



## **ADMINISTRATIVE & FINANCE COMMITTEE**

**MONDAY, MARCH 4, 2013 – 12:00 P.M.**

**OMNITRANS METRO FACILITY**

**1700 WEST 5TH STREET**

**SAN BERNARDINO, CA 92411**

The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or 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: April 8, 2013, at 11:00 a.m.  
OmniTrans Metro Facility Board Room

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

1. Disclosure – Note agenda items contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board member abstentions shall be stated under this item for recordation in the appropriate item.

### **D. AGENDA ITEMS**

1. Approve Administrative & Finance Committee Minutes – January 14, 2013 4
2. Receive & File Construction Progress Report No. 14 through January 2013 – sbX E Street Corridor BRT Project 7
3. Receive & File Forward Fuel Purchase Program Update for February 2013 31
4. Recommend to Board of Directors, Approval to Authorize CEO/General Manager to Execute Amendment No. 3 to Contract IPMO11-3, Bus Inspection Services 34
5. Receive and File Response, SAP Enterprise Resource Planning (ERP) Enhancement Project Plan for Tracking Deliverables and Milestones 38
6. Recommend to Board of Directors, Approval to Authorize Change Order No. 9, PLN09-21, Construction Management Services – sbX E Street Corridor Bus Rapid Transit (BRT) Construction Project 40

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

### **F. ADJOURNMENT**

ITEM #           C1          

**DATE:** March 4, 2013

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

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

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

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

**FORM MOTION**

Staff hereby provides the listing of principals and subcontractors associated with action items on the agenda for the March 4, 2013, Administrative & Finance Committee Meeting.

#	Contract	Principals & Agents	Subcontractors
D4	Execute Amendment No. 3 to Contract IPMO11-3, Bus Inspection Services	<b>EF Enterprises</b> <b>Banning, CA</b> <i>Erica Farrar, President</i>	<i>None</i>
D6	Authorize Change Order No. 9 PLN09-21, Construction Management Services – sbX E Street Corridor Bus Rapid Transit (BRT) Construction Project	<b>Jacobs Project Management Co.</b> Craig L. Martin – President/CEO Scott McCallister –Vice President <i>Ontario, CA</i>	<b>Athalye Consulting Engineering Services</b> <i>Los Angeles, CA</i> <b>Overland Pacific Cutler, Inc.</b> <i>Long Beach, CA</i> <b>Geo-Environmental</b> <i>Irvine, CA</i> <b>Meadows Consulting Inc.</b> <i>San Bernardino, CA</i> <b>Psomas Engineering</b> <i>Riverside, CA</i> <b>Simon Wong Engineering</b> <i>San Diego, CA</i>  <b>Westbound</b>

			<b><i>Communication</i></b> <i>San Bernardino,</i> <i>CA</i>  <b><i>Southstar</i></b> <b><i>Engineering</i></b> <i>Riverside, CA</i>
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MV/JS

ITEM #           D1          

**ADMINISTRATIVE & FINANCE COMMITTEE  
MINUTES  
January 14, 2013**

The Administrative & Finance Committee meeting was called to order by Chair Alan Wapner at 11:02 a.m. on January 14, 2013.

Committee Members Attending

Councilmember Alan Wapner, City of Ontario, Committee Chair  
Councilmember Frank Gonzales, City of Colton  
Vice Mayor Ed Graham, City of Chino Hills  
Supervisor Gary Ovitt, County of San Bernardino  
Councilmember Dick Riddell, City of Yucaipa  
Mayor Pro Tem John Roberts, City of Fontana  
Mayor Walt Stanckiewicz, City of Grand Terrace

Committee Members Absent

Mayor Paul Eaton, City of Montclair  
Mayor Pro Tem Paul Foster, City of Redlands

Omnitrans Staff & Others Attending

Milo Victoria, CEO/General Manager  
Robert Miller, Chief Financial Officer  
Wendy Williams, Director of Marketing  
Sam Gibbs, Director of Internal Audit Services  
Don Walker, Director of Finance  
Ray Lopez, Director of Safety & Security  
Rohan Kuruppu, Director of Planning & Development Services  
Marjorie Ewing, Director of Human Resources  
Eugenia Pinheiro, Contracts Manager  
Milind Joshi, sbX Project Manager  
Casey Dailey, SANBAG  
Jessica Jacques, VTrans  
Kiosha Nelson, VTrans  
Brian Johaz, County of San Bernardino  
Jeff Caldwell, ATU Local #1704 President  
Gerald Nunez, ATU Local #1704 Vice President  
Carol Angier, Administrative Secretary

**C. Possible Conflict of Interest Issues**

None

**D. Agenda Items**

1. Approve Administrative & Finance Committee Minutes of December 10, 2012

M/S (Riddell/Roberts) to approve the minutes of the December 10, 2012 Committee meeting. Motion was unanimous by members present.

2. Receive and File Construction Progress Report No. 13 for the sbX E Street Corridor BRT Project through December 2012

sbX Project Manager Joshi said the project is approximately 40 percent completed. We now have two articulated buses on site. The construction crew has worked 119,000 hours with no injuries or safety issues. While the projected completion date is February 2014, staff is working to complete the project by January 2014. The project cost is \$67 million to date, and it is projected the construction will come under the project budget.

This was a receive and file agenda item.

3. Receive & File Forward Fuel Purchase Program Update for January 2013

Chief Financial Officer Miller said the market price for natural gas exceeded the hedge price a bit, but we are still below budget for fuel this fiscal year. A small gain on our futures position will reduce the LNG cost purchased under our supply agreement.

This was a receive and file agenda item.

4. Response to SAP Enterprise Resource Planning (ERP) Enhancement Project

Director of Internal Audit Services Gibbs said that at the December Board Meeting, Omnitrans was authorized to execute a contract for the SAP Enterprise Resource Planning Enhancement Project with SAP America and to execute a contract with Ciber, Inc., to continue fine tuning the existing SAP solution. The Board of Directors also directed staff to develop a plan to measure the progress of the projects regarding business integration, improvements in production operations, and transfer of knowledge to staff. He presented the Committee with a chart that lists the project schedule with deliverables and milestones for review. Staff will update the Committee on each deliverable/milestone during the process.

M/S (Riddell/Roberts) to receive and forward to the Board of Directors for receipt and file the plan for tracking the deliverables and milestones associated with the SAP Landscape Review Report from SAP America, Inc. Motion was unanimous by members present.

CEO/General Manager Victoria informed the Committee that the U.S. Transportation Secretary announced that four organizations in California, among 17 organizations in 12 states, were selected to receive funds through the FTA FY2012 Innovative Transit Workforce Grants Program. Omnitrans was one of those organizations and will receive \$340,000 in funding.

The Administrative & Finance Committee meeting adjourned at 11:10 a.m. The next Administrative & Finance Committee Meeting is scheduled for February 11, 2013, with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

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Carol Angier, Recording Secretary

ITEM #           D2          

**DATE:** March 4, 2013

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

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

**FROM:** Milind Joshi, sbX Program Manager

**SUBJECT: CONSTRUCTION PROGRESS REPORT NO. 14 THROUGH JANUARY  
2013 - sbX E STREET CORRIDOR BRT PROJECT**

**FORM MOTION**

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No. 14 for the sbX E Street Corridor BRT Project through January 2013.

**BACKGROUND & SUMMARY**

This is Construction Progress Report No. 14 for the sbX E Street Corridor Project.

**CONCLUSION**

Receive and recommend to the Board of Directors for receipt and file Construction Progress Report No.14 for the sbX E Street Corridor BRT Project through January 2013.

MV:MJ

Attachment



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

### **Construction Progress Report No. 14**

**As of January 21, 2013**

**Submitted By:**

**JACOBS**

Contractor:	Griffith/Comet
Contractor Contract No.:	IPMO11-5
Project Manager:	Roger Hatton, P.E.
Resident Engineer	Karim Varshochi, P.E. (Corridor)
Resident Engineer	Gary Plunkett, P.E. (VMF)
Omnitrans Construction Manager:	Bart Hayashi, P.E.



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  - A. Change Orders
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## I. PROJECT STATUS SUMMARY

### A. Project Description – sbX Corridor

The sbX E Street BRT Project is a 15.7-mile-long transit improvement project that will connect the northern portion of the City of San Bernardino with the City of Loma Linda (see Figure 2-1). Over the past four years, the sbX E Street Corridor Bus Rapid Transit (BRT) Project has evolved as the highest priority corridor identified in the System-Wide Transit Corridor Plan for the San Bernardino Valley.

The Refined LPA includes:

- 15.7 mile corridor
- 5.4 miles of exclusive center-running BRT lanes
- 10.3 miles of mixed flow BRT operation
- 16 BRT station locations, 6 center stations and 10 curbside stations
- 23 station boarding structures
- 4 park-and-ride facilities with a total of 610 parking spaces
- Transit signal priority (TSP) applications at select key intersections

### B. Summary Status Update – sbX Corridor

In January, weekly meetings with the City of San Bernardino, monthly communication meeting, and various outreach programs providing advance notification of the construction schedule, resolving minor issues, and providing safety awareness to the public continued.

