was asked to remove these items. Contractor to make corrections and resubmit schedule on June 26, 2012.
3. Caltrans Encroachment permit for Hospitality and Carnegie; received Caltrans comments on June 13, 2012.
4. Waiting for the Flood Control District Permit for the Redlands Park & Ride Station.
5. Waiting for permit from City of Riverside for Gage Canal. Submitted mylars for city signature and permit issuance.
6. Astro Motel reported their sewer lines were damaged as a result of Omnitrans construction. The CM is currently reviewing documentation and maintaining an open line of communication with Astro Motel in order find a solution to this issue.
7. Received a claim letter a property owner on E Street for loss of business. Omnitrans will be referring to their legal department for direction.

**Contract Change Orders:**

<b>CCO</b>	<b>Description</b>	<b>Negotiated Cost</b>	<b>Time Extension Contract Calendar Days</b>
1	Water Meter and Fire Hydrant Connections to the Main	\$2,594,555.00	0
2	Additional Insurance Requirements, prepared and processing	\$214,364.64	0
3	Electrical Service Modifications for Street Lights; prepared and processing	\$433,500.00	0
<b>TOTALS</b>		<b>\$3,242,419.64</b>	<b>0</b>

**Potential Change Orders/Change Order Requests:**

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Time Extension Contract Calendar Days</b>	<b>Status</b>
1	Permit Plan Changes, Delta 1, requested by the City	\$489,754	TBD	Submitted to Omnitrans for approval on 05/07/12
2	Permit Plan Changes, Delta 1A, additional changes	\$150,000	TBD	JV preparing cost proposal
3	Permit Plan Changes, Delta 2, G & M Oil Gas Station and Station Utility Service Pedestals (SCE & Verizon)	\$896,930	TBD	JV to revise and resubmit cost proposal
4	Project Signs changed from Wood to Aluminum	\$3,519	TBD	Submitted to Omnitrans for approval on 04/12/2012
5	Ad Panels - rejected	0	0	Denied
6	SWPPP training	\$2,512	TBD	Proposal under review by Jacobs
7	Street Conduit Forensic study, Paid under Pay Item No. 318, closed	0	0	Denied
9	Caltrans Kendall/Palm Encroachment Permit	\$50,000	TBD	Awaiting further information
10	Revise Station Limits and Elevations	0	0	JV to confirm "no cost" change
11	Station Glass Dimension Revisions	0	0	JV to confirm "no cost" change
12	Partnering Session Supplies for Team Building	\$7,936	TBD	Submitted to Omnitrans for approval on 05/10/12
13	Station Elevation Modifications for Marshall and Baseline	0	0	JV to confirm "no cost" change
15	Electrical Plan Changes	\$80,000	TBD	JV preparing cost proposal
16	Taper revisions at Parcels B235, B237, B239	0	0	JV to confirm "no cost" change



<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Time Extension Contract Calendar Days</b>	<b>Status</b>
17	177 lf of 6" DIP missing from bid list; paid under Pay Item No. 55, closed.	0	0	Denied
18	Drainage Plan and Profile Kendall/Palm Station East	\$68,343	TBD	Under review by Jacobs
19	Lowering Catch Basin for Street Light Foundation	0	0	Denied
20	Missing bid item for 1-1/2" PVC pipe at Kendall/Palm – Denied included in Station bid item	0	0	Denied
21	Flow line modifications at Benton, Prospect, Anderson & Redlands stations	\$12,000	TBD	Designer preparing scope
22	Potholing along E Street for curb & gutter excavation, paid under Bid Item 318, closed.	0	0	Denied
24	Additional traffic signal requirements	\$59,477	TBD	Submitted to Omnitrans for approval on 05/07/12
25	Addition of two bus stops at Kendall/Palm	\$53,510	TBD	Under review by Jacobs
26	Redesign of median fountain area at Court Station	\$15,000	TBD	Designer preparing scope
27	Kendall at Palm Traffic Signal Revisions	\$10,000	TBD	Designer preparing scope
28	Kendall at Palm additional local bus station – Part 2 – electrical, landscape, signage and striping additions	\$40,000	TBD	Designer preparing scope
29	Gage Canal Changes	\$10,000	TBD	Designer preparing scope
30	Bus Stop No. 2 Revisions	\$245,000	TBD	Designer preparing scope
31	Planter curb additions at Shell Gas Station	\$8,000	TBD	Designer preparing scope
32	Graded channel at north end of Kendall/Palm	\$25,000	TBD	JV preparing cost proposal
33	E Street/North Mall Way bay taper & median removal	\$52,000	TBD	JV preparing cost proposal
34	Optional traffic signal at Hospitality and private drive	0	TBD	Designer preparing scope
35	E Street/North Mall Way bay taper	\$5,000	TBD	Awaiting info from JV
36	Flow line modifications to Hospitality at Tippecanoe, Hospitality at Carnegie, Kendall at Little Mountain and the CSUSB stations	\$48,000	TBD	Designer preparing scope
37	Out of Sequence Concrete Pours due to Existing Unforeseen Obstructions -	\$481,000	TBD	Jacobs preparing package
38	Modified Utility Plans Showing	\$382,000	TBD	JV preparing cost proposal

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Time Extension Contract Calendar Days</b>	<b>Status</b>
	Vaults to be Replaced and water Meter As-Builts			
39	Out of Sequence Concrete Pours due to Existing Unforeseen Obstructions – Union Street	\$8,262	TBD	Under review by Jacobs
40	Curb Ramp at Northwest Corner of E Street & Rialto	\$12,000	TBD	Designer preparing scope
41	Change sbX Traffic Signal Heads from PV to LRT	\$5,000	TBD	Designer preparing scope
42	Pavement Section Along E Street from 10 <sup>th</sup> to 2 <sup>nd</sup> Street	\$760,000	TBD	Field directive sent via CM 19 on 05/18/12
43	Increase in Bid Quantities	\$50,000	TBD	Preparing documentation for submittal to Omnitrans
44	SCE Vault at North Mall Way	\$5,000	TBD	Awaiting info from JV
45	Cross Gutter at E Street and Victoria	\$20,000	TBD	Designer preparing scope
46	Eliminate Driveway Approach at Parcel C33	0	TBD	Designer preparing scope
47	Replace Driveway Approach at B251	\$10,000	TBD	Designer preparing scope
48	Steel Storage Containers	0	0	No cost/no time change. Item closed.
49	System #23 Catch Basin at E & N Mall Way	\$6,824	TBD	Under review by Jacobs
50	Shoe City Planters	\$5,647	TBD	JV tracking T & M
51	Expedite Driveway on Hospitality at STA 698+20	\$6,000	TBD	JV tracking T & M
52	Gas Station at NW Corner of E Street & Orange Show Road (Auto Center Drive)	\$100,000	TBD	Designer preparing scope
53	Demolition for Northerly Building on Parcel at NE Corner E Street & Marshall.	\$68,000	TBD	Designer preparing scope
54	Revised Architectural Drawings	0	TBD	Designer preparing scope
55	Revised Survey Control Sheets	\$20,000	TBD	Designer preparing scope
56	Increase to Artist Budget	\$5,000	TBD	Under review by Jacobs
57	Steel Plate Rentals	\$6,000	TBD	JV tracking T & M
58	Trees on Hospitality	\$5,000	TBD	Designer preparing scope
59	Route 2 Stop Revision at 9 <sup>th</sup> & E – Bus Turnout Lane	\$15,000	TBD	Jacobs preparing T&M Package
60	Concrete at Kendall/Palm Loop from 2500 to 4000 psi	\$10,000	TBD	Parsons preparing scope
61	New Cabinet at E & E Orange Show; Additional Conduit at CSUB	\$100,000	TBD	JV preparing cost proposal
62	Driveways Along North Side of Hospitality, Phase 1, Remove	\$20,000	TBD	Jacobs preparing T&M Package

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Time Extension Contract Calendar Days</b>	<b>Status</b>
63	Irrigation Revisions Due to Meter Size Revisions at SBX Stations	0	TBD	Parsons preparing scope
64	Irrigation Revisions at CSUSB Station Due to CSUSB Irrigation Requests	0	TBD	Parsons preparing scope
65	Fire Sprinkler Restart	\$150,000	TBD	Omnitrans to provide path forward
<b>TOTALS</b>		<b>\$4,582,714.00</b>	<b>TBD</b>	

\* Currently pricing is estimated based on Rough Order of Magnitude pending designer plans or final submittal of pricing by JV.

