



BOARD OF DIRECTORS MEETING
WEDNESDAY, FEBRUARY 6, 2013 – 8:00 A.M.
OMNITRANS METRO FACILITY
1700 WEST 5TH STREET
SAN BERNARDINO, CA 92411

The Board of Directors meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or 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 Board 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

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

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Board Meeting: Wednesday, March 6, 2013, at 8:00 a.m.
OmniTrans Metro Facility Board Room
2. Presentation - Employee of the Quarter
3. Presentation – Employee of the Year

C. COMMUNICATIONS FROM THE PUBLIC

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

D. POSSIBLE CONFLICT OF INTEREST ISSUES

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

4

E. CONSENT CALENDAR

The following items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion, unless the Board directs that an item be held for further discussion under Agenda Item F, Discussion Items. Any person wishing to address consent items should address the Board under Agenda Item E-17, Action on Consent Calendar.

1. Approve Board Minutes – January 9, 2013
2. Receive & File Administrative & Finance Committee Minutes – December 10, 2012
3. Receive & File Agency Management Report – December 2012

5
10
14



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E. CONSENT CALENDAR CONTINUED

4. Claims Filed Against Omnitrans – Information Item Only	23
5. Receive and File Construction Progress Report No. 13 through December 2012, sbX E Street Corridor BRT Project	24
6. Receive and File sbX Quarterly Report through December 2012	44
7. Receive and File FY 2013 Management Plan – 2 nd Quarter Report	46
8. Receive and File FY 2013 KPIs – 2 nd Quarter Report	59
9. Receive and File Response, SAP Enterprise Resource Planning (ERP) Enhancement Project Plan for Tracking Deliverables and Milestones	64
10. Confirm Appointment of Board Ad-Hoc Committee to Review Comprehensive Operational Analysis	66
11. Authorize 2013 Dues Payment to California Transit Association	67
12. Authorize Award of Contract OPS13-34, Portable Toilets	69
13. Authorize Award of Contract MNT13-05, 5000 Pound Electric Forklift	93
14. Authorize Award of Contract, MNT13-93 Replacement Glass and Frame Assemblies	95
15. Receive and File Affirmative Action Status Report as of January 10, 2013	97
16. Press Articles and Letters of Interest to the Board	98
17. Action on Consent Calendar	

F. DISCUSSION ITEMS

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

1. CEO/General Manager's Report	122
2. Award Sole Source Purchase Order for Replacement Fareboxes	126
3. Establish CEO/General Manager's Performance Evaluation Process	128

G. PUBLIC HEARING

There is no scheduled public hearing.

H. BOARD BUSINESS

Closed Session

1. Conference with Labor Negotiator, Milo Victoria, concerning labor negotiations with Teamsters Local #166 regarding Maintenance/Administrative Support Unit, pursuant to Government Code Section 54957.6
2. Conference with Labor Negotiator, Milo Victoria, concerning labor negotiations with Amalgamated Transit Union #1704 regarding the Coach Operator Unit, pursuant to Government Code Section 54957.6



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H. BOARD BUSINESS CONTINUED

Closed Session

3. Conference with Legal Counsel pursuant to Government Code Section 54956.95(a) regarding Belinda Morceli – Case #ADJ7493594
4. Conference with Legal Counsel, Significant Exposure to Litigation, pursuant to Government Code Section 54956.9(d)(2) – One Case
5. Evaluation of CEO/General Manager position concerning unrepresented position of CEO/General Manager, pursuant to Government Code Section 54957

Open Session

1. Approve Memorandum of Understanding for the Maintenance and Administrative Support Unit, Teamsters Local Union #166, effective July 1, 2012 through June 30, 2013

I. REMARKS AND ANNOUNCEMENTS

J. ADJOURNMENT

ITEM # D1

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Jennifer Sims, Director of Procurement

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

FORM MOTION

Staff hereby provides a listing of principals and subcontractors associated with action items on the agenda for the Board of Director's Meeting scheduled February 6, 2013.

Item No.	Contract	Principals & Agents	Subcontractors
E12	Authorize Award of Contract OPS13-34 Portable Toilets	<i>Universal Waste Systems dba Whitehouse Sanitation Perris, CA Brian A. Iverson Sales Manager</i>	<i>n/a</i>
E13	Authorize Award of Contract MNT13-05 5000 Pound Electric Forklift	<i>Southwest Material Handling Mira Loma, CA Annette Cruz, Controller</i>	<i>n/a</i>
E14	Authorize Award of Contract MNT13-93 Replacement Glass and Frame Assemblies	<i>ThermoGuard Pomona, CA Jennifer Davenport Principal</i>	<i>n/a</i>
F2	Award Sole Source Purchase Order Replacement Fareboxes	<i>GFI Genfare, Inc. Elk Grove Village, IL Kim Green, President</i>	<i>n/a</i>

MV/JS

ITEM # E1

**BOARD OF DIRECTORS' MEETING
MINUTES
January 9, 2013**

A. CALL TO ORDER

Chair Dick Riddell called the regular meeting of the Omnitrans Board of Directors to order at 8:03 a.m., Wednesday, January 9, 2013, at the Omnitrans Facility located at 1700 West 5th Street, San Bernardino, California.

1. Invocation
2. Pledge of Allegiance
3. Roll Call – Self-introductions were made.

BOARD MEMBERS PRESENT

Councilmember Dick Riddell, City of Yucaipa – Chair
Councilmember Alan Wapner, City of Ontario – Vice Chair
Councilmember Ron Dailey, City of Loma Linda
Mayor Paul Eaton, City of Montclair
Mayor Pro Tem Paul Foster, City of Redlands
Mayor Ed Graham, City of Chino Hills
Mayor Pro Tem Penny Lilburn, City of Highland
Mayor Pat Morris, City of San Bernardino
Mayor Ray Musser, City of Upland
Supervisor Gary Ovitt, County of San Bernardino
Councilmember Ed Palmer, City of Rialto
Supervisor James Ramos, County of San Bernardino
Mayor Pro Tem John Roberts, City of Fontana
Supervisor Janice Rutherford, County of San Bernardino
Mayor Walt Stanckiewicz, City of Grand Terrace
Mayor Dennis Yates, City of Chino

BOARD MEMBERS NOT PRESENT

Councilmember Frank Gonzales, City of Colton
Supervisor Josie Gonzales, County of San Bernardino
Supervisor Robert Lovingood, County of San Bernardino
Mayor Pro Tem Sam Spagnolo, City of Rancho Cucamonga

OMNITRANS' ADMINISTRATIVE STAFF PRESENT

Milo Victoria, CEO/General Manager
Marge Ewing, Director of Human Resources
Sam Gibbs, Director of Internal Audit Services
Jack Dooley, Director of Maintenance
Rohan Kuruppu, Director of Planning & Development Services
Ray Lopez, Director of Safety & Security
Robert Miller, Chief Financial Officer
Jennifer Sims, Director of Procurement
Don Walker, Director of Finance
Wendy Williams, Director of Marketing
Scott Graham, Director of Operations
William Tsuei, Director of Information Technology
Ray Maldonado, Employee Relations Manager
Oscar Tostado, Maintenance Manager
Milind Joshi, sbX Project Manager
Maurice Mansion, Treasury Manager
Joanne Cook, Contract Administrator
Eugenia Pinheiro, Contracts Manager
Christine Van Matre, Contract Administrator
Alesia Atkinson, Contract Administrator
Mark Crosby, Loss Prevention Supervisor
Vicki Osborne, Assistant to CEO/General Manager
Carol Angier, Administrative Secretary

OTHER

Carol Greene, Legal Counsel

B. ANNOUNCEMENTS/PRESENTATIONS

The next regular meeting is scheduled Wednesday, February 6, 2013, at 8:00 a.m.

Chair Riddell informed the Board of Directors that Omnitrans' Executive Committee and SANBAG Board Chair Rutherford will be scheduled to meet to discuss the Comprehensive Operations Analysis. This will be formalized to an ad hoc committee at the next Board Meeting.

C. COMMUNICATIONS FROM THE PUBLIC

None.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

None.

E. CONSENT CALENDAR

- 1) Approve Board Minutes – December 5, 2012
- 2) Receive & File Administrative & Finance Committee Minutes – November 13, 2012
- 3) Receive & File Agency Management Report – November 2012
- 4) Claims Filed Against Omnitrans – Information Item Only
- 5) Receive & File Construction Progress Report No. 12 through November 2012, sbX E Street Corridor BRT Project
- 6) Receive and File Forward Fuel Purchase Quarterly Report, July through December 2012
- 7) Receive and file Fiscal Year Ended June 30, 2012 Audit Reports
- 8) Approve Budget Assumptions for Preparing Fiscal Year 2013-2014 Budget
- 9) Adopt Resolution No. 262-13 Authorizing Destruction of Records
- 10) Authorize Change Order No. 16, PLN08-1, Design Consulting Services – sbX E Street Corridor Bus Rapid Transit Construction Project
- 11) Authorize Award of Contract PLN13-03, Alternatives Analysis of Route 61 Corridor
- 12) Authorize Disposal of Surplus Vehicles by Auction
- 13) Authorize Award of Contract MNT13-37, Pest Control Services
- 14) Press Articles and Letters of Interest to the Board

Member Dailey pulled Consent Item #5, and Member Lilburn pulled Consent Items #10 and #11. On motion by Member Eaton, seconded by Member Yates and carried, the remainder of the Consent Calendar was approved.

After discussion on Consent Item #5, Member Dailey made the motion to approve Receive & File Construction Progress Report No. 12 through November 2012, sbX E Street Corridor BRT Project and Member Morris seconded the motion. The motion was carried.

After discussion on Consent Item #10, Member Lilburn made the motion to approve Authorize Change Order No. 16, PLN08-1, Design Consulting Services – sbX E Street Corridor Bus Rapid Transit Construction Project and Chair Riddell seconded the motion. The motion was carried.

After discussion on Consent Item #11, Chair Riddell made the motion to approve Authorize Award of Contract PLN13-03, Alternatives Analysis of Route 61 Corridor and Member Musser seconded the motion. Members Lilburn, Ramos, Morris, Rutherford, Stanckiewicz, and Dailey opposed the motion. The motion was carried.

Member Lilburn requested that Omnitrans review its Procurement Policies and Procedures regarding bids and vendor evaluations.

F. DISCUSSION ITEMS

1) CEO/General Manager's Report

CEO/General Manager Victoria reviewed the CEO/General Manager's Report for November 2012.

2) Authorize Award of Contract MNT13-15, Bus Painting and Wrapping Services

M/S/C (Graham/Musser) to authorize the CEO/General Manager to award Contract MNT13-15, Bus Painting and Wrapping Services to SoCal Wraps of Fontana, CA, for the provision of Bus Painting and Wrapping Services. This is a one-time purchase with a total contract amount of \$538,477.50, plus a 10% contingency of \$53,848, plus a cost allocation plan cost of \$19,369, for a total cost of \$611,694.50

3) Authorize Amendment No. 2, IPMO12-23, Consulting Services – Utility, Scheduling and Environmental Compliance

M/S/C (Morris/Dailey) to authorize the CEO/General Manager to execute Amendment No. 2 to increase Contract IPMO12-23 with APSI Construction Management, Irvine, California, by an additional \$440,900, plus a 10% contingency of \$44,090, and 3.27% Cost Allocation Plan of \$15,859, for a new total not to exceed amount of \$599,849, and extend the period of performance through project completion.

Member Ramos suggested that Omnitrans revise its Procurement Policy to trigger a formal request for proposals if a contract awarded through the informal competitive procurement process increases by a high percentage.

4) Investment Policy Statement for 2013

M/S/C (Graham/Yates) to adopt Omnitrans' current Investment Policy Statement to carry forward for period covering January 1, 2013 through December 31, 2013.

G. CALL FOR PUBLIC HEARING

None

H. BOARD BUSINESS

Closed Session

1. Conference with Labor Negotiator, Milo Victoria, concerning labor negotiations with Teamsters Local #166 regarding Maintenance/Administrative Support Unit, pursuant to Government Code Section 54957.6
2. Conference with Legal Counsel from Nossaman LLP, Pending Litigation, Government Code Section 54956.9(a) – SANBAG v. F&C Jara Properties Fourth Limited Partnership,

et al; San Bernardino County Superior Court Case No. CIVDS 1104964, Parcels B245 and B247

The Board adjourned to Closed Session at 9:50 a.m. The Board reconvened at 9:58 a.m. Legal Counsel Greene said no reportable action took place during Closed Session.

I. REMARKS AND ANNOUNCEMENTS

None.

J. ADJOURNMENT

The Board adjourned at 10:00 a.m. The next regular meeting is February 6, 2013, at 8:00 a.m. with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Carol Angier, Recording Secretary

ITEM # E2

**ADMINISTRATIVE & FINANCE COMMITTEE
MINUTES
December 10, 2012**

The Administrative & Finance Committee meeting was called to order by Chair Alan Wapner at 11:00 a.m. on December 10, 2012.

Committee Members Attending

Councilmember Alan Wapner, City of Ontario, Committee Chair
Mayor Paul Eaton, City of Montclair
Mayor Pro Tem Lee Ann Garcia, City of Grand Terrace
Mayor Pro Tem Frank Gonzales, City of Colton
Vice 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
Supervisor Gary Ovitt, County of San Bernardino

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
Jennifer Sims, Director of Procurement
Don Walker, Director of Finance
William Tsuei, Director of Information Technology
Scott Graham, Director of Operations
Rohan Kuruppu, Director of Planning & Development Services
Marjorie Ewing, Director of Human Resources
Maurice Mansion, Treasury Manager
Mike Bonacio, Technical Services Manager
Anna Rahtz, Planning Project Manager
Eugenia Pinheiro, Contracts Manager
Bart Hayashi, sbX Construction Manager
Christine Van Matre, Contract Administrator
Casey Dailey, SANBAG
Jessica Jacques, VTrans
Jim Imbierski, Parsons Brinckerhoff
Marc Davis, Mayer Hoffman McCann
Carol Angier, Administrative Secretary

C. Possible Conflict of Interest Issues

None

D. Agenda Items

1. Approve Administrative & Finance Committee Minutes of November 13, 2012

M/S (Gonzales/Graham) to approve the minutes of the November 13, 2012 Committee meeting. Motion was unanimous by members present.

2. Receive & Forward to Board of Directors for Receipt & File, Fiscal Year Ended June 30, 2012 Audit Reports

Director of Finance Walker said one finding was reported by the auditors for the Annual National Transit Database Reporting. It was regarding the treatment of deadhead miles for purchased transportation service. The recommendation is to develop and implement procedures to ensure that purchased transportation passenger miles are entered into Transtrack and agree with the supporting trip sheets. Omnitrans has taken steps to ensure this is done.

The Independent Auditor's Report had an unqualified opinion on the financial statements.

The auditors provided two non-significant findings in their Management Letter. At the time of the audit, Omnitrans was not aware the FTA required sub-recipient information for awards over \$25,000. Omnitrans will start doing this. At this time, the only sub-recipient over \$25,000 is SANBAG. The second finding was regarding enhanced security controls over Information Technology systems. Some former employees still had active network and SAP accounts. Changes for establishing employee passwords were also recommended. Omnitrans has already taken steps to implement this recommendation.

M/S (Gonzales/Roberts) to receive and forward to Omnitrans Board of Directors for receipt and file the following audit reports for fiscal year ended June 30, 2012:

- Annual National Transit Database Reporting (NTD)
- Communication of Audit Results With Those Charged With Governance
- Annual Financial Report
- Management Letter
- Single Audit Report
- Transportation Development Act Compliance Report (TDA)

Motion was unanimous by members present.

3. Receive & File Construction Progress Report No. 12 through November 2012 – sbX E Street Corridor BRT Project

sbX Construction Manager Hayashi reviewed the construction to date for the sbX E Street Corridor Project. He said that construction is 33 percent completed, and the construction contract for the Vehicle Maintenance Facility was awarded at the November Board of Directors Meeting.

This was a receive and file agenda item.

4. Receive & File Forward Fuel Purchase Program Update for December 2012

Chief Financial Officer Miller said he provided additional fuel market information to the Committee this month to help the Members determine if Omnitrans should continue with the fuel hedge within the next 12 months. The CNG fuel prices have continued to trend upward, with December being the second month the spot market exceeds the hedge price. To date, Omnitrans' fuel budget is balanced.

This was a receive and file agenda item.

5. Receive and Recommend to Board of Directors for Approval, Award Contract PLN13-03, Alternatives Analysis of Route 61 Corridor

Director of Procurement Sims said the Board approved releasing the Request for Proposals for the Route 61 Corridor Alternatives Analysis in August. The bid closed on August 29, and three bids were received. After review by the Evaluation Committee, Parsons Transportation Group, Inc., was recommended for contract award. Member Graham asked if Parsons Transportation Group, Inc. and Parsons Brinckerhoff, Inc. were the same, and Director of Procurement Sims said they are not. Member Graham asked if Parsons Transportation Group was the same vendor doing the sbX construction. Director of Planning & Development Services said they are the same vendor, but this project is an analysis of the Route 61 corridor and not any construction work.

M/S (Graham/Roberts) to receive and forward to the Board of Directors for approval to authorize the CEO/General Manager to award Contract PLN13-03 to Parsons Transportation Group, Inc., of Pasadena, CA, for the provision of an Alternatives Analysis of the Route 61 Corridor in the amount \$1,252,983, plus a 3.27 percent Cost Allocation Plan (CAP) of \$40,973, for a total not-to-exceed amount of \$1,293,956. Motion was unanimous by members present.

6. Receive and Forward to Board of Directors, Budget Assumptions for Fiscal Year 2013-2014 Budget

Treasury Manager Mansion presented the budget assumptions that will be used to develop Omnitrans' FY13-14 budget. SANBAG has not yet given their numbers to Omnitrans to establish the baseline. No wage increases will be included in the budget other than the ATU MOU step increases. The employer share for CalPERS dropped a bit to 10.66 percent, and the costs for unleaded fuel has decreased.

M/S (Eaton/Graham) to receive and forward to the Board of Directors the assumptions listed allowing Omnitrans' staff to develop the Operating and Capital Budgets for Fiscal Year 2013 – 2014. Motion was unanimous by members present.

7. Receive & Forward to Board of Directors, Authorize Change Order No. 16, PLN08-1, Design Consulting Services – sbX E Street Corridor Bus Rapid Transit (BRT) Construction Project

sbX Construction Manager Hayashi said that due to the age of the San Bernardino infrastructures and lack of knowledge of some conditions by the City, the originally approved SDC (Services During Construction) budget will not be adequate to complete the entire duration of the project. Chair Wapner asked if the amount requested by Parsons was double their estimated amount, and sbX Construction Manager Hayashi said yes. Director of Procurement Sims said the amount is still within the project budget funding. Member Riddell asked if the Parsons change

orders are being monitored, and sbX Construction Manager Hayashi said they are being closely monitored. Director of Internal Audit Services Gibbs said staff also looks at the reasons for the change orders to determine if they are valid.

M/S (Gonzales/Eaton) to receive and forward to the Board of Directors for approval to authorize the CEO/General Manager to execute Change Order No. 16 to increase Contract PLN08-1 with Parsons Transportation Group (Parsons) of Pasadena, California, by an additional \$1,487,350, plus a 10% contingency of \$148,735, for a remaining contingency of \$422,945, and a 3.27% Cost Allocation Plan of \$53,500, for a new total not to exceed amount of \$18,425,585. Motion was unanimous by members present.

The Administrative & Finance Committee meeting adjourned at 11:31 a.m. The next Administrative & Finance Committee Meeting is scheduled for January 14, 2013, with location posted on the Omnitrans website and at Omnitrans' San Bernardino Metro Facility.

Carol Angier, Recording Secretary

ITEM # E3

AGENCY MANAGEMENT REPORT

December 2012
FISCAL YEAR 2013

Agency Results

Operating Revenue

December total Operating Revenue of \$5,502,362 is 207,863 under budget. Year-to-Date (YTD) Operating Revenue of \$33,947,243 is \$314,110 under budget. The negative monthly and YTD variances are primarily driven by passenger fares being lower than planned. Regular full-fare cash sales and 31 day full fare passes are running below plan.

Operating Expense

December Operating Expense of \$5,683,455 is \$87,779 under budget. YTD Operating Expense of \$33,380,962 is \$1,246,442 or 4% under budget. The positive current month variance is driven by materials and supplies being lower than planned. The YTD variance is driven by labor, fringe benefits, material and supplies, services and occupancy all coming in under budget.

Ridership

During the month of December, Omnitrans carried a total of 1,184,244 passengers. This consisted of 1,150,343 on Fixed Route service and 33,901 on Demand Response routes. YTD Ridership is 8,163,888, which reflects a total system increase of 1.61% when compared to the same period last year.

Revenue Hours/Revenue Miles

During the month of December, Omnitrans provided a total of 64,739 revenue hours reflecting a decrease of 2.5% versus the same period last year. Omnitrans logged a total of 872,862 revenue miles during the month, reflecting a decrease of 2.52% when compared to same period last year. YTD Omnitrans provided a total of 400,303 revenue hours reflecting an increase of 1.16% versus the same period last year. Also, YTD Omnitrans logged a total of 5,412,089 revenue miles reflecting an increase of .87% when compared to same period last year.

Farebox Recovery Ratio

December farebox revenue for Fixed Route/Omnalink is \$967,472 versus \$1,192,894 for the same period last year. This is a decrease of 18.9%. The negative variance is driven by weekday versus weekend mix compared to last year. The farebox recovery ratio for the month is 20.68%. YTD farebox revenue for Fixed Route/Omnalink is \$6,562,597 versus \$6,701,303 for the same period last year. This is a decrease of 2.07%. YTD farebox recovery ratio is 24.12%.

December farebox revenue for Access is \$134,409 versus \$122,797 for the same period last year. This is an increase of 9.46%. Farebox recovery ratio for the month is 13.91%. YTD farebox revenue for Access is \$773,423 versus \$760,600 for the same period last year. This is an increase of 1.69%. YTD farebox recovery ratio is 12.91%.

Financials

Total Salaries and Benefits of \$3,504,909 are \$30,138 over budget for the month of December. YTD Salaries and Benefits of \$20,240,216 are \$608,410 or 3% under budget. The slightly negative monthly variance is driven by the timing of payroll. The positive YTD variance is primarily driven by headcount being less than planned.

Total Services are \$182,675 or \$76,793 under budget in December. YTD Total Services are \$1,054,775 or \$502,031 under budget. The positive monthly and YTD variance is principally driven by professional services being less than planned.

Materials and Supplies are \$592,412 or \$209,128 under budget in December. YTD Materials and Supplies are \$4,116,859 or \$692,379 under budget. The current month and YTD variance is principally driven by gasoline and spare parts being less than planned.