The lighting at the Marshall Park-N-Ride is approximately 90% complete with the landscaping at the Kendall/Palm Park-N-Ride and Bus Loop being 75% complete.

On E Street the decorative lighting from 2<sup>nd</sup> Street through 6<sup>th</sup> Street is 50% complete, with the traffic signals at Marshall/ E Street, 10<sup>th</sup>/ E Street, and 9<sup>th</sup>/E Street 90% complete. The contractor also began construction of the first center running platform at Rialto.

Sidewalk, curb and gutter work, and other minor civil roadwork is approximately 80% complete at the following stations: Little Mountain (north and south bound), Shandin Hills (north and south bound), Highland (north bound), and Baseline (south bound).

Roadway and landscape improvements on the north side of Hospitality from Tippecanoe to Carnegie West were completed in January allowing for through traffic in this area.

The contractor also began construction on three of the station platforms in the City of Loma Linda.

#### C. February Work - sbX

In February, the contractor will commence concrete and asphalt improvement work on the south side of Hospitality Lane and continue with traffic signal construction.

E Street activities will include the continuation of curb and gutter and sidewalk placement in the downtown area between 2<sup>nd</sup> Street and 6<sup>th</sup> Street, as well as, beginning construction of decorative lighting, street lighting, and traffic signals on north bound side.

Construction of bus station platforms and the completion of the Rialto center platform will continue.

#### D. Concerns - sbX

Project progress has been slower than anticipated due to several issues;

##### 1. Utilities

- a. Awaiting Verizon manhole adjustments and false curb placement at two locations on Hospitality Lane.
- b. Awaiting relocation of water fire system and vault on E Street at Vila Villa.

##### 2. Change Orders – The Change Orders due to unforeseen conditions, third party utility relocation, construction restrictions, and design related matters may increase construction costs and could impact the overall project schedule thereby delaying the early revenue start dates.

The CM and the Contractor are working diligently to maintain the project schedule by removing moratoriums and adding extra work shifts and initiated work around plans to minimize schedule delays.

The CM team has streamlined the change order process.

#### E. Project Description – Vehicle Maintenance Facility (VMF)

The Omnitrans' Vehicle Maintenance Facility is a 4.4 acre facility which maintains and services the Omnitrans' bus fleet which is comprised of over 160 buses. Modifications to Omnitrans' facility include the demolition of a bus washing station, removal of abandoned underground fuel tanks and new construction of a bus washing system, a new Genset building, 3-lane CNG fueling station, and re-configuring bus parking area. Modifications to the maintenance building will also be made in order to accommodate Omnitrans' 60-foot articulated bus fleet.

#### F. Summary Status Update – Vehicle Maintenance Facility (VMF)

In January the contractor continued with mobilization to the field; setting up CM and contractor field trailers; and the acquiring of necessary permits.

The processing of the critical submittals continued in order to proceed with on site activities. Some surveying and layout work took place.

The CM team worked closely with the contractor to coordinate for the initial partnering session anticipated to take place within the next 60 days.

#### G. February Work – VMF

In February, the contractor will begin the demolition of concrete pavement, trenching and installation for the underground electrical for the lighting in the bus parking lot.

With the underground electrical taking place, the contractor will also begin construction of the foundation for the new trash compactor, as well as, begin construction of the temporary fuel island.

#### H. Concerns – VMF

Site specific safety plan is being conditionally approved.

Construction is due to start pending acceptance of required submittals.

## II. PROJECT SCHEDULE

The projected Revenue Operation Start date is April 2014.

#### A. Summary of Project Schedule – sbX

Contractor has submitted the global as-built schedule for December. The schedule was returned “rejected, revise, and resubmit” and will be submitting their January schedule with all comments incorporated.

Contractor will be submitting their global time impact analysis encompassing all work from June 2012 through December 2012 by January 29, 2013.

The schedule is anticipated to be current by February 2013.

#### B. Summary of Project Schedule – VMF

Preliminary 90 day schedule being revised and will be submitted on or before February 15, 2013.

## III. RFIs AND SUBMITTALS

#### A. SBX

To date, the CM team has met the required timelines and no delay has come about as a result of submittal and RFI responses.

Total RFIs – 670  
Total Open – 38

Total Submittals – 568  
Total Open – 58

Total NCRs - 13  
Total Open - 6

Weekly RFI meetings are held every Tuesday morning.  
Weekly NCR meetings are held every Thursday morning.

RFI = Request for Information  
NCR = None Compliance Report  
CM = Construction Management

**B. VMF**

To date, the CM team has met the required timelines and no delay has come about as a result of submittal and RFI responses.

Total RFIs – 20  
Total Open – 9

Total Submittals – 54  
Total Open – 11

Total NCRs - 0  
Total Open - 0

**IV. SAFETY**

SBX - As of January 21, 2013 there are 146,070.30 “no-lost time” hours.

**V. PROJECT BUDGET AND COST****TOTAL PROGRAM BUDGET**

BUDGET AS OF DECEMBER 31, 2012

Approved Budget	\$191,706,000
Cost to Date	\$72,792,119
Estimate to Complete	\$106,773,843
Estimate at Completion	\$182,539,571

**PROJECT COSTS**

BASED ON INVOICES PAID BY OMNITRANS AS OF DECEMBER 31, 2012

	<b>CURRENT AUTHORIZED</b>	<b>CURRENT INVOICES PAID</b>	<b>REMAINING CONTRACT BALANCE</b>
Jacobs	\$5,716,965	\$3,817,349	\$1,899,616
Parsons	\$16,461,791	\$16,389,749	\$ 72,042
Griffith/Comet	\$72,097,957	\$25,318,902	\$46,779,055
<b>TOTAL</b>	<b>\$94,276,713</b>	<b>\$45,526,000</b>	<b>\$48,750,713</b>

**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 21 January 2013	394	
CCO Time Extension to Date	0	
Required Completion Date as of 21 January 2013	336	12/21/13
Forecasted Completion Date as of 21 January 2013		TBD*
Percent Time Elapsed	53.97%	

**\* CONSTRUCTION COMPLETION DATE WILL BE AVAILABLE UPON COMPLETION OF THE SCHEDULE UPDATE.**

**CONTRACTOR COST – OCTOBER PAYMENT REQUEST**

	<b>Project Cost</b>
Original Contract Amount	\$65,007,603.05
Total Authorization to Date as of month ending December 2012	\$72,097,956.75
CCOs Approved as of month ending December 2012	\$7,090,353.70
Amount Earned as of month ending December 2012	\$28,000,021.53
Retention Held as of month ending December 2012	\$2,800,002.15
Percent Complete (% paid) as of month ending December 2012	38.5%

**DBE**

DBE Contract Amount as of month ending December 2012	\$6,596,962.97
DBE Paid to Date as of month ending December 2012	\$1,838,192.31
DBE Contract Goal	9.15%
DBE Percentage of Total Earned to Date as of month ending December 2012	2.55%

**CONTRACT CHANGE ORDERS**

<b>CCO</b>	<b>Description</b>	<b>Negotiated Cost</b>
1	Water Meter and Fire Hydrant Connections to the Main	\$2,594,555.00
2	Additional Insurance Requirements, prepared and processing	\$214,364.64
3	Electrical Service Modifications for Street Lights; prepared and processing	\$433,500.00
4	Modifications to Project Signs	\$3,519.69
5	Requirement for Additional Emergency Vehicle Pre-emption (EVP) & Civil Modifications	\$455,553.60
6	Partnering Supplies	\$7,936.87
7	Additional Traffic Signal Requirements	\$59,477.00
8	No Cost Change Orders Including CORs 10, 10A, 11, 13, 16, and 48	\$0
9	Increase in Artist Costs, In Plain Sight	\$3,187.24
10	Out of Sequence Pours Due to Existing Unforeseen Obstructions	\$381,042.00
11	Revised Payment Section Along E Street from 10 <sup>th</sup> to 2 <sup>nd</sup> Street	\$721,519.44
12	Install Cross Gutter at E Street and Victoria	\$48,665.19
13	Fire Sprinkler System Restart	\$130,000.00
14	Walkway at Cocos' Restaurant along Hospitality Station	\$24,775.37
15	G&M Oil Gas Station Civil Modifications: SCE & Verizon Service Connection Revisions	\$929,399.36
16	E Street/North Mall Way bay taper & median removal	\$27,413.51
17	Union Street Removal Limits & Culvert Modifications	\$24,900.53
18	Kendall at Palm Local Bus Stations - Part 1 – Civil	\$52,162.27
19	0"-18" Retaining Curb	\$68,537.46
20	Modify Driveway Approaches to Meet Grade	\$96,444.00
21	Kendall/Palm Grade Revisions to Meet ADA	\$28,060.67
22	Expedite Driveway and Match Pavers Hospitality STA 698+20	\$20,688.77
23	Route 2 Bus Stop Revision at 9th & E	\$32,929.97
24	Revised Conduit due to SCE Vault at N. Mall Way	\$18,816.21
25	Remove and Relocate Conflicting Traffic Signal Foundation 8th & E	\$6,434.48
26	Removal of Additional Concrete	\$38,505.36