### Contract Statistics

#### Contract Time

<b>Activity</b>	<b>Days</b>	<b>Date</b>
Notice to Proceed		11/21/11
Calendar Days per Original Contract	730	
Original Completion Date		12/21/13
Calendar Days Completed as of 20 June 2012	182	
CCO Time Extension to Date	0	
Required Completion Date as of 20 June 2012	610	12/21/13
Forecasted Completion Date as of 20 June 2012		12/21/13
Percent Time Elapsed	24.97%	

**Contractor Cost**

	<b>Comments</b>	<b>Project Cost</b>
Original Contract Amount		\$64,700,603.05
CCO's to Date		\$3,242,419.64
Option Pay Item 320	Approved	\$150,000.00
Total Authorization to Date		\$68,100,022.69
Option Pay Item 319	Not Yet Approved	\$157,000.00
Pending CCO's		\$4,582,714.00
Forecasted Cost at Completion		\$72,844,736.69
Contract Items as of 31 May 2012		\$9,444,624.67
Materials on Hand as of 31 May 2012		\$0
CCO's Paid as of 31 May 2012		\$610,892.26
DBE Contract Amount		\$6,473,983.70
DBE Paid to Date		\$587,750.10
DBE Contract Goal		9.15%
DBE Percentage of Total Earned to Date 31 May 2012		9.07%
Amount Earned as of 31 May 2012		\$9,444,624.67
Retention Held		\$959,962.47
Percent Complete (% paid)		13.84%

**Construction Management Services Cost**

	<b>Comments</b>	<b>Project Cost</b>
Original Contract Amount		\$3,898,769.00
CCO's to Date		\$1,818,196.84
Total Authorization to Date		\$5,716,965.97
Pending CCO's		\$0
Forecasted Cost at Completion		\$9,137,342.00
Total Billed as of 27 April 2012		\$1,857,037.93
DBE Contract Amount		\$789,333.00
DBE Paid to Date		\$120,419.29
DBE Percentage of Contract		13.84%
DBE Percentage of Total Earned to Date		6.48%
Percent of Budget Expended		32.48%

We added Primavera Contract Manager to assist with document control; a new server to provide the capacity to store documents at a remote location, provided additional staff for administrative and document control services, and inspection staff was also added sooner than planned. Also due to early extensive contract change orders, we added estimators to assist with estimating the costs of the change orders. The following Cash Flow Analysis shows our current billings through February 2012 and the estimate to complete through December 2013.

**Progress Photos:****Park and Ride at Kendall/Palm – Bus route loop with canopies****Kendall/Palm – Rough Carpentry for bus driver restroom.**





**Marshall and E Street Park and Ride - Building being demolished.**



**New constructed sidewalk on Kendall Dr. (southbound).**





10<sup>th</sup> Street and E Street – Excavating trench for traffic signal conduit.



Highland Station North – Backfill and compact electrical trench.



**IPMO/sbX Project Costs  
Forecasted through 6/30/12**

Standard Cost Category (SCC)	Description	Budget Authority (PCGA)	Current Budget	Total Spending Authority \$ %	Expenditures \$ %	Remaining Budget	Estimate to Complete	Estimate at Completion	Budget Forecast Variance
<b>10</b>	<b>GUIDEWAY &amp; TRACK ELEMENTS</b>	\$ 17,984,000	\$ 19,725,000	12,959,917 65.7%	1,154,179 5.9%	\$ 18,570,821	\$ 11,805,738	\$ 12,959,917	\$ (6,765,083)
10.02	Guideway: At-grade semi-exclusive (allows cross-traffic)	\$ 16,686,000	\$ 18,353,000	\$ 12,169,991 66.3%	1,060,165 5.8%	\$ 17,292,835	\$ 11,109,826	\$ 12,169,991	\$ (6,183,009)
10.03	Guideway: At-grade in mixed traffic	\$ 1,298,000	\$ 1,372,000	\$ 789,926 57.6%	94,015 6.9%	\$ 1,277,986	\$ 695,912	\$ 789,926	\$ (582,074)
<b>20</b>	<b>STATIONS, STOPS, TERMINALS, INTERMODAL</b>	\$ 17,201,000	\$ 14,917,000	13,045,338 87.5%	541,454 3.6%	\$ 14,375,546	\$ 12,503,884	\$ 13,045,338	\$ (1,871,662)
20.01	At-grade station, stop, shelter, mall, terminal, platform	\$ 17,201,000	\$ 14,917,000	13,045,338 87.5%	541,454 3.6%	\$ 14,375,546	\$ 12,503,884	\$ 13,045,338	\$ (1,871,662)
<b>30</b>	<b>SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS</b>	\$ 5,370,000	\$ 8,131,000	\$ - 0.0%	- 0.0%	\$ 8,131,000	\$ 8,131,000	\$ 8,131,000	\$ -
30.02	Light Maintenance Facility	\$ 1,265,000	\$ 4,265,000	\$ - 0.0%	- 0.0%	\$ 4,265,000	\$ 4,265,000	\$ 4,265,000	\$ -
30.05	Yard and Yard Track	\$ 4,105,000	\$ 3,866,000	\$ - 0.0%	- 0.0%	\$ 3,866,000	\$ 3,866,000	\$ 3,866,000	\$ -
<b>40</b>	<b>SITEWORK &amp; SPECIAL CONDITIONS</b>	\$ 35,611,000	\$ 34,271,000	19,985,908 58.3%	7,164,850 20.9%	\$ 27,106,150	\$ 12,965,058	\$ 20,129,908	\$ (14,141,092)
40.01	Demolition, Clearing, Earthwork	\$ 4,785,000	\$ 4,741,000	\$ 455,559 9.6%	109,609 2.3%	\$ 4,631,391	\$ 345,950	\$ 455,559	\$ (4,285,441)
40.02	Site Utilities, Utility Relocation	\$ 6,245,000	\$ 4,993,000	\$ 4,488,511 89.9%	1,870,869 37.5%	\$ 3,122,131	\$ 2,617,642	\$ 4,488,511	\$ (504,489)
40.05	Site structures including retaining walls, sound walls	\$ 99,000	\$ 90,000	\$ 72,224 80.2%	- 0.0%	\$ 90,000	\$ 72,224	\$ 72,224	\$ (17,776)
40.06	Pedestrian / bike access and accommodation, landscaping	\$ 6,312,000	\$ 6,925,000	\$ 3,653,137 52.8%	349,254 5.0%	\$ 6,575,746	\$ 3,446,699	\$ 3,795,953	\$ (3,129,047)
40.07	Automobile, bus, van accessways including roads, parking lots	\$ 6,972,000	\$ 3,601,000	\$ 4,247,349 117.9%	737,885 20.5%	\$ 2,863,115	\$ 3,510,648	\$ 4,248,533	\$ 647,533
40.08	Temporary Facilities and other indirect costs during construction	\$ 11,198,000	\$ 13,921,000	\$ 7,069,128 50.8%	4,097,233 29.4%	\$ 9,823,767	\$ 2,971,895	\$ 7,069,128	\$ (6,851,872)
<b>50</b>	<b>SYSTEMS</b>	\$ 19,984,000	\$ 16,727,000	\$ 19,889,557 118.9%	1,290,140 7.7%	\$ 15,436,860	\$ 18,756,417	\$ 20,046,557	\$ 3,319,557
50.02	Traffic signals and crossing protection	\$ 11,386,000	\$ 10,810,000	\$ 5,995,557 55.5%	381,198 3.5%	\$ 10,428,802	\$ 5,771,359	\$ 6,152,557	\$ (4,657,443)
50.05	Communications	\$ 6,294,000	\$ 4,210,000	\$ 8,294,000 197.0%	859,998 20.4%	\$ 3,350,002	\$ 7,434,002	\$ 8,294,000	\$ 4,084,000
50.06	Fare collection system and equipment	\$ 2,304,000	\$ 1,707,000	\$ 5,600,000	48,944	\$ 1,658,056	\$ 5,551,056	\$ 5,600,000	\$ 3,893,000
	Contract Change Orders						\$ 3,242,420	\$ 3,242,420	\$ 3,242,420
	Pending Change Orders						\$ 4,582,714	\$ 4,582,714	\$ 4,582,714
	Allocated Contingency			\$ 9,751,140					
	<b>Construction Subtotal (10-50)</b>	\$ 96,150,000	\$ 93,771,000	75,631,860 80.7%	10,150,624 10.8%	\$ 83,620,376	\$ 71,987,230	\$ 82,137,854	\$ (11,633,146)
<b>60</b>	<b>ROW, LAND, EXISTING IMPROVEMENTS</b>	\$ 6,532,000	\$ 6,532,000	\$ 6,032,000 92.3%	4,814,937 73.7%	\$ 1,717,063	\$ 1,217,063	\$ 6,032,000	\$ (500,000)
60.01	Purchase or lease of real estate	\$ 6,327,000	\$ 6,327,000	\$ 5,827,000 92.1%	4,805,843 76.0%	\$ 1,521,157	\$ 1,021,157	\$ 5,827,000	\$ (500,000)
60.02	Relocation of existing households and businesses	\$ 205,000	\$ 205,000	\$ 205,000 100.0%	9,094 4.4%	\$ 195,906	\$ 195,906	\$ 205,000	\$ -
<b>70</b>	<b>VEHICLES</b>	\$ 16,628,000	\$ 16,628,000	\$ 15,505,435 93.2%	- 0.0%	\$ 16,628,000	\$ 16,628,000	\$ 16,628,000	\$ -
70.04	Bus	\$ 15,448,000	\$ 15,448,000	\$ 14,598,387 94.5%	- 0.0%	\$ 15,448,000	\$ 15,448,000	\$ 15,448,000	\$ -
70.06	Non-revenue vehicles	\$ 250,000	\$ 250,000	\$ -	-	\$ 250,000	\$ 250,000	\$ 250,000	\$ -
70.07	Spare parts	\$ 930,000	\$ 930,000	\$ 907,048 97.5%	- 0.0%	\$ 930,000	\$ 930,000	\$ 930,000	\$ -
<b>80</b>	<b>PROFESSIONAL SERVICES</b>	\$ 58,365,000	\$ 56,702,000	54,753,620 96.6%	27,238,338 48.0%	\$ 29,463,662	\$ 27,387,481	\$ 54,625,819	\$ (2,076,181)
80.01	Preliminary Engineering	\$ 12,933,000	\$ 12,921,000	\$ 12,884,026 99.7%	12,874,858 99.6%	\$ 46,142	\$ 1,668	\$ 12,876,526	\$ (44,474)
80.02	Final Design	\$ 7,268,000	\$ 7,261,000	\$ 6,272,299 86.4%	5,097,841 70.2%	\$ 2,163,159	\$ 1,034,488	\$ 6,132,329	\$ (1,128,671)
80.03	Project Management for Design and Construction	\$ 17,622,000	\$ 15,997,000	\$ 15,997,000 100.0%	5,306,058 33.2%	\$ 10,690,942	\$ 10,690,942	\$ 15,997,000	\$ -
80.04	Construction Administration & Management	\$ 6,638,000	\$ 6,632,000	\$ 5,696,295 85.9%	1,597,852 24.1%	\$ 5,034,148	\$ 4,119,112	\$ 5,716,964	\$ (915,036)
80.05	Professional Liability and other Non-Construction Insurance	\$ 1,113,000	\$ 1,112,000	\$ 1,113,000 100.1%	- 0.0%	\$ 1,112,000	\$ 1,113,000	\$ 1,113,000	\$ 1,000
80.06	Legal; Permits; Review Fees by other agencies, cities, etc.	\$ 10,606,000	\$ 10,596,000	\$ 10,606,000 100.1%	2,361,729 22.3%	\$ 8,234,271	\$ 8,244,271	\$ 10,606,000	\$ 10,000
80.07	Surveys, Testing, Investigation, Inspection	\$ 1,464,000	\$ 1,463,000	\$ 1,464,000 100.1%	- 0.0%	\$ 1,463,000	\$ 1,464,000	\$ 1,464,000	\$ 1,000
80.08	Start up	\$ 721,000	\$ 720,000	\$ 721,000 100.1%	- 0.0%	\$ 720,000	\$ 720,000	\$ 720,000	\$ -
	<b>Subtotal (10-80)</b>	\$ 177,675,000	\$ 173,633,000	\$ 151,922,915 87.5%	42,203,899 24.3%	\$ 131,429,101	\$ 117,219,774	\$ 159,423,673	\$ (14,209,327)
<b>90</b>	<b>UNALLOCATED CONTINGENCY</b>	\$ 14,031,000	\$ 18,073,000	1,956,400 10.8%	- 0.0%	\$ 18,073,000	\$ -	\$ -	\$ (18,073,000)
	<b>Subtotal (10-90)</b>	\$ 191,706,000	\$ 191,706,000	153,879,315 80.3%	42,203,899 22.0%	\$ 149,502,101	\$ 117,219,774	\$ 159,423,673	\$ (32,282,327)
<b>100</b>	<b>FINANCE CHARGES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COST (10-100)</b>		\$ 191,706,000	\$ 191,706,000	153,879,315 80.3%	42,203,899 22.0%	\$ 149,502,101	\$ 117,219,774	\$ 159,423,673	\$ (32,282,327)

