

Date: Monday, April 28, 2008

Time: 9:00 a.m.

Where: Orange County Transportation Authority Headquarters
600 South Main Street, First Floor - Conference Room 154
Orange, California 92868



BOARD AGENDA

Orange County Transportation Authority Board Meeting
OCTA Headquarters
First Floor - Room 154, 600 South Main Street
Orange, California
Monday, April 28, 2008, at 9:00 a.m.

ACTIONS

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the OCTA Clerk of the Board, telephone (714) 560-5676, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Invocation

Director Bates

Pledge of Allegiance

Director Mansoor

Agenda Descriptions

The agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board of Directors may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

Public Comments on Agenda Items

Members of the public wishing to address the Board of Directors regarding any item appearing on the agenda may do so by completing a Speaker's Card and submitting it to the Clerk of the Board. Speakers will be recognized by the Chairman at the time the agenda item is to be considered. A speaker's comments shall be limited to three (3) minutes.



BOARD AGENDA

ACTIONS

Special Matters

1. Presentation of Resolutions of Appreciation for Employees of the Month for April 2008

Present Orange County Transportation Authority Resolutions of Appreciation Nos. 2008-23, 2008-24, 2008-25 to Robert Green, Coach Operator; James Pugh, Maintenance; and Cathy Davis, Administration, as Employees of the Month for April 2008.

Consent Calendar (Items 2 through 31)

All matters on the Consent Calendar are to be approved in one motion unless a Board Member or a member of the public requests separate action on a specific item.

Orange County Transportation Authority Consent Calendar Matters

2. Approval of Minutes - Special Meeting

Of the Orange County Transportation Authority and affiliated agencies' special meeting of April 14, 2008.

3. Approval of Minutes - Regular Meeting

Of the Orange County Transportation Authority and affiliated agencies' regular meeting of April 14, 2008.

4. Approval of Resolutions of Appreciation for Employees of the Month for April 2008

Adopt Orange County Transportation Authority Resolutions of Appreciation Nos. 2008-23, 2008-24, and 2008-25 to Robert Green, Coach Operator, James Pugh, Maintenance, and Cathy Davis, Administration, as Employees of the Month for April 2008.



BOARD AGENDA

ACTIONS

5. Legislation Related to the Confidential Records Program
Manny Leon/P. Sue Zuhlke

Overview

A bill amending the Confidential Records Program administered by the California Department of Motor Vehicles to permit the collection of toll violations is presented for a Board of Directors' position.

Recommendation

Adopt the following recommended position on legislation:

Support and Work with Authors on AB 996 (Spitzer, R-Orange and Solorio, D-Santa Ana)

6. Amendment to Agreement to Exercise First Option Year for On-Call Commuter Rail Engineering Services
Abbe McClenahan/Kia Mortazavi

Overview

On February 24, 2005, the Board of Directors approved an agreement with J.L. Patterson & Associates, Inc., for a base term of three years with two one-year options to provide on-call railroad engineering services to support Orange County Metrolink commuter rail services. Ongoing professional engineering services are needed to support staff in the planning and management of Metrolink operations.

Recommendation

Authorize the Chief Executive Officer to exercise the first one-year option and execute Amendment No. 4 to Agreement No. C-4-1222 between the Orange County Transportation Authority and J.L. Patterson & Associates, Inc., in an amount not to exceed \$100,000, for continued services through June 30, 2009, bringing the total contract value to \$321,000.



BOARD AGENDA

ACTIONS

7. **Amendment to Agreement for Project Report and Environmental Document Services for Lane Addition on the Eastbound Riverside Freeway (State Route 91) Between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71)**
Arshad Rashedi/Kia Mortazavi

Overview

On December 13, 2004, the Orange County Transportation Authority Board of Directors approved an agreement with Kimley-Horn and Associates to prepare the project report and environmental document for improvements to the eastbound Riverside Freeway (State Route 91), between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71). The consultant team successfully completed the project report and environmental document, and the project was approved in December 2007. An amendment to the Kimley-Horn and Associates agreement is needed to close out the contract.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to Agreement No. C-4-1048 between the Orange County Transportation Authority and Kimley-Horn and Associates, in an amount not to exceed \$132,000, for closeout costs for the eastbound Riverside Freeway (State Route 91) project, between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71), bringing the total contract value to \$1,944,204.

8. **Selection of a Consultant to Conduct the Central County Corridor Major Investment Study**
Charlie Larwood/Kia Mortazavi

Overview

The Orange County Transportation Authority Board of Directors directed staff to initiate the Central County Corridor Major Investment Study. Consultant assistance is required for this effort and proposals and statements of qualification for the preparation of a major investment study were solicited in accordance with the Orange County Transportation Authority's procurement procedures for the retention of consultants to perform architectural and engineering work. Recommendations to select a firm for the work are presented.



BOARD AGENDA

ACTIONS

8. (Continued)

Recommendations

- A. Approve the selection of URS Corporation as the top ranked firm to conduct the Central County Corridor Major Investment Study.
- B. Authorize staff to request a cost proposal from URS Corporation and negotiate an agreement for services.
- C. Authorize the Chief Executive Officer to execute the final agreement.

9. Trade Corridors Improvement Fund Program Update Jennifer Bergener/Kia Mortazavi

Overview

In December 2007, the Board of Directors approved a candidate list of projects to submit for consideration for funding through the Proposition 1B, Trade Corridors Improvement Fund program. Applications for nine candidate projects were submitted in January, and the California Transportation Commission adopted the program on April 10, 2008. Orange County was successful in securing \$217.7 million for eight projects, including seven grade separation projects and one highway project. Staff has prepared an overview of the adopted program.

Recommendations

- A. Approve the updated project match amounts and sources for the adopted Trade Corridors Improvement Fund projects.
- B. Authorize staff to process all necessary amendments to the Regional Federal Transportation Improvement Program and execute any necessary agreements to facilitate the programming of these projects.



BOARD AGENDA

ACTIONS

10. **Request for Proposals for Contract Technical Staffing for Programming, Database Administration, Computer Operations, Network Administration, and Desktop Support**
Ray Riggins/James S. Kenan

Overview

Staff has developed the proposed solicitation with evaluation criteria weighting which will be used to initiate the competitive process to select firm(s) to provide contract technical staffing for computer programming, database administration, computer operations, network administration, and desktop support.

Recommendations

- A. Approve the proposed evaluation criteria and weightings.
- B. Approve the release of the request for proposals for contract technical Staffing for computer programming, database administration, computer operations, network administration, and desktop support.