<b>CCO</b>	<b>Description</b>	<b>Negotiated Cost</b>
<b>27</b>	Revised Concrete Footing for Kendall / Little Mtn. N. Station	\$7,676.97
<b>28</b>	4000 PSI Concrete in Lieu of 2500 PSI - Bid item 163	\$39,552.50
<b>29</b>	Graded Channel at North End of Kendall / Palm	\$51,042.18
<b>30</b>	Modifications to Drainage Plan at South End of Kendall / Palm Park n Ride	\$55,133.04
<b>31</b>	Concrete V-Ditch with Splash Walls along West Side of Kendall / Palm Station Platform	\$27,123.69
<b>32</b>	Allowance to Meet Time Sensitive Field Changes	\$400,000.00
<b>33</b>	Increase Size of Catch Basin at E & N. Mall Way	\$3,941.87
<b>34</b>	New Cabinet at E & Orange Show; Additional Conduit at CSUSB	\$83,494.82
<b>35</b>	Revision to bid item 319 – Optional traffic signal at Hospitality and private driveway	(\$123,601.53)
<b>36</b>	Addition of New Conduit & Deletion of Red Light Camera System at the NE Corner of Hospitality Lane and Waterman Ave.	\$0
<b>37</b>	Modification to Handrail Height to Meet ADA Requirements	\$0
<b>38</b>	Relocate Irrigation Controller at NW Corner of Hospitality and Tippecanoe	\$1,919.40
<b>39</b>	Isolated AC Removal and/or Replacement	\$44,330.58
<b>40</b>	Temporary Lighting, Removal and Replacement of City Banners, and Installation of Street Name Signs	\$29,027.15
<b>41</b>	Slope, Irrigation, and Misc. Revisions to North Side of Hospitality from Carnegie West to Carnegie East (STA 662+00 to STA 682+00)	\$48,034.39
<b>42</b>	Brick Pavers at Driveway STA 694+50	\$7,751.78
<b>43</b>	Walkway at Outback Restaurant along Hospitality STA 666+00	\$45,407.15
<b>44</b>	Relocate Conflicting Water Facilities Not Shown to be Relocated on Original Contract Drawings at various locations	\$223,095.00
<b>44A</b>	Relocate Detector Check Valves to Conform to the New Curb Alignment	\$475,000.00
<b>45</b>	Demolition and Reconstruction of Parkway Culverts along Northside	\$108,762.60
<b>46</b>	Modified Utility Plans Showing Vaults to be Replaced and water Meter As-Built	\$1,199,917.67
<b>46A</b>	Extend Lateral Pipe and Install Precast Concrete Vault and Cover with Relocated Check Valve.	\$270,000.00
<b>TOTAL</b>		<b>\$9,419,997.89</b>

**\*Change Orders are updated through January 21, 2013.**

**POTENTIAL CHANGE ORDERS/CHANGE ORDER REQUESTS**  
**Costs as of January 21, 2013**

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Status</b>
2	Permit Plan Changes, Delta 1A, additional changes	\$150,000	JV preparing cost proposal
9	Caltrans Kendall/Palm Encroachment Permit	\$50,000	Awaiting further information
15	Electrical Plan Changes	\$80,000	JV preparing cost proposal and submittal on power cabinets.
21	Flow line modifications at Benton, Prospect, Anderson & Redlands stations	\$12,000	JV preparing scope
26	Redesign of median fountain area at Court Station	\$15,000	Designer preparing scope
27	Kendall at Palm Traffic Signal Revisions	\$10,000	Proposal under review
28	Kendall at Palm additional local bus station – Part 2 – electrical, landscape, signage and striping additions	\$40,000	Designer preparing scope
29	Gage Canal Changes	\$10,000	Designer preparing scope
30	Bus Stop No. 2 Revisions	\$120,000	Designer preparing scope
36	Flow line modifications to Hospitality at Tippecanoe, Hospitality at Carnegie, Kendall at Little Mountain and the CSUSB stations	\$48,000	JV preparing cost proposal
40	Curb Ramp at Northwest Corner of E Street & Rialto	\$20,000	Designer preparing scope
41	Change sbX Traffic Signal Heads from PV to LRT	\$5,000	JV preparing cost proposal
43	Increase in Bid Quantities	\$50,000	Proposal under review
47	Replace Driveway Approach at B251	\$10,000	Designer preparing scope
52	Gas Station at NW Corner of E Street & Orange Show Road (Auto Center Drive)	\$100,000	Designer preparing scope
54	Revised Architectural Drawings	\$0	JV to confirm no cost change
57	Steel Plate Rentals	\$10,000	JV providing back-up

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Status</b>
58	Trees Substitutions and Replacements	\$25,000	Revised proposal under review
63	Irrigation Revisions Due to Meter Size Revisions at SBX Stations	\$40,000	Parsons preparing scope
64	Irrigation Revisions at CSUSB Station Due to CSUSB Irrigation Requests	\$15,000	Revised proposal Under Review
68	Demolition of Home on Southeast Corner of Hospitality and Tippecanoe	\$35,000	JV to resubmit new cost proposal
70	Additional Survey Monuments	\$90,000	Proposal under review
75	Sewer Line Repair along E Street from 10 <sup>th</sup> to 2 <sup>nd</sup> Street	\$75,000	Scope clarification meeting to be held on 12/21.
76	Slope on West Side of E Street at Hospitality Lane (STA 672+69 to 676+00)	\$100,000	Revised proposal under review
78	Clear & Grub Remediation at Hospitality and Carnegie West	\$20,000	Designer preparing scope
79	Remove Center Median along Hospitality from Carnegie West to Tippecanoe to Expedite Construction	\$170,000	Designer preparing scope
81	Expedite Paving along Southbound Kendall Dr. Adjacent to Park-n-Ride Stations 102+00 to 111+00	\$15,000	Sent to Omnitrans for approval on 11/29/2012
83	Eliminate Solar Panels on Station Canopies	TBD	Designer preparing scope
84	Surface Mount 6"-15" Type A Retaining Curb on the Northeast Corner of 9 <sup>th</sup> and E Streets	\$15,000	JV preparing cost proposal
88	Curb Return Elevation Modifications at South Wells Fargo Driveway (Entrance to Costco STA 694+80)	\$6,000	JV preparing cost proposal
90	Add Pedestrian Push Buttons along Corridor at Missing Locations	\$60,000	Jacobs preparing COR package
91	Raise Existing Monument Sign 3' Higher at Northpointe Shopping Center on Hospitality Approx STA 700+20	\$11,000	Sent to Omnitrans for approval on 10/08/2012

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Status</b>
92	Remove Shrubs along Corridor	\$3,000	Jacobs preparing COR package
93	Repair Sewer Line along E Street from 11th to 4th Street - Sewer Repair Points	\$672,773	Proposal under review
96	New Service Cabinet at Hospitality and Tippecanoe.	\$3,000	COR Package sent to Omnitrans 11/8/12.
98	SCE Service to Traffic Signals	\$65,000	Jacobs preparing COR package.
99	Landscape and Irrigation Revisions - North Side of Hospitality from Carnegie West to Carnegie East	\$35,000	JV preparing cost proposal for irrigation revisions.
101	Increase to artist glass and paver budget	\$20,000	JV to submit request.
102	Landscape and Irrigation Modifications Hospitality STA 695+00 to 704+00	\$15,000	CM 225 sent to JV 10/19/12 directing portion of work (hedge replacement) on T&M with NTE \$9,332.82. JV providing credit proposal for remaining scope.
103	Pylon Sign Design Changes	\$46,000	Proposal under review
105	World Oil Gas Station Revisions	\$50,000	Designer preparing scope.
106	Reconfigure handicap ramp on Parcel C14, and replace handicap ramp with stairs on Parcel C12 - North Side Hospitality Between Hunts Lane and Commerce Center Drive West	\$40,000	Designer preparing scope.
107	Additional Tree Plan Modifications	\$75,000	Designer preparing scope.
108	Station Flowline Revisions to Court, Rialto, North Mall, Hunts, Carnegie, and Tippecanoe	\$60,000	Designer preparing scope.
110	Landscape and Irrigation Modifications On South Side of Hospitality from Costco to E Street	\$3,000	Designer preparing scope.
111	Revisions to Loma Linda Park-N-Ride Civil Scope	\$100,000	JV preparing cost proposal
112	Increase to Bid Item 318 - Unknown Conditions	\$650,000	COR package sent to Omnitrans 11/27/12
113	Revisions to Loma Linda Park-N-Ride Landscape and Irrigation	\$20,000	Designer preparing scope.