**IPMO/sbX Project Cost Report**  
**Forecasted through 6/30/12**

Description	Spending Authority		Expenditures		Remaining Budget	Estimate to Complete	Estimate at Completion	Budget Forecast Variance	
	Current Budget	\$ %	\$ %						
BRT Construction	\$ 84,637,000	\$ 64,768,602	76.5%	\$ 9,661,023	11.4%	\$ 74,975,977	\$ 63,239,714	\$ 72,900,737	\$ (11,736,263)
Vehicle Maintenance Facility (VMF) Construction	\$ 8,131,000	\$ -	0.0%	\$ -	0.0%	\$ 8,131,000	\$ 8,131,000	\$ 8,131,000	\$ -
Vehicles - Design & Manufacturing	\$ 16,628,000	\$ 15,505,435	93.2%	\$ -	0.0%	\$ 16,628,000	\$ 16,628,000	\$ 16,628,000	\$ -
ROW Acquisition Services	\$ 10,357,000	\$ 10,021,135	96.8%	\$ 8,593,045	83.0%	\$ 1,763,955	\$ 1,428,090	\$ 10,021,135	\$ (335,865)
3rd Party Utilities Design & Relocation	\$ 1,003,000	\$ 1,112,117	110.9%	\$ 489,601	48.8%	\$ 513,399	\$ 616,516	\$ 1,106,117	\$ 103,117
BRT Design	\$ 17,849,400	\$ 16,736,000	93.8%	\$ 15,628,814	87.6%	\$ 2,220,586	\$ 832,977	\$ 16,461,791	\$ (1,387,609)
VMF Design	\$ 1,007,600	\$ 931,190	92.4%	\$ 671,908	66.7%	\$ 335,692	\$ 396,021	\$ 1,067,929	\$ 60,329
Other Professional, Technical & Management Services	\$ 34,020,000	\$ 33,097,296	97.3%	\$ 7,159,508	21.0%	\$ 26,860,492	\$ 25,947,456	\$ 33,106,964	\$ (913,036)
Allocated Contingency (Construction Contract)		\$ 3,250,380				\$ -	\$ -		
Unallocated Contingency	\$ 18,073,000	\$ 1,956,400	10.8%	\$ -	0.0%	\$ 18,073,000		\$ -	\$ (18,073,000)
TOTAL	\$ 191,706,000	\$ 147,378,555	76.9%	\$ 42,203,899	22.0%	\$ 149,502,101	\$ 117,219,774	\$ 159,423,673	\$ (32,282,327)



**DATE:** July 9, 2012 **Item #D3**

**TO:** Committee Chair Alan D. Wapner and Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Robert Miller, Chief Financial Officer *RM 7/9/12*

**SUBJECT: OMNITRANS CHIEF FINANCIAL OFFICER'S REPORT ON FORWARD FUEL PURCHASES FOR JULY 2012**

**FORM MOTION**

Receive and file Omnitrans Chief Financial Officer's report on forward fuel purchases for July 2012. This program was implemented on May 6, 2009 to increase the predictability of Omnitrans costs and reduce operational uncertainty in the event of dramatic fuel price increases in the open market.