11. **Amendment to Agreements for Temporary Staffing Services Contracts**
Lisa Arosteguy/James S. Kenan

Overview

On June 13, 2005, the Board of Directors approved agreements with Corestaff Services, Focus On Temps, Inc., and PDQ Personnel Services, Inc. (now known as Select/Remedy Staffing), in the amount of \$340,000, to provide temporary staffing services. The firms were retained in accordance with the Orange County Transportation Authority's procurement procedures for professional services.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to exercise the third option term to on-call agreements C-5-0938 with Corestaff Services, C-5-2439 with Focus on Temps, Inc., and C-5-2438 with Select/Remedy Staffing, and the Orange County Transportation Authority adding \$710,000, for fiscal year 2008-09, for a total contract commitment of \$2,355,000 covering the period from July 1, 2005 through June 30, 2009.



BOARD AGENDA

ACTIONS

- 12. Amendment to Agreement for Claims Administration for Self-Insured Workers' Compensation Program**
Al Gorski/James S. Kenan

Overview

On October 14, 2005, the Board of Directors approved an agreement with TRISTAR Risk Management, in the amount of \$1,156,526, to provide claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program. This procurement was handled in accordance with the Orange County Transportation Authority's procedures for professional and technical services. This agreement expires on October 31, 2008.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to exercise the first of two option years to Agreement No. C-5-2590 between the Orange County Transportation Authority and TRISTAR Risk Management, in an amount not to exceed \$409,948, to provide claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program for the period of November 1, 2008 through October 31, 2009.

- 13. First Quarter 2008 Debt and Investment Report**
Kirk Avila/James S. Kenan

Overview

Under the California Government Code, the governing body of a local agency has the authorization to appoint, for a period of one year, a Treasurer to invest, reinvest, purchase, exchange, sell, or manage public funds. Additionally, the California Government Code authorizes the Orange County Transportation Authority Treasurer to submit a quarterly investment report detailing the investment activity for the period. This investment report covers the first quarter of 2008, January through March, and includes a discussion on the Orange County Transportation Authority's debt portfolio.



BOARD AGENDA

ACTIONS

13. (Continued)

Recommendations

- A. Authorize the Treasurer to invest, reinvest, purchase, exchange, sell, and manage Orange County Transportation Authority funds during fiscal year 2008-09.
- B. Receive and file the Quarterly Investment Report prepared by the Treasurer as an information item.

14. **91 Express Lanes Customer Service Center Lease Renewal** Christina Runge Haidl/James S. Kenan

Overview

The current lease for the 91 Express Lanes customer service center in Corona expires September 30, 2008. Staff has been in preliminary negotiations with the current landlord, CPI Properties, for a proposed lease extension. A proposed five-year lease extension has been negotiated with the landlord, with the annual rental rate for the first year totaling approximately \$95,000, which is equal to the current year's rental rate. Subsequent years, two through five of the proposed lease extension will increase at a rate of 3 percent annually. The proposed five-year lease represents a \$506,000, total obligation over that period.

Recommendation

Authorize the Chief Executive Officer to execute an extension of the lease agreement with CPI Properties, for approximately 4,200 square feet of space at 2275 Sampson Avenue in Corona, California at an estimated cost of approximately \$7,900 per month for the first year, and a maximum cumulative obligation of \$506,000, over a five-year period.



BOARD AGENDA

ACTIONS

Orange County Service Authority for Freeway Emergencies Consent Calendar Matters

15. Amendment to Agreement for Freeway Service Patrol Tow Services

Iain C. Fairweather/Paul C. Taylor

Overview

On June 30, 2008, two contracts for the provision of Freeway Service Patrol tow services will expire. To ensure the continuity of operations, Board of Directors' approval is requested to exercise the option term on these contracts.

Recommendation

- A. Authorize the Chief Executive Officer to execute Amendment No. 5 to Agreement No. C-5-0081 between the Orange County Transportation Authority and California Coach, Orange, in an amount not to exceed \$1,191,547, a 2 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.
- B. Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-0737 between the Orange County Transportation Authority and Greater Southern California Towing, Inc., in an amount not to exceed \$575,848, a 0 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.

Orange County Local Transportation Authority Consent Calendar Matters

16. Amendment to Cooperative Agreement with the City of Irvine for Construction of a Parking Structure at the Irvine Transportation Center

Lora Cross/Kia Mortazavi

Overview

The construction of a parking structure at the Irvine Transportation Center is underway with completion scheduled for September 2008. An amendment is requested to provide supplemental funding to incorporate finish treatment and video surveillance equipment into the parking structure project.



BOARD AGENDA

ACTIONS

16. (Continued)

Recommendation

- A. Authorize the Chief Executive Officer to execute Amendment No. 5 to Cooperative Agreement No. C-3-0628 between the Orange County Transportation Authority and the City of Irvine, in an amount not to exceed \$1,029,039, to provide supplemental funding to incorporate finish treatment and video surveillance equipment into the parking structure project.
- B. Authorize the use of \$329,039 in Commuter and Urban Rail Endowment funds for painting and finish treatments.
- C. Authorize the use of \$560,000 in Federal Transit Administration's Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, Section 5309 Capital Program funds for a video surveillance system.
- D. Authorize the use of \$140,000 in Commuter Urban Rail Endowment funds for the 20 percent local match required for the Federal Transit Administration's Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, Section 5309 Capital Program funds for the video surveillance system.
- E. Authorize staff to amend the federal Regional Transportation Improvement Program and State Transportation Improvement Program, as well as execute any necessary agreements to facilitate the above actions.



BOARD AGENDA

ACTIONS

17. **Agreement for Public Outreach Consultant to Support Environmental Review Phase of San Diego Freeway (Interstate 405) Project Development**

Christina L. Byrne/Ellen S. Burton

Overview

Improvements on the San Diego Freeway (Interstate 405) are identified as Project K in the Renewed Measure M Early Action Plan. Consultant services are needed to support the public outreach effort during the environmental review phase of the project. Proposals have been received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1369 between the Orange County Transportation Authority and Consensus Planning Group, in an amount not to exceed \$385,000 over a four-year term, for a comprehensive public outreach program in support of the environmental review phase of project development of Renewed Measure M improvements on the San Diego Freeway (Interstate 405).

18. **Amendment to Cooperative Agreement with Southern California Regional Rail Authority for the Metrolink Service Expansion Program**

Dinah Minter/Kia Mortazavi

Overview

On April 23, 2007, the Board of Directors approved a cooperative agreement with the Southern California Regional Rail Authority, in the amount of \$87,873,000, for design and construction of rail infrastructure improvements required to support 30-minute Metrolink service in Orange County. An amendment is requested to provide additional funding and to approve a revised list of required improvements.



