

#### **OPERATIONS AND SAFETY COMMITTEE**

TUESDAY, FEBRUARY 16, 2016, 2:00 P.M.
OMNITRANS METRO FACILITY
1700 WEST 5TH STREET
SAN BERNARDINO, CA 92411

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

#### A. CALL TO ORDER

- 1. Pledge of Allegiance
- 2. Roll Call

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

1. Next Committee Meeting: Not scheduled at this time.

#### 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 Operations and Safety Committee, comments on items not on the agenda and on items on the agenda are to be limited to a total of three (3) minutes per individual.

#### D. POSSIBLE CONFLICT OF INTEREST ISSUES

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

## E. DISCUSSION ITEMS

- 1. Approve Operations and Safety Committee Minutes October 19, 2015
- 2. Recommend the Board of Directors Authorize CEO/General Manager to Award Contract FIN16-53, Design-Build-Maintain of the Compressed Natural Gas (CNG) Infrastructure at East Valley and West Valley Fueling Facilities

#### F. REMARKS AND ANNOUNCEMENTS

#### G. ADJOURNMENT

Posted: February 11, 2016

2

4



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

ITEM# DI
----------

**DATE:** February 16, 2016

**TO:** Committee Chair John Roberts and

Members of the Operations and Safety Committee

THROUGH: P. Scott Graham, CEO/General Manager

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

SUBJECT: DISCLOSURE(S) REGARDING RECOMMENDATIONS FOR

ACTION BY THE OPERATIONS AND SAFETY COMMITTEE

## **FORM MOTION**

Staff hereby provides a listing of principals and subcontractors associated with action items on the agenda for the Operations and Safety Committee meeting scheduled February 16, 2016.

Item	Contract	Principals & Agents	Subcontractors
#E1	Contract FIN16-53	GP Strategies	CT Concrete Cutting
	Design-Build-Maintain	Columbia, MD	Murrieta, CA
	Compressed Natural Gas (CNG)	Michael Mackey, Sr. Vice	
	Infrastructure at East Valley and	President	CMC Contracting
	West Valley Fueling Facilities		Riverside, CA
			Hill Crane Service
			Bloomington, CA

PSG/JMS



## **CONFLICT OF INTEREST FORM**

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

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

#### **BOARD MEMBER INFORMATION**

BOARD MEMBER NAME CITY/COUNTY NAME MEETING DATE					
CAMPAIGN CONTRIBUTIONS					
1. I have a disqualifying campa	ign contribution of over \$250 from _				
and therefore I am abstaining	from participation on Agenda Item	(Name of Company and/or Individual) n, Subject:			
2. I have a disqualifying campa	ign contribution of over \$250 from _				
		(Name of Company and/or Individual)			
and therefore I am abstaining	from participation on Agenda Item	1, Subject:			
2 71 11 11 11 11					
3. I have a disqualifying campa	ign contribution of over \$250 from _	(A)			
and themstone I am abstaining	fuence mouticipation on A conde Items	(Name of Company and or Individual)			
and therefore I am abstaining	from participation on Agenda Item	1, Subject:			
FINANCIAL INTEREST					
1. I have a financial interest of _					
_	State income, real proper	ty interest or business position			
	Identify company or property location	 1			
	J 1 J 1 1 J				
2. I have a financial interest of _					
	State income, real prop	perty interest or business position			
<u></u>					
SIGNATURE					
Board Member Signatu	ire	Date			



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

ITEM#	E1
-------	----

## OPERATIONS AND SAFETY COMMITTEE MINUTES OCTOBER 19, 2015

#### A. CALL TO ORDER

The Operations and Safety Committee Meeting was called to order by Committee Chair John Roberts at 2:00 p.m., Monday, October 19, 2015.

- 1. Pledge of Allegiance
- 2. Roll Call Self-Introductions

## **Committee Members Present**

Council Member John Roberts – Committee Chair Mayor Richard DeLaRosa, City of Colton Supervisor Josie Gonzales, County of San Bernardino Mayor Ray Musser, City of Upland Council Member Dick Riddell, City of Yucaipa Mayor Pro Tem Alan Wapner, City of Ontario

#### **Committee Members Not Present**

Supervisor James Ramos, County of San Bernardino Mayor Pro Tem Sam Spagnolo, City of Rancho Cucamonga