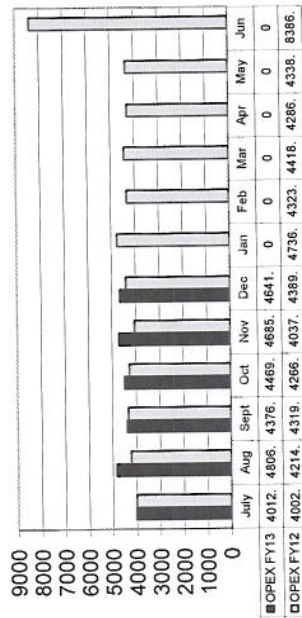
Purchased Transportation is \$738,575 or \$2,774 under budget in December. YTD Purchased Transportation is \$4,498,704 or \$50,614 over budget. The current month positive variance is due to holidays during the month in which service is not provided. The YTD variance is driven by demand being up over the prior year.

Other Expenses are \$664,884 or \$170,777 over budget in December. YTD Other Expenses are \$3,470,407 or \$505,763 over budget. The current month and YTD variance is primarily driven by the Incurred But Not Reported reserve

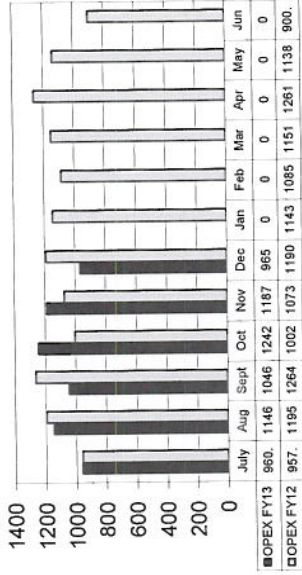
**PERFORMANCE STATISTICS
FISCAL YEAR 2013
December 2012**

	<u>Current Month</u>		<u>YR/YR inc/(dec) CURRENT</u>	<u>Year-To-Date</u>		<u>YR/YR inc/(dec) YTD</u>
	<u>December 2013</u>	<u>December 2012</u>		<u>December 2013</u>	<u>December 2012</u>	
Total Passenger Revenue & Subsidy						
Fixed Route	\$964,982	\$1,189,928	-18.9%	\$6,545,963	\$6,681,999	-2.0%
Demand Response	\$136,899	\$125,763	8.9%	\$790,057	\$779,904	1.3%
Total Passengers						
Fixed Route	1,148,870	1,214,956	-5.4%	7,920,407	7,798,982	1.6%
Demand Response	35,374	36,380	-2.8%	243,481	235,642	3.3%
Farebox Recovery Ratio						
Fixed Route/OmniLink	20.68%	26.93%		24.12%	26.31%	
Access	13.91%	12.79%		12.91%	13.09%	
Total Passengers per Revenue Hour						
Fixed Route	22.9	23.4	-2.3%	25.6	25.5	0.3%
Demand Response	2.4	2.5	-3.0%	2.7	2.6	2.3%
Revenue per Passenger						
Fixed Route	0.84	0.98	-14.2%	0.83	0.86	-3.5%
Demand Response	3.87	3.46	12.0%	3.24	3.31	-2.0%
Cost per Passenger						
Fixed Route	4.04	3.61	11.8%	3.41	3.24	5.3%
Demand Response	28.34	27.51	3.0%	25.51	25.71	-0.8%
Cost per Revenue Hour						
Fixed Route	92.34	84.49	9.3%	87.29	82.62	5.6%
Demand Response	69.25	69.34	-0.1%	67.66	66.65	1.5%
	<u>Actual</u>	<u>Target</u>				
On Time Performance						
Fixed Route	85.54%	90%				
Demand Response	88.65%	90%				
Headcount (includes PT Operators)	631	646				

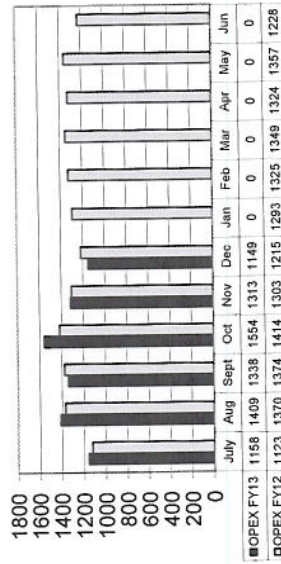
Fixed Route Operating Expense Thousands



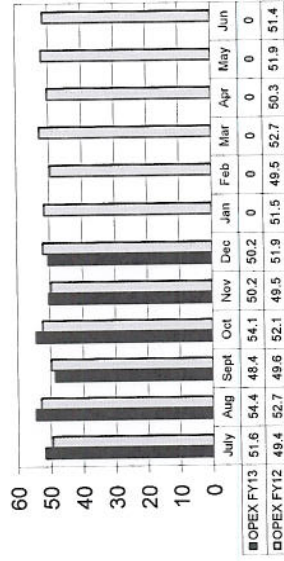
Fixed Route Passenger Revenue Thousands



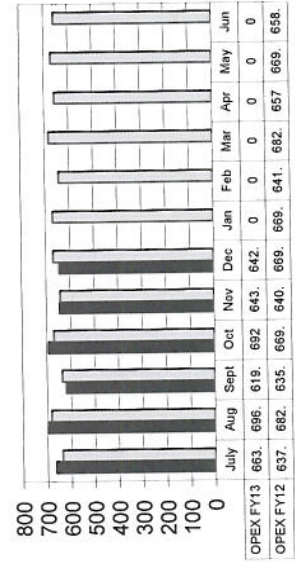
Fixed Route Ridership Thousands



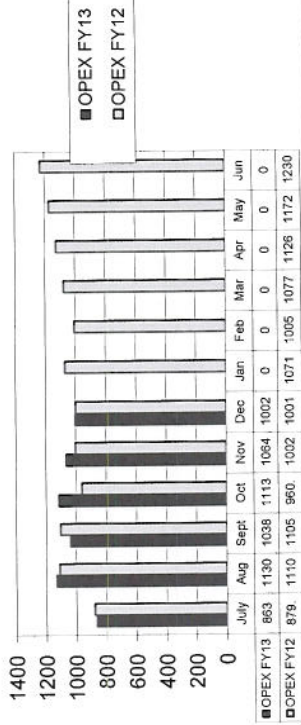
Fixed Route Revenue Hours Thousands



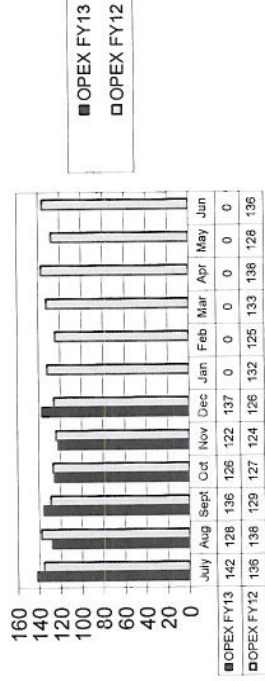
Fixed Route Revenue Miles Thousands



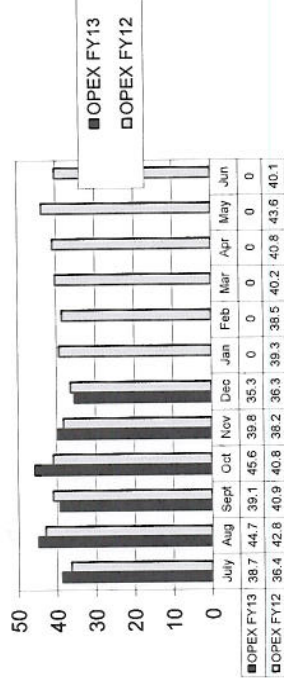
Demand Response Operating Expense Thousands



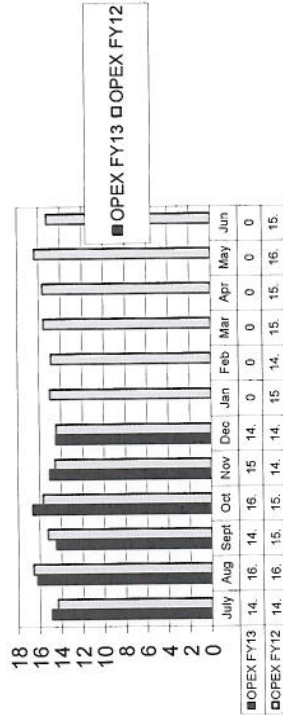
Demand Response Passenger Revenue Thousands



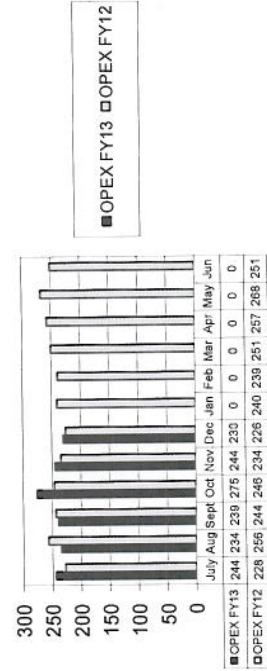
Demand Response Ridership Thousands



Demand Response Revenue Hours Thousands



Demand Response Revenue Miles Thousands



Statement of Operations Fiscal Year: 2013

CURRENT MONTH: December 2012

YEAR-TO-DATE: December 2012

	<u>Actual</u>	<u>Budget</u>	<u>Fav/(Unf)</u>	<u>% of Budget</u>		<u>Actual</u>	<u>Budget</u>	<u>Fav/(Unf)</u>	<u>% of Budget</u>
<u>Operating Revenues</u>									
Passenger Fares	1,076,122	1,249,407	(173,285)	86%	Passenger Fares	7,166,808	7,496,439	(329,631)	96%
Measure I Subsidy - Fares	25,759	27,477	(1,718)	94%	Measure I Subsidy - Fares	169,212	164,864	4,349	103%
Measure I Subsidy - Operating	376,689	376,689	0	100%	Measure I Subsidy - Operating	2,260,137	2,260,137	0	100%
Auxiliary Transportation Revenue	47,676	54,167	(6,491)	88%	Auxiliary Transportation Revenue	325,344	325,000	344	100%
Non-Transportation Revenue	11,987	2,667	9,320	0%	Non-Transportation Revenue	6,922	16,000	(9,078)	43%
LTF Operating	2,825,125	2,825,125	0	100%	LTF Operating	16,950,746	16,950,746	0	100%
STAF Operating	68,910	68,909	1	100%	STAF Operating	413,456	413,457	(1)	100%
Capital Funds for Operations	1,070,095	1,105,785	(35,690)	97%	Capital Funds for Operations	6,654,618	6,634,711	19,907	100%
Total Revenues	5,502,362	5,710,226	(207,863)	96%	Total Revenues	33,947,243	34,261,353	(314,110)	99%
<u>Operating Expenses</u>									
Labor	2,156,609	2,113,168	(43,441)	102%	Labor	12,760,289	12,679,006	(81,283)	101%
Fringe Benefits	1,348,300	1,361,603	13,303	99%	Fringe Benefits	7,479,927	8,169,620	689,693	92%
Services	182,675	259,468	76,793	70%	Services	1,054,775	1,556,806	502,031	68%
Materials and Supplies	592,412	801,540	209,128	74%	Materials and Supplies	4,116,859	4,809,238	692,379	86%
Occupancy	271,355	233,903	(37,452)	116%	Occupancy	1,203,664	1,403,420	199,756	86%
Casualty and Liability	415,328	208,998	(206,331)	199%	Casualty and Liability	2,457,902	1,253,986	(1,203,917)	196%
Taxes and Fees	0	5,000	5,000	0%	Taxes and Fees	5,366	30,000	24,634	18%
Purchased Transportation	738,575	741,348	2,774	100%	Purchased Transportation	4,498,704	4,448,090	(50,614)	101%
Printing and Advertising	52,792	79,050	26,258	67%	Printing and Advertising	207,980	474,300	266,320	44%
Miscellaneous Expense	(113,945)	(75,154)	38,791	152%	Miscellaneous Expense	(612,896)	(450,926)	161,970	136%
Lease and Rental	39,353	42,311	2,958	93%	Lease and Rental	208,391	253,865	45,473	82%
Total Operating Expense	5,683,455	5,771,234	87,779	98%	Total Operating Expense	33,380,962	34,627,404	1,246,442	96%
Net Gain (Net Loss)	(181,092)	(61,008)	(120,084)		Net Gain (Net Loss)	566,281	(366,051)	932,333	
Sal & Ben	3,504,909	3,474,771	(30,138)	101%	Sal & Ben	20,240,216	20,848,626	608,410	97%
Other	664,884	494,107	(170,777)	135%	Other	3,470,407	2,964,644	(505,763)	117%

DATE: February 6, 2013
TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors
THROUGH: Milo Victoria, CEO/General Manager
FROM: Mae Sung, Accounting Manager
SUBJECT: INVESTMENT STATUS

FORM MOTION

Receive and file this report on the status of the Agency's investments.

BACKGROUND & SUMMARY

California Government Code requires the monthly reporting of investments of public agency funds to its governing body.

SUMMARY

All of the Agency's investments are invested with the Local Agency Investment Fund (LAIF) and Union Bank. Please refer to the attachment for the investment activity of the Agency for the month of December 2012. Sufficient funds are available to meet the obligations of the Agency for the next thirty-one days.

MV:MS

OMNITRANS
Treasurer's Report
Month ending December 2012

Institution - Investment Type	Description	Starting Balance	Deposits	Disbursements	Interest Yield	Ending Balance
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Cash and Investments Under the Direction of the Treasurer

Local Agency Investment Fund		\$ 18,999,650.61			0.32%	
			\$ 2,700,000.00	\$ (2,700,000.00)	0.33%	
				\$ (2,100,000.00)	0.34%	
					0.33%	
		\$ 21,699,650.61		\$ (4,800,000.00)		
Net LAIF Funds				\$ 16,899,650.61		\$ 16,899,650.61
Fair Marketing Value	Fair Value Factor				1.001314072	\$ 16,921,857.97
Union Bank Money Market GMRA	Interest	\$ 4,033,986.68	\$ 208.41		0.06%	
		\$ 4,034,195.09		\$ -		
				\$ 4,034,195.09		
				\$ 4,034,195.09		\$ 4,034,195.09
		\$ 265,601.21				
Citybank Morgan Stanley Futures Account	Gain/Loss for month			\$ (27,737.50)		
		\$ 265,601.21		\$ (27,737.50)		
				\$ 237,863.71		\$ 237,863.71
		\$ 362,416.80				
	Passenger	\$ 949,877.32				
	Grants' Revenue	\$ 6,982,555.83				
	Miscellaneous Revenue	\$ 82,974.83				
	Transfers From (To) LAIF	\$ 4,800,000.00		\$ (2,700,000.00)		
	Transfers From (To) Money Market	\$ -				
	Transfers From (To) Morgan Stanley Futures Account					
	Accounts Payable			\$ (7,462,883.47)		
	Payroll and Payroll Taxes			\$ (2,417,044.06)		
	Employee Benefits			\$ (389,984.58)		
	Bank Service Charge			\$ (1,776.07)		
		\$ 13,177,824.78		\$ (12,971,688.18)		
Net Union Bank Operating Funds				\$ 206,136.60		\$ 206,136.60
		\$ 3,400.00				
Petty Cash				\$ 3,400.00		\$ 3,400.00

Cash and Investments Under the Direction of Fiscal Agents

Wachovia Bank N.A.	\$ 75,000.00					
Workmens' Comp. Adjuster						
York Insurance Services						\$ 75,000.00
Total Cash & Investments						\$ 21,478,453.37

I hereby certify that the investment portfolio of OMNITRANS complies with its investment policy and the California Government Code Sections pertaining to the investment of local agency funds and Union Bank of California. Pending any future actions by the Omnitrans Board or any unforeseen catastrophe, OMNITRANS has an adequate cash flow to meet its expenditure requirements for the next six months.

Prepared by: Mae Sung
Mae Sung, Accounting Manager

Approved by: Milo Victoria
Milo Victoria, CEO/General Manager, Treasurer

@ Source of Market Value: California State Pooled Money Investment Board Report.

(1) Union: "Summary of Market Value" posted on monthly fiscal agent statements.

(2) LAIF: "Pooled Money Investment Account Market Valuation".

Master Control Account is the controlling account for all the zero balance accounts with Union including: Accounts Payable Account (General Account) and Payroll Account.

Interest earned by the Master Control account is used as a partial offset to the monthly bank service charges.

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

SUBJECT: PAYROLLS AND WARRANTS FOR DECEMBER 2012

Approve the Agency's gross payroll for Management/Confidential Employees as follows:

Payroll Period	Amount	Register #
11/28/12-12/11/12	\$518,791.93	25
12/12/12-12/25/12	\$334,519.04	26

Approve the Agency's gross payroll for Represented Employees as follows:

Payroll Period	Amount	Register #
11/19/12-12/02/12	\$1,123,237.34	25
12/03/12-12/16/12	\$856,322.28	26

Approve the Register of Demands, dated as follows, and authorize the issuance of warrants:

Register Date	Amount	Register #
12/06/2012	\$2,135,457.14	593-594
12/13/2012	\$3,778,734.95	595
12/20/2012	\$1,492,453.67	596
12/27/2012	\$56,237.71	596B

I, Milo Victoria, CEO/General Manager of Omnitrans, declare that the above Register of Demands has been audited as required by Section 37202 and 37208 of the Government Code, and said documents are accurate and correct.

MV: ms

ITEM # E4

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

SUBJECT: **CLAIMS FILED AGAINST OMNITRANS FOR JANUARY 2013 – INFORMATION ITEM ONLY**

CLAIMANT	DATE OF LOSS	CLAIM NUMBER
Aguayo, Jose	12/21/12	CLPA10848A2
Baker, LeRoy	07/27/12	CLPA10853A1
Clinton, Floyd	12/27/12	CLPA10851A2
Johnson, Irma	10/19/12	CLPA10846A1

<u>Summary of Accidents</u>	<u>No. of Claimants</u>
Injury Inside Coach	1
Injury Exiting Coach	1
Coach/Vehicle Accident	2

For the Claims Above:

0% of claims were filed 1 to 5 days after the incident.
10% of claims were filed 6 to 10 days after the incident.
90% of claims were filed 11 or more days after the incident.

/ca

ITEM # E5

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Milind Joshi, sbX Program Manager

**SUBJECT: CONSTRUCTION PROGRESS REPORT NO. 13 THROUGH DECEMBER
2012 - sbX E STREET CORRIDOR BRT PROJECT**

FORM MOTION

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

This item was reviewed by the Administrative & Finance Committee at its January 14, 2013, meeting and recommended to the Board of Directors for receipt and file.

BACKGROUND & SUMMARY

This is Construction Progress Report No. 13 for the sbX E Street Corridor Project.

CONCLUSION

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

MV:MJ

Attachment



sbX E Street Corridor Bus Rapid Transit (BRT) Project

Construction Progress Report No. 13

As of December 18, 2012

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.



PROJECT SUMMARY

sbX Corridor

In December, 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.

Weekly Quality Assurance inspections of the steel fabrication and galvanizing shops in Arizona continue as manufacturing of the canopy steel for the stations progress.

The solar lighting at the Kendall/Palm Park-N-Ride is approximately 90% complete with only the installation of the motion sensor remaining as well as the Kendall/Palm Park-N-Ride being 75% complete with only the striping, signs, landscaping, and some details for drivers restroom remaining. The underground utility tie-ins (Verizon and Edison) at the park-n-rides are 100% complete (Kendall/Palm, Little Mountain, Shandin Hills, and Marshall).

On Hospitality Lane, the traffic signals and street lights on the north side are 100% complete with work commencing on the south side.

Foundations for decorative street lights are at 75% complete on the west side of E Street from 6th Street through 2nd Street.

Vehicle Maintenance Facility (VMF)

The VMF project kicked off with a phasing meeting; meetings with the City of San Bernardino to discuss inspection protocol and permitting requirements; the initial safety meeting; and the quality assurance/quality control meeting.

There were 10 submittals in December with 8 of them being rejected and 2 approved. The contract was executed and the Notice-to-Proceed was issued December 10, 2012. Mobilizing began with the first trailer being delivered. It is anticipated the second trailer will be delivered by the end of December.

JANUARY WORK

sbX

In January, the contractor will excavate, lay and backfill the mainline and laterals at the Kendall/Palm station; form and place rebar low wall at the Marshall West and Highland East stations.

E Street activities will include installation of conduit, pull boxes, poles/fixtures, and wires for street lights on the east side of the street, phase 2; forming and placing rebar for the footings for the center running station; installation of wiring and cabling from 8th Street through 10th Street; and conduit, foundation, pull boxes, and pole/signal installation at E. Valley.

Pot holing and installation of conduit and pull boxes will take place at Hospitality Lane and Commerce Center Dr. and installation of pole/signal at E Street/Hospitality Lane. Pot holing and installation of conduit will take place at Home Depot East and West.

VMF

In January, the contractor will complete their mobilization; resubmit their quality control plan, safety plan; have completed the installation of the CM facilities including the trailers, temporary utilities, temporary perimeter fencing, and temporary signage. The first partnering session will also take place.

The contractor will also complete surveying and sawcutting for trench lines in the parking lot.

CONCERNS

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

1. Utilities – The easement and final location necessary for the relocation of the Verizon cross connect on Hospitality Lane, west of Hunts Lane, still has not been obtained. A temporary relocation of the cross-connect was completed allowing the contractor to proceed with roadway improvements, until such time an easement is obtained and permanent relocation will take place.

Cross-connections have typically taken two to three months for permanent relocation

2. A fiber optic line in the right-of-way servicing the Caltrans building, was found to be in conflict with catch basin #22 and other facilities on the north side of 4th Street at E Street.

Caltrans started relocation on December 20, 2012.

3. Change Orders – The numerous 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 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 is working closely to streamline the change order process.

SCHEDULE

The baseline schedule was approved and schedules have been updated through June. The contractor is currently working on the December update and is due to submit it by the early January 2013.

The CM (Jacobs) as-built schedule has been updated through October 30, 2012 and is currently showing a substantial completion date of March 3, 2014.

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.

RFIs AND SUBMITTALS

Per contract response time for submittals is 25 days and 15 days for RFIs.

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 – 623	Total Submittals – 537
Total Open – 48	Total Open – 5

Weekly RFI meetings are held every Tuesday morning.

SAFETY

As of December 19, 2012 there are 119,059.20 “no-lost time” hours.

NON-CONFORMANCE REPORTS (NCRs)

A total of (11) NCRs have been issued, of which (8) have been closed and (3) are in the process of being corrected.

Weekly NCR meetings are held every Thursday morning.