BOARD AGENDA

ACTIONS

18. (Continued)

Recommendations

- A. Approve the revised project elements and budget for the rail infrastructure improvements required to support 30-minute Metrolink service in Orange County.
- B. Approve Amendment No.1 to Agreement No. C-6-0820 and authorize the use of \$7,127,000 in Measure M transit funds for the program.
- C. Authorize the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-6-0820 between the Orange County Transportation Authority and the Southern California Regional Rail Authority, in an amount not to exceed \$7,127,000, for design and construction of rail infrastructure improvements.

19. Amendment to Cooperative Agreement with the California Department of Transportation for Pavement Rehabilitation at the Garden Grove Boulevard and Goldenwest Street Intersection

Joe Toolson/Kia Mortazavi

Overview

On February 26, 2007, the Board of Directors approved a cooperative agreement with the California Department of Transportation to incorporate state funded pavement rehabilitation work at the intersection of Garden Grove Boulevard and Goldenwest Street into the existing Garden Grove Freeway (State Route 22) Improvement Project for a lump sum amount of \$400,000. The cost proposal from the contractor to perform this work was higher than anticipated and the work was deferred. An amendment is required to terminate the cooperative agreement and release each agency from any liability or claims under the agreement.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-7-0411 between the Orange County Transportation Authority and the California Department of Transportation. This amendment will terminate the pavement rehabilitation at the Garden Grove Boulevard and Goldenwest Street intersection and remove this work from the Garden Grove Freeway (State Route 22) Improvement Project.



BOARD AGENDA

ACTIONS

20. **Cooperative Agreement with the Garden Grove Sanitary District for the Thunderbird Sewer Improvement Project**
Joe Toolson/Kia Mortazavi

Overview

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the Garden Grove Sanitary District to define the specific terms, conditions, and funding responsibilities for the timely completion of the Thunderbird Sewer Improvement Project related to the Garden Grove Freeway (State Route 22) Improvement Project.

Recommendation

Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-7-1176 between the Orange County Transportation Authority and the Garden Grove Sanitary District, in an amount not to exceed \$1,624,600, for the final design, construction, construction management, operation, and maintenance of the Thunderbird Sewer Improvement Project.

21. **Renewed Measure M Progress Report**
David Simpson/Ellen S. Burton

Overview

Staff has prepared a Renewed Measure M progress report for January 2008 through March 2008 for review by the Orange County Transportation Authority Board of Directors. The report is also updated online each quarter and highlights progress on Renewed Measure M projects and programs.

Recommendation

Receive and file as an information item.



BOARD AGENDA

ACTIONS

- 22. Katella Avenue Smart Street – Ninth Street to Humor Drive Project Update**
Jennifer Bergener/Kia Mortazavi

Overview

The Orange County Transportation Authority has received a request from the City of Anaheim for additional construction funding for the Katella Avenue Smart Street Project. This request is presented for Board of Directors' review and approval.

Recommendations

- A. Approve the transfer of \$800,000 from the construction allocation to the right-of-way allocation for the City of Anaheim Katella Avenue Smart Street Project.
- B. Approve the City of Anaheim's request for an additional \$3,302,969 for the construction phase of the Katella Avenue Smart Street Project.
- C. Authorize staff to increase the Measure M Smart Street Program allocations by \$3,302,969 for the Katella Avenue Smart Street Project from Ninth Street to Humor Drive.

Orange County Transit District Consent Calendar Matters

- 23. Operational Review of Farebox Revenue Operations**
Kathleen M. O'Connell

Overview

The Internal Audit Department has completed an operational review of farebox revenue operations. One recommendation was made to strengthen internal controls over revenue monitoring. Management staff has indicated the recommendation contained in the report will be implemented or otherwise satisfactorily addressed.

Recommendation

Direct staff to implement the recommendation in the Farebox Revenue Operations Operational Review, Internal Audit Report No. 07-018.



BOARD AGENDA

ACTIONS

24. **Agreement with the City of Laguna Beach for Provision of ACCESS Service**
Erin Rogers/Beth McCormick

Overview

The Orange County Transportation Authority and the City of Laguna Beach have had a contractual relationship since 1998 for the provision of complementary paratransit service within the City of Laguna Beach. The agreement allows the Orange County Transportation Authority to recover the operating cost for ACCESS service provided within the City of Laguna Beach. The current agreement expires June 30, 2008. Board of Directors' approval is requested to execute a new five-year agreement.

Recommendation

Authorize the Chief Executive Officer to execute a new revenue agreement between the Orange County Transportation Authority and the City of Laguna Beach, allowing the Orange County Transportation Authority to recover operating costs, in an amount not to exceed \$138,375, through fiscal year 2012-13.

25. **Carl Moyer Grant Award for Replacement Natural Gas Engines and Contract Amendment with Cummins Cal Pacific, LLC**
Antonio P. Chavira, Jr./Beth McCormick

Overview

The South Coast Air Quality Management District awarded the Orange County Transportation Authority \$4,700,000 in grant funds to purchase natural gas engines for 188 liquefied natural gas buses in the current engine replacement program. Authorization is requested to accept the grant award, execute grant-related agreements, and amend the engine replacement contract with Cummins Cal Pacific, LLC.

Recommendations

- A. Authorize the Chief Executive Officer to enter into an agreement with the South Coast Air Quality Management District to support the purchase of 188 replacement low-emission natural gas engines.



BOARD AGENDA

ACTIONS

25. (Continued)

- B. Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-6-0453 with Cummins Cal Pacific, LLC, in the amount of \$120,001, bringing the total obligation to \$20,177,453, to accommodate a change in unit quantity and transfer engine core ownership. This change will accommodate the South Coast Air Quality Management District's grant requirements.

26. Agreement for Soils and Material Testing and Inspection Services for Orange County Transportation Authority Facility Modification Projects
James J. Kramer/Kia Mortazavi

Overview

Soils and material testing and inspection services are required to support planned bus operations facility modification projects. Offers to perform this work were received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1347 between the Orange County Transportation Authority and AESCO Technologies, Inc., in an amount not to exceed \$200,000, for soils and material testing and inspection services for Orange County Transportation Authority facility modification projects.

27. Agreement for Facility Modifications at the Irvine Construction Circle Base

James J. Kramer/Kia Mortazavi

Overview

In October 2006, the Orange County Transportation Authority purchased a bus operations and maintenance facility located at 16281 Construction Circle West in the City of Irvine. This facility was purchased to increase facility capacity for contractor-operated bus services. The facility requires equipment and improvements to serve this function. Bids were received in accordance with the Orange County Transportation Authority's public works procurement procedures. The project is ready for construction and Board of Directors' authorization is requested.



BOARD AGENDA

ACTIONS

27. (Continued)

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0190 between the Orange County Transportation Authority and Dalke & Sons Construction, Inc., the lowest responsive, responsible bidder, in an amount not to exceed \$2,546,000, for facility modifications at the Irvine Construction Circle Base.