#### **Others Present**

Director of Transit and Rail Carrie Schindler, SANBAG

## **Omnitrans Administrative Staff Present**

P. Scott Graham, CEO/General Manager
Samuel Gibbs, Director of Internal Audit
Jacob Harms, Director of Information Technology
Andres Ramirez, IPMO Manager
Jennifer Sims, Director of Procurement
Don Walker, Director of Finance
Wendy Williams, Director of Marketing & Planning
Tim Campbell, Safety & Regulatory Compliance Manager
Jeremiah Bryant, Planning Services Manager
Tom Dahlin, Safety Manager
Mark Crosby, Loss Prevention Supervisor
Vicki Dennett, Executive Assistant to CEO/General Manager

Member DeLaRosa arrived at 2:02 p.m.

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

There were no announcements.

#### C. COMMUNICATION FROM THE PUBLIC

There were no communications from the public.

#### D. Possible Conflict of Interest Issues

There were no conflict of interest issues identified.

#### E. DISCUSSION ITEMS

1. Approve Operations and Safety Committee Meeting Minutes – September 21, 2015

M/S (Wapner/Musser) that approved the Committee Minutes of September 21, 2015. Motion was unanimous by Members present.

2. Receive and File Project Update: Redlands Passenger Rail Project

Carrie Schindler presented this item. Member Wapner asked about Security. SANBAG is planning on having conductors on board, so there are two people rather than just the operator alone. The plan is to utilize San Bernardino County Sheriff's Office, which will have to institute a transit division, like Los Angeles County does. Member Riddell mentioned the lack of service to Norton Air Force Base and Loma Linda. Carrie said that both locations were considered, but that Waterman made more sense logistically. However, both sites have been cleared environmentally and will be considered by the SANBAG Board. Funding sources are Local Measure I, State and Federal. There are minor acquisitions in the 26 right-of-way grade crossings, cost est. \$5.1M. If approved by the November SANBAG Board, negotiations will begin.

This item was received and filed.

Member Gonzales left the meeting at 2:38 p.m.

3. Receive and File Informational Brief – Security Incidents/Measures, Coach Operations and Facilities

Omnitrans Safety & Regulatory Compliance Manager Tim Campbell presented this item. He reviewed incident data from 2007-2014, which showed a gradual increase from 4 to 13 non-aggravated injuries, and 2 to 5 aggravated injuries, per 15,000,000 rides per year. Tim also explained that on-board video surveillance, which is what Omnitrans utilizes, is ranked the number one most effective deterrent nationwide. The Covert Alarm System in use sends an emergency alert to Dispatch, creates an open microphone with audio sent to Dispatch, and a request to talk to Dispatch. Security at Omnitrans facilities and sbX

Operations and Safety Committee Minutes October 19, 2015 – Page 3

remains diligent and highly effective. Security officers are trained in CPR, First Aid, A.E.D., Conflict Resolution, and Conflict De-escalation. We haven't yet looked at body alarms for the operators, as questioned by Member DeLaRosa. Member Wapner suggested the operators receive training in addition to the Annual Transit Renewal Certification process the operators go through. Omnitrans staff do not utilize physical restraints for unruly passengers.

This item was received and filed.

#### F. REMARKS AND ANNOUNCEMENTS

Member Gonzales returned at 2:50 p.m.

## G. ADJOURNMENT

The Operations and Safety Committee adjourned at 2:50 p.m. The next Committee Meeting will be scheduled and posted at Omnitrans and on the Omnitrans website.

Prepared 1	by:				
Christine	Vega, A	Admini	strative	Secreta	ry



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

**DATE:** February 16, 2016

**TO:** Committee Chair John Roberts and

Members of the Operations and Safety Committee

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

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

SUBJECT: RECOMMEND AWARD – CONTRACT FIN16-53, DESIGN-BUILD-

MAINTAIN OF THE COMPRESSED NATURAL GAS (CNG) INFRASTRUCTURE AT EAST VALLEY AND WEST VALLEY

**FUELING FACILITIES** 

## **FORM MOTION**

Recommend the Board of Directors authorize the CEO/General Manager to award negotiated Contract FIN16-53 to GP Strategies of Columbia, Maryland, for the Design-Build-Maintain of the Compressed Natural Gas (CNG) infrastructure at the East Valley and West Valley Vehicle Fueling Facilities, which includes maintenance for a one-year base period commencing upon completion and acceptance of construction, in the amount of \$6,142,219.00. In addition authorize Omnitrans to carry a fifteen percent contingency of \$921,333.00, and to apply a 3.27% Cost Allocation Plan of \$230,979.00 to the contract; and

Recommend the Board of Directors provide the CEO/General Manager the authority to exercise three (3) single option maintenance years in the aggregate amount of \$495,637.00.