TOTAL PROGRAM BUDGET
BUDGET AS OF NOVEMBER 30, 2012

Approved Budget	\$191,706,000
Cost to Date	\$67,471,834
Estimate to Complete	\$114,784,863
Estimate at Completion	\$182,256,697

PROJECT COSTS
BASED ON INVOICES PAID BY OMNITRANS AS OF NOVEMBER 30, 2012

	CURRENT AUTHORIZED	CURRENT INVOICES PAID	REMAINING CONTRACT BALANCE
Jacobs	\$5,716,965	\$3,473,731	\$2,243,234
Parsons	\$16,461,791	\$16,283,703	\$178,088
Griffith/Comet	\$70,905,098	\$22,681,899	\$48,223,199
TOTAL	\$93,083,854	\$42,439,333	\$50,644,521

CONTRACT TIME

Activity	Days	Date
Notice to Proceed		11/21/11
Calendar Days per Original Contract	730	
Original Completion Date		12/21/13
Calendar Days Completed as of 18 December 2012	360	
CCO Time Extension to Date	0	
Required Completion Date as of 18 December 2012	370	12/21/13
Forecasted Completion Date as of 18 December 2012		TBD*
Percent Time Elapsed	49.31%	

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

CONTRACTOR COST – OCTOBER PAYMENT REQUEST

	Project Cost
Original Contract Amount	\$65,007,603.05
Total Authorization to Date as of month ending October 2012	\$70,905,098.45
CCOs Approved as of month ending October 2012	\$5,897,495.40
Amount Earned as of month ending October 2012	\$22,681,899.42
Retention Held as of month ending October 2012	\$2,268,189.94
Percent Complete (% paid) as of month ending October 2012	31.99%

DBE

DBE Contract Amount as of month ending October 2012	\$6,522,536.89
DBE Paid to Date as of month ending October 2012	\$1,704,697.29
DBE Contract Goal	9.15%
DBE Percentage of Total Earned to Date as of month ending October 2012	7.62%

CONTRACT CHANGE ORDERS

CCO	Description	Negotiated Cost
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 th to 2 nd 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

CCO	Description	Negotiated Cost
25	Remove and Relocate Conflicting Traffic Signal Foundation 8th & E	\$6,434.48
26	Removal of Additional Concrete	\$38,505.36
27	Revised Concrete Footing for Kendall / Little Mtn. N. Station	\$7,676.97
28	4000 PSI Concrete in Lieu of 2500 PSI - Bid item 163	\$39,552.50
29	Graded Channel at North End of Kendall / Palm	\$51,042.18
30	Moifications to Drainage Plan at South End of Kendall / Palm Park n Ride	\$55,133.04
31	Concrete V-Ditch with Splash Walls along West Side of Kendall / Palm Station Platform	\$27,123.69
32	Allowance to Meet Time Sensitive Field Changes	\$400,000.00
33	Increase Size of Catch Basin at E & N. Mall Way	\$3,941.87
34	New Cabinet at E & Orange Show; Additional Conduit at CSUSB	\$83,494.82
TOTAL		\$7,090,353.70

***Change Orders are updated through December 18, 2012.**

***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.**

POTENTIAL CHANGE ORDERS/CHANGE ORDER REQUESTS
Costs as of December 18, 2012

COR	Description	*Estimated Cost	Status
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
34	Revision to bid item 319 – Optional traffic signal at Hospitality and private driveway	-\$123,602	Sent to Omnitrans on 09/14/2012
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
38	Modified Utility Plans Showing Vaults to be Replaced and water Meter As-Builts	\$1,500,000	COR approved by CCB on 12/17. Being routed for Omnitrans approval.
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

COR	Description	*Estimated Cost	Status
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	Proposal under review
54	Revised Architectural Drawings	\$10,000	JV to confirm no cost change
57	Steel Plate Rentals	\$10,000	JV providing back-up
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
66	Brick Pavers at Driveway STA 694+50	\$15,000	COR package sent to Omnitrans on 11/26.
68	Demolition of Home on Southeast Corner of Hospitality and Tippecanoe	\$35,000	Revised proposal under review
70	Additional Survey Monuments	\$90,000	Proposal under review
75	Sewer Line Repair along E Street from 10 th to 2 nd 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 Remobilization 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	Scope clarification meeting to be set prior to the end of the year.
80	Addition of New Conduit & Deletion of Red Light Camera System at the NE Corner of Hospitality Lane and Waterman Ave.	\$0	Sent to Omnitrans for approval on 09/14/2012
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

COR	Description	*Estimated Cost	Status
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 th and E Streets	\$15,000	JV preparing cost proposal
85	Modification to Handrail Height to Meet ADA Requirements	\$0	Sent to Omnitrans for approval on 10/16/2012
86	Demolition and Reconstruction of Parkway Culverts along Northside	\$20,000	Sent to Omnitrans for approval on 11/12/2012
87	Relocate Irrigation Controller at NW Corner of Hospitality and Tippecanoe	\$0	Sent to Omnitrans for approval on 10/19/2012
88	Curb Return Elevation Modifications at South Wells Fargo Driveway (Entrance to Costco STA 694+80)	\$6,000	JV preparing cost proposal
89	Relocate Conflicting Water Facilities Not Shown to be Relocated on Original Contract Drawings at various locations	\$230,000	Jacobs preparing COR package
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
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
94	Isolated AC Removal and/or Replacement	\$45,000	Sent to Omnitrans for approval on 10/16/2012
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.

COR	Description	*Estimated Cost	Status
100	Slope, Irrigation, and Misc. Revisions to North Side of Hospitality from Carnegie West to Carnegie East (STA 662+00 to STA 682+00)	\$48,000	COR Package sent to Omnitrans 11/6/12.
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
104	Temporary Lighting, Removal and Replacement of City Banners, and Installation of Street Name Signs	\$30,000	COR package sent to Omnitrans 11/1/12.
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.
109	Walkway at Outback Restaurant along Hospitality STA 666+00	\$46,000	COR package sent to Omnitrans 11/6/12
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.
115	Increase In Project Bid Quantities Package 2	\$350,000	Quantities being verified.

COR	Description	*Estimated Cost	Status
116	Storm Drain System and Geothermal Pipeline Redesign	\$120,000	JV preparing cost proposal
TOTALS		\$5,555,171	

* 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

	Project Cost
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	\$327,959
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. Marshall West Park-N-Ride - Form and pour meter pedestal foundation.



2. Marshall West Park-N-Ride - Form and pour solar lighting foundation.



3. E Street – Pothole for utilities at Highland.



4. E Street - Termination of traffic signal crossing at Marshall.

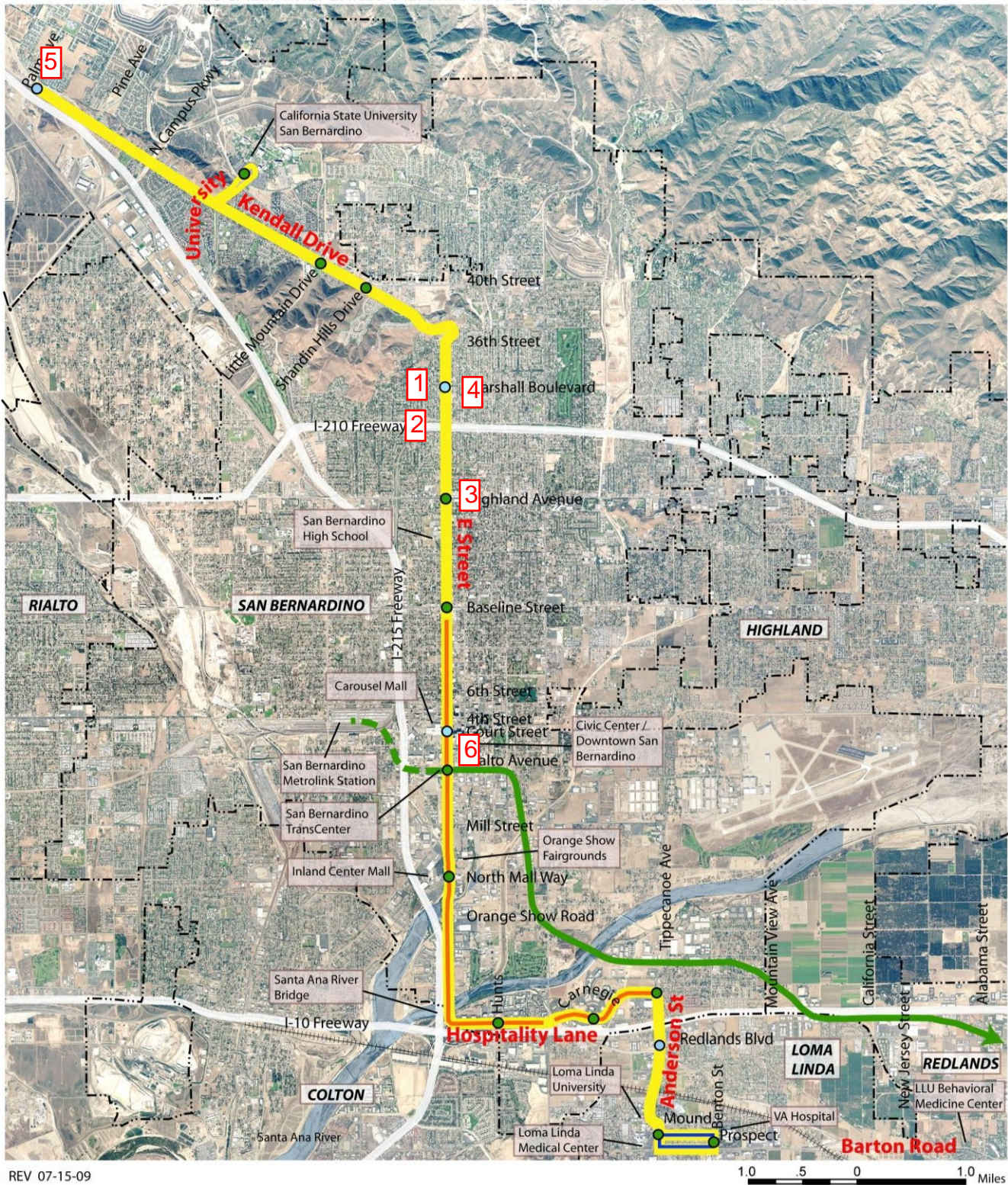


5. Kendall/Palm Park-N-Ride - Applying masonry finish to raised pole foundations.



6. E Street - Pothole for utilities.

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 Raii/Metrolink Extension Turnaround

IPMO/sbX Project Cost Report
Period Ended 11/30/12

Description	Current Budget	Expenditures		Remaining	Estimate to	Estimate at	Budget Forecast
		\$	%	Budget	Complete	Completion	Variance
BRT Construction	84,637,000	22,749,898	24.2%	61,887,102	65,296,553	88,046,451	(3,409,451)
Vehicle Maintenance Facility (VMF) Construction	8,131,000	-	0.0%	8,131,000	11,578,268	11,578,268	(3,447,268)
Vehicles - Design & Manufacturing	16,628,000	-	0.0%	16,628,000	15,830,545	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	535,387	53.3%	467,613	570,730	1,106,117	(103,117)
BRT Design	17,849,400	16,283,703	90.7%	1,565,697	1,978,088	18,261,791	(412,391)
VMF Design	1,007,600	703,575	69.8%	304,025	642,354	1,345,929	(338,329)
Other Professional, Technical & Management Services	34,020,000	17,697,506	50.2%	16,322,494	16,978,087	34,675,593	(655,593)
SUB-TOTAL	173,633,000	67,471,832		106,161,168	115,111,262	182,583,094	(8,950,094)
Unallocated Contingency	18,073,000	-		18,073,000			18,073,000
TOTAL	191,706,000	67,471,832	33.6%	124,234,168	115,111,262	182,583,094	9,122,906

**IPMO/sbX Project
Through 11/30/12**

Standard Cost Category (SCC)	Description	Approved Current Budget	Expenditures \$ %	Remaining Budget	Estimate to Complete	Estimate at Completion	Budget Forecast Variance
10	GUIDEWAY & TRACK ELEMENTS	19,725,000	4,014,164 20.4%	\$ 15,710,836	\$ 10,640,649	\$ 14,654,813	\$ 5,070,187
10.02	Guideway: At-grade semi-exclusive (allows cross-traffic)	\$ 18,353,000	3,360,775 18.3%	\$ 14,992,225	\$ 9,099,630	\$ 12,460,405	\$ 5,892,595
10.03	Guideway: At-grade in mixed traffic	\$ 1,372,000	653,389 47.6%	\$ 718,611	\$ 1,541,019	\$ 2,194,408	\$ (822,408)
20	STATIONS, STOPS, TERMINALS, INTERMODAL	14,917,000	2,818,357 18.9%	\$ 12,098,643	\$ 11,440,079	\$ 14,258,436	\$ 658,564
20.01	At-grade station, stop, shelter, mall, terminal, platform	14,917,000	2,818,357 18.9%	\$ 12,098,643	\$ 11,440,079	\$ 14,258,436	\$ -
30	SUPPORT FACILITIES: YARDS, SHOPS, ADMIN. BLDGS	\$ 8,131,000	- 0.0%	\$ 8,131,000	\$ 11,578,268	\$ 11,578,268	\$ (3,447,268)
30.02	Light Maintenance Facility	\$ 4,265,000	- 0.0%	\$ 4,265,000	\$ 11,578,268	\$ 11,578,268	\$ (7,313,268)
30.05	Yard and Yard Track	\$ 3,866,000	- 0.0%	\$ 3,866,000	\$ -	\$ -	\$ 3,866,000
40	SITEWORK & SPECIAL CONDITIONS	34,271,000	11,303,931 33.0%	\$ 22,967,069	\$ 12,484,392	\$ 23,788,323	\$ 10,482,677
40.01	Demolition, Clearing, Earthwork	\$ 4,741,000	277,515 5.9%	\$ 4,463,485	\$ 178,044	\$ 455,559	\$ 4,285,441
40.02	Site Utilities, Utility Relocation	\$ 4,993,000	3,651,720 73.1%	\$ 1,341,280	\$ 3,862,788	\$ 7,514,508	\$ (2,521,508)
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	794,705 11.5%	\$ 6,130,295	\$ 3,008,432	\$ 3,803,137	\$ 3,121,863
40.07	Automobile, bus, van accessways including roads, parking lots	\$ 3,601,000	1,766,118 49.0%	\$ 1,834,882	\$ 2,481,829	\$ 4,247,947	\$ (646,947)
40.08	Temporary Facilities and other indirect costs during construction	\$ 13,921,000	4,813,873 34.6%	\$ 9,107,127	\$ 2,881,075	\$ 7,694,948	\$ 6,226,052
50	SYSTEMS	\$ 16,727,000	5,148,833 30.8%	\$ 11,578,167	\$ 15,421,669	\$ 20,570,502	\$ (3,843,502)
50.02	Traffic signals and crossing protection	\$ 10,810,000	3,054,393 28.3%	\$ 7,755,607	\$ 3,622,109	\$ 6,676,502	\$ 4,133,498
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	489,440 28.7%	\$ 1,217,560	\$ 5,110,560	\$ 5,600,000	\$ (3,893,000)
	Pending Change Orders				\$ 5,690,000	\$ 5,690,000	\$ (5,690,000)
	Risk				\$ 10,190,494	\$ 10,190,494	\$ (10,190,494)
	Construction Subtotal (10-50)	93,771,000	23,285,285 24.8%	\$ 70,485,715	\$ 77,445,551	\$ 100,730,836	\$ (6,959,836)
60	ROW, LAND, EXISTING IMPROVEMENTS	\$ 6,532,000	\$ 5,095,159 78.0%	\$ 1,436,841	\$ 2,004,106	\$ 7,099,265	\$ (567,265)
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	\$ -
70	VEHICLES	\$ 16,628,000	- 0.0%	\$ 16,628,000	\$ 15,830,545	\$ 15,830,545	\$ 797,455
70.04	Bus	\$ 15,448,000	- 0.0%	\$ 15,448,000	\$ 14,923,497	\$ 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
80	PROFESSIONAL SERVICES	56,702,000	39,091,389 68.9%	\$ 17,610,611	\$ 19,831,059	\$ 58,922,448	\$ (2,220,448)
80.01	Preliminary Engineering	\$ 12,921,000	12,876,525 99.7%	\$ 44,475	\$ 1	\$ 12,876,526	\$ 44,474
80.02	Final Design	\$ 7,261,000	5,882,620 81.0%	\$ 1,378,380	\$ 2,337,709	\$ 8,220,329	\$ (959,329)
80.03	Project Management for Design and Construction	\$ 15,997,000	6,500,189 40.6%	\$ 9,496,811	\$ 7,772,512	\$ 14,272,701	\$ 1,724,299
80.04	Construction Administration & Management	\$ 6,632,000	3,473,731 52.4%	\$ 3,158,269	\$ 6,163,611	\$ 9,637,342	\$ (3,005,342)
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	10,358,324 97.8%	\$ 237,676	\$ 1,872,226	\$ 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)
	Subtotal (10-80)	\$ 173,633,000	\$ 67,471,833 38.9%	\$ 106,161,167	\$ 115,111,261	\$ 182,583,094	\$ (8,950,094)
90	UNALLOCATED CONTINGENCY	18,073,000	- 0.0%	\$ 18,073,000	\$ -	\$ -	\$ 18,073,000
	Subtotal (10-90)	191,706,000	67,471,833 35.2%	\$ 124,234,167	\$ 115,111,261	\$ 182,583,094	\$ 9,122,906
100	FINANCE CHARGES	-	-	\$ -	\$ -	\$ -	\$ -
	TOTAL PROJECT COST (10-100)	191,706,000	67,471,833 35.2%	\$ 124,234,167	\$ 115,111,261	\$ 182,583,094	\$ 9,122,906

ITEM # E6

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Milind Joshi, sbX Program Manager

**SUBJECT: sbX E STREET CORRIDOR BRT PROJECT QUARTERLY REPORT –
DECEMBER 2012**

FORM MOTION

Receive and file sbX Quarterly Report for the sbX E Street Corridor BRT Project through December 2012.

BACKGROUND & SUMMARY

At the October 2012 Board of Directors' meeting, the Omnitrans Board of Directors requested that staff submits an update of the sbX Corridor BRT Project for review on a quarterly basis.

This is the Quarterly Report through December 2012 for the sbX E Street Corridor Project.

CONCLUSION

Receive and file sbX Quarterly Report for the sbX E Street Corridor BRT Project through December 2012.

MV:MJ

Attachment

Budget:

The sbX E Street Corridor total budget is comprised of three elements: corridor construction, vehicle maintenance facility upgrades and vehicles. The project is fully funded. Based on the current projections, the project is expected to be completed within the approved budget. All change orders are being managed through the project contingency line item included in the approved budget.

Approved Budget:	\$191,706,000
Cost-To-Date (12-31-2012):	\$72,792,119
Estimate-At-Completion:	~\$181,000,000

Remaining Contingency:	\$32,985,260
Allocated Contingency:	\$14,912,260
Unallocated Contingency:	\$18,073,000

Schedule:

To compensate for the late start of construction and the unforeseen conditions encountered during construction, the project team has been monitoring construction closely and reorganizing various construction activities so that the construction can be substantially completed by end December 2013/early January 2014.

Safety:

As of December 31, 2012 the construction team has performed over 119,000 labor-hours of work without any Loss Time Injuries.

Construction:

Current construction activities include development of Park-and-Ride facilities, sbX stations, and street-widening in the City of San Bernardino and in the City of Loma Linda. The construction team continues to encounter challenges such as unforeseen underground conditions, coordination and with the utility companies. The current contract amount is \$72.09M

Vehicle Maintenance Facility (VMF):

The Notice-To-Proceed (NTP) for the VMF upgrade construction was issued on December 10, 2012. The 12 months construction is targeted to be completed in conjunction with the corridor construction. The current contract amount is \$10.67M.

60-Foot Articulated Buses:

Two of the fourteen (14) 60-foot articulated buses have been received. Other vehicles are in the production phase at the New Flyer facility. Omnitrans staff is overseeing the fabrication for inspection purposes. The current contract amount is \$15.83M

ITEM # E7

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

SUBJECT: MANAGEMENT PLAN FY 2013 – 2nd QUARTER REPORT

FORM MOTION

Receive and file the Management Plan FY 2013 – 2nd Quarter Report.

BACKGROUND & SUMMARY

The FY 2013 Management Plan focuses on what needs to be done to successfully complete the Comprehensive Operational Analysis (COA) and implement the recommendations adopted by the Board of Directors while maintaining the highest quality of service and delivering projects. This is the most extensive COA ever to be conducted of Omnitrans by SANBAG and numerous major changes may result from it. The COA started in February 2011 and the new anticipated date of completion is around May or June 2013.

Omnitrans continues to face the challenge of transporting record number passengers, providing mobility, environmental and quality of life benefits within the San Bernardino Valley during difficult economic times with rising gas prices, high unemployment, and discontinued school bus services. The FY2013 Management Element lays out a plan of action to tackle these challenges immediately (current year) as well as in the short term (next seven years). The Omnitrans team is committed to providing the highest quality transit service in a safe and cost effective manner.

The FY 2013 Management Element resulted from a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis of Omnitrans' operations. An extensive review was conducted of Omnitrans' Strategic Plan, Short Range Transit Plan, County/SANBAG Vision, Draft Regional Transportation Plan & Sustainable Communities Strategy, Statewide Transit Strategic Plan, Federal Transit Administration's Strategic Plan, customer and stakeholder input, and numerous regulations and initiatives that call for action.

Cross functional teams are assigned to each goal and accomplishing its objectives. Team leaders provide routine updates to the CEO/General Manager and the attached report is a high-level quarterly progress report submitted to the Board of Directors. This plan is specifically designed to act as a stopgap measure until the completion of the COA.

MANAGEMENT PLAN FY 2013

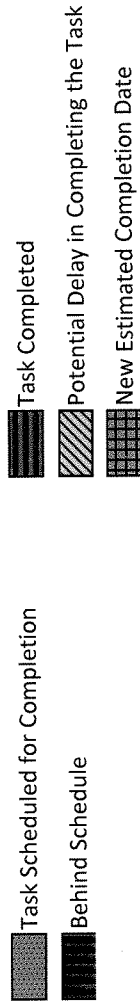
Prepared by Milo Victoria, CEO/General Manager
and the Omnitrans Senior Leadership Team

May 2, 2012

2nd. Quarter Report to the Board of Directors
February 6, 2013



Management Plan FY 2013 - Quarterly Progress Report



Goal 1: Completion of E Street sbX Construction

Complete construction of E Street sbX Corridor Bus Rapid Transit (BRT) Project by January 2014

Complete construction of E Street sub corridor bus rapid transit (BRT) Project of January 2011

#	Task	FY13 - 1st Qtr.				FY13 - 2nd Qtr.				FY13 - 3rd Qtr.				FY13 - 4th Qtr.				FY14 - 1st Qtr.				FY14 - 2nd Qtr.				FY14 - 3rd Qtr.								
		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
1	Started construction Dec 2011																																	
2	Complete 25% of construction																																	
3	Complete 50% of construction																																	
4	Complete 75% of construction													55%																				
5	Complete maintenance facility construction																																	
6	Substantial completion of construction																																	
7	Complete construction																																	

Notes in reference to Task #:

- 1 Construction started in December 2011.
- 4 The sbX project delivery team reached the 50% milestone in December. As of January the project is about 55% complete.