28. **Amendment to Agreement for Radio Frequency Engineering Consulting Services**

Dayle Withers/Beth McCormick

Overview

On June 26, 2006, the Board of Directors approved an agreement with Yoh Services, LLC, in the amount of \$75,000, to provide radio frequency engineering consulting services to assist the in-house radio team. An amendment is required to exercise the second option term to ensure continuity of services provided.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 2 to Agreement No. C-6-0223 between the Orange County Transportation Authority and Yoh Services, LLC, to exercise the second option term, in an amount not to exceed \$75,000, for radio frequency engineering consulting services, bringing the total contract value to \$225,000.

29. **Agreement for Restroom Supplies**

Ryan Erickson/Beth McCormick

Overview

The Orange County Transportation Authority operates from several locations and provides various restroom supplies to employees and the public. The current agreement to provide restroom supplies will expire on June 30, 2008. It has become necessary to procure the services of a qualified vendor to provide restroom supplies.



BOARD AGENDA

ACTIONS

29. (Continued)

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0281 between the Orange County Transportation Authority and Gale Supply Company, the lowest responsive, responsible bidder, for a maximum obligation of \$100,000, to provide restroom supplies for a one-year period with two one-year options.

30. **Amendment to Agreement for Americans with Disabilities Act ACCESS Eligibility Determination Services**
Gracie Davis/Beth McCormick

Overview

On May 22, 2006, the Board of Directors approved an agreement with Comprehensive Assessments Restorative Evaluation, in the amount of \$897,000, to provide an eligibility determination process for Americans with Disabilities Act complementary paratransit services for two years. An amendment is necessary to exercise the first two-year option term of the agreement.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 3 to Agreement No. C-5-3039 between the Orange County Transportation Authority and Comprehensive Assessments Restorative Evaluation, to exercise the first option term, in the amount of \$1,116,000, for a maximum obligation of \$2,013,000, for ACCESS eligibility determination services from July 1, 2008, through June 30, 2010.



BOARD AGENDA

ACTIONS

31. **ACCESS Performance Measurements Update**
Curt Burlingame/Beth McCormick

Overview

As directed by the Board of Directors, staff has provided monthly updates regarding ACCESS service provided by Veolia Transportation Services, Inc., including a report on contractual performance measurements. This report provides ACCESS performance measurement data through March 2008 and an overview of the recent ACCESS Customer Satisfaction Survey.

Recommendation

Receive and file as an information item.

Regular Calendar

Orange County Transit District Regular Calendar Matters

32. **Agreement to Purchase Non-Revenue Hybrid Electric Vehicles**
Connie Raya/Beth McCormick

Overview

The Orange County Transportation Authority currently operates 90 automobiles used to relieve coach operators in the field. In addition, nine support vehicles are required to provide transportation for staff at the operations bases and the administration building. The lease of these 99 vehicles will end on August 31, 2008. A new contract is needed in order to provide uninterrupted service.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1389 between the Orange County Transportation Authority and Longo Toyota, in an amount not to exceed \$2,381,559, to purchase 93 company equipment assigned vehicles and provide maintenance for a period of up to five years or 100,000 miles.



BOARD AGENDA

ACTIONS

33. Final Report on Public Hearing - Proposed Service Changes Scott Holmes/Beth McCormick

Overview

On April 14, 2008, the Board of Directors conducted a public hearing to receive public input on proposed bus service changes during calendar year 2008. This report summarizes the comments received and the staff responses to them. The report also presents staff's recommendations for consideration by the Board of Directors. Based on the recommendations, the program would require approximately 3,600 annual revenue vehicle hours at a net cost of approximately \$210,000 and is estimated to generate about 51,000 additional annual boardings.

Recommendations

- A. Approve staff's proposals to reroute Stationlink routes 470 (Tustin Station to John Wayne Airport) and 471 (Tustin Station to Irvine) and renumber to Route 472 (Tustin Station to Irvine via Red Hill Avenue and MacArthur Boulevard) and Route 473 (Tustin Station to University of California at Irvine via Harvard Avenue); approve staff's recommendation to modify the original proposal for the Route 473 alignment in the vicinity of the Irvine campus; with changes effective June 9, 2008.
- B. Approve staff's proposal to implement an additional service to the Orange County Fair, new Route 671 Orange County Fair Flyer, between the cities of Orange, Anaheim, and the Orange County Fairgrounds, for four consecutive weekends from July 12 through August 3, 2008.
- C. Approve staff's proposal to discontinue Route 686 (Irvine Transportation Center to Irvine Spectrum) effective June 8, 2008.
- D. Approve staff's proposal to implement new intercounty express Route 792 (Riverside, Corona to Anaheim Resort Area), subject to the negotiation of a shared cost agreement with the Riverside Transit Agency, with service to start during the third or fourth quarter of calendar year 2008.
- E. Approve an intercounty express fare of \$3.75 for new Route 792.



BOARD AGENDA

ACTIONS

Discussion Items

34. **Bus Rapid Transit Operating Plan**
Gordon Robinson/Beth McCormick

35. **California High-Speed Rail Project Update**

Mehdi Morshed, Executive Director, California High-Speed Rail Authority, will provide a briefing on the California High-Speed Rail Project.

36. **Public Comments**

At this time, members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors, but no action may be taken on off-Agenda items unless authorized by law. Comments shall be limited to three (3) minutes per speaker, unless different time limits are set by the Chairman subject to the approval of the Board of Directors.

37. **First Quarter Review of Chief Executive Officer's Goals for 2008**
Arthur T. Leahy

38. **Chief Executive Officer's Report**

39. **Directors' Reports**

40. **Closed Session**

A Closed Session is not scheduled for this meeting.

41. **Adjournment**

The next regularly scheduled meeting of this Board will be held at **9:00 a.m.** on **May 12, 2008**, at the OCTA Headquarters.

Minutes of the Special Meeting of the
Orange County Transportation Authority
Orange County Service Authority for Freeway Emergencies
Orange County Local Transportation Authority
Orange County Transit District
Board of Directors
April 14, 2008

Call to Order

The April 14, 2008, special meeting of the Orange County Transportation Authority and affiliated agencies was called to order by Chairman Norby at 8:30 a.m. at the Orange County Transportation Authority Headquarters, Orange, California.

Roll Call

Directors Present: Chris Norby, Chairman
Peter Buffa, Vice Chair
Jerry Amante
Patricia Bates
Arthur C. Brown
Bill Campbell
Carolyn V. Cavecche
Richard Dixon
Cathy Green
Allan Mansoor
John Moorlach
Curt Pringle
Mark Rosen
Gregory T. Winterbottom

Also Present: Arthur T. Leahy, Chief Executive Officer
Paul C. Taylor, Deputy Chief Executive Officer
Wendy Knowles, Clerk of the Board
Laurena Weinert, Assistant Clerk of the Board
Kennard R. Smart, Jr., General Counsel
Members of the Press and the General Public

Directors Absent: Paul Glaab
Janet Nguyen
Miguel Pulido

Public Comments on Agenda Items

Chairman Norby announced that members of the public who wished to address the Board of Directors regarding any item appearing on the agenda would be allowed to do so by completing a Speaker's Card and submitting it to the Clerk of the Board.