<b>COR</b>	<b>Description</b>	<b>*Estimated Cost</b>	<b>Status</b>
116	Storm Drain System and Geothermal Pipeline Redesign	\$120,000	JV preparing cost proposal
117	Install New Loops in Place of Loops Removed During Construction at Kendall/Palm	\$10,000	JV preparing cost proposal
119	Repair Damaged Block Wall at Kendall/Palm	\$25,000	JV preparing cost proposal
<b>TOTALS</b>		<b>\$3,419,773</b>	

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

\* Upon the approval of the final to date schedule, an analysis will be completed to determine the effect of the change orders on the scheduled completion date.

#### CONSTRUCTION MANAGEMENT COSTS

	<b>Project Cost</b>
Original Contract Amount	\$3,898,769
CCO's as of November 30, 2012	\$1,818,196
Total Authorization as of November 30, 2012	\$5,716,965
Total Billed as of November 30, 2012	\$3,473,731
DBE Contract Amount	\$789,333
DBE Paid to Date as of November 30, 2012	\$347,949
DBE Percentage of Contract	13.80%
DBE Percentage of Total Earned as of November 30, 2012	5.74%
Percent of Budget Expended as of November 30, 2012	60.76%

**PROGRESS PHOTOS****1. Conduit Bore Activity - Anderson Platform in Loma Linda****2. Relocation Decorative Lighting Southbound E Street**



**3. Construction of Railto Station Center Running Lane**



**4. Little Mountain Northbound Sidewalk and Apt footing conflict**



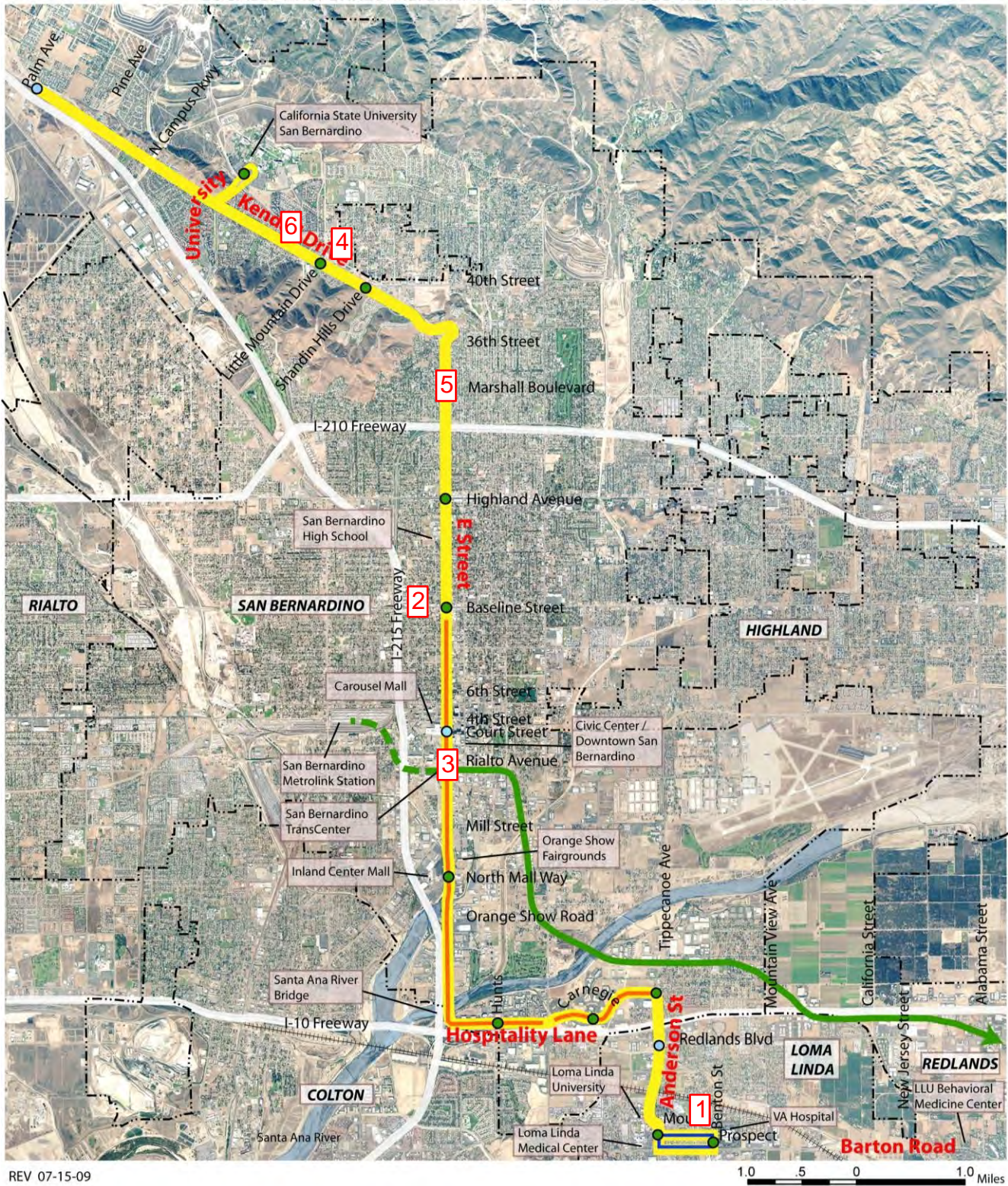
**5. Marshall Northwest Corner Roadway Culvert and Pkwy Culvert**



**6. Kendall irrigation behind station**

## Project Site Map

### LOCALLY PREFERRED ALTERNATIVE WITH PROPOSED REFINEMENTS



- Proposed sbX Alignment (Refined LPA)
- Preliminary Locations of Exclusive Center Lanes
- Potential sbX Stations
- Potential sbX Stations with Park-and-Ride
- City Boundaries
- Proposed Redlands Rail/Metrolink Extension Turnaround

**IPMO/sbX Project Cost Report**  
**Period Ended 12/31/12**

Description	Current Budget	Expenditures \$	%	Remaining Budget	Estimate to Complete	Estimate at Completion	Budget Forecast Variance
BRT Construction	84,637,000	25,386,902	30.0%	59,250,098	59,642,417	85,029,319	(392,319)
Vehicle Maintenance Facility (VMF) Construction	8,131,000	-		8,131,000	12,178,268	12,178,268	(4,047,268)
Vehicles - Design & Manufacturing	16,628,000	1,848,369	11.1%	14,779,631	13,982,176	15,830,545	797,455
ROW Acquisition Services	10,357,000	9,501,764	91.7%	855,236	2,236,636	11,738,400	(1,381,400)
3rd Party Utilities Design & Relocation	1,003,000	578,083	57.6%	424,917	528,034	1,106,117	(103,117)
BRT Design	17,849,400	16,389,749	91.8%	1,459,651	1,708,127	18,097,876	(248,476)
VMF Design	1,007,600	703,575	69.8%	304,025	650,254	1,353,829	(346,229)
Other Professional, Technical & Management Services	34,020,000	18,383,676	54.0%	15,636,324	18,821,541	37,205,217	(3,185,217)
<b>SUB-TOTAL</b>	173,633,000	72,792,117		100,840,883	109,747,454	182,539,571	(8,906,571)
Unallocated Contingency	18,073,000	-		18,073,000			18,073,000
<b>TOTAL</b>	<b>191,706,000</b>	<b>72,792,117</b>	<b>38.0%</b>	<b>118,913,883</b>	<b>109,747,454</b>	<b>182,539,571</b>	<b>9,166,429</b>