The total expenditure authorization for this contract is not-to-exceed the amount of \$7,790,168.00.

The contract documents are available upon request.

## **BACKGROUND**

In September 2014, Omnitrans contracted with Clean Energy, under RFP-FIN14-269, to conduct a CNG Fueling Infrastructure Feasibility Study to evaluate the viability, cost(s) and benefits of implementing pipeline CNG fueling operations at Omnitrans' three facilities. The purpose of the Feasibility Study was to provide an alternative to Omnitrans' current fueling operations.

Committee Chair John Roberts and Members of the Operations and Safety Committee February 16, 2016 – Page 2

The Feasibility Study was completed in April 2015 and found that there were no jurisdictional, operational, economical, or technical restrictions preventing Omnitrans from pursuing a pipeline CNG fueling infrastructure at its facilities. The Study concluded that an annual savings, after implementation of a pipeline CNG fueling infrastructure, will realize a total cost reduction of approximately \$1,350,000 annually in fueling costs at Omnitrans' three facilities (East Valley, West Valley, and I Street).

Further, the Study concluded that the implementation of pipeline fueling at the facilities, particularly at East Valley, will help to alleviate the nearby community's concerns with the existing LNG facility. The method of delivery through pipeline eliminates the need for the LNG storage tanks.

The Feasibility Study included a Technical Feasibility section that provided potential costs to install pipeline CNG systems at each of the facilities. The projected costs were as follows:

East Valley: \$2,294,906 West Valley: \$1,708,362 I Street: \$1,564,010

In June 2015, the Board of Directors approved that Omnitrans proceed with the development of the preliminary design, technical specifications, and solicitation documents with our "On Call" Architectural and Engineering firm STV, Inc. Omnitrans' initial approach was to install the pipeline CNG system at East Valley in the 2015/16 fiscal year (as was stated in our Strategic Initiative #1); at West Valley in the 2016/2017 fiscal year; and I Street in the 2017/2018 fiscal year.

However, after review of the similarities between the East Valley and West Valley systems, Omnitrans decided to package the pipeline CNG systems at these two facilities into one project. This would provide the project with some economy of scale, ensure interchangeable components between facilities for maintenance purposes, and provide fuel cost savings at West Valley one year earlier than anticipated.

In addition to grouping the East Valley and West Valley systems together, and in an effort to increase competition, expedite the timeliness of the project, achieve cost savings, and increase the quality of the system, the use of the Design-Build-Maintain method was recommended. Design-Build-Maintain is a method that is allowed by the FTA and State statute PCC § 20209.5 et seq.

As the solicitation documents were being developed, discrepancies were noted between the scope of work that was used in the feasibility study versus the scope of work that would be required to obtain the desired fueling system. This increased the projected cost of the project significantly. Below is a breakdown that summarizes the costs associated with each stage of our analysis during the development of the solicitation.

Item	East Valley Feasibility Study (Clean Energy)	East Valley ICE (STV)	East Valley Reduced Scope
General Sitework	\$1,117,668	\$656,697	\$656,697
Engineering / Design	\$168,018	\$92,166	\$92,166
Equipment	\$922,972	\$1,550,141	\$1,550,141
Project Administration	\$86,248	\$195,415	\$195,415
Base Scope Subtotal	\$2,294,906	\$2,494,419	\$2,494,419
Demolition		\$98,921	\$98,921
Redundancy – See Note 1		\$1,757,973	\$1,075,945
Compressor Cost Difference		\$904,532	\$904,532
Emergency Power – See Note 2		\$1,082,807	\$1,182,807
Electrical Service		\$39,884	\$39,884
Gas Service		\$59,924	\$59,924
Maintenance		\$200,000	\$200,000
E.V. Compactor		\$17,403	\$17,403
Difference Subtotal	\$0	\$4,161,444	\$3,579,416
East Valley Subtotal	\$2,294,906	\$6,655,863	\$6,073,835
Project Contingency (10%)	\$229,491	\$665,586	\$607,384
CAP (3.27%)	\$82,548	\$239,411	\$219,476
Total	\$2,606,945	\$7,560,860	\$6,899,695

Note 1: Redundancy was added to the system to protect Omnitrans' fueling facilities in the case one of the compressors was inoperable. At East Valley it equated to having four compressors in lieu of two compressors proposed by the Feasibility Study. The reduced scope changed this to three compressors and one "future" compressor.