Management Plan FY 2013 - Quarterly Progress Report

	Task Scheduled for Completion		Task Completed
	Behind Schedule		Potential Delay in Completing the Task
			New Estimated Completion Date

Goal 2: Completion of COA

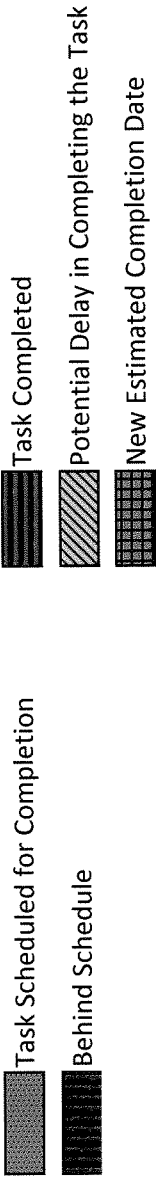
Complete the Comprehensive Operational Analysis (COA) of Omnitrans conducted by SANBAG and the consultant team AECOM)

#	Task	FY12- 4th Qtr.			FY13 - 1st Qtr.			FY13 - 2nd Qtr.			FY13 - 3rd Qtr.			FY13 - 4th Qtr.		
		A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
1	Complete Existing Conditions Report															
2	Complete the 2020 Financial Report															
3	Complete the Alternative Service Delivery Analysis															
4	Complete the Service Plan															
5	Utilize COA to prepare the SRTP															
6	Complete the COA															

Notes in reference to Task #:

- 1-4 Tasks 1 - 4, SANBAG/AECOM projected task completion date was June 2012. Subsequently the task completion date was changed to July 2012, then to October 2012 and finally to November/December 2012. The new Tasks 1-4 completion date is February 2013.
- 5-6 Because of the delay in completing tasks 1 - 4, the completion of subsequent tasks 5-6 will be delayed. Omnitrans staff has not been provided with a revised COA schedule and Omnitrans staff estimated completion date of the COA is now May/June 2013. The COA started in February 2011 with the anticipated date of completing the project in January 2012.

Management Plan FY 2013 - Quarterly Progress Report



Goal 3: Prepare FY2014-2020 Strategic Plan and Short Range Transit Plan (SRTP)

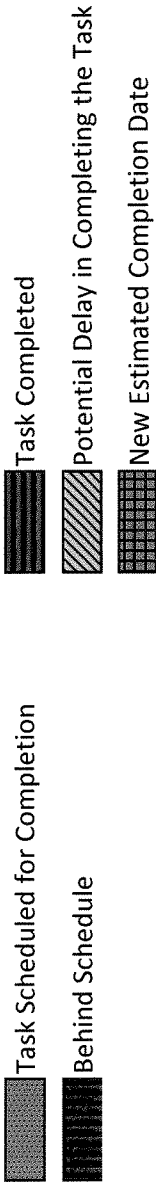
With the completed COA, develop Omnitrans' 2020 Strategic Plan and SRTP

with the completed COA, develop Omnitrans' 2020 Strategic Plan and SRTP																
		FY13- 1st Qtr.				FY13 - 2nd Qtr.				FY13 - 3rd Qtr.				FY13 - 4th Qtr.		
#	Task	J	A	S	O	N	D	J	F	M	A	M	J/J			
1	Completion of the COA															
2	Completion of Omnitrans' 2020 Strategic Vision															
3	Complete Draft SRTP															
4	Board approval of the SRTP															

Notes in reference to Task #:

- 1 Due to the delay in completing the COA, completion of the SRTP will be delayed. The 2020 SRTP is the implementation plan of the COA.

Management Plan FY 2013 - Quarterly Progress Report



Goal 4: Rebranding of Omnitrans

Implement rebranding of Omnitrans in FY2013

#	Task	FY13- 1st Qtr.					FY13 - 2nd Qtr.					FY13 - 3rd Qtr.					FY13 - 4th Qtr.				
		J	A	S	O	N	D	J	F	M	A	M	J	F	M	A	M	J			
1	Legal review, trademark review and clearance																				
2	Complete brand-standards manual																				
3	Finalize new fleet and bus stop sign graphics																				
4	Update agency printed collateral, fare media and business materials																				
5	Update agency website and other electronic communications																				
6	Update employee uniforms, outreach apparel and name badges																				
7	Update signage at Omnitrans facilities																				
8	Launch new buses with new graphics, PR event																				
9	Implement "new look" advertising campaign																				

Notes in reference to Task #:

- 6 Employee uniforms and outreach apparel updated, however name badges will be updated in 3rd quarter to coincide with badge/security system upgrade.
- 8 New buses part of rebrand launch, update of remaining fleet anticipated by June 30, 2013 (Contract awarded at January Board meeting)

Management Plan FY 2013 - Quarterly Progress Report

	Task Scheduled for Completion		Task Completed
	Behind Schedule		Potential Delay in Completing the Task
	New Estimated Completion Date		

Goal 5: Operation & Management (O&M) Plan of sbX Program

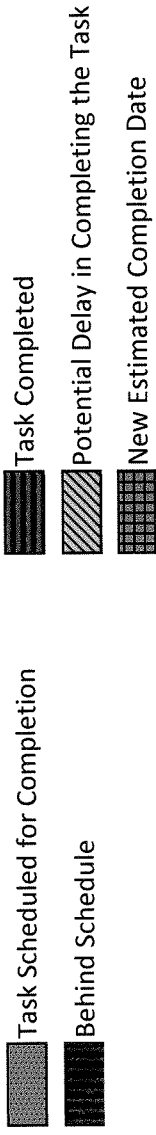
Develop a comprehensive operations and management plan for the new E Street sbX Programs

Develop a comprehensive operations and management plan for the new E Street sbX Programs																									
#	Task	FY12- 4th Qtr.				FY13 - 1stQtr.				FY13 - 2nd Qtr.				FY13 - 3rd Qtr.				FY13 - 4th Qtr.				FY14 - 1st Qtr.			
		A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S						
1	Identify & assign Directors for areas of responsibilities for both internal and external customers																								
2	Identify Point of Contacts (POCs) for review of the stakeholder MOUs to support O & M Plan																								
3	Analyze increases in manpower requirements and associated operational costs																								
4	Develop capital investments and operating cost alternatives in identifying private-public partnerships to share costs																								
5	Establish "hand off" between contractor and Omnitrans on infrastructure management, including: training, operations & training manuals, drawings, warranties, etc.																								
6	Letter of Agreement for sbX with Amalgamated Transit Union (ATU) or contracting out service																								
7	Submit Operations and Management Plan to Senior Leadership Team (SLT) with any proposed stakeholder MOU changes																								

Notes in reference to Task #:

- 1 The overall project completion is still on time.

Management Plan FY 2013 - Quarterly Progress Report



Goal 6: Bus Arrival Prediction Information System (BAPIS)






Provide advanced technology solutions to riders to enable information sharing, enhance rider services, attract potential riders, and to build brand trust between riders and Omnitrans via text messaging website, mobile devices Interactive Voice Response (IVR), Quick Response (QR) codes, and station signage

#	Task	FY13 - 2nd Qtr.			FY13 - 3rd Qtr.			FY13 - 4th Qtr.			FY14 - 1st Qtr.			FY14 - 2nd Qtr.		
		O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
1	Establish BAPIS back office system															
2	Implement QR website, IVR, mobile devices solution															
3	Offer GTFS (General Transit Feed Specification) data to general public to build mobile apps.															
4	Install signage of Transcenters															
5	Install solar powered signage of bus stops															

Notes in reference to Task #:

- 1 Project is moving forward according to schedule.

Management Plan FY 2013 - Quarterly Progress Report

	Task Scheduled for Completion		Task Completed
	Behind Schedule		Potential Delay in Completing the Task
			New Estimated Completion Date

Goal 7: SANBAG-Omnitrans Partnership

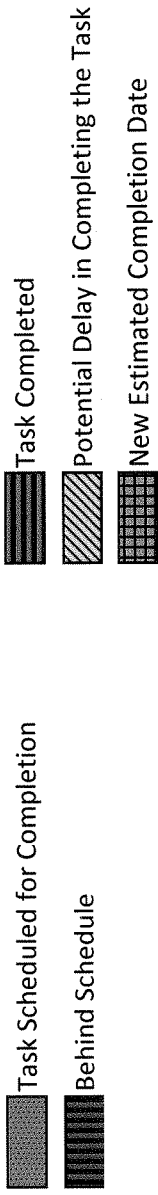
Build a strategic mobility partnership between SANBAG and Omnitrans with each agency's technical skills and expertise to bring about an effective multimodal mobility solution

#	Task	FY12- 3rd Qtr.			FY12 - 4th Qtr.			FY13 - 1st Qtr.			FY13 - 2nd Qtr.			FY13 - 3rd Qtr.		
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
1	Executive Directors Meetings															
2	Facilitate a partnering session between key staff of SANBAG and Omnitrans															
3	Establish the Board recommended communication protocol of channeling key issues through the two Executive Directors. Eliminate communications through intermediaries and consultants															
4	Jointly develop a transit investment strategy to reach regional mobility goals and to optimize local transit financial resources.															
5	Update the Memorandum of Understanding (MOU) between the two agencies clearly defining each agency's duties and expectations.															
6	Quarterly meetings to review progress															

Notes in reference to Task #:

- 1 The two Executive Directors continue to meet on an ongoing basis, evaluate the situation and chart a corrective action plan.
- 2 Staff of both agencies met in December to jointly review COA Reports 1 & 2.
- 3 Path forward and the schedule to be determined in the future.
- 4 Path forward and the schedule to be determined in the future.
- 5 Path forward and the schedule to be determined in the future.

Management Plan FY 2013 - Quarterly Progress Report



Goal 8: Innovative Financing and Partnerships

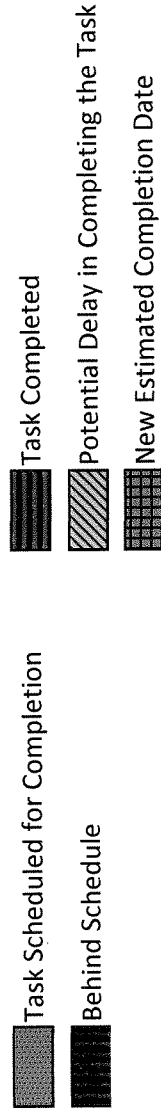
Develop an organizational structure, policies, and program of projects to foster public-private, and public-public partnerships to deliver projects, leverage technologies, generate revenue, or offset operating costs

#	Task	FY13- 1st Qtr.			FY13 - 2nd Qtr.			FY13 - 3rd Qtr.			FY13 - 4th Qtr.		
		J	A	S	O	N	D	J	F	M	A	M	J
1	FTA approval of structure policies and program												
2	Board approval of organizational structure, policies and program.												

Notes in reference to Task #:

- 1 FTA reviewed the draft program on October 4 and provided comments. Omnitrans is updating plans. The Goal of Innovative Financing and Partnerships will be discussed further with the Board of Directors as we prepare the 2020 Strategic Plan and the Short Range Transit Plan (SRTP). Issues discussed at the January 2013 Board workshop with respect to the importance of independent sources of funding will be reflected in a final recommendation.
- 2 Discussions continue with Ciber. Ciber has proposed a Template based solution to Spokane Transit. Discussions continue with Spokane regarding their ERP solution. In addition, discussions have been initiated with Sunline and SDMTS.

Management Plan FY 2013 - Quarterly Progress Report



Goal 9: 2020 Employee Development Program

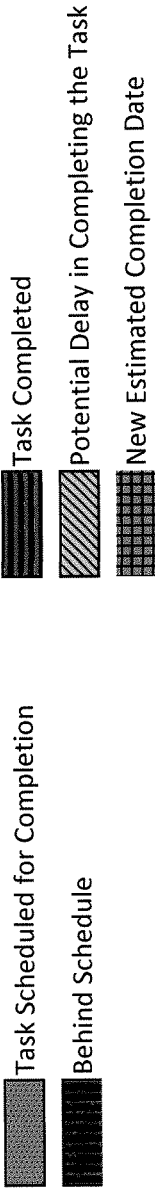
Develop leaders, managers and employees capable of assuming key responsibilities when called to lead during an unexpected or a planned change in personnel

#	Task	FY12- 3rd Qtr.			FY12- 4th Qtr.			FY13- 1st Qtr.			FY13- 2nd Qtr.			FY13- 3rd Qtr.		
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
1	Continue to make Toastmasters available to all employees; continue to invite employees as guests															
2	Identify participants internal and external. Create Individual Development Plans															
3	Nominate employees for Leadership, APTA; develop a template for presentations-showcase our best practices. Complete applications for agency awards															
4	Analyze and recommend revision on our tuition reimbursement policy to the Administrative Finance Committee															
5	Create internal budget for developing skill base of employees															

Notes in reference to Task #:

- W. Tsuei, Director of IT completed 2012 Leadership APTA. 2012 CAPE Eureka State Bronze Award to be presented February 2013; Declared Finalist for Teddy Workers Compensation Award; PreVent Safety Award and the CalPERS Spotlight on Excellence. Submitted application to United Health Care for the Well Deserved Award in Health Wellness - Notification pending. Leadership Action Class 6 will graduate in April
- Submitted a grant application (\$400,000) for Work Force Development. Awarded \$340,000 on January 11, 2013.

Management Plan FY 2013 - Quarterly Progress Report



Goal 10: Active Transportation Partnership

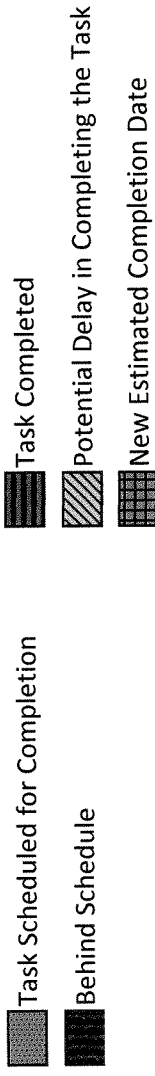
Partner with schools, healthcare providers, employers, businesses unions, cities/county and other organizations to promote

#	Task	FY13 - 1st Qtr.				FY13 - 2nd Qtr.				FY13 - 3rd Qtr.				FY13 - 4th Qtr.			
		J	A	S	O	N	D	J	F	M	A	M	J				
1	Develop a list of potential partner agencies and organizations																
2	Hold a kickoff meeting (s).																
3	Develop coalition action plans and by-laws																
4	Develop measures of success																
5	Create a coalition website, email list, and other communication channels																
6	Collaboratively write the coalition's action plan with specific projects or programs																

Notes in reference to Task #:

This goal has been put on hold until completion of the COA and 2020 Strategic Plan.

Management Plan FY 2013 - Quarterly Progress Report



Goal 11: Completion of Holt Boulevard Corridor Project

Conduct and participate in studies to determine the optimal mobility option for the Holt Boulevard Corridor

#	Task	FY13- 1st Qtr.				FY13 - 2nd Qtr.				FY13 - 3rd Qtr.				FY13 - 4th Qtr.				FY14 - 1ST Qtr.				FY14 - 2nd Qtr.				FY14 - 3rd Qtr.				FY14 - 4th Qtr.								
		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	
1	Form a PDT with appointed members from each agency																																					
2	Contract with consultant for AA work																																					
3	Hold AA kickoff meeting with PDT and consultant																																					
4	Completion of City of Ontario's Holt Boulevard Mobility & Streetscape Strategic Plan																																					
5	Submit Alternatives Analysis Initiation Package																																					
6	Prepare detailed definition and analysis of alternatives																																					
7	Conduct public outreach																																					
8	Complete ridership analysis/patronage forecasting for each alternative																																					
9	Submit grant applications for project development phase																																					

The schedule for this goal was revised to comply with the MAP-21 streamlined planning process and the elimination of the Alternatives Analysis required under SAFETEA-LU.

Notes in reference to Task #:

- The Board of Directors approved contract on January 9, 2013. The Project is moving forward according to schedule.

ITEM # E8

DATE: February 6, 2013
TO: Board Chair Dick Riddell and Members of the Omnitrans Board of Directors
FROM: Milo Victoria, CEO/General Manager
SUBJECT: KEY PERFORMANCE INDICATORS – FY 2013 2ND QUARTER REPORT

FORM MOTION

Receive and file the Key Performance Indicators (KPIs) 2nd Quarter Report for Fiscal Year 2013.

BACKGROUND & SUMMARY

The Key Performance Indicators were first presented to the Board of Directors during the performance evaluation of the CEO/General Manager in early 2012, along with a commitment to present the report to the Board on a quarterly basis. The attached report provides the results of the second quarter of Fiscal Year 2013 (July – December 2012).

The Key Performance Indicators were developed by Omnitrans Senior Leadership Team and identify seven key areas that are managed by the Agency on a monthly basis. Each key indicator includes a goal, the strategy to achieve each goal, and the year-to-date results.

The Key Performance Indicators differ from the Management Plan in that the Management Plan focuses on the larger picture and identifies challenges that lie ahead over the next several years, while the KPIs more specifically tie in to the day-to-day management/operation of the Agency.

MV

Omnitrans
Performance Indicators
Fiscal Year 2013 - As of December 31, 2012

Key Performance Indicators		Goal	Strategy	December YTD	Lead
1	Cost Effectiveness				
	Cost per hour - Fixed Route	\$93.00	Efficient use of resources; All Directors to work with departments to ensure cost reductions/budget compliance with top performance	\$87.27	Robert Miller
	Cost per hour - Access	\$70.59	Efficient use of resources; Operations to work with Contractor to ensure budget compliance with top performance	\$67.71	Robert Miller
	Fare recovery ratio*	23%	Adhere to the operating budget- Build ridership on continuing service- post service adjustments	22.09%	Robert Miller Rohan Kuruppu Wendy Williams
2	Service Performance				
	Ridership - Growth	>2.4%	Develop Marketing initiatives to attract new and retain existing riders	1.6%	Wendy Williams
	Productivity - Passengers Per Hour - Fixed Route	23	Focus service on most productive service offerings; eliminate unproductive service offerings Consistently assess routes, schedules, headways, etc.	25.7	Rohan Kuruppu
	Productivity - Passengers Per Hour - Access	2.5	Monitor service delivery to find efficiencies, implement and expand on the trip repeater program	2.7	Rohan Kuruppu
	Complaints - Per 100,000 boardings Compliments- Fixed Route	10 complaints; 1 compliment	Monitor customer feedback to target improvement efforts Continuous customer service training for Operators; Timely follow up and correction on complaints	10.8/2.5	Wendy Williams Scott Graham
	Complaints - Per 100,000 boardings Compliments- Demand Response	15 complaints, .5 compliment	Monitor customer feedback to target contractor improvement efforts; Timely follow up and correction on complaints	29.2/0.8	Wendy Williams Scott Graham

Omnitrans
Performance Indicators
Fiscal Year 2013 - As of December 31, 2012

Key Performance Indicators		Goal	Strategy	December YTD	Lead
3	Reliability				
	Mechanical/MDBF	6,500	Buses are well maintained, on schedule, fueled and cleaned; Operator training	6,393	Jack Dooley
	Loss of Service - Operations	<500 hours per month	Ensure full utilization of manpower options available in MOU to avoid loss of service. Implement improvement programs; Ensure operational procedures are implemented when excess of absences are experienced. Increase part-time recruitment.	114.7	Scott Graham
	Loss of Service - Maintenance	<35 hours per month	Continue using sources that support the preventive maintenance program, monitor conditions and adjust accordingly. Continue training programs that enhance skills of technicians in order to meet vehicle demands.	39.46	Jack Dooley
	Equipment Availability	100%	Equipment is well maintained with parts available for repair; Operate the fleet with no more than 20% spares	100%	Jack Dooley
	On-time Performance- Fixed Route	90%	Constant assessment of routes and schedules; Operator training follow up; consistent application of MOU; Standard is zero minutes early departure and up to five minutes early on arrivals	85.49%	Scott Graham Rohan Kuruppu
	On-time Performance- Demand Response	92% - 95% - per contract	Training Contractor Dispatchers to assess routes and schedules and be proactive; utilize software tools available for scheduling trips; Standard is zero minutes early and up to 30 minutes on pickup	87%	Scott Graham
	Preventable accidents	< 1 per 100,000 miles	Operator training and retraining as necessary; increased use of video surveillance, well maintained equipment and personal accountability	0.85	Scott Graham

Omnitrans
Performance Indicators
Fiscal Year 2013 - As of December 31, 2012

Key Performance Indicators		Goal	Strategy	December YTD	Lead
4	Budget				
	Development	6/30/2012	Budget is developed on time; presented, approved & executed as adopted	6/30/2012	Robert Miller
	Variance	0% to -5% overall	All variances, positive or negative are well documented and justified	-2.90%	Robert Miller
5	Safety & Security				
	Injuries - Employee (Fiscal Year)	Reduction of 3-5% OSHA Recordable (84-86 Annually)	Human Resources/Safety Coordination Monthly Meetings, Injury Prevention Module in ATCR, Ergonomic assessments, Operations Quarterly Safety Outreach Campaign	40	Marjorie Ewing Ray Lopez
	Losses/Claims - Passengers (FY)	80	Passenger education through bus books/on board signage; Operator training and follow up training as needed; ATAP Committee; Safety suggestions	47	Wendy Williams Scott Graham
6	Labor				
	Passenger Trips/Employee (Annual)	21,870	Ops - Formula Driven; Maintenance - Based on efficiency. Consistently assess and adjust number of personnel/Train and manage workforce.	12,376	Rohan Kuruppu William Tsuei
	Turnover	<8% exclusive of planned reductions	Continue with the Employer of Choice challenge and increase programs related to satisfaction and retention.	4.22%	Marjorie Ewing
	Operations Absenteeism - Represented	<101,200	Reduce charged absences by 10% compared to previous year. Develop management strategies to decrease FMLA usage and industrial injury claims.	49,320	Scott Graham
	Training - Development (Annual)	5,000 hours	Identify training opportunities for all levels of management; from technical skills sets to strategic thinking. Create an environment that brings new ideas and solutions to everyday problems. Toastmasters, tuition reimbursement	2,417	Marjorie Ewing

Omnitrans
Performance Indicators
Fiscal Year 2013 - As of December 31, 2012

Key Performance Indicators		Goal	Strategy	December YTD	Lead
	ATU Represented (Annual)	4,400 hours	ATCR, safety, customer relations, equipment familiarization, relief dispatch, relief supervisor, leadership, coach operator instructor, Toastmasters, tuition reimbursement	3,235	Scott Graham
	Teamsters Represented (Annual)	900 hours	Southern California Regional Transit Training Consortium (SCRTTC), supervision, leadership, Toastmasters, tuition reimbursement	2,247	Jack Dooley Wendy Williams Don Walker Jennifer Sims
7	sbX E Street Corridor Project			.	
	PCGA Approval by Congress	Aug/Sept 2011	Regular communication with FTA to ensure compliance with FTA requirements	Sept 2011	Milind Joshi
	Construction Contract Award	Aug/Sept 2011	Complete contractual documentation including Legal Counsel review necessary prior to executing and awarding the contract to contractor	Sept 2011	Milind Joshi
	Issue Notice to Proceed to Contractor	Oct/Nov 2011	Ensure compliance by the contractor with Contractual Requirements	Nov 2011	Milind Joshi
	Start of Construction	Dec-11	Ensure Timely Completion	Dec 2011	Milind Joshi
	Construction Safety	0	Provide constant oversight, public awareness campaign, proper training	0	Milind Joshi
	Schedule - Substantial Completion of Construction	Dec-13	Monitoring and managing the schedule. Develop Recovery Schedule, as required; constant schedule oversight	30 day delay	Milind Joshi
	Cost - Complete Project within Approved Budget	\$191.7M	Follow plans and specifications, value engineering, negotiations, and monitor costs on monthly basis	\$72.7M	Milind Joshi

* Year-end accrual may reduce ratio by 1-2%.