Public comment was heard from Rob Lammers, who wished to address the Veolia issue.

1. Closed Session

A Closed Session was held:

Pursuant to Government code Section 54956.9(b)(1).

2. Adjournment

The meeting adjourned at 9:10 a.m. Chairman Norby announced that the next regularly scheduled meeting of this Board would follow this meeting at the OCTA Headquarters.

ATTEST

Wendy Knowles
Clerk of the Board

Chris Norby
OCTA Chairman

Minutes of the Meeting of the
Orange County Transportation Authority
Orange County Service Authority for Freeway Emergencies
Orange County Local Transportation Authority
Orange County Transit District
Board of Directors
April 14, 2008

Call to Order

The April 14, 2008, regular meeting of the Orange County Transportation Authority and affiliated agencies was called to order by Chairman Norby at 9:14 a.m. at the Orange County Transportation Authority Headquarters, Orange, California.

Roll Call

Directors Present: Chris Norby, Chairman
Peter Buffa, Vice Chair
Jerry Amante
Patricia Bates
Arthur C. Brown
Bill Campbell
Carolyn Cavecche
Richard Dixon
Cathy Green
Allan Mansoor
John Moorlach
Janet Nguyen
Curt Pringle
Miguel Pulido
Mark Rosen
Gregory T. Winterbottom
Cindy Quon, Governor's Ex-Officio Member

Also Present: Arthur T. Leahy, Chief Executive Officer
Paul C. Taylor, Deputy Chief Executive Officer
Wendy Knowles, Clerk of the Board
Laurena Weinert, Assistant Clerk of the Board
Kennard R. Smart, Jr., General Counsel
Members of the Press and the General Public

Directors Absent: Paul Glaab

Invocation

Director Bates gave the invocation.

Pledge of Allegiance

Director Rosen led the Board and audience in the Pledge of Allegiance.

Public Comments on Agenda Items

Chairman Norby announced that members of the public who wished to address the Board of Directors regarding any item appearing on the agenda would be allowed to do so by completing a Speaker's Card and submitting it to the Clerk of the Board.

Special Matters

1. Public Hearing on Proposed Service Changes

Chairman Norby opened the public hearing and stated the purpose.

Scott Holmes, Manager, Transit, provided a verbal presentation explaining the various aspects of the proposed bus service changes.

Chairman Norby invited comments from the public, and hearing none, closed the Public Hearing portion of this item.

A motion was made by Director Amante, seconded by Director Winterbottom, and declared passed by those present, to:

- A. Conduct the public hearing on April 14, 2008, and receive public comment regarding the proposed bus service changes.
- B. Direct staff to return to the Board of Directors on April 28, 2008, with results of the public hearing and final recommendations.

Consent Calendar (Items 2 through 29)

Chairman Norby stated that all matters on the Consent Calendar would be approved in one motion unless a Board Member or a member of the public requested separate action on a specific item.

Orange County Transportation Authority Consent Calendar Matters

2. Approval of Minutes - Special Meeting

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to approve the minutes of the Orange County Transportation Authority and affiliated agencies' special meeting of March 24, 2008.

Director Pulido was not present for this vote; Director Rosen abstained from voting on this item.

3. Approval of Minutes - Regular Meeting

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to approve the minutes of the Orange County Transportation Authority and affiliated agencies' regular meeting of March 24, 2008.

Director Pulido was not present for this vote; Director Rosen abstained from voting on this item.

4. Approval of Board Member Travel

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to approve travel for Vice Chairman Buffa on April 15-20, 2008, and for Director Carolyn Cavecche on April 15-19, 2008, to Washington, D.C., to attend the Orange County Business Council (OCBC) Mobility 21 Conference.

Director Pulido was not present for this vote.

5. Audit, Assessments, and Studies

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to receive and file as an information item.

Director Pulido was not present for this vote.

6. Review of Investment Activities July 1 through December 31, 2007

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to receive and file the Investment Activities July 1, 2007, through December 31, 2007, Internal Audit Report No. 08-012.

Director Pulido was not present for this vote.

7. State Legislative Status Report

Director Mansoor pulled this item and inquired if the state has performed an assessment on whether it could afford more bonds.

Director Pringle responded by providing background on the bond bill and further asked that the Board to take a 'Support' position on Assembly Bill (AB) 3034 and asked that staff's recommendation of an amendment #3 be omitted, stating that the first two amendments have already been adopted.

A motion was made by Director Pringle, seconded by Director Winterbottom, and declared passed, to support the bill as it was passed on April 9th.

Director Mansoor voted in opposition to this motion and asked if a letter establishing a neutral position could be written. Chairman Norby clarified that the letter can clearly state that this Board is not taking a position on the initiative itself.

Further discussion followed and Wendy Villa, Manager of State Relations, clarified aspects of the bond and provided a summary of the previous Legislative and Communications Committee discussion. (A quorum was not present to take action on items at that meeting.)

Director Cavecche stated that she would like it noted that she opposes any high-speed rail going along the LOSSAN Corridor between Anaheim and Irvine.

Chairman Norby reported that he, along with Vice Chair Buffa and Directors Amante, Bates, Campbell, Cavecche, Glaab, Nguyen, and Pringle, participated in OCTA's Annual Sacramento Legislative meetings and dinner on March 26 and 27.

Director Brown reported that he attended the California Association of the Council of Governments' meeting in Monterey last week.

8. Federal Legislative Status Report

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to support the continuation of the fuel excise tax credit made available for compressed natural gas and liquefied natural gas under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users and authorize letters of support for extension of the tax credit.

Director Pulido was not present for this vote.