Note 2: Reduced scope added cost to this project, but is projected to save \$400,000 on a separate project.

Item	West Valley Feasibility Study (Clean Energy)	West Valley ICE (STV)	West Valley Reduced Scope
General Sitework	\$893,809	\$56,501	\$56,501
Engineering / Design	\$122,400	\$92,166	\$92,166
Equipment	\$629,442	\$1,592,008	\$1,592,008
Project Administration	\$62,711	\$147,957	\$147,957
Base Scope Subtotal	\$1,708,362	\$1,888,632	\$1,888,632
Demolition		\$9,524	\$9,524
Redundancy – See Note 1		\$820,865	\$136,072
Compressor Cost Difference		\$611,638	\$611,638

Committee Chair John Roberts and Members of the Operations and Safety Committee February 16, 2016 – Page 4

Emergency Power		\$754,715	\$754,715
Electrical Service		\$45,771	\$45,771
Gas Service		\$9,171	\$9,171
Maintenance		\$150,000	\$150,000
W.V. Dispensers		\$97,828	\$97,828
W.V. Temporary		\$48,913	\$48,913
Difference Subtotal	\$0	\$2,548,425	\$1,863,632
West Valley Subtotal	\$1,708,362	\$4,437,057	\$3,752,264
Project Contingency (10%)	\$170,836	\$443,706	\$375,226
CAP (3.27%)	\$61,450	\$159,601	\$134,969
Total	\$1,940,648	\$5,040,364	\$4,262,459

Note 1: Redundancy was added to the system to protect Omnitrans' fueling facilities in the case one of the compressors was inoperable. At West Valley it equated to having three compressors in lieu of one compressor proposed by the Feasibility Study. The reduced scope changed this to two compressors and one "future" compressor.

On October 7, 2015, Omnitrans' Board of Directors authorized staff to release Request for Proposals RFP-FIN16-53. The Board of Directors asked that Omnitrans' staff consider alternatives within the solicitation. The RFP was modified accordingly. Notices were published in two local newspapers of general circulation, and posted on Omnitrans' online bidding system.

Four responses were received prior to the December 10, 2015 deadline, and three of the proposers were found responsive, and were evaluated in accordance with the evaluation criteria. All three of the proposers were found to be technically qualified and asked to attend clarification interviews.

The evaluation committee conducted the clarification interviews before inviting the proposers to submit their Best and Final Offers (BAFO) with cost and time differentials for five (5) alternative approaches.

Criteria:	Trillium	Clean Energy	GP
			Strategies
BAFO Base Price	\$9,675,123.00	\$9,939,396.00	\$6,330,219.00

Upon receipt and review of the BAFO's, the evaluation committee found the proposal from GP Strategies to be fair and reasonable and the best value. Therefore, staff recommends them for award.

This procurement meets the requirements of Omnitrans' procurement policies and procedures.

Committee Chair John Roberts and Members of the Operations and Safety Committee February  $16,\,2016-Page\ 5$ 

## **FUNDING SOURCE**

				INTERNAL	
SOURCE	GRANT #	YEAR	PROJECT NAME	ORDER	AMOUNT
FTA	CA-90-Z112-00	2014	CNG Fuel Station	D1440316F	\$203,641
FTA	CA-90-Z112-00	2014	CNG Fuel Station	D1440317F	\$1,524,586
FTA	CA-90-Z280-00	2015	CNG Fuel Station	D1540316F	\$1,439,792
FTA	TBD	2016	CNG Fuel Station	D1640320F	\$1,338,494
Local	TBD	2016	CNG Fuel Station	TBD	\$2,788,018
			TOTAL		\$7,294,531

The \$495,637 of single-year maintenance agreements will be covered in the Maintenance Department annual operating budgets.