ITEM # E9

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

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 file the plan for tracking the deliverables and milestones associated with the SAP Landscape Review Report from SAP America, Inc.

This item was reviewed by the Administrative & Finance Committee at its January 14, 2013, meeting and recommended to the Board of Directors for receipt and file.

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.

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

Deliverables	Timeframe in Weeks															
	January				February				March				April			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Project Schedule		✓	X													
Business Process Intergration																
Monthly Governance Forum ** Omnitrans Executives				X				X				X				X
Meeting Minutes ** Weekly Integration Meetings				X	X	X	X	X	X	X	X	X	X	X	X	X
Blueprint Summary Document				X												
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							X									
Knwoledge Transfer Workshop * Post Production Support																X

- 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 # E10

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

SUBJECT: CONFIRM APPOINTMENT OF BOARD AD-HOC COMMITTEE

FORM MOTION

Confirm appointment of Board Ad-Hoc Committee formed to review the Comprehensive Operational Analysis (COA) conducted of Omnitrans by the San Bernardino Associated Governments (SANBAG). Appointed to the Committee are: Board Chair Dick Riddell, Board Vice Chair Alan Wapner, Plans & Programs Chair Pat Morris, Immediate Past Chair Penny Lilburn and Supervisor Janice Rutherford.

BACKGROUND & SUMMARY

In February 2011, SANBAG entered into a contract with AECOM to conduct a Comprehensive Operational Analysis of Omnitrans to examine the agency for efficiencies in the areas of administration, operations and maintenance.

The COA is comprised of three phases: Phase I is an analysis of existing conditions and determination of need; Phase II develops service alternatives; and Phase III provides implementation recommendations. Phases I and II are complete and have been provided to the Ad-hoc members. Phase III will be complete and provided to the Committee in February. An Executive Summary was emailed to all Omnitrans and SANBAG Board Members. It is anticipated that once the Committee's review is complete, the matter will be presented to both the Omnitrans and SANBAG Board of Directors for appropriate action.

CONCLUSION

At its January meeting, the Board Chair announced that he was appointing a five member ad-hoc committee to review the COA in detail. The requested action simply confirms the appointment of the Committee.

MV

ITEM # E11

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

**SUBJECT: AUTHORIZE 2013 DUES PAYMENT TO
CALIFORNIA TRANSIT ASSOCIATION**

FORM MOTION

Authorize payment to the California Transit Association, Sacramento, California, for 2013 membership dues in the amount of \$25,409, which includes base dues of \$18,967, and \$6,442 to fulfill current two-year term on Executive Committee as a member of the Permanent Group, through 2013.

BACKGROUND & ANALYSIS

The California Transit Association (CTA) is a non-profit statewide organization that is the lead voice in representing public transit's interests before the California State Legislature, the Governor and regulatory agencies on the local, state and federal levels.

Omnitrans has been a member of this association since 1989 and is one of over 190 members consisting of transit systems, transit industry suppliers and government agencies, and has served several years on the Executive Committee throughout this time. As a member, Omnitrans benefits from the expert and well-recognized lobbying efforts of the State Association, thereby eliminating the need to hire a lobbyist to act on our behalf. Many employees have or presently serve on Association committees and have benefited from the educational and networking opportunities that membership provides.

Omnitrans' current two-year term as a Member of the Permanent Group, with a guaranteed seat on the Executive Committee expires at the end of 2013. As a member of the Executive Committee, Omnitrans actively participates in goal setting and policy direction of the Association.

The Executive Committee has 25 seats that are apportioned as follows: Ten seats are assigned to the ten largest transit agencies in the state and designated as the "Permanent Group", and the remaining 15 seats are self-nominated and voted upon by system size and member category (board members, business members, transit support groups). In the past, Omnitrans has both self-nominated and been elected to the Executive Committee and has also held a seat because one of the top ten transit agencies withdrew its membership from the association, thereby

moving Omnitrans to one of the top ten largest transit agencies within the association. Our current position on the Executive Committee is a result of the latter; a larger transit system withdrew its membership from CTA in 2011 and Omnitrans was given the opportunity, for a small increase in dues, to join the Permanent Group, which provides a guaranteed seat on the Executive Committee through 2013. The Board of Directors approved the dues for 2012 in October 2011. The dues for 2013 remain the same as 2012, and have remained constant for five years running.

A few of the Association's accomplishments in 2012 include:

- Sponsored AB 1706 (Eng), which provides short-term resolution to out-of-date axle weight limits and lays foundation for achieving a long-term solution – This bill exempts buses procured before 2013 from citations for exceeding axle weight limits of 20,500 pounds per axle, sets axle requirements for 2013 and 2014 procurements and reverts to current state law axle weights in 2015, unless new legislation is enacted.
- AB 1532 (Pérez) - Engaged with Air Resources Board and other stakeholders to ensure public transit receives appropriate revenue to be generated through state's new cap-and-trade program. This bill lays out reasonable investment plan development process and includes public transportation as a funding priority.
- Continued vigilance over state funding for transit helped re-instate the State Transit Assistance (STA) program and helped ensure \$469 million in STA funding – the highest level of regular allocations ever for this program

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

FUNDING SOURCE

The cost for membership dues to the Association is budgeted in the Administration Department's Fiscal Year 2013 operating budget.

Department: 1300
Expenditure Code: 509010

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

CONCLUSION

If the additional fee to fulfill the second year of the two-year term on the Executive Committee as a member of the Permanent Group is not approved, Omnitrans would lose its ability to actively participate and set policy direction of the Association.

MV

ITEM # E12

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Jennifer M. Sims, Director of Procurement

**SUBJECT: AUTHORIZE AWARD OF CONTRACT OPS13-34
PORTABLE TOILETS**

FORM MOTION

Authorize the CEO/General Manager to award Contract OPS13-34 to Universal Waste Systems of Perris, CA, for the provision of Portable Toilets for a two (2) year base period beginning March 1, 2013, and ending no later than February 28, 2015, in the amount of \$22,920, and the authority to exercise one (1) single option year to extend the contract to no later than February 28, 2016, for \$11,460, totaling \$34,380, plus a ten percent contingency of \$3,438, for a total not-to-exceed amount of \$37,818.

BACKGROUND & SUMMARY

On June 24, 2012, Omnitrans assumed the agreement between the San Bernardino Economic Development Agency (EDA) and Andy Gump Temporary Site Services to provide the portable toilets at the 4th Street Transfer Center when the City of San Bernardino could no longer financially support the cost. The current agreement ends on February 28, 2013.

On December 5, 2012, Omnitrans' Board of Directors authorized the release of the Invitation for Bids. Based on the current contract pricing, the Independent Cost Estimate was \$112,734. Staff issued the solicitation through Omnitrans' online bidding system. Four bids were received electronically on January 7, 2013. Of the four bids, three were found to be responsive and responsible. Listed in the chart below are the bid prices.

Bidders	Base Period Years 1 and 2	Option Year 1	Total
Universal Waste Systems dba Whitehouse Sanitation	\$22,920	\$11,460	\$34,380
S&S Portable Services	\$25,320	\$12,660	\$37,980
Andy Gump, Inc.	\$70,117	\$35,059	\$105,176

Award is being made to the lowest responsive and responsible bidder, which results in an annual savings of over \$23,200 over the current contract. This procurement meets the requirements of Omnitrans' current Procurement Policies and Procedures.

FUNDING SOURCE

Funding for this contract is budgeted as follows:

Department	1300, 1100
Expenditure Code	503990, 503060

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

CONCLUSION

If the contract for the Portable Toilets is not approved, the current contract will expire and Omnitrans will experience a lapse in service, which would leave both our riding passengers and our Coach Operators without restroom facilities at that location.

MV:JS:aa

CONTRACT AGREEMENT

between

CONTRACTOR

UNIVERSAL WASTE SYSTEMS DBA
WHITEHOUSE SANITATION

(hereinafter "CONTRACTOR")

Telephone: 951-943-1550

Fax: 951-657-9943

And

Omnitrans
1700 West Fifth Street
San Bernardino, CA 92411
(hereinafter "OMNITRANS")

CONTRACT DOCUMENTS

**CONTRACT NO.
IFB-OPS13-34**

PORTABLE TOILETS

Contract Amount: \$22,920.00

Omnitrans Project Manager:

Name: John Steffon

Title: Manager, East Valley

Telephone: (909) 379-7412

Fax: (909) 379-7200

Email: john.steffon@omnitrans.org

Contract Administrator:

Name: Alesia Atkinson

Title: Contract Administrator

Telephone: (909) 379-7314

Fax: (909) 379-7107

Email: alesia.atkinson@omnitrans.org



TABLE OF CONTENTS

1.	SCOPE OF WORK	4
2.	PERIOD OF PERFORMANCE	4
3.	CONTRACT SUM	5
4.	INVOICING AND PAYMENT	5
5.	AUDIT AND INSPECTION OF RECORDS	6
6.	NOTIFICATION	6
7.	OMNITRANS' AND CONTRACTOR'S REPRESENTATIVES	6
8.	TERMINATION FOR CONVENIENCE	8
9.	TERMINATION FOR BREACH OF AGREEMENT	8
10.	ASSIGNMENT	9
11.	SUBCONTRACTING	9
12.	INDEPENDENT CONTRACTOR	10
13.	INSURANCE	10
14.	INDEMNITY	10
15.	REVISIONS IN SCOPE OF WORK	11
16.	RIGHTS IN TECHNICAL DATA	11
17.	OWNERSHIP OF REPORTS AND DOCUMENTS	11
18.	OWNERSHIP RIGHTS	12
19.	WORK FOR HIRE	12
20.	SUBMITTAL OF CLAIMS BY CONTRACTOR	13

21.	EQUAL OPPORTUNITY	13
22.	STANDARD OF PERFORMANCE	13
23.	NOTIFICATION OF EMPLOYMENT OF OMNITRANS BOARD MEMBERS/ALTERNATES AND EMPLOYEES	14
24.	DISQUALIFYING POLITICAL CONTRIBUTIONS	14
25.	COMPLIANCE WITH LAW	14
26.	COMPLIANCE WITH LOBBYING POLICIES	14
27.	PUBLIC RECORDS ACT	15
28.	WAIVER/INVALIDITY	15
29.	FORCE MAJEURE	16
30.	CONFIDENTIALITY	16
31.	CONTRACTOR'S INTERACTION WITH THE MEDIA AND THE PUBLIC	16
32.	GOVERNING LAW	17
33.	MODIFICATIONS TO AGREEMENT	17
34.	PRECEDENCE	17
35.	ENTIRE AGREEMENT	18

This Agreement is made and entered into as of this _____ day of _____, 2013 by and between Omnitrans (hereinafter referred to as "OMNITRANS") and UNIVERSAL WASTE SYSTEMS DBA WHITEHOUSE SANITATION (hereinafter referred to as "CONTRACTOR").

RECITALS

WHEREAS, OMNITRANS is a joint powers authority organized under Sections 6500 et seq. of the California Government Code and Section 130255 of the California Public Utilities Code with power to contract for services described in Attachment A to this Agreement entitled "Attachment A, Scope of Work" (hereinafter referred to as "Work"); WHEREAS, CONTRACTOR has indicated it is qualified to perform such Services and (1) has reviewed all the available data furnished by OMNITRANS pertinent to the Work to be rendered; (2) has inspected and reviewed the Work to be rendered; (3) will exercise the ordinary care and skill expected of a practitioner in its profession; and (4) is willing to accept responsibility of performing the Work set forth in this Agreement for the compensation and in accordance with the terms, requirements and conditions herein specified;

NOW, THEREFORE, for the consideration hereinafter stated, the parties agree as follows:

1. SCOPE OF WORK

- A. CONTRACTOR will perform the Work and related tasks as described in Attachment A, Scope of Work hereto and is incorporated by reference into and made a part of this Agreement.
- B. This is a non-exclusive Agreement, whereby OMNITRANS may, at its sole discretion, augment or supplant the Work with its own forces or forces of another contractor or entity. CONTRACTOR will cooperate fully with OMNITRANS' staff or other contractor or entity that may be providing similar or the same Work for OMNITRANS.

2. PERIOD OF PERFORMANCE

The period of performance shall be beginning upon execution of final agreement for a base period of two (2) years or pursuant to the provisions of this Agreement, or unless earlier terminated pursuant to Section 8 or Section 9 of this Agreement.

The term of this Agreement shall be from the date of execution of this Agreement and continue in effect through February 28, 2015, unless terminated as specified in Section 8 and 9 of this Agreement. Omnitrans reserves the right at its sole discretion to exercise a total of one (1) one-year option with no obligation to purchase any specified amount of products/services. All applicable indemnification provisions in this Agreement shall remain in effect following the termination of this Agreement.

3. CONTRACT SUM

For CONTRACTOR's full and complete performance of its obligations under this Agreement, OMNITRANS shall pay CONTRACTOR on a FIXED UNIT PRICE basis at the fully burdened fixed rates, and subject to the maximum cumulative payment obligation.

OMNITRANS' maximum cumulative payment obligation under this Agreement shall not exceed Twenty Two Thousand Nine Hundred Twenty and 00/100 Dollars (\$22,920.00), including all amounts payable to CONTRACTOR for all costs, including but not limited to direct labor, other direct costs, subcontracts, indirect costs including, but not limited to, leases, materials, taxes, insurance, and profit.

4. INVOICING AND PAYMENT

- A. **CONTRACTOR shall invoice OMNITRANS on a monthly basis no later than the 15th of each month. CONTRACTOR shall furnish information as may be requested by OMNITRANS to substantiate the validity of an invoice.**

CONTRACTOR shall submit invoices in duplicate to:

OMNITRANS
1700 West Fifth Street
San Bernardino, CA 92411
Attn: Accounts Payable

Each invoice shall include, at minimum, the following information:

- Contract number
- Detail description of the Work rendered
- Time period covered by the invoice
- Amount of payment requested
- Information as requested by OMNITRANS

- B. **OMNITRANS shall remit payment within thirty (30) calendar days of approval of the invoices by OMNITRANS' Project Manager.**

At its sole discretion, OMNITRANS may decline to make full payment for any Work until such time as CONTRACTOR has documented, to OMNITRANS' satisfaction, that CONTRACTOR has fully completed all required Work.

In the event OMNITRANS should overpay CONTRACTOR, such overpayment shall not be construed as a waiver of OMNITRANS' right to obtain reimbursement for the overpayment. Upon discovering any overpayment, either on its own or upon notice of OMNITRANS,

CONTRACTOR shall immediately reimburse OMNITRANS the entire overpayment or, at its sole discretion, OMNITRANS may deduct such overpayment amount from monies due to CONTRACTOR under this Agreement or any other Agreement between OMNITRANS and CONTRACTOR.

5. AUDIT AND INSPECTION OF RECORDS

CONTRACTOR agrees that OMNITRANS or any duly authorized representative shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent transaction, activity, time cards, employment records or other records relating to this Agreement. Such material, including all pertinent cost, accounting, financial records, and proprietary data must be kept and maintained by CONTRACTOR for a period of three (3) years after completion of this Agreement unless OMNITRANS' written permission is given to CONTRACTOR to dispose of material prior to this time.

6. NOTIFICATION

All notices hereunder concerning this Agreement and the Work to be performed shall be physically transmitted by courier, overnight, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

To OMNITRANS:

Omnitrans
1700 West Fifth Street
San Bernardino, CA 92411
Attn: Alesia Atkinson
Contract Administrator
Alesia.Atkinson@omnitrans.org

To CONTRACTOR:

Universal Waste Systems dba
Whitehouse Sanitation
18916 Seaton Avenue
Perris, CA 92570
Attn: Brian A. Iverson, Sales Manager
Brianwhs@uwscompany.com

7. OMNITRANS' AND CONTRACTOR'S REPRESENTATIVES

A. OMNITRANS' Project Manager

Contracting Officer: OMNITRANS' CEO/General Manager or his authorized designee who has authority to execute contracts on behalf of OMNITRANS.

Project Manager: John Steffon

a. OMNITRANS has the final approval in all matters relating to or affecting the Work. Except as expressly specified in this Agreement, the Contracting Officer may exercise any powers, rights and/or privileges that have been lawfully delegated by

OMNITRANS. Nothing in this Agreement should be construed to bind OMNITRANS for acts of its officers, employees, and/or agents that exceed the delegation of authority specified herein.

b. The Contracting Officer has delegated to the Project Manager certain powers and duties in connection with this Agreement. The Project Manager is the authorized representative of the Contracting Officer for matters related to this Agreement. The Project Manager or his/her designee is empowered to:

1. Have general oversight of the Work and this Agreement, including the power to enforce compliance with this Agreement.
2. Reserve the right to remove any portion of the Work from CONTRACTOR which have not been performed to OMNITRANS' satisfaction.
3. Subject to the review and acceptance by OMNITRANS, negotiate with CONTRACTOR all adjustments pertaining to this Agreement for revision.

c. In addition to the foregoing, the Project Manager shall have those rights and powers expressly set forth in other sections of this Agreement.

B. Contractor's Key Personnel

The following are CONTRACTOR's key personnel and their associated roles in the Work to be provided:

<u>Name</u>	<u>Role</u>

Any propose/substitution or replacement by Contractor of Contractor's key personnel shall ensure that such person possesses the same or better expertise and experience than the key personnel being substituted or replaced. Omnitrans reserves the right to interview such person to ascertain and verify if such proposed substitution or replacement does in deed possess such expertise and experience.

OMNITRANS awarded this Agreement to CONTRACTOR based on OMNITRANS' confidence and reliance on the expertise of

CONTRACTOR's key personnel described above. CONTRACTOR shall not reassign key personnel or assign other personnel to key personnel roles until CONTRACTOR obtains prior written approval from OMNITRANS.

8. TERMINATION FOR CONVENIENCE

OMNITRANS may terminate this Agreement in whole or in part for OMNITRANS' convenience. Omnitrans' CEO/General Manager shall terminate this Agreement by a written Notice of Termination to CONTRACTOR specifying the nature, extent, and effective date of the termination. Upon receipt of the notice of termination, CONTRACTOR shall immediately discontinue all Work affected and deliver all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this Agreement, whether completed or in process, to Omnitrans' CEO/General Manager. OMNITRANS shall make an equitable adjustment in the Agreement for Work already performed, but shall not allow anticipated profit on unperformed services. Force Majeure shall apply.

9. TERMINATION FOR BREACH OF AGREEMENT

- A. If CONTRACTOR fails to perform any of the provisions of this Agreement or so fails to make progress as to endanger timely performance of this Agreement, OMNITRANS may give CONTRACTOR written notice of such default. If CONTRACTOR does not cure such default or provide a plan to cure such default which is acceptable to OMNITRANS within the time permitted by OMNITRANS, then OMNITRANS may terminate this Agreement due to CONTRACTOR's breach of this Agreement.
- B. If a federal or state proceeding for relief of debtors is undertaken by or against CONTRACTOR, or if CONTRACTOR makes an assignment for the benefit of creditors, then OMNITRANS may immediately terminate this Agreement.
- C. If CONTRACTOR violates Section 26, Compliance with Lobbying Policies, of this Agreement, then OMNITRANS may immediately terminate this Agreement.
- D. In the event OMNITRANS terminates this Agreement as provided in this Section, OMNITRANS may procure, upon such terms and in such manner as OMNITRANS may deem appropriate, Work similar in scope and level of effort to those so terminated, and CONTRACTOR shall be liable to OMNITRANS for all of its costs and damages, including, but not limited, any excess costs for such Work.

- E. All finished or unfinished documents and materials produced or procured under this Agreement shall become OMNITRANS' property upon date of such termination.
- F. If, after notice of termination of this Agreement under the provisions of this Section, it is determined for any reason that CONTRACTOR was not in default under the provisions of this Section, or that the default was excusable under the terms of this Agreement, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 8, Termination for Convenience.
- G. The rights and remedies of OMNITRANS provided in this Article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

10. ASSIGNMENT

This Agreement, any interest herein or claim hereunder, may not be assigned by CONTRACTOR either voluntarily or by operation of law, nor may all or any part of this Agreement be subcontracted by CONTRACTOR, without the prior written consent of OMNITRANS. Consent by OMNITRANS shall not be deemed to relieve CONTRACTOR of its obligations to comply fully with all terms and conditions of this Agreement.

11. SUBCONTRACTING

OMNITRANS hereby consents to CONTRACTOR's subcontracting of portions of the Work to the parties identified below for the functions described in CONTRACTOR's proposal. CONTRACTOR shall include in each subcontract agreement the stipulation that CONTRACTOR, not OMNITRANS, is solely responsible for payment to the subcontractor for all amounts owing and that the subcontractor shall have no claim, and shall take no action against OMNITRANS, Member Agencies or officers, directors, employees or sureties thereof for nonpayment by CONTRACTOR.

Subcontractor's Name and Address	Work to Be Performed
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
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12. INDEPENDENT CONTRACTOR

CONTRACTOR's relationship to OMNITRANS in the performance of this Agreement is that of an independent Contractor. CONTRACTOR's personnel performing Work under this Agreement shall at all times be under CONTRACTOR's exclusive direction and control and shall be employees of CONTRACTOR and not employees of OMNITRANS. CONTRACTOR shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation and similar matters.

13. INSURANCE

Throughout the duration of this Agreement, CONTRACTOR shall maintain the following insurance, which shall be full-coverage insurance not subject to self-insurance provisions. CONTRACTOR shall not of its own initiative cause such insurance to be canceled or materially changed during the term of this Agreement.

- A. **Commercial General Liability including Products/Completed Operations:** \$1,000,000 per occurrence for bodily and property damage liability and \$2,000,000 aggregate; *Endorsement naming Omnitrans as Additional Insured.*
- B. **Automobile Liability:** \$1,000,000 combined single limit bodily and property damage liability per accident; *Endorsement naming Omnitrans as Additional Insured.*
- C. **Workers' Compensation:** statutory limits or, a State-Approved program in an amount and form that meets all applicable requirements of the Labor Code of the State of California; *waiver of subrogation that includes Omnitrans.*
- D. **Contractors Pollution/Environmental Liability:** Applicable to the work being performed, with a limit no less than \$1,000,000 per claim or occurrence and \$2,000,000 aggregate; *Endorsement naming Omnitrans as additional insured.*

Additional Insured:

Omnitrans, its officers, officials, employees, agents, and volunteers.

14. INDEMNITY

CONTRACTOR shall indemnify, defend and hold harmless OMNITRANS, and its member agencies, and their officers, directors, employees and agents from and against any and all liability, expense (including, but not limited to, defense costs and attorneys' fees), claims, causes of action, and lawsuits for damages of any

nature whatsoever, including, but not limited to, bodily injury, death, personal injury or property damage (including property of CONTRACTOR) arising from or connected with any alleged act and/or omission of CONTRACTOR, its officers, directors, employees, agents, Subcontractors or suppliers. This indemnity shall survive termination or expiration of this Agreement and/or final payment thereunder.

15. REVISIONS IN SCOPE OF WORK

By written notice or order, OMNITRANS may, from time to time, order work suspension or make changes to this Agreement. Changes in the Work shall be mutually agreed to and incorporated into an amendment to this Agreement. Upon execution of an amendment, CONTRACTOR shall perform the Work, as amended.