**IPMO/sbX Project  
Through 12/31/12**

Standard Cost Category (SCC)	Description	Approved Current Budget	Expenditures \$ %	Remaining Budget	Estimate to Complete	Estimate at Completion	Budget Forecast Variance
<b>10</b>	<b>GUIDEWAY &amp; TRACK ELEMENTS</b>	<b>19,725,000</b>	<b>4,529,661 23.0%</b>	<b>\$ 15,195,339</b>	<b>\$ 10,379,169</b>	<b>\$ 14,908,830</b>	<b>\$ 4,816,170</b>
10.02	Guideway: At-grade semi-exclusive (allows cross-traffic)	\$ 18,353,000	3,803,287 20.7%	\$ 14,549,713	\$ 8,911,405	\$ 12,714,692	\$ 5,638,308
10.03	Guideway: At-grade in mixed traffic	\$ 1,372,000	726,374 52.9%	\$ 645,626	\$ 1,467,764	\$ 2,194,138	\$ (822,138)
<b>20</b>	<b>STATIONS, STOPS, TERMINALS, INTERMODAL</b>	<b>14,917,000</b>	<b>3,012,719 20.2%</b>	<b>\$ 11,904,281</b>	<b>\$ 11,246,584</b>	<b>\$ 14,259,303</b>	<b>\$ 657,697</b>
20.01	At-grade station, stop, shelter, mall, terminal, platform	14,917,000	3,012,719 20.2%	\$ 11,904,281	\$ 11,246,584	\$ 14,259,303	\$ -
<b>30</b>	<b>SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS</b>	<b>\$ 8,131,000</b>	<b>- 0.0%</b>	<b>\$ 8,131,000</b>	<b>\$ 12,178,268</b>	<b>\$ 12,178,268</b>	<b>\$ (4,047,268)</b>
30.02	Light Maintenance Facility	\$ 4,265,000	- 0.0%	\$ 4,265,000	\$ 12,178,268	\$ 12,178,268	\$ (7,913,268)
30.05	Yard and Yard Track	\$ 3,866,000	- 0.0%	\$ 3,866,000	\$ -	\$ -	\$ 3,866,000
<b>40</b>	<b>SITEWORK &amp; SPECIAL CONDITIONS</b>	<b>34,271,000</b>	<b>12,160,596 35.5%</b>	<b>\$ 22,110,404</b>	<b>\$ 14,966,729</b>	<b>\$ 27,127,325</b>	<b>\$ 7,143,675</b>
40.01	Demolition, Clearing, Earthwork	\$ 4,741,000	280,723 5.9%	\$ 4,460,277	\$ 174,836	\$ 455,559	\$ 4,285,441
40.02	Site Utilities, Utility Relocation	\$ 4,993,000	3,993,286 80.0%	\$ 999,714	\$ 5,701,102	\$ 9,694,388	\$ (4,701,388)
40.05	Site structures including retaining walls, sound walls	\$ 90,000	- 0.0%	\$ 90,000	\$ 72,224	\$ 72,224	\$ 17,776
40.06	Pedestrian / bike access and accommodation, landscaping	\$ 6,925,000	853,614 12.3%	\$ 6,071,386	\$ 2,951,443	\$ 3,805,057	\$ 3,119,943
40.07	Automobile, bus, van accessways including roads, parking lots	\$ 3,601,000	2,166,930 60.2%	\$ 1,434,070	\$ 2,080,419	\$ 4,247,349	\$ (646,349)
40.08	Temporary Facilities and other indirect costs during construction	\$ 13,921,000	4,866,043 35.0%	\$ 9,054,957	\$ 3,986,705	\$ 8,852,748	\$ 5,068,252
<b>50</b>	<b>SYSTEMS</b>	<b>\$ 16,727,000</b>	<b>6,262,011 37.4%</b>	<b>\$ 10,464,989</b>	<b>\$ 14,213,916</b>	<b>\$ 20,475,927</b>	<b>\$ (3,748,927)</b>
50.02	Traffic signals and crossing protection	\$ 10,810,000	3,333,656 30.8%	\$ 7,476,344	\$ 3,248,271	\$ 6,581,927	\$ 4,228,073
50.05	Communications	\$ 4,210,000	1,605,000 38.1%	\$ 2,605,000	\$ 6,689,000	\$ 8,294,000	\$ (4,084,000)
50.06	Fare collection system and equipment	\$ 1,707,000	1,323,355 77.5%	\$ 383,645	\$ 4,276,645	\$ 5,600,000	\$ (3,893,000)
	Pending Change Orders				\$ 3,243,025	\$ 3,243,025	\$ (3,243,025)
	Risk				\$ 6,121,026	\$ 6,121,026	\$ (6,121,026)
	<b>Construction Subtotal (10-50)</b>	<b>93,771,000</b>	<b>25,964,987 27.7%</b>	<b>\$ 67,806,013</b>	<b>\$ 72,348,717</b>	<b>\$ 98,313,704</b>	<b>\$ (4,542,704)</b>
<b>60</b>	<b>ROW, LAND, EXISTING IMPROVEMENTS</b>	<b>\$ 6,532,000</b>	<b>\$ 5,095,159 78.0%</b>	<b>\$ 1,436,841</b>	<b>\$ 2,004,106</b>	<b>\$ 7,099,265</b>	<b>\$ (567,265)</b>
60.01	Purchase or lease of real estate	\$ 6,327,000	5,086,065 80.4%	\$ 1,240,935	\$ 1,808,200	\$ 6,894,265	\$ (567,265)
60.02	Relocation of existing households and businesses	\$ 205,000	9,094 4.4%	\$ 195,906	\$ 195,906	\$ 205,000	\$ -
<b>70</b>	<b>VEHICLES</b>	<b>\$ 16,628,000</b>	<b>\$ 1,848,369 11.1%</b>	<b>\$ 14,779,631</b>	<b>\$ 13,982,176</b>	<b>\$ 15,830,545</b>	<b>\$ 797,455</b>
70.04	Bus	\$ 15,448,000	1,848,369 12.0%	\$ 13,599,631	\$ 13,075,128	\$ 14,923,497	\$ 524,503
70.06	Non-revenue vehicles	\$ 250,000	- 0.0%	\$ 250,000	\$ -	\$ -	\$ 250,000
70.07	Spare parts	\$ 930,000	- 0.0%	\$ 930,000	\$ 907,048	\$ 907,048	\$ 22,952
<b>80</b>	<b>PROFESSIONAL SERVICES</b>	<b>56,702,000</b>	<b>39,883,604 70.3%</b>	<b>\$ 16,818,396</b>	<b>\$ 21,412,453</b>	<b>\$ 61,296,057</b>	<b>\$ (4,594,057)</b>
80.01	Preliminary Engineering	\$ 12,921,000	12,876,525 99.7%	\$ 44,475	\$ 17,502	\$ 12,894,027	\$ 26,973
80.02	Final Design	\$ 7,261,000	5,988,666 82.5%	\$ 1,272,334	\$ 2,058,147	\$ 8,046,813	\$ (785,813)
80.03	Project Management for Design and Construction	\$ 15,997,000	6,841,357 42.8%	\$ 9,155,643	\$ 7,881,344	\$ 14,722,701	\$ 1,274,299
80.04	Construction Administration & Management	\$ 6,632,000	3,817,349 57.6%	\$ 2,814,651	\$ 7,899,617	\$ 11,716,966	\$ (5,084,966)
80.05	Professional Liability and other Non-Construction Insurance	\$ 1,112,000	- 0.0%	\$ 1,112,000	\$ 500,000	\$ 500,000	\$ 612,000
80.06	Legal; Permits; Review Fees by other agencies, cities, etc.	\$ 10,596,000	10,359,707 97.8%	\$ 236,293	\$ 1,870,843	\$ 12,230,550	\$ (1,634,550)
80.07	Surveys, Testing, Investigation, Inspection	\$ 1,463,000	- 0.0%	\$ 1,463,000	\$ 464,000	\$ 464,000	\$ 999,000
80.08	Start up	\$ 720,000	- 0.0%	\$ 720,000	\$ 721,000	\$ 721,000	\$ (1,000)
	<b>Subtotal (10-80)</b>	<b>\$ 173,633,000</b>	<b>\$ 72,792,119 41.9%</b>	<b>\$ 100,840,881</b>	<b>\$ 109,747,452</b>	<b>\$ 182,539,571</b>	<b>\$ (8,906,571)</b>
<b>90</b>	<b>UNALLOCATED CONTINGENCY</b>	<b>18,073,000</b>	<b>- 0.0%</b>	<b>\$ 18,073,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,073,000</b>
	<b>Subtotal (10-90)</b>	<b>191,706,000</b>	<b>72,792,119 38.0%</b>	<b>\$ 118,913,881</b>	<b>\$ 109,747,452</b>	<b>\$ 182,539,571</b>	<b>\$ 9,166,429</b>
<b>100</b>	<b>FINANCE CHARGES</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL PROJECT COST (10-100)</b>	<b>191,706,000</b>	<b>72,792,119 38.0%</b>	<b>\$ 118,913,881</b>	<b>\$ 109,747,452</b>	<b>\$ 182,539,571</b>	<b>\$ 9,166,429</b>