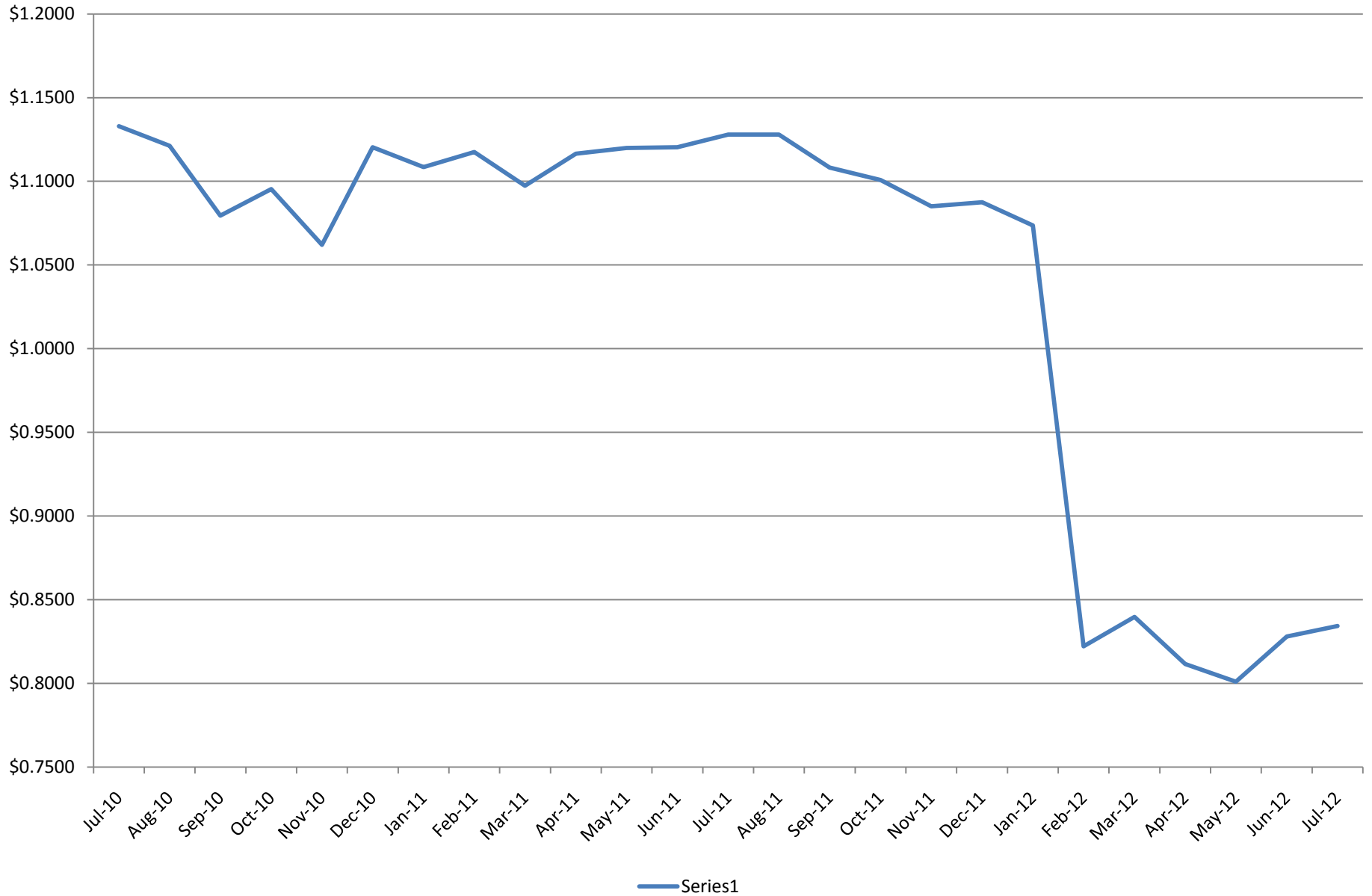
**SUMMARY AND BACKGROUND**

This report is submitted in order to comply with the requirements of the Omnitrans Forward Fuel Purchase Policy and Procedure. The report highlights activities taken under the Board action of November 2011 authorizing staff to hedge up to 150,000 gallons per month of compressed natural gas (CNG) on the New York Mercantile Exchange (NYMEX) through Morgan Stanley. The report includes a summary of the hedge that has been established, the monthly variance recognized in the Agency's financials, and may include articles on significant matters that have impacted the market for CNG.

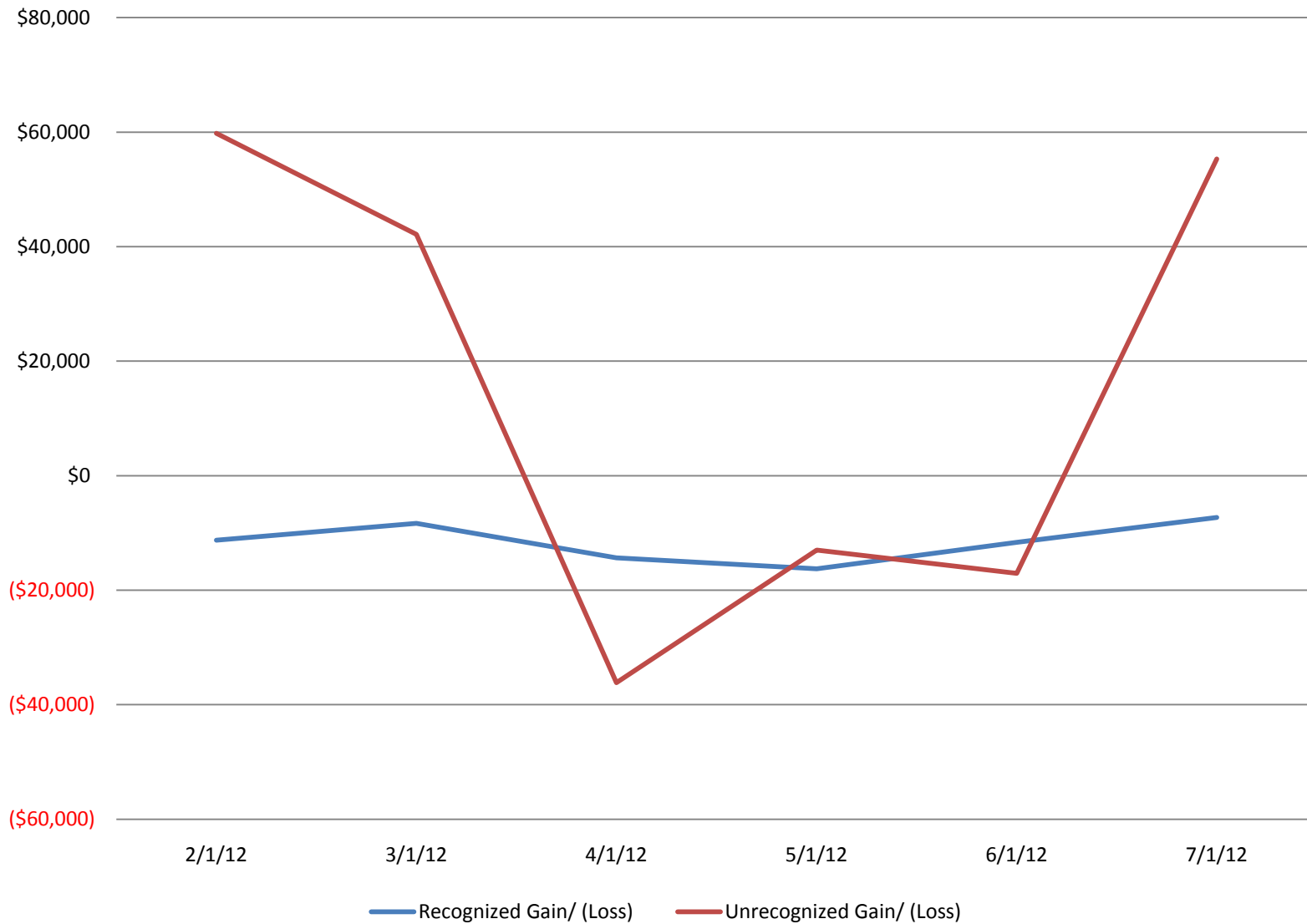
Spot market prices for natural gas have firmed further in July. The spot price that will be used for Omnitrans' July purchases of LNG from Clean Energy will reflect a price of \$.8343 per gallon including CNG at the So Cal Index price, liquefaction, delivery, and sales tax. This is after recognition of the loss on the hedge position in the amount of \$7,313. Omnitrans will recognize a favorable budget variance in the CNG account of approximately \$15,465 in the month of July 2012. {Please note the significant month to month reduction in the variance results from the use of the new hedge price in the FY 2013 CNG fuel budget. The budget for fuel has been reduced from \$1.17 per gallon in FY 2012 to \$0.88 per gallon in FY 2013.}

MV:rm

## Omnitrans Fuel Cost History



### Monthly Close on The Hedge Account





**DATE:** July 9, 2012 Item #D4

**TO:** Committee Chair Alan D. Wapner and  
Members of the Administrative & Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager *[Signature]*