9. Funding Agreements with the Orange County Employees Retirement System to Continue Existing Supplemental Retirement Benefit

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to:

- A. Approve and adopt the Additional Retiree Benefit Account Plan, appoint the Executive Director, Finance, Administration and Human Resources of the Orange County Transportation Authority to be administrator of the Additional Retiree Benefit Account Plan, and authorize the Chief Executive Officer and the administrator to execute the Additional Retiree Benefit Account Plan.
- B. Designate all Orange County Transportation Authority employment classifications as an eligible classification pursuant to the terms of the Additional Retiree Benefit Account Plan.
- C. Approve and adopt Resolution No. 2008-17, establishing a trust for the sole purpose of funding benefits provided under one or more post-employment group health, life, welfare, or other supplemental benefit plans in accordance with Article 8.6 of the County Employees Retirement Law of 1937, California Government Code Sections 31694 et seq., appointing the Executive Director, Finance, Administration and Human Resources of the Orange County Transportation Authority as trustee of the trust, and authorizing the Chief Executive Officer and trustee to execute the Declaration of Trust of the Orange County Transportation Authority post-employment benefits trust account.
- D. Approve the Orange County Transportation Authority post-employment benefits trust account third-party administrative services and investment management agreement between the Orange County Transportation Authority and the Orange County Employees Retirement System and authorize the Chief Executive Officer and the Executive Director, Finance, Administration and Human Resources to execute said agreement.
- E. Authorize the Executive Director, Finance, Administration and Human Resources, as trustee of the trust, to enter into a Grantor Trust Agreement with Barclays Global Investors, N.A., in a form approved by General Counsel, to facilitate investment of the trust assets through the Orange County Employees Retirement System.

9. (Continued)

- F. Authorize the Executive Director, Finance, Administration and Human Resources to fund the Additional Retiree Benefit Account Plan with reserves previously set aside for self-funded health care claims in the approximate amount of \$6.7 million.
- G. Request staff to perform an evaluation of potentially paying off the unfunded liability.

Director Pulido was not present for this vote.

10. Small Business Conference and Vendor Fair

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to continue this item and direct Contracts Administration and Materials Management staff to develop a format to continue monthly workshops and potentially format one of those workshops to a conference to address the different needs of vendors as currently addressed with the Small Business Conference and Vendor Fair.

Director Pulido was not present for this vote; Director Moorlach voted in opposition to this item.

Orange County Local Transportation Authority Consent Calendar Matters

11. Agreement with the California State University, Fullerton for Demographic Services for Fiscal Year 2008-09

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to exercise the second one-year option for services of the Center for Demographic Research during fiscal year 2008-09 and execute Amendment No. 3 to Agreement No. C-6-0191 between the Orange County Transportation Authority and the California State University, Fullerton Auxiliary Services Corporation, in an amount not to exceed \$122,943, contingent upon Board of Directors' approval of the Orange County Transportation Authority's Fiscal Year 2008-09 Budget.

Director Pulido was not present for this vote.

12. Cooperative Agreement with the City of Buena Park for Shuttle Bus Service from the Buena Park Metrolink Station to the Fullerton Park-and-Ride Facility

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to enter into Cooperative Agreement No. C-8-0498 between the Orange County Transportation Authority and the City of Buena Park, in an amount not to exceed \$225,000, for funding of shuttle bus service during peak commute hours between the Buena Park Metrolink Station and the Fullerton Park-and-Ride facility.

Director Pulido was not present for this vote.

Chairman Norby commented that he has been contacted by the City of Fullerton, who is looking for more commercially-zoned property near freeways, and are monitoring OCTA's needs for this property.

Orange County Transit District Consent Calendar Matters

13. Bus Advertising Program Contract Compliance and Operational Review

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to direct staff to implement the recommendations in the Bus Advertising Program Contract Compliance and Operational Review, Internal Audit Report No. 07-015.

Director Pulido was not present for this vote.

14. Operations Training Program Operational Audit

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to direct staff to implement the recommendations in the Operations Training Program Operational Audit, Internal Audit Report No. 07-019.

Director Pulido was not present for this vote.

15. Cooperative Agreements for Provision of Senior Transportation to Congregate Meal Sites

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to:

- A. Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-8-0224 between the Orange County Transportation Authority and the Orange County Office on Aging for its share of the program expense for the provision of senior transportation to congregate meal sites in an amount not to exceed \$340,000, through June 30, 2009.

15. (Continued)

- B. Authorize the Chief Executive Officer to execute amendments to agreements with ten participating cities for the cities share of the program expense through June 30, 2009, based on the Orange County Office on Aging allocation, for a total amount not to exceed \$120,000.

Director Pulido was not present for this vote.

16. Amendment to Agreement for Special Agency Transportation Service

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 3 to Agreement No. C-3-1284 between the Orange County Transportation Authority and American Logistics, Inc., in an amount not to exceed \$498,606, for the provision of special agency transportation service through June 30, 2009, bringing the total contract value to \$2,061,142.

Directors Campbell and Nguyen abstained from voting on this item.

17. Amendment to Agreement with Trapeze Software Group, Inc.

Director Amante pulled this item to inquire about the certification and suspension process – how this additional software changes what is currently being done.

Erin Rogers, Assistant General Manager, Transit, responded that this is an add-on to the Trapeze scheduling software. There is a separate contractor who does the eligibility determination services and certification. The two systems that are used for both processes are not currently linked in communicating with each other, as there is a good deal of manual input needed. The modules in this agreement will allow OCTA to integrate some of the functions and better automate some areas of service policies.

A motion was made by Director Amante, seconded by Director Campbell, and declared passed by those present, to authorize the Chief Executive Officer to execute Amendment No. 8 to Agreement No. C-9-0008 between the Orange County Transportation Authority and Trapeze Software Group, Inc., for the purchase of Trapeze Certification and Suspension software licensing, implementation services, and technical support, for a maximum obligation of \$140,000.

Director Dixon was not present for this vote.

18. Amendment to Agreement for Mobility Planning Services

Director Moorlach pulled this item and inquired what the cost benefit is on this item.

Erin Rogers, Assistant General Manager, Transit, responded that this service is intended to train ACCESS-eligible customer to use the fixed route service. The cost per trip on ACCESS is \$25.83, which is OCTA's subsidy; the subsidy for cost on the fixed route system is \$2.43. Those ACCESS users who are identified as individuals who could use fixed route for some of their trips are trained by the firm listed on this agreement.

A motion was made by Director Moorlach, seconded by Director Green, and declared passed by those present, to authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-3038 between the Orange County Transportation Authority and Transit Access, in an amount not to exceed \$247,645, for mobility planning services through June 30, 2010, for a total contract value of \$482,980.

Public comment was heard from Rob Lammers, ACCESS client, and provided comments regarding scheduling issues.

19. Amendment to Agreement for Provision of Same-Day Taxi Service

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 3 to Agreement No. C-5-2376 between the Orange County Transportation Authority and Yellow Cab of Greater Orange County, in an amount not to exceed \$169,725, for the provision of same-day taxi service for a total contract value of \$592,860.

Director Pulido was not present for this vote.

Public comment was heard by Arnie Pike, who offered comments on yellow cab's performance. He also stated there should be taxis that are more accessible.

Director Cavecche stated that assurances need to be provided from the taxi company on future contracts that accessible taxis will be provided.

20. Amendment to Agreement for Underground Storage Tank Testing and Repair Services

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 3 to Agreement No. C-6-0178 between the Orange County Transportation Authority and Inland Petroleum Equipment and Repair, Inc., to exercise the second option term at a cost of \$200,000, for underground storage tank testing and repair service, for a total contract value of \$468,000.