# sbX Project

## Baseline vs. Revised



<u>sbX Project Area</u>	<u>Baseline Budget</u>	<u>Estimate at Complete</u>
<input type="checkbox"/> BRT Construction	\$84.6M	\$85.0M
<input type="checkbox"/> BRT Design	\$17.9M	\$18.1M
<input type="checkbox"/> VMF Construction	\$8.1M	\$12.2M
<input type="checkbox"/> VMF Design	\$1.0M	\$1.4M
<input type="checkbox"/> ROW/Utilities	\$11.4M	\$12.8M
<input type="checkbox"/> Vehicles	\$16.6M	\$15.8M
<input type="checkbox"/> Construction Management	\$6.6M	\$11.7M
<input type="checkbox"/> Project Management	\$27.4M	\$25.5M
<input type="checkbox"/> Contingency	<u>\$18.1M</u>	<u>\$0M</u>
<b>Grand Total</b>	<b>\$191.7M</b>	<b>\$182.5M</b>

as of 12/31/12



# sbX Project Area

## Spend Authority



<u>sbX Project Area</u>	<u>Baseline Budget</u>	<u>Approved Authority*</u>
<input type="checkbox"/> BRT Construction	\$84.6M	\$81.6M
<input type="checkbox"/> BRT Design	\$17.9M	\$16.5M
<input type="checkbox"/> VMF Construction	\$8.1M	\$11.2M
<input type="checkbox"/> VMF Design	\$1.0M	\$1.1M
<input type="checkbox"/> ROW/Utilities	\$11.4M	\$12.9M
<input type="checkbox"/> Vehicles	\$16.6M	\$16.0M
<input type="checkbox"/> Construction Management	\$6.6M	\$5.7M
<input type="checkbox"/> Project Management	\$27.4M	\$25.0M
<input type="checkbox"/> Contingency	<u>\$18.1M</u>	<u>\$0M</u>
<b>Grand Total</b>	<b>\$191.7M</b>	<b>\$170.0M</b>

\* Amount approved by BOD

as of 12/31/12



# sbX Project Area

## YTD Expenditures



<u>sbX Project Area</u>	<u>Baseline Budget</u>	<u>Expenditure to Date</u>
<input type="checkbox"/> BRT Construction	\$84.6M	\$25.4M
<input type="checkbox"/> BRT Design	\$17.9M	\$16.4M
<input type="checkbox"/> VMF Construction	\$8.1M	\$0M
<input type="checkbox"/> VMF Design	\$1.0M	\$0.7M
<input type="checkbox"/> ROW/Utilities	\$11.4M	\$10.1M
<input type="checkbox"/> Vehicles	\$16.6M	\$1.8M
<input type="checkbox"/> Construction Management	\$6.6M	\$3.8M
<input type="checkbox"/> Project Management	\$27.4M	\$14.6M
<input type="checkbox"/> Contingency	<u>\$18.1M</u>	<u>\$0M</u>
<b>Grand Total</b>	<b>\$191.7M</b>	<b>\$72.8M</b>

as of 12/31/12

ITEM #       D3      

**DATE:** March 4, 2013

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

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

**FROM:** Robert Miller, Chief Financial Officer

**SUBJECT: OMNITRANS CHIEF FINANCIAL OFFICER'S REPORT ON  
FORWARD FUEL PURCHASES FOR FEBRUARY 2013**

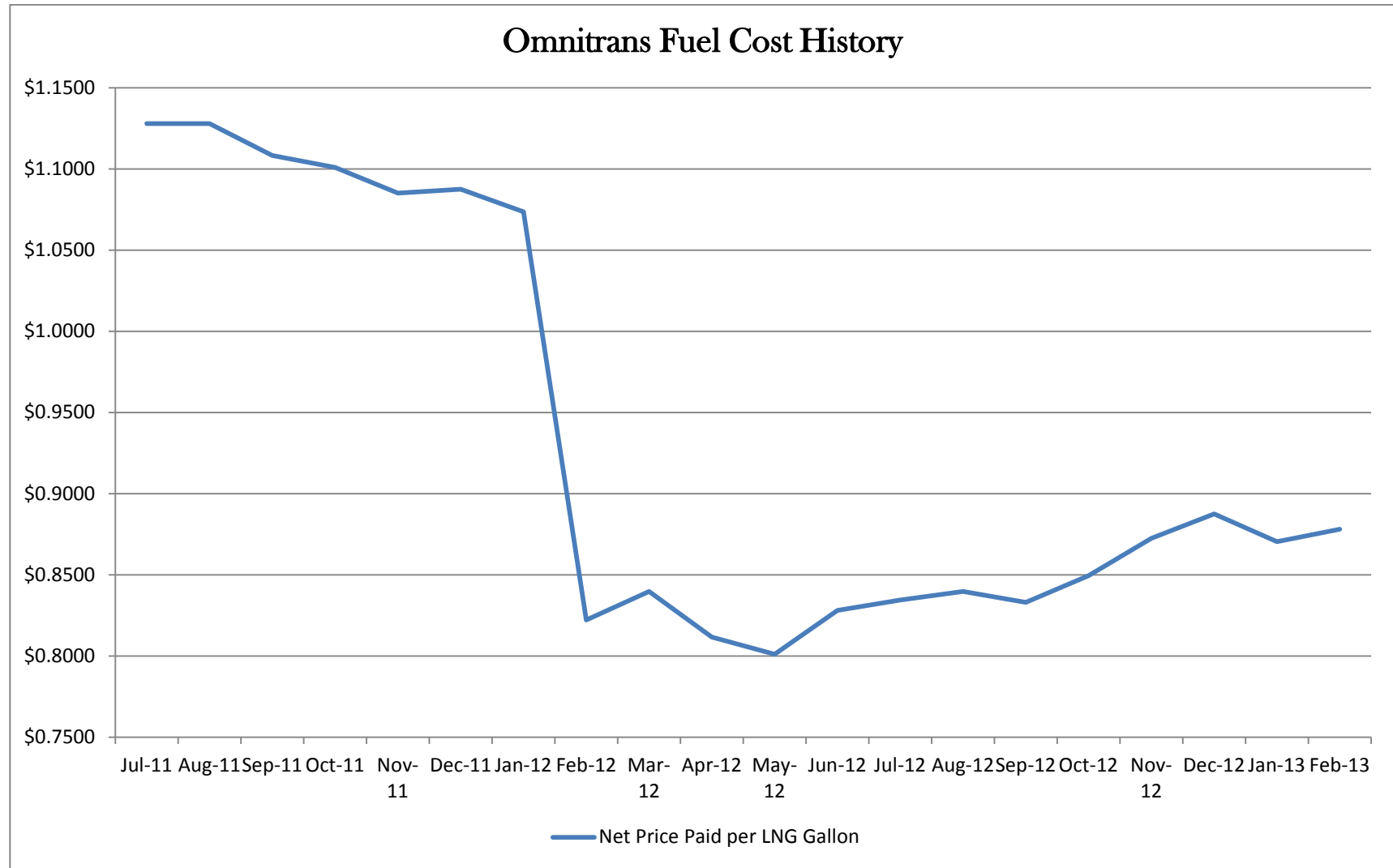
**FORM MOTION**

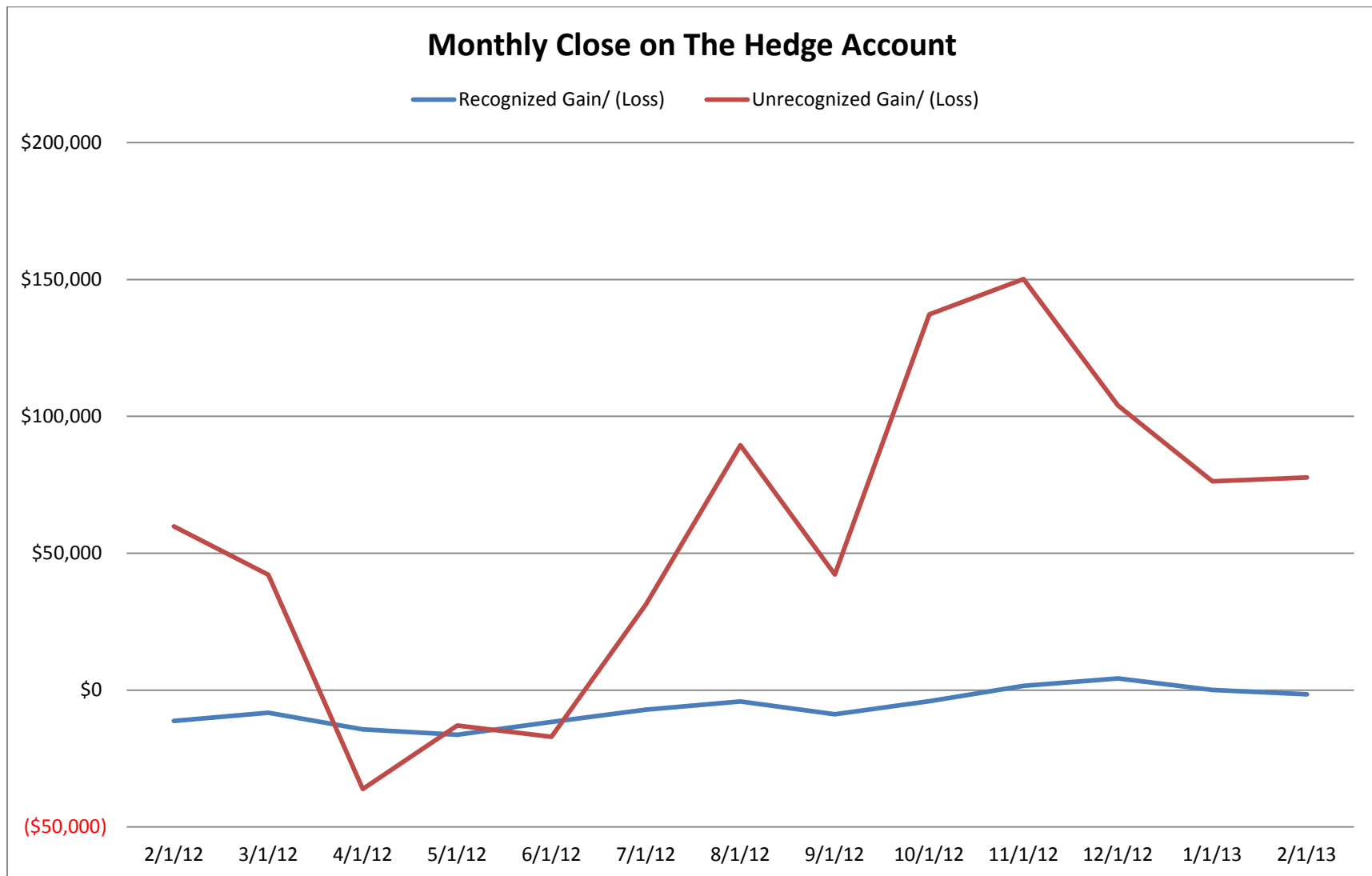
Receive and file Omnitrans Chief Financial Officer's report on forward fuel purchases for February 2013. This program was implemented on May 6, 2009, to increase the predictability of Omnitrans costs and reduce operational uncertainty in the event of dramatic fuel price increases in the open market.