**FROM:** Wendy Williams, Director of Marketing *[Signature]*

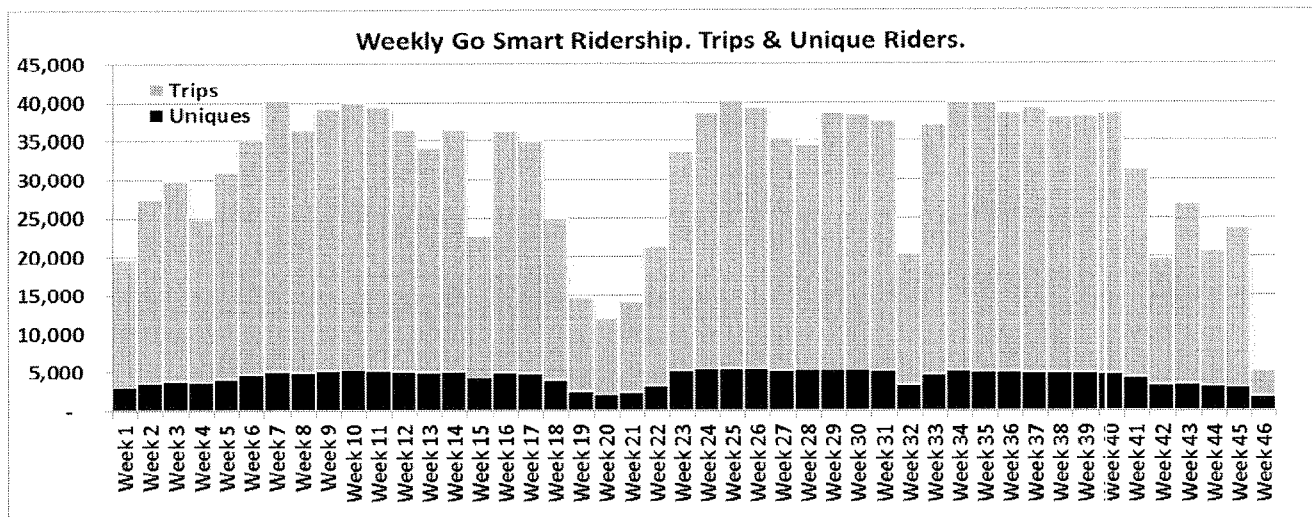
**SUBJECT:** **COLLEGE FREE PASS PROGRAM FINAL REPORT**

### FORM MOTION

Receive and forward to the Board of Directors a final report on the “Go Smart” college free ride pilot program for 2011-12.

### BACKGROUND AND SUMMARY

With funding support from Omnitrans JPA members and participating local colleges, Omnitrans implemented a one-year pilot program offering fare free trips to enrolled students at California State University San Bernardino, Chaffey College, Crafton Hills College, and San Bernardino Valley College for the 2011-12 academic year. Approximately 1,450,000 trips were provided and attributed to over 13,500 unique ID cards. This represents approximately 25 percent of enrolled students. Refer to the chart below for weekly activity.



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Serving the communities of Chino, Chino Hills, Colton, County of San Bernardino, Fontana, Grand Terrace, Highland, Loma Linda, Montclair, Ontario, Rancho Cucamonga, Redlands, Rialto, San Bernardino, Upland and Yucaipa.

Formal agreements to implement a five-year program supported by student fees were approved by governing boards at three local community colleges: Chaffey College, Crafton Hills College and Valley College. CSUSB decided not to hold a student referendum this spring due to competing ballot issues; they hope to identify funds to continue the pilot program in 2012-13.

The five-year program at community colleges will take effect August 2012. Each college will collect \$7.50 per student in fall and spring semesters. Students with less than 6 credit hours will pay \$7.00. Summer sessions will be free to students enrolled the prior spring. Students who rely on Access will receive a 20 percent discount on Access base fare ticket purchases.

Separately, The Art Institute of California-Inland Empire, located in San Bernardino, has agreed to a one-year program following a successful two-month pilot program. Interest from Loma Linda University prompted two meetings inviting them to consider a pilot program as early as fall 2012.

An estimated 140 tons of carbon emissions were eliminated as a result of the program due to fewer auto trips to campuses. Omnitrans will produce emission reduction data reports in July for each individual contributing JPA member so that they can submit as required by the South Coast Air Quality Management District, the source of AB2766 funds used.

#### **Funding Commitment from JPA members**

<b>JPA Member</b>	<b>Amount</b>	<b>Status</b>
County of San Bernardino	\$8,000	Paid
Chino	\$18,375	Paid
Chino Hills	\$8,175	Paid
Colton	\$14,895	Paid
Fontana	\$93,165	Paid
Grand Terrace	\$5,775	Paid
Highland	\$12,000	Paid
Loma Linda	\$12,180	Paid
Montclair	\$7,305	Paid
Ontario	\$40,830	Paid
Rancho Cucamonga	\$91,545	Paid
Redlands	\$15,000	Paid
Rialto	\$51,375	Paid
San Bernardino	\$141,765	Paid
Upland	\$23,445	Paid
Yucaipa	\$34,725	Paid
<b>TOTAL</b>	<b>\$578,555</b>	

MV:WW



**DATE:** July 9, 2012

Item #D5

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Jack Dooley, Director of Maintenance

**SUBJECT: CNG CONVERSION/RETROFIT OF OMNITRANS NON-REVENUE  
VEHICLES**

### **FORM MOTION**

Receive and file staff report regarding the CNG (Compressed Natural Gas) conversion/retrofit of Omnitrans non-revenue vehicles.

### **BACKGROUND AND SUMMARY**

At the May 14, 2012, Administrative & Finance Committee meeting, the Committee asked Omnitrans to provide a report on the feasibility of converting the Agency's non-revenue vehicles to Compressed Natural Gas. Staff researched this issue and this report is provided in response to the request.

Omnitrans currently has a fleet of 72 non-revenue vehicles. Of these 72 vehicles, 40 vehicles are leased, 29 vehicles are owned by Omnitrans and have no certified CNG conversions available, and the remaining 3 vehicles are either too old or have too many miles on them to be cost effective. Therefore, there is no option available to Omnitrans at this time to convert any of the current fleet of non-revenue vehicles to compressed natural gas.

### **CONCLUSION**

Based on staff's research, it is not possible to convert any of the existing non-revenue vehicles to compressed natural gas.

MV:JD





**DATE:** July 9, 2012

Item #D6

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Jennifer M. Sims, Director of Procurement

**SUBJECT:** **AUTHORIZE RELEASE, RFP-PLN13-03, ALTERNATIVES ANALYSIS  
OF ROUTE 61 (HOLT BOULEVARD/SAN BERNARDINO AVENUE)  
CORRIDOR**

### **FORM MOTION**

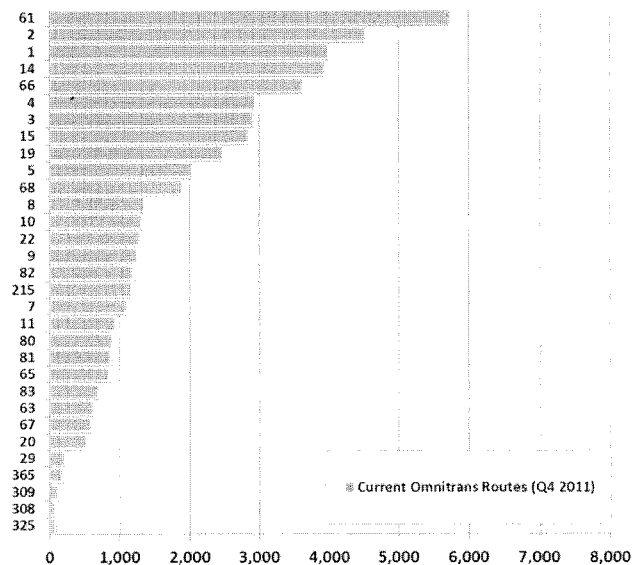
Receive and forward to the Board of Directors to authorize the CEO/General Manager to release RFP-PLN13-03 for Alternatives Analysis of Route 61 (Holt Boulevard/San Bernardino Avenue) Corridor.

### **SUMMARY AND BACKGROUND**

The 20.4 mile long Holt Boulevard/San Bernardino Avenue corridor (generally following Omnitrans Route 61 from the Fontana Transit Center to the Pomona Transit Center) was identified in Omnitrans' *2009 System-Wide Transit Corridor Plan for the San Bernardino Valley* as a corridor with high potential for the development of major fixed route transit investments.

This corridor has the highest ridership in the Omnitrans system (5,742 average daily boardings in Quarter 4 of Calendar Year 2011; Figure 1), connects to two major Metrolink stations (Pomona and Fontana), and passes through the two cities in the Valley with the highest projected population growth rates (Ontario and Fontana; Figure 2) and the City with the highest projected employment growth rate (Ontario; Figure 3).

**Figure 1: Omnitrans Average Weekday Ridership by Route<sup>1</sup>**



Omnitrans route level data is from Calendar Year 2011, Quarter 4.