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

Short Range Transit Plan/Strategic Initiative Supported – Strategic Initiative 1 – Fuel Cost Reduction

## **CONCLUSION**

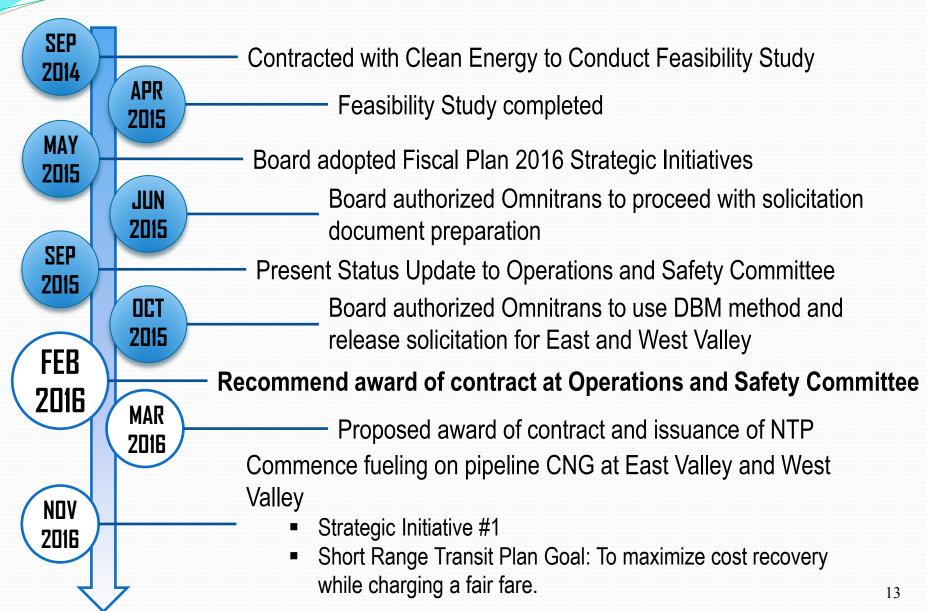
Approval of this item will provide pipeline natural gas fueling and remove the existing Liquid Natural Gas equipment at the East Valley and West Valley facilities.

PSG:JMS:KM

# RECOMMEND AWARD – CONTRACT FIN16-53, DESIGN-BUILD-MAINTAIN OF THE COMPRESSED NATURAL GAS (CNG) INFRASTRUCTURE AT EAST VALLEY AND WEST VALLEY FUELING FACILITIES

Operation and Safety Committee Meeting February 16, 2016

# **Timeline**



# Feasibility Study Results

Feasible to install pipeline CNG system at three facilities.

No jurisdictional, operational, economical, or technical restrictions.

Potential annual fuel cost savings.

- East Valley \$ 760K
- West Valley \$ 460K
- I Street \$ 137K

Alleviate community's concern with Omnitrans' existing LNG fueling system.



# Project Costs Presented to Board

## Feasibility Study

East Valley \$2,294,906

West Valley \$1,708,362

Total \$4,003,268

## Independent Cost Estimate

East Valley \$6,655,863

West Valley \$4,437,057

Total \$11,092,920

## Reduced Scope

East Valley \$6,073,835

West Valley \$3,752,264

Total \$9,826,099





# Scope of Work

## Feasibility Study Scope

- General Site-work
- Engineering/Design
- Equipment
  - 2 CNG Compressors at East Valley and 1 CNG Compressor at West Valley
  - Dryer
  - Reuse majority of existing equipment

## Additional Work Included in ICE

- Additional 2 Compressors at Each Facility
- Remove Existing LNG System and Restore Area
- Emergency Generator
- New Electrical and Gas Service
- 1 Year Maintenance
- Relocate Existing Trash Compactor and Dumpster at East Valley
- 2 new fuel dispensers at West Valley

## Reduced Scope

Redundant Compressor at Each Facility (Total of 2) to be "Future"