**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 CNG on the NYMEX exchange 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. The current hedge fixes the price of approximately 45% of the Agency's natural gas through June of 2014. Staff will make a recommendation on whether or not to extend the hedge within the next 12 months.

Spot market prices for natural gas have been stable although the February 2013 contract closed marginally below the hedge price. For the first time in four months, the hedge price settled above the spot price. The Agency will record a small loss on our futures position and that loss will increase the net cost of LNG acquired under our supply agreement with Clean Energy Fuels. The spot price that will be used for Omnitrans' February fuel purchases will reflect a price of \$.8781 per gallon including CNG at the So Cal Index price, liquefaction, delivery, and sales tax. This price is after recognition of the monthly loss on the hedge position in the amount of -\$1,525. Omnitrans will recognize a favorable budget variance in the CNG account of approximately \$656 in the month of February 2013. {This results from an expansion in the basis swap for transportation of the gas to Southern California. The pricing on the swap doubled to approximately \$.03 per gallon for February deliveries. To date, Omnitrans has recognized a total loss of <\$81,747> on settled hedge positions; February 2012 through February 2013. The Agency has an unrecognized gain of \$77,700 on positions that remain open; March 2013 through June 2014. The forward market is anticipating increased CNG fuel prices in the future; prices at levels above the Omnitrans hedge.





ITEM #           D4          

**DATE:** March 4, 2013

**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: EXECUTE AMENDMENT NO. 3 TO CONTRACT IPMO11-3  
BUS INSPECTION SERVICES**

**FORM MOTION**

Review and recommend approval to the Board of Directors to authorize the CEO/General Manager to execute Amendment No. 3 to Contract IPMO11-3 with E F Enterprises of Banning, CA, for Bus Inspection Services for \$5,835, plus a 3.27% Cost Allocation Plan (CAP) of \$191 for a total amount of \$6,026, which increases the total contract amount to \$41,475, and the project total to \$42,831.

**BACKGROUND AND ANALYSIS**

On July 11, 2012, the Board of Directors ratified a contract with E F Enterprises for bus inspection services for the fourteen articulated coaches for the E Street sbX Bus Rapid Transit (BRT) Corridor project 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.

Amendment No. 1 was executed by the CEO/General Manager to provide for an FTA-required Intermediate Buy America Audit increasing the agreement by \$975 out of available contingency dollars.

Amendment No. 2 extended the contract end date from March 13, 2013, to September 30, 2013, to allow time to complete production inspections, final delivery acceptance and the post-delivery audit. Forty-five additional bus inspection days were required during Over-runs of the production of the pilot bus. In accordance with Section 3, Compensation, Omnitrans agrees to pay E F Enterprises \$180 per day for Over-runs, totaling \$8,100. With \$2,265 remaining in the contingency, Amendment No. 2 could only be increased by \$2,265.

Amendment No. 3 is requested for the remaining \$5,835 required to pay the balance of the additional inspection services (\$8,100 less \$2,265), increasing the total contract to \$41,475, for a total project cost of \$42,831, including CAP.

### **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	\$6,026
			<b>TOTAL</b>	<b>\$6,026</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**

The FTA Buy America requirements mandate buses must be inspected while in production.

MV:JMS:CV

 <b>Omnitrans</b> Connecting Our Community STANDARD PURCHASE ORDER AGREEMENT  1700 West Fifth Street San Bernardino CA 92411  CONTRACTS MANAGER	<input type="checkbox"/>	New	AMENDMENT NO. 3			Contract Number IPMO11-3	
	<input checked="" type="checkbox"/>	Change					
	<input type="checkbox"/>	Cancel					
	Omnitrans Department <b>Integrated Project Management Office</b>				Dept. No. 9030		Project Bus Inspection Services Articulated Coaches
	Omnitrans Procurement Representative Christine Van Matre				Telephone 909-379-7122		Total Contract Amount \$41,475
	Contract Type: <b>Purchase Order</b>						
DIRECTOR OF PROCUREMENT		Contract Start Date May 17, 2010	Contract End Date September 30, 2013	Previous Amount \$35,640	Amended Amount \$5,835		

THIS AMENDMENT NO. 3 TO THE ORIGINAL AGREEMENT IS ISSUED to specifically include those certain additional Requirements, Terms, and Conditions, as they are listed in Section 1 of this Amendment, and is entered into in the State of California by and between Omnitrans, a Joint Powers Authority; hereinafter called Omnitrans, and

Name

E F Enterprises

hereinafter  
called

Contractor

Address

14470 Highland Home Road

Banning CA 92220

Telephone

909-730-0313

Federal ID No.

27-0470241

**1. Scope of Changes** - This Amendment No. 3 is further issued to incorporate the following changes into the Contract:

A. Increase contract \$5,835 for additional online inspection services.

**2. Impact on original Agreement:**

A. There is an increase in cost to the contract in the amount of \$5,835 for additional online production inspection services. Payment for services rendered under this Amendment No. 3 will be invoiced consistent with the terms and conditions of the original Agreement.

B. Article 3. "Compensation", page 4 of the original contract, below "Total Estimate for Entire Project", add:

CONTRACT IPMO11-3  
AMENDMENT NO. 3

"Amendment No. 1	\$975
Amendment No. 2	\$2,265
Amendment No. 3	\$5,835
Total Contract Amount	\$41,475"

- C. Except where they may have been amended by subsequent Amendments, all original Terms and Conditions of the existing Contract remain in full force and effect. This Amendment No. 3 is an amendment to an existing Agreement between Omnitrans and the Contractor, and all previously operative contract provisions shall apply hereto unless specifically exempted or otherwise previously amended. The amount and time changes indicated herein, if any are allowed, are the maximum agreed to by both Omnitrans and the Contractor for the changes required herein.
- D. In consideration of the foregoing adjustments in contract time and contract sum, the Contractor hereby releases Omnitrans in perpetuity from all claims, demands, or causes of action arising out of the transactions, events, and occurrences giving rise to this Amendment No. 3. This written Amendment is the entire agreement between Owner and Contractor with respect to this Amendment No. 3, exclusively. The cost of the change indicated on the face of this Amendment is the entire amount of the change, and no backup documentation either attached hereto or incorporated herein by reference may reserve the Contractor's right to increase the contract time or the cost of this change for extended overhead or general conditions or any other reason.

**IN WITNESS WHEREOF**, OMNITRANS and the CONTRACTOR have each caused this Amendment No. 3 to Contract IPMO11-3 to be subscribed by its respective duly authorized officers on its respective behalf.

**OMNITRANS**

**E F ENTERPRISES**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name:

Print Name:

\_\_\_\_\_  
Milo Victoria

\_\_\_\_\_  
Erica Farrar

Print Title:

Print Title:

\_\_\_\_\_  
CEO/General Manager

\_\_\_\_\_  
President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ITEM #           D5          

**DATE:** March 4, 2013

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

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

**FROM:** Samuel Gibbs, Director of Internal Audit Services

**SUBJECT: RESPONSE TO SAP ENTERPRISE RESOURCE PLANNING (ERP)  
ENHANCEMENT PROJECT**

### **FORM MOTION**

Receive and forward to the Board of Directors for receipt and file the update tracking for the deliverables and milestones associated with the SAP Landscape Review Report from SAP America, Inc.