Director Pulido was not present for this vote.

21. Agreement for the Replacement of the Overhead Doors in the Maintenance Building at the Garden Grove Base

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to:

- A. Recommendation to find the low bidder non-responsive.
- B. Authorize the Chief Executive Officer to execute Agreement No. C-7-1440 between the Orange County Transportation Authority and Laguna Overhead Ltd; doing business as Precision Door Service, for a maximum obligation of \$107,000, for replacement of 22 overhead doors.

Director Pulido was not present for this vote.

22. Agreement to Purchase Non-Revenue Hybrid Electric Vehicles

Director Cavecche pulled this item and inquired if the Request for Proposal (RFP) was issued with all the options for purchase and lease, was the RFP sent out to all those companies registered on CAMMNet, why did only one dealership bid this contract, and no Orange County car dealers bid. She further asked if Longo Toyota (of El Monte) would be sending maintenance workers into Orange County, or if it was reasonable to take the vehicles such a long distance for maintenance.

Beth McCormick, General Manager, Transit, responded that all options were included. Staff stated that regarding maintenance, both options for maintenance were offered in the bid, both Longo coming to Orange County, or they will give OCTA the option of taking them to the dealership.

Director Cavecche requested the number of Orange County car dealers who are registered on OCTA's CAMMNet, and staff stated they would provide that number after the meeting.

Director Pringle stated that while he does not support regional preferencing on contracts, he would like more information as to why no Orange County dealerships bid on this contract. He also contemplated if the reason may be that a large number was requested, rather than breaking the contract up into more than one.

A motion was made by Director Pringle, seconded by Director Pulido, and declared passed by those present, to continue this item to the next Board meeting to address issues raised through this discussion.

Directors Bates, Brown, Green, and Moorlach voted in opposition of this motion.

22. (Continued)

Director Pulido asked for confirmation that electric vehicles were included in the proposal, and staff responded that several are included in the bid.

Director Amante requested an analysis be done of re-bidding the hybrid vehicle purchase in smaller increments of vehicles to see if it would provide any financial options.

23. Amendment to Agreement for Test and Operation Gases for Natural Gas Buses and Facilities

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-7-0746 between the Orange County Transportation Authority and Cameron Welding Supply, to exercise the four option terms in an amount not to exceed \$440,000, for test and operation gases for natural gas buses and facilities, for a new maximum obligation of \$500,000.

Director Pulido was not present for this vote.

24. Amendment to Agreement for Towing Services

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 2 to Agreement No. C-6-0016 between the Orange County Transportation Authority and Hadley Tow, to exercise the final option year in an amount not to exceed \$130,000, for a total contract value of \$400,000.

Director Pulido was not present for this vote.

25. Amendment to Agreement for Automotive Shop Supplies

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-7-0516 between the Orange County Transportation Authority and Shamrock Supply Company, Inc., to exercise both option years in an amount not to exceed \$167,272, for automotive shop supplies, for a maximum obligation of \$247,272.

Director Pulido was not present for this vote.

26. Agreement for Construction of Pavement Striping and Joint Sealant at the Santa Ana Base

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to authorize the Chief Executive Officer to execute Agreement No. C-7-1488 between the Orange County Transportation Authority and Thomco Construction, Inc., the lowest responsive, responsible bidder, in an amount not to exceed \$109,000, for the construction of pavement striping and joint sealant at the Santa Ana Base.

Director Pulido was not present for this vote.

27. Agreement for Construction of Compressed Natural Gas Building Modifications at the Irvine Sand Canyon Base

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to:

- A. Amend the Orange County Transportation Authority's Fiscal Year 2007-08 Budget by \$1,690,960 for construction of compressed natural gas building modifications at the Irvine Sand Canyon Base.
- B. Authorize the Chief Executive Officer to execute Agreement No. C-8-0055 between the Orange County Transportation Authority and Amtek Construction, the lowest responsive, responsible bidder, in an amount not to exceed \$1,690,960, for compressed natural gas building modifications at the Irvine Sand Canyon Base.

Director Pulido was not present for this vote.

28. Marketing Update on Bus Rapid Transit Bus Decals and Orange County Fair Outreach

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to:

- A. Approve a modification to the placement of the Bravo! decals on buses.
- B. Receive and file an update on the Orange County Fair marketing program.

Director Pulido was not present for this vote.

29. Local Transportation Fund Claims for Fiscal Year 2008-09

A motion was made by Director Brown, seconded by Vice Chair Buffa, and declared passed, to adopt Orange County Transit District Resolution No. 2008-08 authorizing the filing of Local Transportation Fund claims, in the amounts of \$98,226,084, to support public transportation, and \$5,227,300, for community transit services, including operation of the Senior Mobility Program.

Director Pulido was not present for this vote.

Regular Calendar

Orange County Transit District Regular Calendar Matters

30. Agreement for an Electronic Time and Attendance Tracking System

Beth McCormick, General Manager, Transit, presented this to the Board and addressed previously asked questions dating back to when this item first went to the Transit Committee in January. Ms. McCormick provided an overview of the system and features that will assist with this tracking system.

A motion was made by Director Winterbottom, seconded by Director Brown, and declared passed by those present, to authorize the Chief Executive Officer to execute Agreement No. C-7-1118 between the Orange County Transportation Authority and Kronos, in an amount not to exceed \$457,287, for a comprehensive electronic time and attendance tracking system.

Vice Chair Buffa and Director Mansoor were not present for this vote.

31. Cooperative Agreement with Community SeniorServ

A motion was made by Director Winterbottom, seconded by Director Brown, and declared passed by those present, to authorize the Chief Executive Officer to execute Cooperative Agreement No. C-8-0690 between the Orange County Transportation Authority and Community SeniorServ, in an amount not to exceed \$2,646,400, to share in the cost of providing transportation services through June 30, 2010.

32. Cooperative Agreement with Alzheimer's Family Services

A motion was made by Director Winterbottom, seconded by Director Brown, and declared passed by those present, to authorize the Chief Executive Officer to execute Cooperative Agreement No. C-8-0688 between the Orange County Transportation Authority and Alzheimer's Family Services, in an amount not to exceed \$283,968, to share in the cost of providing transportation services through June 30, 2010.

33. Cooperative Agreement with Acacia Adult Day Services

A motion was made by Director Winterbottom, seconded by Director Brown, and declared passed by those present, to authorize the Chief Executive Officer to execute Cooperative Agreement No. C-8-0517 between the Orange County Transportation Authority and Acacia Adult Day Services, in an amount not to exceed \$1,411,200, to share in the cost of providing transportation services through June 30, 2010.