16. RIGHTS IN TECHNICAL DATA

- A. No material or technical data prepared by CONTRACTOR under this Agreement is to be released by CONTRACTOR to any other person or entity except as necessary for the performance of the Work. All press releases or information concerning the Work that might appear in any publication or dissemination, including but not limited to, newspapers, magazines, and electronic media, shall first be authorized in writing by OMNITRANS.
- B. The originals of all letters, documents, reports and other products and data produced under this Agreement shall become the property of OMNITRANS without restriction or limitation on their use and shall be made available upon request to OMNITRANS at any time. Original copies of such shall be delivered to OMNITRANS upon completion of the Work or termination of the Work. CONTRACTOR shall be permitted to retain copies of such items for the furtherance of its technical proficiency; however, publication of this material is subject to the prior written approval of OMNITRANS. The provisions of this paragraph shall survive termination or expiration of this Agreement and/or final payment thereunder.

17. OWNERSHIP OF REPORTS AND DOCUMENTS

The originals of all letters, documents, reports and other products and data produced under this Agreement shall be delivered to, and become the sole and exclusive property of OMNITRANS. Copies may be made for CONTRACTOR's records, but shall not be furnished to others without prior written authorization from OMNITRANS. Such deliverables shall be deemed works made for hire, and all rights in copyright therein shall be retained by OMNITRANS.

18. OWNERSHIP RIGHTS

- A. In the event OMNITRANS rightfully obtains copies of Proprietary Data under the terms of the separate License Agreement and Escrow Agreement that govern rights in Documentation, Software and Intellectual Property created and/or developed by Contractor, its Third Party Software Contractors and its Suppliers as part of the Project, any derivative works and associated documentation created by or on behalf of OMNITRANS by Permitted Programmers (as defined in the License Agreement) shall be the sole and exclusive property of OMNITRANS (collectively, "OMNITRANS Intellectual Property"), and OMNITRANS may use, disclose and exercise dominion and full rights of ownership, in any manner in OMNITRANS Intellectual Property in connection with the use, operation and maintenance of a transportation system administered by OMNITRANS. No use of OMNITRANS Intellectual Property shall be made for any purpose other than in conjunction with a transportation system administered by CONTRACTOR, and OMNITRANS shall not sell, lease, rent, give away or otherwise disclose any OMNITRANS Intellectual Property to any outside third party other than Permitted Programmers. To the extent there may be any question of rights of ownership or use in any OMNITRANS Intellectual Property, Contractor shall require all of its subcontractors and suppliers (including without limitation its Third Party Software Contractors) to assign to OMNITRANS, all worldwide right, title and interest in and to all OMNITRANS Intellectual Property in a manner consistent with the foregoing terms of this paragraph. Contractor shall execute any documents as OMNITRANS may from time to time reasonably request to effectuate the terms of this paragraph.
- B. All documentation and Software which predates this Contract and which otherwise owned by Contractor or its Third Party Software Contractors, and all Documentation and Software which is created by Contractor or its Third Party Software Contractors shall be Licensed Software or Licensed Documentation, as appropriate. All Licensed Software and Licensed Documentation shall be governed by the License Agreement by and between the parties of event date herewith.

19. WORK FOR HIRE

Any work created or produced as a part of this Agreement that may be defined under Section 101, Title 17, USC will be considered "work for hire" as it pertains to ownership rights. CONTRACTOR, by his/her endorsement hereon agrees that all rights to any work(s) created or produced are waived, and that ownership rests with OMNITRANS. CONTRACTOR further agrees to ensure transfer of all

rights to such work(s), as defined under federal copyright law, that may be created or produced under this Agreement by its suppliers, contractors or subcontractors.

20. SUBMITTAL OF CLAIMS BY CONTRACTOR

CONTRACTOR shall file any and all claims with OMNITRANS' Project Manager in writing within thirty (30) days of the event or occurrence giving rise to the claim. The claim shall be in sufficient detail to enable OMNITRANS to ascertain the claim's basis and amount, and shall describe the date, place and other pertinent circumstances of the event or occurrence giving rise to the claim and the indebtedness, obligation, injury, loss or damages allegedly incurred by CONTRACTOR.

Even though a claim may be filed and/or in review by OMNITRANS, CONTRACTOR shall continue to perform in accordance with this Agreement.

21. EQUAL OPPORTUNITY

CONTRACTOR shall not discriminate against, or grant preferential treatment to, any individual or group, or any employee or applicant for employment because of race, age, religion, color, ethnicity, sex, national origin, ancestry, physical disability, mental disability, political affiliation, sexual orientation, marital status or other status protected by law. CONTRACTOR shall take action to ensure that applicants and employees are treated without regard to the above.

22. STANDARD OF PERFORMANCE

A. CONTRACTOR shall perform and exercise, and require its subcontractors to perform and exercise due professional care and competence in the performance of the Work in accordance with the requirements of this Agreement. CONTRACTOR shall be responsible for the professional quality, technical accuracy, completeness and coordination of the Work, it being understood that OMNITRANS will be relying upon such professional quality, accuracy, completeness and coordination in utilizing the Work. The foregoing obligations and standards shall constitute the "Standard of Performance" for purposes of this Agreement. The provisions of this paragraph shall survive termination or expiration of this Agreement and/or final payment thereunder.

B. All workers shall have sufficient skill and experience to perform the Work assigned to them. OMNITRANS shall have the right, at its sole discretion, to require the immediate removal of CONTRACTOR's personnel at any level assigned to the performance of the Work at no additional fee or cost to OMNITRANS, if OMNITRANS considers such removal in its best interests and requests such removal in writing and such request is not done for illegal reasons. Further, an employee who is

removed from performing Work under this Agreement under this Article shall not be re-assigned to perform Work in any other capacity under this Agreement without OMNITRANS' prior written approval.

23. NOTIFICATION OF EMPLOYMENT OF OMNITRANS BOARD MEMBERS/ALTERNATES AND EMPLOYEES

To ensure compliance with OMNITRANS' Ethics Policy, CONTRACTOR shall provide written notice to OMNITRANS disclosing the identity of any individual who CONTRACTOR desires to employ or retain under a contract, and who (1) presently serves as a Board Member/Alternate or an employee of OMNITRANS, or (2) served as a Board Member/Alternate or an employee of OMNITRANS within the previous 12 months of the date of the proposed employment or retention by CONTRACTOR. CONTRACTOR's written notice shall indicate whether the individual will be an officer, principal or shareholder of the entity and/or will participate in the performance of this Agreement.

24. DISQUALIFYING POLITICAL CONTRIBUTIONS

In the event of a proposed amendment to this Agreement, CONTRACTOR shall provide prior to the execution of such amendment, a written statement disclosing any contribution(s) of \$250 or more made by CONTRACTOR or its subcontractor(s) to Omnitrans Board Members/Alternates or employees within the preceding twelve (12) months of the date of the proposed amendment. Applicable contributions include those made by any agent/person/entity on behalf of CONTRACTOR or subcontractor(s).

25. COMPLIANCE WITH LAW

CONTRACTOR shall familiarize itself with and perform the Work required under this Agreement in conformity with requirements and standards of OMNITRANS, municipal and public agencies, public and private utilities, special districts, and railroad agencies whose facilities and work may be affected by Work under this Agreement. CONTRACTOR shall also comply with all Federal, state and local laws and ordinances.

26. COMPLIANCE WITH LOBBYING POLICIES

- A. CONTRACTOR agrees that if it is a Lobbyist Employer or if it has retained a Lobbying Firm or Lobbyist, as such terms are defined by OMNITRANS in its Ethics Policy, it shall comply or ensure that its Lobbying Firm and Lobbyist complies with OMNITRANS' Ethics Policy.
- B. If CONTRACTOR (Lobbyist Employer) or its Lobbying Firm or Lobbyist fails to comply, in whole or in part, with OMNITRANS' Ethics Policy, such failure shall be considered a material breach of

this Agreement and OMNITRANS shall have the right to immediately terminate or suspend this Agreement.

27. PUBLIC RECORDS ACT

- A. All records, documents, drawings, plans, specifications and other material relating to conduct of OMNITRANS' business, including materials submitted by CONTRACTOR in its proposal and during the course of performing the Work under this Agreement, shall become the exclusive property of OMNITRANS and may be deemed public records. Said materials may be subject to the provisions of the California Public Records Act. OMNITRANS' use and disclosure of its records are governed by this Act.
- B. OMNITRANS will not advise as to the nature or content of documents entitled to protection from disclosure under the California Public Records Act, including interpretations of the Act or the definitions of trade secret, confidential or proprietary. OMNITRANS will accept materials clearly and prominently labeled "TRADE SECRET" or "CONFIDENTIAL" or "PROPRIETARY" as determined by CONTRACTOR. OMNITRANS will endeavor to notify CONTRACTOR of any request of the disclosure of such materials. Under no circumstances, however, will OMNITRANS be liable or responsible for the disclosure of any labeled materials whether the disclosure is required by law or a court order or occurs through inadvertence, mistake or negligence on the part of OMNITRANS or its officers, employees and/or contractors.
- C. In the event of litigation concerning the disclosure of any material submitted by CONTRACTOR, OMNITRANS' sole involvement will be as a stake holder, retaining the material until otherwise ordered by a court. CONTRACTOR, at its sole expense and risk, shall be responsible for prosecuting or defending any action concerning the materials, and shall defend, indemnify and hold OMNITRANS harmless from all costs and expenses, including attorneys' fees, in connection with such action.

28. WAIVER/INVALIDITY

No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach of the provision, or of any other breach of the provision of the Agreement. Failure of either party to enforce any provision of this Agreement at any time shall not be construed as a waiver of that provision.

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

29. FORCE MAJEURE

Performance of each and all CONTRACTOR's and OMNITRANS' covenants herein shall be subject to such delays as may occur without CONTRACTOR's or OMNITRANS' fault from acts of God, strikes, riots, or from other similar causes beyond CONTRACTOR's or OMNITRANS' control.

30. CONFIDENTIALITY

CONTRACTOR agrees that for and during the entire term of this Agreement, any information, data, figures, records, findings and the like received or generated by CONTRACTOR in the performance of this Agreement, shall be considered and kept as the private and privileged records of OMNITRANS and will not be divulged to any person, firm, corporation, or other entity except on the direct prior written authorization of OMNITRANS. Further, upon expiration or termination of this Agreement for any reason, CONTRACTOR agrees that it will continue to treat as private and privileged any information, data, figures, records, findings and the like, and will not release any such information to any person, firm, corporation or other entity, either by statement, deposition, or as a witness, except upon direct prior written authority of OMNITRANS.

31. CONTRACTOR'S INTERACTION WITH THE MEDIA AND THE PUBLIC

- A. OMNITRANS shall review and approve in writing all OMNITRANS related copy proposed to be used by CONTRACTOR for advertising or public relations purposes prior to publication. CONTRACTOR shall not allow OMNITRANS related copy to be published in its advertisements and public relations programs prior to receiving such approval. CONTRACTOR shall ensure that all published information is factual and that it does not in any way imply that OMNITRANS endorses CONTRACTOR's firm, service, and/or product.
- B. CONTRACTOR shall refer all inquiries from the news media to OMNITRANS, and shall comply with the procedures of OMNITRANS' Public Affairs staff regarding statements to the media relating to this Agreement or the Work.
- C. If CONTRACTOR receives a complaint from a citizen or the community, CONTRACTOR shall inform OMNITRANS as soon as possible and inform OMNITRANS of any action taken to alleviate the situation.
- D. The provisions of this Article shall survive the termination or expiration of this Agreement.

32. GOVERNING LAW

The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of California, and the proper venue of any action brought hereunder is and shall be the County of San Bernardino, California.

33. MODIFICATIONS TO AGREEMENT

Unless specified otherwise in the Agreement, this Agreement may only be modified by written mutual consent evidenced by signatures of representatives authorized to enter into and modify the Agreement. In order to be effective, amendments may require prior approval by OMNITRANS' Board of Directors, and in all instances require prior signature of an authorized representative of OMNITRANS.

34. PRECEDENCE

Conflicting provisions hereof, if any, shall prevail in the following descending order of precedence: (1) the provisions of this Agreement, (2) Attachment A, Scope of Work, (3) Attachment B, Labor Rates (4) provisions of IFB No. OPS-13-34 and (5) CONTRACTOR's proposal dated December 27, 2012.

35. ENTIRE AGREEMENT

This Agreement, and any attachments or documents incorporated herein by inclusion or by reference, constitutes the complete and entire agreement between OMNITRANS and CONTRACTOR and supersedes any prior representations, understandings, communications, commitments, agreements or proposals, oral or written.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date shown below, and effective on the date first hereinabove written.

OMNITRANS

UNIVERSAL WASTE SYSTEMS dba
WHITEHOUSE SANITATION

MILO VICTORIA
CEO/General Manager

BRIAN A. IVERSON
Sales Manager

Date

Date

Federal Tax I.D. No. 33-0194543

ATTACHMENT "A"

SCOPE OF WORK

1. GENERAL

- A. The CONTRACTOR shall provide rental and service of portable toilets is as follows:
1. Seven (7) 3' x 3' Standard Portable Toilets to be located at:
Carousel Mall Parking Lot, 295 Carousel Mall, San Bernardino, CA.
 2. Two (2) 6' x 6' (with full wheelchair accessibility) ADA Portable Toilets to be located at: Carousel Mall Parking Lot, 295 Carousel Mall, San Bernardino, CA,
 3. Omnitrans reserves the right to add portable toilets and locations at the agreed upon monthly rates.
- B. Portable toilets shall be enclosed with a door that can be locked from the inside and include a commode, urinal and dispensers for toilet paper and disposable paper seat covers. The doors will have a handle that will allow a padlock, supplied by Omnitrans.
- C. Units shall be delivered and maintained with the following items:
1. Toilet Paper
 2. Sear Covers
 3. Fresh Deodorant, Air Sanitizer
 4. Hand Sanitizer

2. SERVICE OF THE UNIT

A. SERVICE HOURS

The contractor shall service the portable toilets only between the hours of 7:00 am and 4:00 pm unless directed otherwise by Omnitrans staff. Cleaning and servicing will be performed on Monday, Wednesday and Friday of each week. Omnitrans maintains the right to change the scheduled service days and/or hours.

1. Service shall include the following: pump out waste, remove litter, clean and disinfect interior services, provide and replenish toilet paper, seat covers and fresh deodorant, and hand sanitizer. Remove graffiti from interior and exterior of portable toilet and

ATTACHMENT "A" – SCOPE OF WORK

perform repairs as needed to make the toilet usable and maintain user privacy.

2. Portable Toilets that cannot be repaired to usable condition on site must be replaced. Contractor is responsible for proper and lawful disposal of all waste removed from the portable toilets.

B. DISPOSAL OF WASTE

The contractor is responsible for the legal disposal of waste in each unit.

C. ADDITIONAL SERVICE

1. Omnitrans will request additional service if:
 - a. Contractor fails to adequately service toilet during regular scheduled service leaving the toilet unusable. This service will be at no cost to Omnitrans.
 - b. For reasons beyond the control of the Contractor, toilets require service in addition to the regularly scheduled service. This service will be charged as time and material.

D. SERVICE LOG

The contractor shall provide and maintain a written service log affixed to the inside of each portable toilet that lists the date of each service visit.

E. PLACEMENT OF TOILETS

The contractor shall advise Omnitrans' Operations Department of the delivery time and confirm placement locations prior to delivery of the units. Omnitrans and the contractor will coordinate the placement of the portable toilets to accommodate the intended users and to allow access for service by the Contractor at all times. Contractor shall secure the portable toilets to prevent the unit from being tipped.

F. REMOVAL OF TOILETS

1. Contractor shall remove portable toilets by the end of the third business day following notice by Omnitrans.
2. The contractor shall remove and replace damaged or vandalized units within one (1) calendar day after notification by Omnitrans.

ATTACHMENT "A" – SCOPE OF WORK

G. ADDING TOILETS TO THE CONTRACT

Omnitrans reserves the right to add portable toilets as needed, based on Omnitrans' requirements. The cost per service for portable toilets added to the contract will be based on the cost per service quoted by the bidder for similar portable toilets listed in the schedule of bid items. Omnitrans will provide a minimum 24-hour advance notice when ordering toilets for delivery. Toilets ordered by 12:00 p.m. (noon) shall be delivered by the next business day unless an Omnitrans representative specifies a later day and time. Omnitrans will provide a list of staff authorized to order portable toilets. Acceptance of unauthorized orders for portable toilets may result in non-payment.

H. PADLOCKS

Portable toilets will be locked at Omnitrans' discretion. Omnitrans will provide the Contractor with a minimum of two (2) keys for each padlock. The Contractor is not authorized to duplicate Omnitrans' keys. Replacement keys will be obtained by contacting Omnitrans' Operations Department. Portable toilets provided will be furnished with installed padlock hasps at no additional charge to Omnitrans.

I. CLEAN UP

The Contractor shall remove all debris caused by his work at the job site and dispose of it at no additional cost to Omnitrans. Disposal shall be in strict accordance with local and State of California laws and ordinances.

J. ENVIRONMENTAL REQUIREMENTS

1. The contractor shall conduct all aspects of its operation in compliance with all local, State of California, and Federal Environmental Protection Agency rules, regulations, laws, and other legal requirements for the protection of the environment. Materials or processes that use asbestos, beryllium, or mercury shall not be used.
2. The contractor shall immediately inform Omnitrans of any investigation, citation or legal action by any regulatory agency related to the Contractor's obligation under this contract.

K. STORM WATER MANAGEMENT PLAN

1. The Contractor shall ensure that all personnel whose responsibilities involve cleaning or waste disposal are trained in local Storm Water Management Plans.
2. Appurtenances must be cleaned by method(s) which do not result in runoff going into any water, gutter or storm drain. Only potable water may flow into any water, gutter, or storm drain.
3. All wash water must be disposed of to a sanitary sewer.
4. No litter, debris or other materials and substances may be washed, swept, or blown into the street or storm drains.
5. All liquids, including but not limited to, rinse water and cleaning agents, must be properly disposed of in compliance with the laws and regulations. No liquid or product of any kind may be discharged to a gutter, storm drain or paved surface where it could be carried to the storm drain system or to water.

****End of EXHIBIT "A" – Scope of Work****

ITEM # E13
DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Jennifer M. Sims, Director of Procurement

**SUBJECT: AUTHORIZE AWARD OF CONTRACT MNT13-05
5000 POUND ELECTRIC FORKLIFT**

FORM MOTION

Authorize the CEO/General Manager to award Contract MNT13-05 to Southwest Material Handling of Mira Loma, CA, for the provision of one 5000 Pound Electric Forklift, in the amount of \$38,349.00, less trade in value for the existing warehouse forklift in the amount of \$1,250.00, for a total purchase price of \$37,099.00, plus a 3.27% Cost Allocation Plan (CAP) of \$1,213.14, for a total not-to-exceed \$38,312.14.

BACKGROUND & SUMMARY

On October 24, 2012, staff issued Request for Quotations MNT13-05 through Omnitrans' online bidding system. Four bids were received electronically on December 17, 2012. Of the four bids, two were found to be responsive and responsible. Listed in the chart below are the bid prices.

Bidders	Forklift	Delivery	Tax	Trade-in Value	Total
Southwest Material	\$35,426	\$0	\$2,923	\$1,250	\$37,099
E&E Industry	\$40,400	\$0	\$3,333	\$1,500	\$42,233

Award is being made to the lowest responsive and responsible bidder. This procurement meets the requirements of Omnitrans' current Procurement Policies and Procedures.

FUNDING SOURCE

Funding for this contract is budgeted as follows:

Funding Source	Grant Number	Fiscal Year	Project Code	Percentage	Amount
FTA	CA-90-Y775	2010	D1020601F	80	\$30,649.71
STA	10-09-OMNB	2010	D101B601S	20	\$ 7,662.43
Total					\$38,312.14

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

CONCLUSION

The current forklift is a 1999 model and has exceeded its useful life of 5 years and is no longer covered by warranty. If the contract for a new 5000 pound electric forklift is not approved, downtime for the current forklift will prohibit the Maintenance and the parts section of Procurement from moving heavy stock. Further, due to its age, the cost of repair and replacement parts will be costly.

MV:JS:aa

ITEM # E14

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Jennifer M. Sims, Director of Procurement

**SUBJECT: AUTHORIZE AWARD OF CONTRACT
REPLACEMENT GLASS AND FRAME ASSEMBLIES**

FORM MOTION

Authorize the CEO/General Manager to award Contract MNT13-93 to ThermoGuard of Pomona, California, for the provision of twenty-four replacement glass and frame assemblies for the 2012 New Flyer 40' Xcelsior buses, in the amount of \$37,346.25.

BACKGROUND & SUMMARY

The new Xcelsior buses come equipped with hidden window frames and thermal glass. The vehicles were recently put into service in the last few months. This type of window and frame assembly is unique to the Xcelsior buses and not readily available. The Original Equipment Manufacturer (OEM) is quoting an 8 to 10 week lead time.

Omnitrans has recently experienced a spike in the occurrence of vandalism and three buses are currently out of service as a result. In accordance with the Federal Transit Administration Circular 4220.1F, section VI-8 provides an informal procedure for solicitations below \$100,000. Quotes were requested from three known providers of this unique window frame assembly and two quotes were received by the deadline.

This purchase is only intended to bridge the gap between the urgent need and the formal solicitation required to meet on-going requirements. Staff will return to the Board seeking authorization to release a formal solicitation accordingly.

Listed in the chart below are the bid prices of the responsive and responsible bidders. Omnitrans staff will provide the installation.

Bidders	Glass & Frame Assemblies	Tax	Total
ThermoGuard	\$34,500.00	\$2,846.25	\$37,346.25
Ricon	\$45,791.84	\$3,777.83	\$49,569.67

Award is being made to the lowest responsive and responsible bidder. This procurement was expedited to meet service delivery demands.

FUNDING SOURCE

Funding for this contract is budgeted in the Maintenance Department's Operating Budget as follows:

Department: 1200
Expenditure Code: 504010

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

CONCLUSION

If the purchase of window assemblies is not approved, vehicles will remain out of service, thereby impacting the delivery of fixed route services and revenue until a formal solicitation can be awarded.