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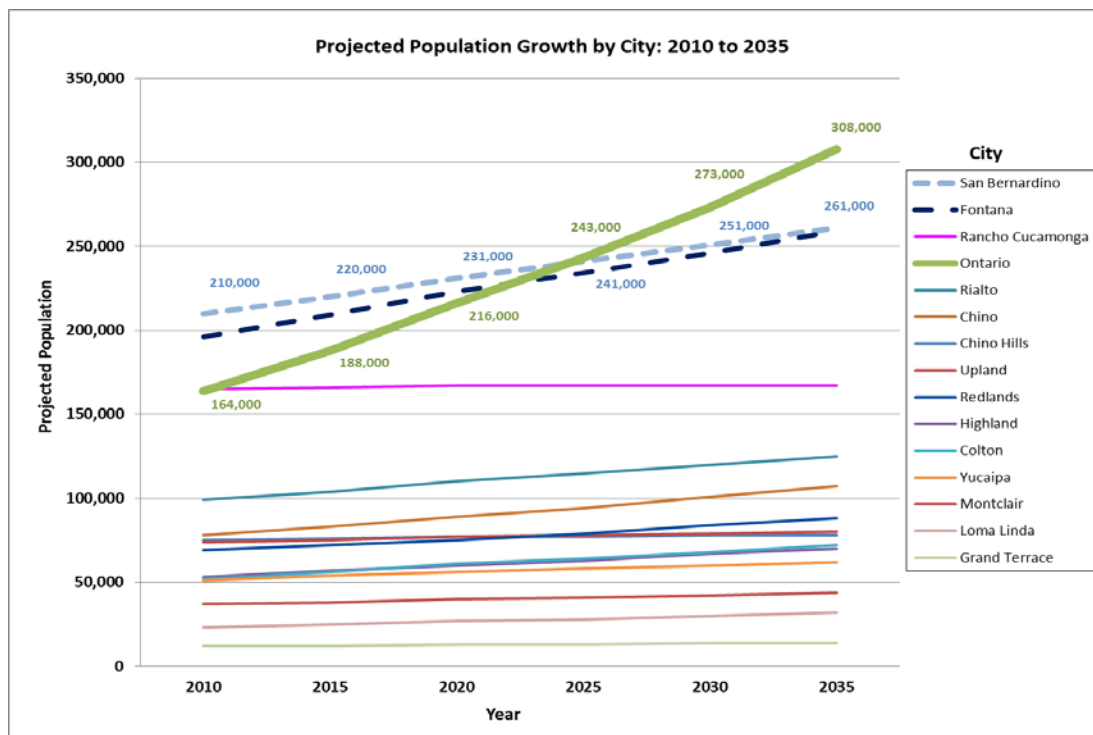


Figure 2

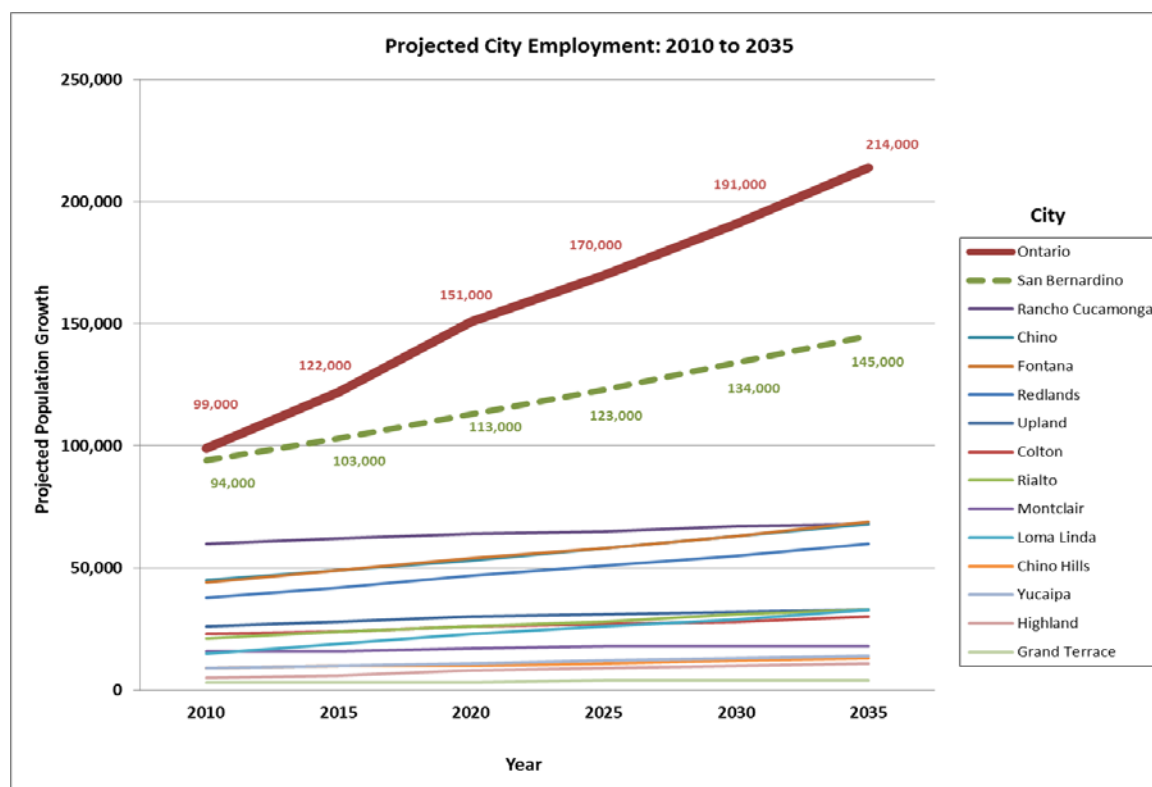


Figure 3

Source: Southern California Association of Governments (SCAG) projections, 2012

In October 2011, the City of Ontario began work on the Holt Boulevard Mobility & Streetscape Strategic Plan, using a Community Based Transportation Planning grant from Caltrans. The purpose of the study is to evaluate alternatives for a future vision for the Holt Boulevard corridor, a 4.5 mile segment from the Montclair/Ontario city boundary to the I-10 freeway. The City's study is expected to be completed in December 2012.

The City of Fontana is currently beginning work on a Valley Boulevard/Sierra Avenue Land Use Study, using a grant from the SCAG Compass Blueprint program. The Valley Boulevard corridor, including Kaiser Hospital, is a major activity center adjacent to the Route 61 corridor. The concept for the Specific Plan encompasses the idea of transit oriented development surrounding the hospital and along the Valley corridor, and will incorporate existing and future planned transit services into the study.

In October 2011, Omnitrans received an \$850,000 grant from the Federal Transit Administration for an Alternatives Analysis for the corridor. A formal Alternatives Analysis is required for funding applications for the federal New Starts and Small Starts grant programs, which are the most commonly used grant programs for funding bus rapid transit projects.

The Alternatives Analysis process will build off of the work completed by the cities of Ontario and Fontana, as well as coincide with other ongoing plans and projects in the region, including but not limited to: the City of Pomona Bus Stop Improvement Program, the City of Pomona Corridors Specific Plan, and the SCAG Sustainable Communities Strategy/Regional Transportation Plan. The Alternatives Analysis will integrate with other completed and ongoing studies to develop a strategy for the corridor to qualify for federal funding for implementation.

The Alternatives Analysis process will leverage the above partnerships to streamline the Alternatives Analysis process, while containing a thorough analysis of alternatives throughout the corridor from Fontana to Pomona. A broad range of partner agencies and stakeholders will be involved in the process, including the following: SANBAG; SCAG; the Ontario International Airport; and the cities of Fontana, Ontario, Rancho Cucamonga, Montclair, and Pomona.

The outcome of the Alternatives Analysis process will be the selection of a Locally Preferred Alternative, a physical design concept and scope for a major transit investment, that will result in travel time savings, increased ridership, population/employment growth, transit oriented development opportunities, economic development, and cost effectiveness, and will qualify for federal funding.

### **FUNDING SOURCES**

Funding for this project is as follows:

AGENCY	FUNDING SOURCE	PROJECT NAME	AMOUNT
FTA	FTA 5339 Alternatives Analysis Grant	Holt Boulevard/4 <sup>th</sup> Street Corridor Alternatives Analysis	\$850,000
Omnitrans	LAIF - LTF		\$450,000

AW

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

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

### **PROPOSAL EVALUATION**

- Qualifications of Firm, Experience and Financial Stability
- Project Staffing and Project Organization
- Project Understanding and Approach (Technical Proposal)
- Price
- Interviews/Presentations
- References

### **PROPOSED TIME LINE**

August 1, 2012:	Request for Proposals (RFP) Available
August 13, 2012:	Pre-Proposal Conference, 9:00 a.m.
August 29, 2012:	Deadline for Request for Information, Clarification
September 14, 2012:	Proposals Due Date, 11:00 a.m.
October 2, 2012:	Presentation/Interview
December 5, 2012:	Target Contract Award Date
December 14, 2012:	Notice to Proceed
January 7, 2013:	Contract Start Target Date
January 9, 2015:	Contract Completion Date

### **RECOMMENDATION**

Receive and forward to the Board of Directors to authorize the CEO/General Manager to release RFP-PLN13-03 for Alternatives Analysis of Route 61 (Holt Boulevard/San Bernardino Avenue) Corridor.