# **RFP Solicitation**

## **Board Authorization**

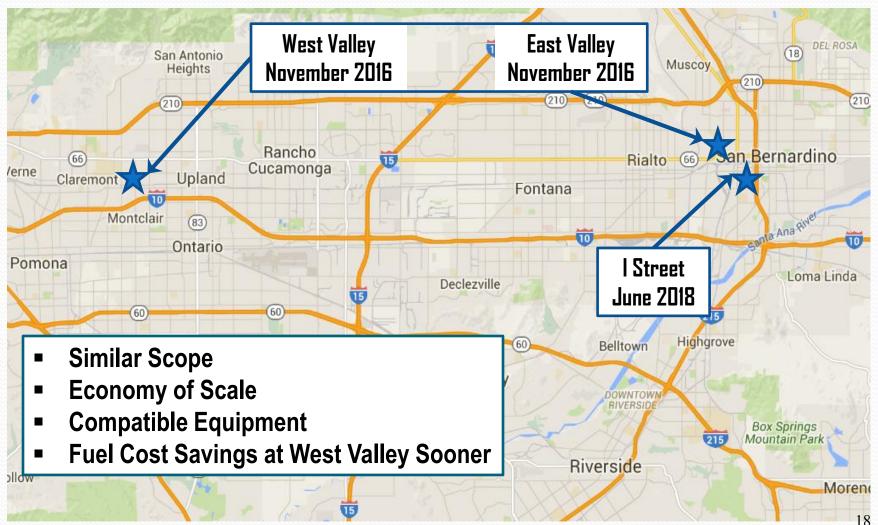
- Design-Build-Maintain Approach
  - Use of the Design-Build-Maintain approach authorized.
- Solicitation
  - Release of solicitation authorized.
  - Requested language in solicitation that allows Omnitrans the opportunity to negotiate with all proposers.
  - Alternate solutions be considered.

## Solicitation Modifications

- Modified language to allow for negotiation with one, some, or all proposers.
- Requested alternate proposals be provided by each proposer that could help reduce cost or expedite the start of CNG fueling.
- Extended the mandatory fueling date from June 2016 to November 2016.

# RFP Plan

## **Revised Plan**



# RFP Response Evaluation

## Responses

- 4 responses received.
- 3 found responsive.

## **Evaluation**

- Selection Committee reviewed and scored the proposals.
- All responsive proposers were found to be capable of performing the work.
- All responsive proposers were asked to attend clarification interviews.
- Based on information obtained within the clarification interviews,
   Best and Final Offers were requested from all proposers.
- BAFO's were reviewed.
- Selection Committee is recommending award based on best value.

# BAFO Request

## Base Proposal

- Modify compressors at West Valley to be 1600 scfm each.
- Clarify that East Valley compressors should be 1200 scfm each.
- Maintenance in first year should include at minimum weekly site visits and inspections.

## Alternate Solutions Requested / Considered

- Reduce the amount of emergency power required at each facility.
- Installation of facility at West Valley in alternate location.
- Provide ½ size compressors.
- Provide extended warranty for CNG equipment in Optional Maintenance years 2, 3, and 4.

# Selection

## Based on Best Value

- Selection Committee is recommending that the contract be awarded to GP Strategies.
- After evaluation of the Alternate proposals, the following two Alternates will be accepted:
  - Reduce the amount of emergency power required at each facility.
  - Provide extended warranty for CNG equipment in Optional Maintenance years 2, 3, and 4.

## Final Cost Comparison (w/o Maintenance Options)

Location	Feasibility	ICE	Reduced Scope	GP Strategies
East Valley	\$ 2,294,906	\$ 6,655,863	\$ 6,073,835	\$ 3,331,109
West Valley	\$ 1,708,362	\$ 4,437,057	\$ 3,752,264	\$ 2,811,110
Total	\$ 4,003,268	\$ 11,092,920	\$ 9,826,099	\$ 6,142,219

# Project Advantages

## Community

 Alleviate community's concern with Omnitrans' existing LNG fueling system.

Meets Requirements of Strategic Initiative #1

## **Operational Cost Savings**

Item	Year 1	Year 2	Year 3	Year 4	Total
Fuel	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$7,200,000
Maintenance	\$ 300,000	\$139,000	\$ 131,000	\$133,000	\$703,000
Total	\$2,100,000	\$1,939,000	\$1,931,000	\$1,933,000	\$7,903,000

Fare box recovery increase 21.3% to 22.1% in year 1.

## Renewable Fuel / Carbon Credits

- Pursuing the use of Renewable Fuel (additional savings to fuel).
- Researching the sale of Omnitrans' Carbon Credits (additional revenue).
  - LCNG will become a Carbon Deficit sooner than CNG.

# Motion Request

## **Motion Request**

- Recommend the Board of Directors authorize the CEO/General Manager to award negotiated Contract FIN16-53 to GP Strategies in the amount of \$6,142,219.00.
- Recommend the Board of Directors provide the CEO/General Manager the authority to exercise three (3) single option maintenance years in the aggregate amount of \$495,637.00.
- Total Expenditure Authorization:

DBM Contract:	\$ 6	6,142,219
Project Contingency 15%	\$	921,333
CAP 3.27%	\$	230,979
Option Maintenance Years	\$	495,637
Total	\$ 7	7.790,168

# Questions?