### **SUMMARY AND BACKGROUND**

At the December 5, 2012 Board Meeting, the Board of Directors authorized the CEO/General Manager to execute a contract for the SAP Enterprise Resource Planning (ERP) Enhancement Project with SAP America, Inc., New Town Square, PA, in the amount not to exceed \$1,650,653.46, including contingency and CAP. The CEO General Manager was also authorized to execute a contract for the SAP Enterprise Resource Planning (ERP) Enhancement Project with Ciber, Inc., Greenwood Village, CO, to continue fine tuning the existing SAP solution in the amount not to exceed \$263,710.27, including contingency and CAP. The Board instructed staff to develop a plan to measure progress of the projects in the areas of business integration, improvements in production operations, and knowledge transfer. This report provides an update as of week three February 2013.

### **ANALYSIS**

Staff has developed the attached plan with direct input from the consultants on the projects. The plan provides an overview of the work to be performed and a mechanism to measure deliverables and milestones for the critical focus areas.

MV:SJG

Attachment- Omnitrans Plan-Addressing Critical Focus Areas

# Omnitrans Plan - Addressing Critical Focus Areas

## Omnitrans Plan

The Plan includes Deliverables w/ associated Milestones

	Timeframe in Weeks															
	January				February				March				April			
Deliverables	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Project Schedule		✓	✓													
Business Process Intergration																
Monthly Governance Forum				✓				X				X				X
** Omnitrans Executives																
Meeting Minutes				✓	✓	✓	✓	X	X	X	X	X	X	X	X	X
** Weekly Integration Meetings																
Blueprint Summary Document				✓												
Improve Production Operations																
Regression Test Plan-E2E Processes								X								
Regression Test Results													X			
Updated end User Training Documentation															X	
Cutover Plan												X				
Go-Live: New Scope Implementation															★	
Knowledge Tranfer																
Informal Knowledge Transfer																
Structure Knowledge Transfer							✓									
Workshops-New Reporting Solution																
Knwoledge Transfer Workshop																X
* Post Production Support																

- The X mark is converted to a green checkmark once the deliverable or milestone has been achieved. The blue star represent the Go-Live

ITEM #         D6        

**DATE:** March 4, 2013

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

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

**FROM:** Milind Joshi, sbX Program Manager

**SUBJECT: AUTHORIZE CHANGE ORDER NO. 9, PLN09-21, CONSTRUCTION  
MANAGEMENT SERVICES - sbX E STREET CORRIDOR BUS RAPID  
TRANSIT (BRT) CONSTRUCTION PROJECT**

### **FORM MOTION**

Receive and forward to the Board of Directors for approval to execute Change Order No. 9 to extend Contract PLN09-21 for Construction Management Services with Jacobs Project Management Co. (Jacobs) of Ontario, California, to April 2014, and increase the contract by an additional \$5,577,893, plus a 10% contingency of \$557,789, and 3.27% Cost Allocation Plan of \$200,637, for a new total project amount not to exceed amount of \$12,053,284, including contingency and CAP.

### **BACKGROUND & SUMMARY**

The construction activities for the sbX Project are managed by the Construction Management (CM) Consultant, Jacobs, with an oversight by Omnitrans' Project staff.

Jacobs is well known for its expertise in managing capital projects and has worked on several FTA funded projects in various capacities. On a large capital project such as the E Street Corridor BRT Project, an early involvement of the CM consultant is extremely important as it helps the CM team to better understand the owner's (Agency's) design philosophy early enough to align construction management services effectively. Therefore, the Agency awarded a Time & Material (T&M) contract to Jacobs in May 2009 following the Agency's Policies and Procedures. The design at that point in time was about 10% complete and the detailed construction scope and schedule was yet to be established. The Agency directed Jacobs' to keep the staffing level to the minimum at the beginning and to ramp it up as the Project moved from Preliminary Design phase to Final Design, with an intention to eventually staff to its full capacity at the start of construction activities. This approach appeared to be prudent as it allowed the staff to benefit from Jacobs' experience at any time, and at the same time, to manage the CM budget efficiently.

The Federal Transit Administration (FTA) found this approach acceptable as it ensured the availability of sound CM support throughout the project.

This approach was also beneficial to Omnitrans, as it eliminated the need to hire full time construction personnel – engineers, inspectors, schedulers, estimators, contracts administrators, and document control staff, at the onset of the project when the workload was expected to be low, thereby reducing the Project cost burden. Moreover, it allowed the Agency not to have any long-term commitments since there was a great degree of uncertainty regarding the viability of any other new BRT projects within Omnitrans’ jurisdiction, where these employees could be utilized beyond the E Street Corridor project.

At the same time, the above approach allowed Omnitrans to adjust service levels effectively as at that point in time the level of effort and the overall duration necessary to perform CM tasks was uncertain. Therefore, the Agency staff adopted a cautious approach while inviting the proposals from various consultants based on the general description of the scope for an estimated period of three years ending in April 2012. The staff intended to manage CM consultant’s involvement by making any changes to the scope, level of efforts, and/or contract duration, based on the actual needs of the Project. Because of the degree of uncertainty, Jacobs’ T & M contract amount was negotiated down substantially to \$3,898,769 to align with Omnitrans’ Internal Cost Estimate.

Subsequently, the City of San Bernardino approved the plans in September 2011, and the FTA’s Project Construction Grant Agreement (PCGA) was executed in September 2011. At that point in time, the detail scope of construction was available and construction duration was determined. It became obvious that the available budget and the period of performance in Jacobs’ contract would not be adequate to support the substantially increased level of Public Relations (PR) efforts, Right-of-Way and Utility coordination, and other areas through the construction phase. Based on the projections available at that point in time, Omnitrans’ staff assessed the CM requirements in September 2011, and in a proactive manner extended Jacobs’ contract by 18 months ending in September 2013. In September 2011, the Board approved an increase in the CM contract with Jacobs to \$5,696,296. This, along with subsequent Change Orders, brought the total contract amount with Jacobs to \$5,716,965.

As the E Street Corridor construction began, the construction crews faced a substantially high number of unforeseen conditions; too many under-the-surface irregularities compounded by other design related issues, delays in utility relocations, increased resistance by the impacted business owners and community members. It resulted in a sudden increase in the volume of Requests For Information (RFIs), Submittals, and construction Change Order Requests. The need to process the increased workload while maintaining Project Schedule integrity will require increased staff resources. The staff will be focused on documentation, to ensure contract compliance, interfacing with regulatory agencies, stakeholder interaction, and utility coordination. The FTA expressed its concerns about the adequacy of the CM staff to meet the challenges and to be able to complete the Project within the timeframe of the PCGA.

Based on the E Street Corridor construction experience, Agency staff in consultation with the FTA, determined that a dedicated CM team to manage construction activities for the Vehicle Maintenance Facility (VMF) prior to start of the construction would benefit the Agency. Jacobs’ gradually increased the staffing level from 11 to 27 (Part Time and Full Time) to address the increased workload. It resulted in an accelerated drawdown of the available budget for the

CM tasks. Jacobs' plan is to gradually reduce the staffing as construction approaches completion in December 2013, and manage the Project close-out activities with a minimal staff. In addition, Omnitrans worked with Jacobs to reorganize roles and responsibilities for its staff to ensure that the Revenue Operation can begin in April 2014 as required by FTA.

The increased staffing and extended duration of CM services from September 2013 through April 2014, requires additional budget for CM services. Jacobs has presented a T&M budget for the additional services. Agency staff has completed its due diligence, including the Internal Cost Estimate (ICE), cost analysis, and the sole source justification, and requests additional spending authority as outlined below:

- Additional Budget for CMS by Jacobs: \$5,577,893 (Time & Material Basis)
- Contingency @10%: \$ 557,789
- Cost Allocation Plan \$ 200,637

Upon approval by the Board of Directors, the total amended budget for the CM Services will be \$11,294,858, which will be monitored closely by Agency staff to ensure appropriate utilization of the increased CM budget.

As a part of monthly Risk Assessment review, the Agency staff had accounted for the potential budget increase, while forecasting the estimate at completion (EAC), and is confident that the Project will be completed within the approved overall budget of \$191.7M.

#### **FUNDING SOURCE**

<b>FUNDING</b>	<b>GRANT #</b>	<b>AMOUNT</b>	<b>PROJECT NAME</b>
FTA	CA-90-Y164	\$594,085	Construction Management Services for sbX E Street Corridor BRT Project
FTA	CA-90-Y850	\$4,735,317	Construction Management Services for sbX E Street Corridor BRT Project
STA	10-09-OMNB	\$1,006,917	Construction Management Services for sbX E-Street Corridor BRT Project

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

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

## **CONCLUSION**

Approval to increase budget for Construction Management Services will enable Jacobs' to continue to provide necessary services to ensure high quality construction within the scope, budget and schedule approved by the FTA under the PCGA.

MV:MJ