MV:RK:CV



**DATE:** July 9, 2012

Item #D7

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Jennifer M. Sims, Director of Procurement

**SUBJECT: AUTHORIZATION FOR AWARD – CONTRACT NO. PRC13-24,  
ELECTRONIC ONLINE PROCUREMENT SERVICES**

### **FORM MOTION**

Recommend approval to the Board of Directors to authorize the CEO/General Manager to award Contract PRC13-24, with PlanetBids, Inc, Woodland Hills, CA, for the provision of Electronic Online Procurement Services under San Diego County Regional Airport Authority Agreement 800298 OB. The term of the contract will be a three-year base period, beginning on or about September 1, 2012, and ending no later than August 31, 2015, in the amount of \$188,755, with the lead agency to exercise two (2) one year extensions to January 31, 2017, in the amount of \$121,895. The total for the five (5) year contract is not-to-exceed \$310,650.

### **SUMMARY AND BACKGROUND**

PlanetBids provides a modular suite of leading e-Procurement solutions to help small to large State/Local Government agencies automate and better manage the complete bidding process of goods, services, and construction related projects, cost effectively and efficiently. All of the solutions offered are intuitive, comprehensive and streamlined to fulfill tasks in a timely manner, increase productivity, effectively manage and reduce the agencies spend and automate the DBE reporting requirements. To streamline operations and avoid double entry of data with third party systems, PlanetBids can integrate with our current financial system, to further enhance the SAP template solution.

This system will help our procurement staff to better communicate with vendors and identify savings in the sourcing process. Staff will be able to quickly manage the process of issuing, monitoring, and awarding formal and informal bids. Vendors will be able to interactively search, view, download, and respond to solicitations securely over the internet. Some of the key features and benefits are:

- Vendor Registration and Profile Management
- Greater Outreach to PlanetBids Vendors
- Bid Document Distribution

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- Automatic Addendum Notification and Acknowledgments
- Custom E-Mail Notifications
- Online Question & Answer Management
- Hosted Solutions – completely maintained on PlanetBids state of the art servers
- Flexible and configurable
- Quick Setup and Training

Attachment 1 provides a breakdown of the contract costs and how the funds will be spent over the life of the five-year contract. The chart also shows the modules that will be purchased and the cost associated with each module.

### **FUNDING SOURCES**

The required services will be budgeted in the Information Technology Department's operating budget for each respective year:

Departments                1320  
Expenditure Code        505170



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

This acquisition meets the requirements of Omnitrans' Procurement Policy and Procedures.

California Government Code § 6502 authorizes the use of State or local government purchasing schedules when a State or local government has established an agreement in which the vendor agrees to provide an option permitting other government agencies to acquire specific property or services in the future at established prices. On December 1, 2011, San Diego County Regional Airport Authority issued a Request for Proposals to provide a cooperative contract for Electronic Online Procurement Services. The RFP was advertised and responses were evaluated according to the evaluation criteria listed in the RFP documents. On March 14, 2012, San Diego County Regional Airport Authority executed a contract with an initial base period of three (3) years with two (2) additional one-year periods through January 31, 2017.

### **CONCLUSION**

For the foregoing reasons, staff recommends that the Administrative and Finance Committee recommend approval to the Board of Directors to authorize the CEO/General Manager to award Contract PRC13-24, with PlanetBids, Inc, Woodland Hills, CA, for the provision of Electronic Online Procurement Services under San Diego County Regional Airport Authority Agreement 800298 OB. The term of the contract will be a three-year base period, beginning on or about September 1, 2012, and ending no later than August 31, 2015, in the amount of \$188,755, with the lead agency to exercise two (2) one year extensions to January 31, 2017, in the amount of \$121,895. The total for the five (5) year contract is not-to-exceed \$310,650.

JS:JC

# ATTACHMENT 1

PlanetBids eProcurement Solution		One time Set-up fee	Base Year 1	Base Year 2	Base Year 3	Option Year 1	Option Year 2	TOTAL
Base Year 1			\$24,825					\$24,825
Base Year 2				\$26,065				\$26,065
Base Year 3					\$27,365			\$27,365
Option year 4						\$28,730		\$28,730
Option year 5							\$30,165	\$30,165
Unlimited Read Only			\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
One time Set Up & Configuration Fee		\$3,500						\$3,500
Contract Management Compliance – Base Year 1			\$12,500					\$12,500
Contract Management Compliance – Base Year 2				\$12,500				\$12,500
Contract Management Compliance – Base Year 3					\$12,500			\$12,500
Contract management Compliance – Option Year 1						\$13,000		\$13,000
Contract management Compliance – Option Year 2							\$13,000	\$13,000
One time Set Up & Configuration Fee		\$8,500						\$8,500
Business Certification Management – Base Year 1			\$8,500					\$8,500
Business Certification Management – Base Year 2				\$8,500				\$8,500
Business Certification Management – Base Year 3					\$8,500			\$8,500
Business Certification Management – Option Year 1						\$9,000		\$9,000
Business Certification Management – Option Year 2							\$9,000	\$9,000
One time Set Up & Configuration Fee		\$5,500						\$5,500
Insurance Certification Management – Base Year 1			\$4,500					\$4,500
Insurance Certification Management – Base Year 2				\$4,500				\$4,500
Insurance Certification Management – Base Year 3					\$4,500			\$4,500
Insurance Certification Management – Option Year 1						\$4,500		\$4,500
Insurance Certification Management – Option Year 2							\$4,500	\$4,500
One Time Set Up & Configuration Fee - Insurance Certification Management		\$1,500						\$1,500
Totals:		\$19,000	\$55,325	\$56,565	\$57,865	\$60,230	\$61,665	\$310,650



**DATE:** July 9, 2012 Item #D8

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager *[Signature]*

**FROM:** Milind Joshi, sbX Program Manager *[Signature]*

**SUBJECT:** **AUTHORIZE CHANGE ORDER 1, IPMO11-1, VEHICLE  
MAINTENANCE FACILITY MODIFICATION ARCHITECHTURAL  
AND ENGINEERING SERVICES**

#### **FORM MOTION**

Recommend approval to the Board of Directors to authorize the CEO/General Manager to ratify Change Order No. 1 to increase the base Contract IPMO11-1 amount with STV, Inc., of Rancho Cucamonga, California, for the provision of additional engineering services for the East Valley Vehicle Maintenance Facility modifications for the sbX E Street Corridor BRT Project by \$19,839; and

Delete Option 1 in the amount of \$19,839 for the provision of conducting Hydrology/Storm Water Data related work.

#### **SUMMARY AND BACKGROUND**

On January 5, 2011, the Board of Directors authorized the CEO/General Manager to award Contract IPMO11-1 to STV, Incorporated, of Rancho Cucamonga, California, to provide architectural and engineering services for the East Valley Vehicle Maintenance Facility (VMF) modifications design, engineering support services during construction, and development of plans and procedures for start-up, operations, and maintenance of modifications to support the 60-foot articulated coaches for the sbX E Street Corridor BRT Project in an amount of \$951,029, including one (1) optional service to prepare a hydrology/storm water data report, a 10 percent contingency of \$95,103, to cover possible design changes, and a 3.27 percent Omnitrans Cost Allocation Plan (CAP) of \$34,209, for a total not-to-exceed amount of \$1,080,341.

During the design development process, it was determined that Hydrology/Storm water data related services were not necessary, thereby reducing the contract value by \$19,839. Instead, it was determined that additional engineering services were necessary to comply with the City of

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San Bernardino's Planning Department requirements pertaining to the review performed by Design Review Committee (DRC) and the necessary coordination during public review and comments period. The estimated cost to provide these additional services was not-to-exceed \$19,839.

### **CONCLUSION**

Recommend approval to the Board of Directors to authorize the CEO/General Manager to ratify Change Order No. 1 to increase the base Contract IPMO11-1 amount with STV, Inc., of Rancho Cucamonga, California, for the provision of additional engineering services for the East Valley Vehicle Maintenance Facility modifications for the sbX E Street Corridor BRT Project by \$19,839; and

Delete Option 1 in the amount of \$19,839 for the provision of conducting Hydrology/Storm Water Data related work.