MV:JS:ep

OMNITRANS
AFFIRMATIVE ACTION STATUS REPORT
WITH PERSONNEL APPOINTMENTS BY DEPARTMENT
As of January 10, 2013

Submitted for the
 Board Meeting of:
 February 6, 2013

DEPARTMENT	Total Positions*	MALE ETHNIC COMPOSITION						FEMALE ETHNIC COMPOSITION						Existing Vacancies	INTERVIEWED							APPOINTED						
		ETHNIC COMPOSITION						ETHNIC COMPOSITION							ETHNIC COMPOSITION							ETHNIC COMPOSITION						
		C	B	H	AS	AI	2+	C	B	H	AS	AI	2+		C	B	H	AS	AI	NH/PI	2+	C	B	H	AS	AI	NH/PI	2+
OPERATIONS	458	72	98	86	7	1	1	46	85	42	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAINTENANCE	102	28	11	50	6	0	0	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
EXECUTIVE OFFICE	5	1	1	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
INFORMATION TECH. SERVICES	6	1	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SAFETY/ SECURITY	5	2	0	1	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
MARKETING	25	3	0	5	0	0	0	3	1	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PLANNING	7	2	0	0	1	0	0	1	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
HUMAN RESOURCES	9	0	0	1	0	0	0	5	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PROCUREMENT	23	6	1	4	0	0	0	7	2	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
FINANCE	12	0	2	0	2	0	0	3	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
IPMO	9	1	1	0	5	0	0	1	1	0	0	0	0	0	0	0	2	0	0	0	0	0	1	0	0	0	0	
AGENCY TOTAL	661	116	114	148	26	1	1	71	90	67	4	1	2	20	0	0	0	2	0	0	0	0	1	0	0	0	0	

*reflects numbers from the FY13 budget

PERCENTAGES

C	B	H	A	AI	2+	TOTAL
29.17%	31.83%	33.54%	4.68%	0.31%	0.47%	100%

COMPLETED BY:

Meredith Tshionda
 Meredith Tshionda
 (HR Analyst)

* Includes part time

C = Caucasian
 B = Black
 H = Hispanic
 AS = Asian
 AI = American Indian
 2+ = Two or More Races
 NH/PI = Native Hawaiian or Pacific Islander

Sun
Monday, December 03, 2012

ITEM #E16

THE SUN

THE BIZZ

www.insidesocal.com/the_bizz/

Ontario transfer station will open

The Ontario Civic Center Transfer Stations will open on Tuesday.

The city, **Omnitrans**, SanBAG and the Federal Transit Administration will host the event at Ontario City Hall, 303 E. B St.

The transfer stations are part of the city's plan to enhance transportation access for residents and the business community.

The new project provides connections to five **Omnitrans** routes as well as access to the Amtrak station and the future extension of the Metro Gold Line and Metrolink. Funding for the project was paid for by the Federal Transit Administration and California State Transit Assistance funds.

Information: Megan Hebdon, 909-395-2397

Omnitrans, Ontario celebrate transfer station

by Liset Márquez Staff Writer

ONTARIO — Tuesday's opening of the new Civic Center Transfer Station was celebrated with a quick bus ride.

Ontario and Omnitrans officials took the ride around downtown to see the bus shelter and accessibility improvements at seven bus stops near the Civic Center, adjacent to City Hall. The \$520,000 project also included relocation and consolidation of bus stops.

"This station provides vital transportation services to more than 500 commuters each day, taking community members to work, school, home, shopping or recreational destinations," said Milo Victoria, Omnitrans' CEO and general manager.

"Five Omnitrans routes will help residents to connect with their community."

The relocation of two stops around the Civic Center provides easy access to City Hall, the Senior Center, Ovitt Family Community Library as well as the University of La Verne Law School, Victoria said.

The two stops are between D Street and Holt Avenue along Euclid, Holt and Sultana avenues.

The station is part of Ontario's plan to enhance transportation access for residents and



Frank Perez Correspondent

Ontario City Attorney John Brown, right, and Milo Victoria, the CEO and general manager of Omnitrans, were among the local officials who took a tour of improved bus stops surrounding City Hall on Tuesday.

the business community, Mayor Paul Leon said at a ceremony Tuesday morning at City Hall.

More important, Leon said, the project provides a connection to five Omnitrans routes, access to the Amtrak station at 198 E. Emporia St. and access to the future extension of the Metro Gold Line and Metrolink.

Victoria said Omnitrans is pleased to be Ontario's partner in creating a Civic Center that will support multimodal transportation and foster train and bus connections.

The vision also includes a proposed Omnitrans rapid-transit bus line along Holt and Euclid.

Victoria said Ontario and Omnitrans have been partners since the agency's beginning 36 years ago.

"These trips will be more convenient and enjoyable thanks to the reorganization and upgrade that has been provided," Victoria said.

Funding for the project came from the Federal Transit Administration.

liset.marquez@inlandnewspapers.com
909-483-8556, @DBOntarioNow

Other
Wednesday, December 05, 2012



[December 05, 2012]

Omnitrans, Ontario celebrate transfer station

ONTARIO, Dec 05, 2012 (Inland Valley Daily Bulletin - McClatchy-Tribune Information Services via COMTEX) – Tuesday's opening of the new Civic Center Transfer Station was celebrated with a quick bus ride.

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Reach Liset via email, call her at 909-483-8556, or find her on Twitter @DBOntarioNow.

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Other
Thursday, December 06, 2012

Browser tabs: Omnitrans, HootSuite, Free Bus Ride for You

Address bar: www.magicfreebies.org/birthday-freebies/freebies-on-your-birthday/5101


Navigation: CMS, Omnitrans.org, Blog, Facebook, HootSuite, Twitter, Other bookmarks

MagicFreebies.org

Home | Sitemap | Submit your Freebies | Contact us

the light fantastic
by jane iredale
see the new holiday makeup collection → *jane iredale*
THE SKIN CARE MA

Free Bus Ride for Your Birthday



Receive a free 1-Day Omnitrans Bus Pass during the month of your birthday in 2013 when you complete the given form before December 28th! Only one entry per person, 2 people per household.

[Get Freebies](#)

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Posting as Omnitrans (Not you?)

Browse categories

- Clothing freebies
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- Gardening freebies
- Birthday freebies
 - Free birthday food and meals
 - Free birthday gifts
 - Freebies on your birthday
- womens freebies
- Free books and magazines
- Free food and drinks
- Other free sample coupons freebies
- Pet freebies
- Free rides and entrance

Other

Monday, December 10, 2012

FACEBOOK PUBLIC POSTS



CSUSB Sustainability via CSUSB Commuter Services

Receive a free 1-Day **Omnitrans** Bus Pass during the month of your birthday in 2013 when you complete this sign-up form before December 28th.

Get A Free Bus Ride for Your Birthday

www.omnitrans.org

AFTER YOU SUBMIT YOUR FORM, VISIT US ON FACEBOOK FOR A CHANCE TO WIN A FREE 7-DAY BUS PASS!! Click here to visit us now on Facebook for a chance to win a 7-Day Bus Pass in one of our five weekly dr...

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CSUSB Sustainability

Complete this form before December 27th for a chance to win a 7-Day **Omnitrans** Bus Pass in one of our five weekly Facebook drawings. That's FIVE chances to win! Prize drawings will be held Friday mornings on November 30th and December 7, 14, 21 & 28.



Omnitrans

Omnitrans is a public transit agency providing 50,000 passenger trips each weekday across the San Bernardino Valley. Our bus riders go green and save money!

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- **CSUSB Commuter Services**
- Complete this form before December 27th for a chance to win a 7-Day **Omnitrans** Bus Pass in one of our five weekly Facebook drawings. That's FIVE chances to win! Prize drawings will be held Friday mornings on November 30th and December 7, 14, 21 & 28.



- **Omnitrans**
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-
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Liset Márquez

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Omnitrans, Ontario celebrate transfer station

www.dailybulletin.com

ONTARIO - Tuesday

[Like](#) · [Share](#) · December 5 at 2:38pm ·

Other
Friday, December 07, 2012

activerain www.activerain.com

20th Spark of Love 'Stuff a Bus' Toy Drive on Dec. 7, 2012

The 20th annual 'Stuff a Bus Toy Drive' takes place this Friday on Dec 7, 2012 from 4:30 am to 6:30 pm. Garth Kemp from ABC Channel 7 news will be hosting as the 'Christmas Elf'. This is a joint venture of the ABC, Southern California Firefighters, and Omnitrans.

Spark of Love event collects unwrapped toys for boys and girls and are placed into the buses. The toys are given to children in Los Angeles. Last year 600,000 toys were collected in LA and San Bernardino County and given out to 3,000 families.

Last week, I drove in the pouring rain to Ontario, CA and everyone was drenched and under easy-ups but the buses were filling up. By the time they shut down at 6:30 pm, they had over 7 1/2 buses full of toys. The rain did not stop the generosity of the community. The presents are donated locally to the county where the event is held.



Surrounded by lots of firemen in the pouring rain.

Last year I attended the Ontario Event on Dec. 2, 2011 and it was a big success. Read my article last year - [December's Season of Celebrations & Sharing with Toys For Tots...Give Freely](#). In 2011, over 40 buses were loaded up at six locations. Santa and many parents really need a little help getting toys to all the boys and girls this year.

Community members can participate by bringing a toy to the "Stuff a Bus" event, or they may drop off a toy at Omnitrans offices, local fire stations or CVS Pharmacy Stores.



Say hello to Garth the Elf from ABC7. Garth is also our favorite weatherman.

Santa, Buster (Omnitrans mascot), Firemen with their trucks, a mobile truck with video games, and Garth the Elf will all be at the 'Cerritos Center' so bring the kids down for a great time.

*For more information, contact ABC7News or call 818-863-7777. Also click on Facebook for more updated information and more locations next week in Southern California at Calif Comm Foundation

If you cannot make it tomorrow, buy a couple of presents and drop them off at any CVS Pharmacy or local Fire Dept in your area.

PLEASE GIVE.....for the kids!

Friday December 7, 2012

The Los Cerritos Center - Shopping Mall

239 Los Cerritos Center, Cerritos CA

4:30 am- 6:30 pm

Other
Monday, December 10, 2012

OmniTrans x HootSuite x www.commutesmart.info x Get A Free Bus x

www.commutesmart.info/csnews/commutemnews1212.pdf

CMS OmniTrans.org Blog Facebook HootSuite Twitter Other bookmarks

News for Southern California commuters from CommuteSmart.info

CommuteSmart News

December 2012

GET TO WORK FASTER, CHEAPER AND WITH LESS STRESS

Take a Holiday from Traffic



Here's what's happening in transportation this holiday season...

Free Rides on Bus & Rail

Why fight traffic and pay for gas when you can ride transit for free?

- OCTA: Orange County Transportation Authority will offer free bus rides on New Year's Eve from 6 p.m. to 2:30 a.m. Jan. 1.
- Metro: You can also ride free on all Metro bus and rail lines the nights of Christmas Eve (9 p.m. Dec. 24 - 2 a.m. Dec. 25) and New Year's Eve (9 p.m. Dec. 31 until 2 a.m. Jan. 1).
- OmniTrans: Ride free on your own personal holiday: your birthday. You have until Dec. 28 to sign up for your free OmniTrans birthday bus pass for 2013 - go to OmniTrans.org and click on the birthday cake icon.

Metrolink's Holiday Toy Express Coming to a Station Near You

The Holiday Toy Express is on its 41-stop tour through Southern California, entertaining families and collecting toys for needy kids through Dec. 23. Now in its 16th year, the Holiday Toy Express features 50,000 twinkling lights, a live musical performance, and a chance to see Santa—plus you can learn a dance ahead of time to join in the fun or download a page to color and give to Santa to hang in his workshop. Visit Metrolinktrains.com for details or call 1.800.371.LINK.



In Brief

Metro ExpressLanes Now Open

ExpressLanes on the 110 Freeway opened last month, allowing solo drivers access to carpool lanes for a fee (and carpoolers continued free access, providing they have a transponder and meet passenger requirements). Tolls vary from 25-cents to \$1.40 a mile on the 11-mile stretch from Adams Boulevard just south of downtown to the Harbor Gateway Transit Center near Torrance and the 91 Freeway. Details are at Metro.net.



SILVER 2 SILVER

Transfer Free With Silver 2 Silver

Commuters can transfer free between Foothill's Silver Streak and the Metro Silver Line with a valid pass from either. The lines meet up at the newly revamped El Monte bus facility, providing convenient and now lower-cost service between the San Gabriel Valley and downtown Los Angeles. Go to Foothilltransit.org for more information.

Will Holiday Scheduling Affect Your Bus Commute?

Call 511 for updated bus and rail scheduling information, available 24-hours a day, seven days a week, or go online at Go511.com or IE511.org.



Sun
Monday, January 14, 2013

THE SUN

Rapid Bus Transit planned for Foothill Boulevard in Rancho Cucamonga, neighboring cities

By Neil Nisperos, Staff Writer

Posted: 12/14/2012 04:03:14 PM PST

Updated: 12/14/2012 04:06:56 PM PST

RANCHO CUCAMONGA - The city council and planning commission plan to hold a joint public workshop meeting on Tuesday to discuss plans for a bus rapid transit system, or BRT, through Foothill Boulevard.

Study for the entire Foothill Boulevard rapid transit bus system, which is expected to be run by Omnitrans and would link Highland to the Metrolink station in Montclair, is currently being conducted by the Southern California Association of Governments and the San Bernardino Associated Governments planning authorities.

The Rancho Cucamonga city meeting will be held at 3 p.m. in the Tri-Communities room at City Hall, 10500 Civic Center Drive.

"What I hope to get out of our meeting is some consensus among the planning commission, as well as councilmembers, on the concept of the Bus Rapid Transit system," said Mayor Dennis Michael. "It's going to have to traverse through a number of cities and the coordination regionally is going to be critically important."

According to the city's general plan, seven stops are envisioned for a rapid transit bus route that could conceivably run down the middle of Foothill Boulevard, officials said. The general plan lists stops at Victoria Gardens, Day Creek Boulevard, Rochester Avenue, Milliken Avenue, Haven Avenue, Archibald Avenue and Vineyard Avenue.

"It's exciting," said Councilwoman Diane Williams, who projects development could take place as early as 2018 or sometime in the '20s. "We're planning ahead now. Perhaps gas will be \$8 a gallon and people will be more inclined to use public transit, as opposed to getting in their car, especially for long trips. I think the whole concept is exciting. If it were to open tomorrow, I don't think it would be a success because mentally, we're not there yet, but planning ahead is a great way to go."

The BRT would also connect to a route up and down the Haven Avenue office corridor to the Ontario International Airport. Bus rapid transit, officials said, is faster, and has fewer stops, and uses higher-capacity vehicles with low floors and specially designed station platforms for quicker passenger boarding.

Goals include mitigating increasing traffic on the region's freeways, increasing bus ridership, fostering transit oriented development in the west valley of San Bernardino County, and providing better transit links between the Omnitrans system, Metrolink, the Gold Line, and the Ontario International Airport.

"The overall goal is to reduce traffic trips, reduce carbon emissions, and help with global warming emissions from traffic," said senior city planner Candyce Burnett. "This increases ridership along Foothill Boulevard. There will be opportunities, sites identified, and locations, for future transit oriented development, which will allow for higher density residential use and some commercial uses. That itself would support adjacent businesses and adjacent commercial areas, and increase the amount of residential activities in those areas."

Once completed, the regional interconnected transit systems would echo the Pacific Electric Railway and bus system which, in the 20th Century, had linked Redlands westward to Santa Monica and south to Newport Beach.

Yucaipa News-Mirror

Sunday, January 20, 2013

YUCAIPA/CALIMESA NEWS MIRROR

Yucaipa Council selects committee assignments

By NOELLE KIELY
Staff Reporter

Published: Thursday, December 20, 2012 11:05 PM PST

The new Yucaipa city council selected members to serve on various committees and commissions, both locally and regionally.

City Manager Ray Casey said that there are some committees where continuity would be a benefit and cautioned council to keep that in mind before making changes.

For the most part there were very few changes made.

The Economic Development Advisory Board, Councilman Bobby Duncan and Mayor Denise Hoyt were selected with Councilman Greg Bogh as an alternate.

Councilman Greg Bogh and Mayor Pro Tem Tom Masner will remain on the Vector Control and Solid Waste Committees as well as the Yucaipa Valley Water District committee.

Bogh will serve as the League of California Cities delegate and as an alternate to Duncan on the Crafton Hills Open Space Committee.

Duncan and Hoyt will serve on the Youth Advisory Committee with Masner as an alternate.

San Bernardino Municipal Water Advisory Committee meetings will be attended by Masner with Hoyt as an alternate and Bogh and Hoyt will serve on the Yucaipa-Calimesa School District Committee as well.

Councilman Dick Riddell and Masner will remain on the Police Station Design Committee.

The only committees Riddell was adamant about remaining on were Omnitrans and SanBag.

"I am the chairman of the board of directors and spend about 30 to 40 hours a week working on these." He added, "I've been able to bring a considerable amount of money for the city because of my relationships with these two agencies."

Remaining council concurred and Riddell will remain on the two committees with Hoyt serving as alternate to both.

There were no areas of objection among the assignments.



A project will extend Metrolink service that now stops at the historic Santa Fe Depot, above, to the new downtown San Bernardino transit center site.

Metrolink extension nears reality

San Bernardino County officials hope a one-mile track to the new transit center can begin by fall

BY IMRAN GHORI
STAFF WRITER
ighori@pe.com

A one-mile extension of the Metrolink line to downtown San Bernardino cleared an important environmental hurdle this month, and construction is set to start by fall, transportation officials say.

San Bernardino Associated Governments completed

taking comments Thursday, Jan. 3, on an environmental document, completing a process that will allow the agency to begin preparing to seek construction bids.

In October, the Federal Transit Authority found the project would not have a significant impact on the environment.

The project will extend Metrolink service that now stops at the Santa Fe Depot to the new transit center planned for the corner of E Street and Rialto Avenue.

Bringing the trains downtown will entail adding two

tracks for one mile between the depot and transit center. Along the way, pedestrian improvements are planned at the 3rd Street, 2nd Street, Rialto Avenue, I Street and G Street rail crossings.

The depot also will see improvements that include the addition of a pedestrian bridge and relocation of boarding platforms.

SANBAG already owns the right-of-way for the rail line and will begin acquiring some nearby properties to allow for construction, said Casey Dailey, a transit

analyst for the agency.

The \$75 million project, funded by a combination of local and federal dollars, is expected to go out for bid in early summer. Construction is expected to begin in the fall and take about 20 to 24 months, which would allow service to begin in summer or fall 2015, Dailey said.

The transit center is expected to begin construction next year and will be completed around the same time.

Also under construction is Omnitrans' sbX rapid transit bus line that will in-

clude a stop at the downtown center.

San Bernardino officials have said the project will bring a needed boost to the downtown area and create a transportation hub.

"This is really the beginning of a major improvement to transit connectivity throughout the valley," Dailey said.

SANBAG officials also are planning a passenger rail extension to Redlands, but that project is still in the preliminary design phase and several years away from construction.

Redlands Daily facts
Sunday, December 23, 2012

REDLANDS DAILY FACTS

Regional rapid bus system sbX moving forward in San Bernardino

Neil Nisperos, Staff Writer

Posted: 12/23/2012 06:06:03 AM PST



Workers construct a bus stop for the SBX Rapid Bus Line parking along E Street north of Marshall Boulevard in San Bernardino during the summer. (Gabriel Luis Acosta/Staff Photographer)

A regional rapid bus transit system, with faster vehicles that can load more riders, is taking shape in the San Bernardino Valley.

Construction is under way on a line that runs down the E Street corridor in San Bernardino, from northwest of Cal State San Bernardino to the Jerry L. Pettis Memorial Veterans Medical Center in Loma Linda.

The middle portion of the E Street corridor features dedicated lanes for the buses running down the middle of the road, and ticketing platforms in the middle of key intersections that include Marshall Boulevard, Highland Avenue, and Base Line Road.

Substantial completion is anticipated for early 2014, with testing and training taking place at that time, said Omnitrans spokesman David Rutherford.

The brand name for the rapid bus system is sbX, which stands for San Bernardino Express, Rutherford said. The E Street corridor is the first sbX line to be constructed. It's part of a larger sbX network of corridors envisioned to run on key thoroughfares throughout the San Bernardino valley and as far west as Rancho Cucamonga.

Rutherford called the project a "light rail experience on wheels," citing loading platforms that mirror ticketing platforms for rail projects such as the Gold Line.

"We want to reduce traffic congestion, and we think that by making a service available that is faster, or a more frequent service, that will attract a bigger ridership than we've had in the past with these BRT lines," Rutherford said. "We're developing the corridors and our goal is to provide connectivity with the other Omnitrans routes, as well as other transit services."

Bus rapid transit, officials said, is faster, and has fewer stops. The buses will also have traffic signal priority capability, allowing them to change stoplights to green for speedier travel.

Goals include mitigating increasing traffic on the region's freeways, increasing bus ridership, fostering transit-oriented development in the west end of San Bernardino County, and providing better transit links between the Omnitrans system, Metrolink, the Gold Line, and the LA/Ontario International Airport.

Potential sbX corridors include the east to west streets of Foothill Boulevard and Holt Boulevard, and north-south streets of Mountain Avenue, Haven Avenue, Sierra Avenue, and Riverside Avenue. The overall vision for an sbX system was approved by SANBAG in 2004.

Construction for other corridors is dependent on funding, and Omnitrans officials hope potential success with the E Street corridor will serve to bring money for the rest of the system.

"Before we even pursue (development on the other corridors), we have to complete this (E Street) project," Rutherford said. "If the (Federal Transit Administration) is satisfied with this corridor then, I think that will lead to funding for future corridors."

An 18-month study on the Foothill corridor is ongoing, while a preliminary study on Holt, to investigate stops and bus paths, is set to begin in January.

Rancho Cucamonga city officials met this past week to discuss planning for a line on Foothill Boulevard and Haven Avenue.

"The takeaway from the meeting I think is a recognition that it's a long-term project, and it's not going to get done in the next year or two, but (city leaders) asked that as we go along, we carefully analyze it, and we'll bring more details back to them for further review," said Jeff Bloom, deputy city manager for economic and community development.

City leaders, Bloom said, indicated desire to maintain bus stop or station designs consistent with the city's overall aesthetic.

"In Rancho, they've very carefully made the bus terminal fit the development," Bloom said. "They're very nicely done. They didn't want the BRT to adversely change that in a bad way."

According to the city's general plan, seven stops are envisioned, for a bus route that could conceivably run down the middle of Foothill Boulevard. The BRT would also connect to a route down Haven Avenue to the Ontario International Airport.

"I think bus rapid transit really is the future of transit," said Rohan Kuruppu, director of planning for Omnitrans.

"That's how we can most efficiently and effectively meet the mobility needs of this region. It is sustainable because as traffic conditions increases as congestion increases, we will still be able to maintain the operating speed because of dedicated lanes, stations and signal priority."

Public Posts



Healthy & Happy San Bernardino

... Planning for **OmniTrans**), David Rutherford (Representative of sbX Integrated Project Management), and Casey Dailey (Transit Analyst for SanBAG) appeared as part of a panel discussion that explored not only the next phases for the E Street corridor. The talk expanded to other potential lines of the sbX system (B.R.T.), which will, upon full build-out, operate with other forms of public transport to create a comprehensive network of fixed-guideway services throughout greater San Bernardino. ...





See More



Interest Grows in Future sbX Projects

www.omnitrans.org

As construction continues along the E Street Corridor, public interest has grown in the sbX system-wide plan and how the first line between northern San Bernardino and

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 Matt Owen likes this.



Write a comment...

California Council for Excellence
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Trish McKay
(858) 486-0400
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FOR IMMEDIATE RELEASE

**12 CALIFORNIA ORGANIZATIONS RECOGNIZED AS LEADERS IN INNOVATION
SERVICE AND PERFORMANCE EXCELLENCE.**

ESCONDIDO, Calif. (Jan. 9, 2013)—The California Council for Excellence (CCE) today announced the 2012 recipients of the California Awards for Performance Excellence (CAPE)[™] Eureka and Prospector Awards. Over the years, these levels of recognition have been achieved by diverse California organizations that represent leading practices and performance in business, education, healthcare, non-profit, and the military. The 2012 recipients continue that tradition of excellence.

The top Gold-level Eureka recipients are: Kaiser Permanente Riverside Medical Service Area and Sutter Davis Hospital, Davis, Calif.

CAPE Silver-level Eureka recipients are: Desert Regional Medical Center, Palm Springs; Electronic Source Supply, Van Nuys; Kaiser Permanente San Diego; Metro North WorkSource Center, Los Angeles; Portland VA Medical Center in Oregon; and VA Palo Alto Health Care System.

CAPE also recognized Bronze-level Eureka recipients: GNB Corp., Elk Grove; Managed Career Solutions/Hollywood WorkSource Center; and Omnitrans, San Bernardino.

Our first of many CAPE[™] Prospector recipients is: Facilities Management Unit within the Office of Court Construction, Administrative Office of the Courts, Sacramento. Remaining Prospector Award recipients will be announced at a later date.

The award program, which emulates the national Malcolm Baldrige Performance Excellence Program, recognizes organizations that demonstrate superior performance in seven key business areas: leadership; strategic

planning; customer and market focus; measurement, analysis and knowledge management; workforce focus; process management; and results.

Brent Duggleby, Chair of the CAPE™ Council, said "We are exceedingly proud of all our recipients as they have clearly demonstrated exceptional performance and are progressing on their efforts toward achieving excellence. As the CAPE program serves as California's gateway to the nation's Baldrige Performance Excellence Program, our Gold-level recipients can be recognized as being numbered among California's, as well as the nation's highest performing organizations."

The 2012 award recipients will be formally honored at CCE's 19th annual Best Practices and Awards Conference, Celebrating Excellence 2013, at the Irvine Marriot on Feb. 4 and 5. CAPE™ Eureka Awards will be presented to these winners during a dinner on Monday, Feb. 4. CAPE Prospector recipients will be recognized during the awards luncheon Tuesday, Feb. 5.

Community members are invited to learn about award recipients' innovations and best practices at conference workshops. Other conference speakers this year include Alexandra Valentin, corporate director of Culture Transformation from the Ritz-Carlton Leadership Center; Harry Hertz, director of the Baldrige Performance Excellence Program; and Stephen Hacker, chief executive officer of the Transformational Systems International, LLC.

More information about CCE and the conference is available at <http://www.calexcellence.org/>

About the California Council for Excellence

Founded in 1992, the California Council for Excellence is a nonprofit educational foundation dedicated to helping California-based organizations achieve world-class results through the principles and criteria of the Baldrige Performance Excellence Program. CCE also administers the annual California Team Excellence Awards (CTEA) program, which recognizes process management, innovation and problem-solving skills through organized work teams.

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Daily Bulletin
Friday, January 11, 2013

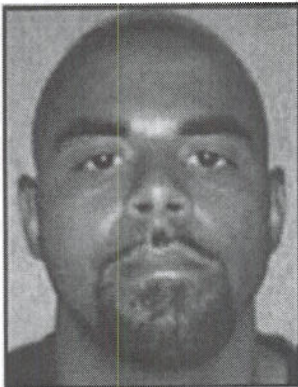
INLAND VALLEY DAILY BULLETIN

Rialto man who fatally stabbed bus driver sentenced to Patton State Hospital

Lori Fowler, Staff Writer

Posted: 01/11/2013 05:17:24 PM PST

Updated: 01/11/2013 09:52:55 PM PST



Robert Darrell Johnson (File photo)

The Rialto man convicted of murdering an Omnitrans bus driver more than two years ago was sentenced to 25 years to life in a state mental facility on Friday.

Judge Michael A. Smith ordered that Robert Darrell Johnson, 36, be committed to Patton state Hospital until his mental competence is restored, according to court records.

A jury found Johnson guilty of first-degree murder on Nov. 27 following a trial in the San Bernardino Superior Court. But a week later that same jury ruled that the defendant was insane when he stabbed Lawrence Kester of Fontana.

On May 7, 2010, Johnson boarded an Omnitrans bus near Riverside Avenue and Base Line in Rialto and walked to the back. A few minutes later, he came up front started stabbing the driver, authorities said.

Kester lost control of the bus and it crashed into a tree.

Johnson ran off the bus and into a Bank of America where he threw the knife away, authorities said. He then ran across the parking lot to a Stater Bros., where he was arrested.

Kester, 47, died from multiple stab wounds.

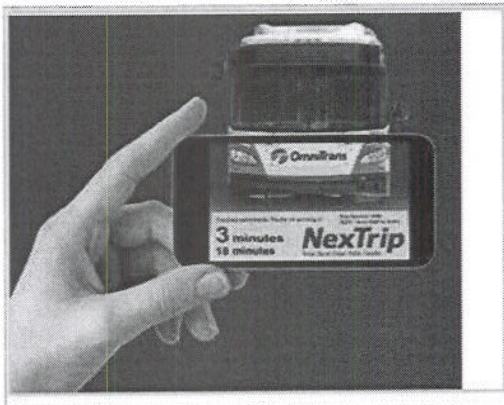
Johnson is scheduled to come back to court on Aug. 16 for a progress report.

Highland Community News

Monday, January 21, 2013

HIGHLAND COMMUNITY NEWS

Omnitrans Launches "NexTrip" Real-Time Arrival Technology



Bus arrival information by text, web or phone

Published: Monday, January 21, 2013 11:01 AM PST

Wonder when the next bus is due to arrive at your bus stop? Up-to-the-minute, accurate answers are at your fingertips with Omnitrans' new NexTrip technology! Now you can text, click or call to access real-time information.

Riders can access NexTrip real-time bus information via mobile web browser, desktop computer, SMS/text, or calling 1-800-9-OMNIBUS and selecting the NexTrip option. Online, customers can view buses and stops on a route map with real-time tracking. They even can sign up for automatic alerts, such as notification when the bus is five minutes away!

Omnitrans CEO/General Manager Milo Victoria was instrumental in bringing the new technology to Omnitrans. "We introduced this in D. C., while I was at the Washington Metropolitan Area Transit Authority, and our riders absolutely loved it. So, I promised our Board we would implement it at Omnitrans," he said.

To use NexTrip, customers simply provide their bus stop location information by bus route, direction and intersection or an Omnitrans bus stop number, located on all bus stop signs. GPS-enabled phones can automatically provide information for the closest bus stop. Omnitrans will install new signs with complete NexTrip contact information in mid-2013. The signs will feature a QR code riders can scan, providing yet another option to access arrival times.

A small group of Omnitrans customers tested the system in early January and gave NexTrip rave reviews. "I like knowing almost exactly when the next bus was coming to my stop," said hospice volunteer Krystal Wheeler of San Bernardino. "The text system is very easy to use. It helps me pace my walk after work so I'm not spending a lot of time standing around at the stop," said Chaffey College student Marcus Garcia of Chino Hills.

In 2014, Omnitrans will roll out NexTrip electronic message signs on all 23 station platforms on the agency's sbX bus rapid transit line, now under construction in San Bernardino and Loma Linda. Real-

time information signs will be added to major transfer centers in the Omnitrans system as well. The NexTrip system uses Global Positioning System (GPS) tracking satellites and advanced computer modeling developed by Nextbus, Inc. of Emeryville, California to provide accurate arrival information for all 2,500 bus stops in the Omnitrans fixed route bus system. Taking into account the actual location of the buses, their intended stops, and the typical traffic patterns, NexTrip estimates arrivals with a high degree of accuracy.

For more information go to: www.omnitrans.org/nextrip

MASS TRANSIT

Monday, January 21, 2013

MASS TRANSIT MAGAZINE

Omnitrans Launches NexTrip Real-Time Arrival Technology

SOURCE: OMNITRANS

CREATED: JANUARY 21, 2013

Wonder when the next bus is due to arrive at your bus stop? Up-to-the-minute, accurate answers are at your fingertips with Omnitrans' new NexTrip technology.

Linking Comments Print 1



Omnitrans has introduced its new NexTrip program for bus customers.

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ITEM # F1

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

SUBJECT: CEO/GENERAL MANAGER'S REPORT

Ridership for December 2012 was 1,184,244 compared to 1,251,336 in December 2011. This is a 5.4 percent decrease from December of last year.

Year-to-date system-wide ridership through December 2012 was 8,163,888, which is an increase of 1.61 percent from last year-to-date. Fixed route ridership increased by 121,425 passengers year-to-date. Ridership on Access increased by 8,058 passengers, and OmniLink decreased by 219 passengers. OmniGo ridership was 66,649, which is a 3.8 percent increase over December 2011.

Year-to-date pass outlet sales through December 2012 increased by 17,104 units with 62,027 sold compared to 44,923 last year. This represents an increase of 38.1 percent. Revenue from bus pass and ticket sales, combined with the Go Smart college program revenue, was down 6.3 percent through December (\$2,669,264.90 vs. \$2,848,839.10 last year, a decrease of \$179,574.20). This discrepancy is related to Go Smart college program revenue which was received mostly in lump sum payments by cities during the one-year pilot last year and which now is received in semester payments by partner colleges.

Year-to-date fixed route revenue through December 2012 was \$6,562,597 compared to \$6,701,303 last year, which is a decrease of 2.07 percent.

On-time performance for December 2012 was 85.54 percent.

During the month of December, there were nine vandalism incidents – one in Highland, one in Redlands, one in Rialto, and six in San Bernardino.

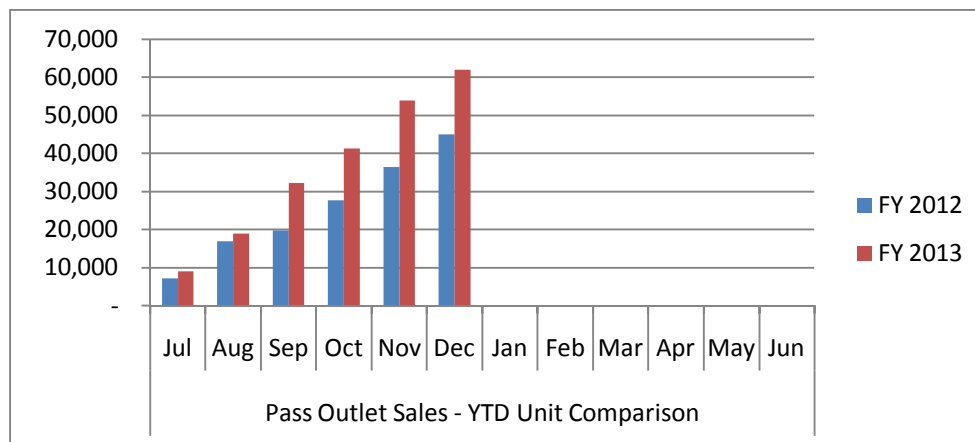
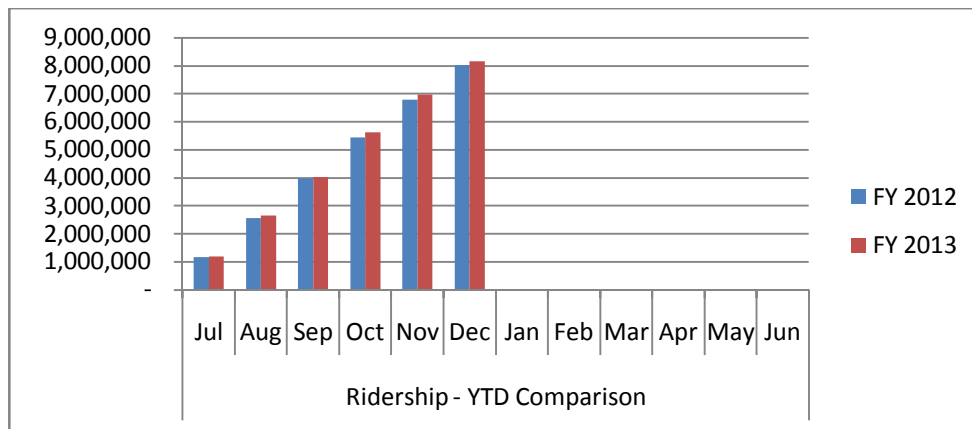
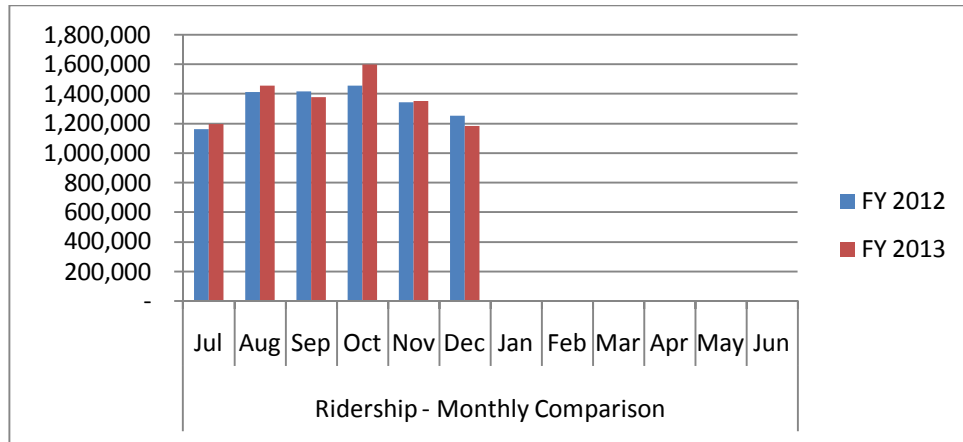
Omnitrans participated in six outreach events in December – Ontario Civic Center Transfer Station Opening, December 4; Rancho Cucamonga City Council Presentation, December 5; Travel Training Bus Presentation for Sierra Vista TELACU, December 6; Travel Training Bus Presentation for Monte Vista TELACU, December 11; Travel Training Bus Presentation for La Paz TELACU, December 18; and Vehicle Maintenance Facility Open House, December 18.

CEO/General Manager Victoria did not have any Agency-related travel this past month.

Omnitrans is one of 17 organizations to receive a grant for the Innovative Transit Workforce Development Program from the Federal Transit Administration. Omnitrans will receive \$340,000 to train future transit professionals in emerging technologies and encouraging young people to pursue careers in public transportation.

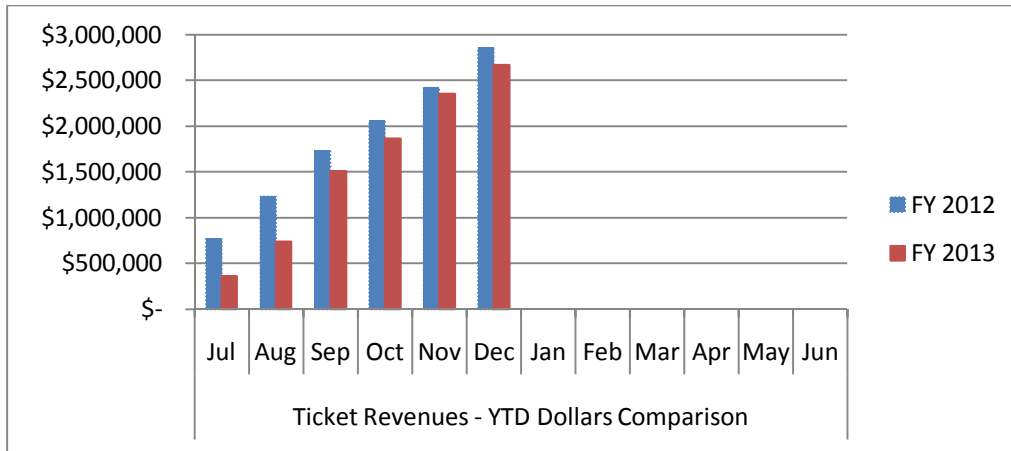
MV

CEO/General Manager Report - February 2013

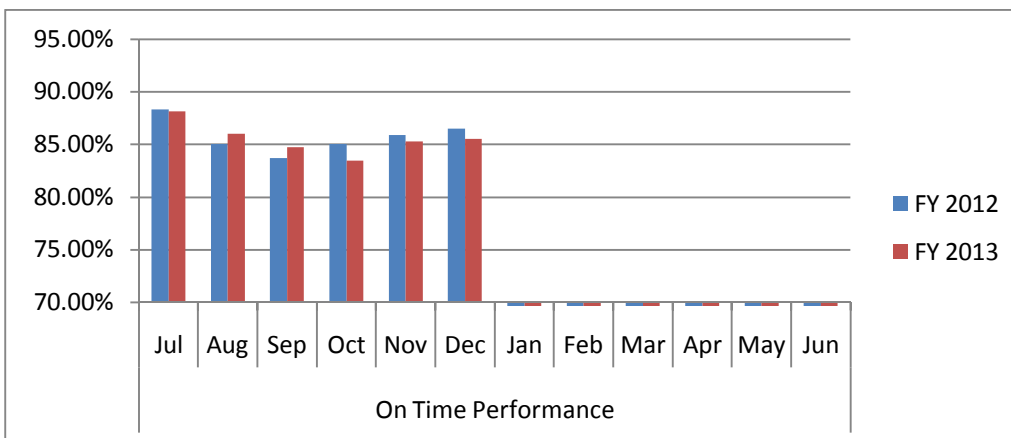
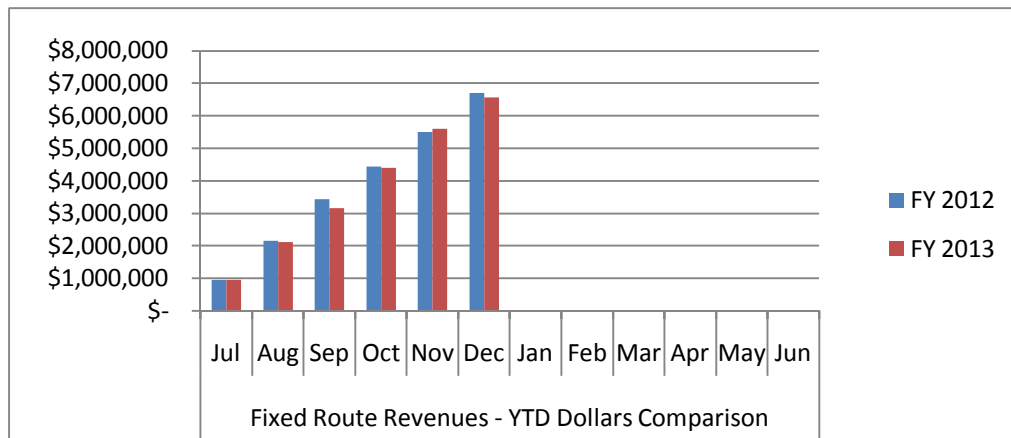


***Significant difference due to large purchase by San Bernardino County**

CEO/General Manager Report - February 2013



***Data includes revenue from tickets, passes & Go Smart college program.**



ITEM # F2

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

THROUGH: Milo Victoria, CEO/General Manager

FROM: Jennifer M. Sims, Director of Procurement

**SUBJECT: AWARD SOLE SOURCE PURCHASE ORDER FOR
REPLACEMENT FAREBOXES**

FORM MOTION

Authorize the CEO/General Manager to award a sole source purchase order to GFI Genfare, Inc., of Elk Grove Village, IL, for the purchase of fifty-four GFI Odyssey Validating Fareboxes and ten trim units. The cost of this equipment purchase is \$820,466, plus a 3.27% Cost Allocation Plan (CAP) of \$26,829, for a total project amount of \$847,295.

BACKGROUND AND ANALYSIS

The current GFI Cents-a-Bill (CAB) fareboxes have been in service for twenty-five years and have exceeded their useful life expectancy. These units have been upgraded, rebuilt, and refurbished several times to bring them current with standards. These fareboxes have recently experienced frequent significant downtimes and the units have become more expensive to maintain. Staff recommends replacing the existing CAB fareboxes with the Odyssey Validating Fareboxes. The Odyssey Validating Fareboxes allow for more methods/options in fare collections, such as accepting credit cards, auto-reading of dollar bill denominations and future Smart Card technology.

The purchase of fifty-four Odyssey Validating Fareboxes follows a sole source purchase two years ago of sixty-six Odyssey Validating Fareboxes. All new buses come equipped with these new units. This purchase will complete the standardization of the farebox operating system throughout Omnitrans' fleet.

The breakdown of the cost of the equipment purchase is as follows: \$714,420 for fifty-four fareboxes, with a unit cost of \$13,230, \$40,950 for ten trim units, with a unit cost of \$4,095, \$2,778 in shipping costs, and \$62,318 in sales taxes, for a total purchase price of \$820,466.

In accordance with FTA Circular 4220.1F, section VI-17, procurement by noncompetitive proposals may be used when the manufacturer is the sole provider of the items compatible with

existing equipment/systems and when the equipment/systems are not interchangeable with similar parts and equipment from other manufacturers.

FUNDING SOURCE

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

Funding Source	Grant Number	Fiscal Year	Project Code	Percentage	Amount
FTA	CA-90-Y939	2012	D1220601F	80%	\$677,836
STA	TBD	2012	D1220601S	20%	\$169,459
Total					\$847,295

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

CONCLUSION

If the purchase of the Odyssey Farebox upgrades is denied, Omnitrans will continue to operate the older CAB fareboxes and breakdowns and maintenance cost are anticipated to increase. Further, Omnitrans' fleet will not have the same fare collection capabilities for customers, and not upgrading would greatly limit Omnitrans' future fare media collection options.

MV:JS:CV

ITEM # F3

DATE: February 6, 2013

TO: Board Chair Dick Riddell & Members of the Omnitrans Board of Directors

FROM: Milo Victoria, CEO/General Manager

**SUBJECT: CEO/GENERAL MANAGER'S
PERFORMANCE EVALUATION PROCESS**

FORM MOTION

Establish CEO/General Manager's Performance Evaluation Process.

BACKGROUND & SUMMARY

During the last Performance Evaluation process of the CEO/General Manager in April 2012, the Board of Directors discussed revamping the existing process for future evaluations. As the time is fast approaching to prepare this year's evaluation, this item is presented for discussion by the Board of Directors.

Potential options include, but are not limited to:

- Continue with the current 360 Process with Director of Human Resources coordinating the process – Survey Code provided to all Board Members, with results, along with the self-evaluation and accomplishments prepared by the CEO/General Manager, were reviewed by the Executive Committee, and subsequently presented to the Board of Directors, with final evaluation discussed with the CEO/General Manager by the Board Chair.
- Task the Executive Committee, Legal Counsel, or someone else as assigned by the Board, with coordinating the evaluation process – Could still use the 360 process, with results provided directly to Executive Committee, and subsequently reviewed by the CEO/General Manager.
- Appoint Ad-Hoc Committee for the purpose of creating evaluation criteria and process to be used by the Board of Directors in evaluating the CEO/General Manager.
- Other option as directed by the Board of Directors

If the Board chooses to use the 360 process, regardless of who is coordinating the process, the vendor can revise the questions as desired. Additionally, whatever process is selected, it is recommended that the Self-Evaluation, along with accomplishments, be provided to the Board of Directors in the early stage of the process to be used as a tool when completing the evaluation.