MV:MJ



**DATE:** July 9, 2012

Item #D9

**TO:** Committee Chair Alan Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** Jennifer M. Sims, Director of Procurement

**SUBJECT: RATIFY AWARD OF CONTRACT - IPMO11-3, BUS INSPECTION SERVICES**

**FORM MOTION**

Recommend approval and forward to the Board of Directors to ratify Contract IPMO11-3 with E F Enterprises of Banning, CA, for the provision of Bus Inspection Services beginning May 17, 2010, and ending no later than March 13, 2013, in the amount of \$32,400, plus a ten percent contingency of \$3,240, and a 3.27 percent Omnitrans Cost Allocation Plan (CAP) of \$1,165, for a total amount not-to-exceed \$36,805.

**SUMMARY AND ANALYSIS**

On May 5, 2010, the Board approved a contract with New Flyer of America, Inc., for the procurement of fourteen articulated coaches. The contingency funds of \$472,657.62 were designated to cover possible design changes and periodic inspections. For audit purposes, an independent firm must be utilized to conduct bus inspections. Therefore, the inspections could not be performed by New Flyer.

On May 5, 2010, staff released RFQ-IPMO11-3 for the provision of bus inspection services for the Pre-Award Buy America Audit, online inspections and Post-Delivery Audit for the sbX E-Street Corridor articulated buses. Three firms responded and all were deemed by staff to be responsive and responsible in regards to the requirements of the RFQ.

Firms are listed by bid price from highest to lowest:

Company	Firm Fixed Price	\$ Difference
First Transit, Inc.	\$62,193	\$29,793
Transit Resource Center	\$42,325	\$9,925
E F Enterprises	\$32,400	<b>Low Quote</b>

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Since E F Enterprises submitted the lowest responsive and responsible quote, Omnitrans staff recommended them to the CEO/General Manager for award. Staff interpreted the May 5, 2010, Board Motion with New Flyer as pre-authorizing the CEO/General Manager to execute Contract IPMO11-3 with E F Enterprises. The Notice to Proceed was issued to E F Enterprises on May 19, 2010.

On April 25, 2012, Omnitrans was notified by the FTA that they are conducting a Buy America Audit of the articulated bus purchase and at Omnitrans' direction, E F Enterprises and New Flyer of America, Inc., are cooperatively working to provide the necessary documentation. An Intermediate Audit will also be conducted by E F Enterprises, per Omnitrans' request, to ensure continued Buy America compliance beyond the Pre-Award Audit conducted in June, 2010. The cost of the additional intermediate inspections is expected to be within the contingency.

Board ratification of Contract IPMO11-3 is needed to comply with Procurement Policy 1020. To date, a purchase order has not been issued, nor has any money been paid to E F Enterprises, and issuance is pending the Board's approval of this motion.

### **FUNDING SOURCE**

Funding for this purchase is through the Congestion Mitigation and Air Quality (CMAQ) Funds as follows:

<b>FUNDING</b>	<b>GRANT #</b>	<b>FISCAL YEAR</b>	<b>PROJECT NAME</b>	<b>AMOUNT</b>
CMAQ	CA-95-X124	2010	E-Street Corridor Bus Procurement	\$36,805
			<b>TOTAL</b>	<b>\$36,805</b>



Verification of Funding Source and Availability of Funds.  
(Verified and initialed by Finance.)

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

### **CONCLUSION**

Recommend approval and forward to the Board of Directors to ratify Contract IPMO11-3 with E F Enterprises of Banning, CA, for the provision of Bus Inspection Services beginning May 17, 2010, and ending no later than March 13, 2013, in the amount of \$32,400, plus a ten percent contingency of \$3,240, and a 3.27 percent Omnitrans Cost Allocation Plan (CAP) of \$1,165, for a total amount not-to-exceed \$36,805.

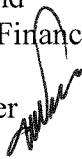
MV:JS:CV




Item #D10

**DATE:** July 9, 2012

**TO:** Committee Chair Alan D. Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager 

**FROM:** William Tsuei, Director of Information Technology 

**SUBJECT: WINSHUTTLE APPLICATION PURCHASE & IMPLEMENTATION**

**FORM MOTION**

Recommend approval to the Board of Directors to authorize the CEO/General Manager to award a contract to Ciber, Inc., Greenwood Village, CO, for the WinShuttle application purchase and implementation project, in the amount of \$104,160, plus a 10% contingency of \$10,416, and a Cost Allocation Plan (CAP) of \$3,747 (3.27% of total contract amount), for an amount not-to-exceed \$118,323 under the General Services Administration's Cooperative Purchasing Program Contract Numbers GS-35F-0499K.

**BACKGROUND & SUMMARY**

WinShuttle is a spreadsheet based application that can be used to simulate the existing spreadsheet data process into the SAP Enterprise Resources Planning (ERP) application bi-directionally. Due to the fact that lots of existing business processes within the Agency are done via spreadsheets, using WinShuttle to automate the business processes will allow efficiency improvement and free up staff time in dealing with manual processes.

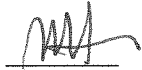
The cost of the project includes two parts:

1. Cost of software purchase in the amount of \$90,240, including the software maintenance on the first year.
2. Cost of implementation in the amount of \$13,920.

**FUNDING SOURCE**

The cost associated with this project will be funded by the grant funding presented below:

FUNDING	GRANT #	FISCAL YEAR	PROJECT NAME	PROJECT NO.	AMOUNT
FTA	CA-90-Y939	2012	Major Software Applications	D1222006F	\$94,658
STA	11-03-OMN-B	2012	Major Software Applications	D1222006S	\$23,665



Verification of Funding Source and Availability of Funds  
(Verified and initialed by Finance)

### **CONCLUSION**

For the foregoing reasons, staff recommends that the Administrative & Finance Committee recommend approval to the Board of Directors to authorize the CEO/General Manager to award a contract to Ciber, Inc., Greenwood Village, CO, for the WinShuttle application purchase and implementation project , in the amount of \$104,160, plus a 10% contingency of \$10,416, and a Cost Allocation Plan (CAP) of \$3,747 (3.27% of total contract amount), for an amount not-to-exceed \$118,323 under the General Services Administration's Cooperative Purchasing Program Contract Numbers GS-35F-0499K.

MV:wt



**DATE:** July 9, 2012

Item #D11

**TO:** Committee Chair Alan D. Wapner and  
Members of the Administrative and Finance Committee

**THROUGH:** Milo Victoria, CEO/General Manager

**FROM:** William Tsuei, Director of Information Technology

**SUBJECT: SYBASE AFARIA MOBILE PLATFORM IMPLEMENTATION SERVICES**

### **FORM MOTION**

Recommend approval to the Board of Directors to authorize the CEO/General Manager to award a contract to Ciber, Inc., Greenwood Village, CO, for the Sybase Afaia Mobile Platform Implementation Project in the amount of \$68,440, plus a 10% contingency of \$6,844, and a Cost Allocation Plan (CAP) of \$2,462 (3.27% of total contract amount), for an amount not-to-exceed \$77,746, under the General Services Administration's Cooperative Purchasing Program Contract Numbers GS-35F-0499K.

### **BACKGROUND & SUMMARY**

The Agency acquired the Sybase Afaia Mobile Platform software in January 2012. Due to the complexities of the system and the security integration with the existing SAP Enterprise Resources Planning (ERP) application, staff recommends that we contract with Ciber, Inc., to implement the solution.

The goals of the project are as follows:

- Setup and configure the Sybase Afaia mobile platform.
- Commission all Omnitrans mobile devices, such as cellular phones, tablets, and laptops using Sybase Afaia mobile platform.
- Deploy mobile applications via Sybase Afaia mobile platform to mobile devices.
- Conduct training and knowledge transfer to IT staff to take over the future operations.

### **FUNDING SOURCE**

The cost associated with this project will be funded by the grant funding presented below.

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FUNDING	GRANT #	FISCAL YEAR	PROJECT NAME	PROJECT NO.	AMOUNT
FTA	CA-90-Y939	2012	Mobile Solutions	D1222004F	\$62,197
STA	11-03-OMN-B	2012	Mobile Solutions	D1222004S	\$15,549

ASW

Verification of Funding Source and Availability of Funds  
(Verified and initialed by Finance)

### **CONCLUSION**

For the foregoing reasons, staff recommends that the Administrative and Finance Committee recommend approval to the Board of Directors to authorize the CEO/General Manager to award a contract to Ciber, Inc., Greenwood Village, CO, for the Sybase Afaria Mobile Platform Implementation Project in the amount of \$68,440, plus a 10% contingency of \$6,844, and a Cost Allocation Plan (CAP) of \$2,462 (3.27% of total contract amount), for an amount not-to-exceed \$77,746 under the General Services Administration's Cooperative Purchasing Program Contract Numbers GS-35F-0499K.

MV:wt