Orange County Local Transportation Authority Regular Calendar Matters

34. Cooperative Agreement with the California Department of Transportation and Release of Request for Proposals for Project Report and Environmental Services for the San Diego Freeway (Interstate 405) Widening Project

A motion was made by Director Brown, seconded by Director Campbell, and declared passed by those present, to:

- A. Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-7-1483 between the Orange County Transportation Authority and the California Department of Transportation for the San Diego Freeway (Interstate 405) widening project.
- B. Approve the proposed evaluation criteria and weightings for consultant selection.
- C. Approve the release of Request for Proposals 8-0693 for consultant services to prepare the project report and environmental document.

Discussion Items

35. Pacific Electric Right-of-Way Virtual Tour

Kurt Brotcke showed a video, which provided a virtual tour of the Pacific Electric Right-of-Way (ROW) areas.

Director Dixon asked that staff provide a listing of how many miles of ROW properties are within each city. Staff agreed to provide this information.

No action was taken by the Board.

Director Green asked if this video could be shown at the next Southern California Association of Governments meeting.

36. Cities of Santa Ana and Garden Grove Transit Vision and Go Local Project Concepts

Jim Ross, Public Works Director for the City of Santa Ana, and Kia Mortazavi provided a video presentation on these Go Local project concepts.

A brief discussion followed, and Director Pulido requested that copies of this video be provided to all Board Members.

No action was taken by the Board.

37. 91 Express Lanes Protected Plates

Kirk Avila, Treasurer and General Manager of the 91 Express Lanes, provided an update on this issue and indicated what work was underway to insure the responsible violators would be contacted and required to pay any violations and citations as appropriate.

Chairman Norby commented that this change should be implemented as soon as possible and Director Pringle indicated that the letters regarding the violations and citations should be directed to the person(s) who oversees those with the protected plates.

Director Pringle requested a clear explanation of how the notification system will be changed for protected license plates, and who can get the protected plates. He asked that this come back to the Board in two weeks.

General Counsel, Kennard R. Smart, Jr., offered that Assemblyman Spitzer is developing legislation addressing how citations and violation fees will be issued to those with protected plates.

A motion was made by Director Dixon, seconded by Director Moorlach, and declared passed by those present, to develop a system by which the penalties for violations and citations would be handled.

Director Pringle asked for an amendment to this motion to state that the first notice goes to the person's work; subsequent notices to their home. Amendment agreed to by the maker of the motion and the second.

38. Public Comments

At this time, Chairman Norby stated that members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors, but no action would be taken on off-agenda items unless authorized by law.

Public comments were heard from:

Stefanie Sekich, representing the Surfrider Foundation, requested that an option with and without the tollroad be included in the locally-preferred strategy and requested that the two mission statements of the OCTA and the Transportation Corridor Agencies be separated.

Arnie Pike, resident of Placentia, offered comments relative to the safety of service animals riding on ACCESS buses and requested something be done to secure the service animals when riding the bus.

Rob Lammers, resident of Costa Mesa, addressed bus route #29 (in Brea), stating that the stop is too close to the corner and requesting that an analysis of this bus stop be undertaken.

Robin Everett, representing the Sierra Club, offered comments regarding her concern for the “reversal of the promise” to include a traffic model that does not include the Foothill South tollroad.

Paula Westenberger, resident of Anaheim, stated that she is a vision-impaired bus user and is concerned about the notification process for vision-impaired and disabled customers informing them of detours on routes.

Marty Benson, representing the Coalition to Save San Onofre, offered comments regarding the shadow tolling option in the South Orange County Major Investment Study.

Laura Curran, resident of Newport Beach, requested that OCTA consider use of more native plants to be incorporated in the landscaping of the Orange County freeways.

Director Pringle requested Caltrans to explore landscaping options, including native plants, for freeways.

39. Chief Executive Officer's Report

Chief Executive Officer (CEO), Arthur T. Leahy, reported that:

- The Southern California Association of Governments' (SCAG) Transportation and Communications Committee (TCC) met last week and voted to place the Orangeline in the strategic plan and remove it from the constrained plan;
- OCTA received funding last week for \$217 million from the California Transportation Commission (CTC) for goods movement projects;
- A joint marketing project with OCTA and the Angels' has begun and promotions will be done at all Friday night home games this season;
- Copies of OCTA's annual report were provided to Board Members;
- The Step-up Program is underway and requested Julie Espy, the Section Manager who leads this program, to introduce participants. Ms. Espy introduced these individuals and provided an overview of the program.

40. Directors' Reports

Director Brown reported that the first new locomotive #888 has arrived in California and will be in revenue service on April 23. He stated that as new engines arrive, older engines could be rehabilitated. New engines should begin arriving at a rate of about one per month.

Director Moorlach requested: update on viability of palm trees along State Route (SR) 22 freeway; information if one lane being added to the State Route 91 is sufficient; and an update of the Granite-Rados-Meyer (GMR) claim.

Chairman Norby informed Director Moorlach that the GMR claim has been settled and all financial issues are complete.

Director Winterbottom gave "kudos" to staff for Items 31-33 (with seniors' agencies) which save a great deal of money and frees up time on ACCESS service.

Director Pringle commended CEO, Arthur T. Leahy, and staff for the diligence shown regarding the work on the goods movement funding.

Director Cavecche stated that it is her information that the palm trees on the SR 22 Freeway are not dying, but if any do die, they will be replaced. She further added her congratulations to the CEO for the CTC goods movement funds, adding that OCTA positioned itself at the forefront and was ready to begin with projects, which resulted in the award of funds.

Director Dixon clarified the vote at the SCAG TCC meeting was 15-9.

40. (Continued)

Director Campbell reported that for the past few days, he has been allowed to utilize a car developed by BMW, which operates on a combustion engine, but with liquid hydrogen. He stated it is a wonderful car, and only a few are built at this time.

Director Amante added his congratulations to the CEO and staff for the award of goods movement funds by the CTC. He further offered comments regarding the comments provided by public speakers on the tollroad issue.

CEO, Arthur T. Leahy, introduced Hassan Ikrata, new Executive Director of SCAG, who was in the audience.

Chairman Norby announced two changes in Board Committee membership:

Director Bates would be leaving the Finance and Administration Committee.

Director Brown would be serving on the Legislative and Communications Committee.

41. Closed Session

A Closed Session was not conducted at this meeting.

42. Adjournment

The meeting adjourned at 11:55 a.m. Chairman Norby announced that the next regularly scheduled meeting of this Board will be held at **9:00 a.m. on April 28, 2008**, at the OCTA Headquarters.

ATTEST

Wendy Knowles
Clerk of the Board

Chris Norby
OCTA Chairman



ORANGE COUNTY
TRANSPORTATION AUTHORITY

RESOLUTION

ROBERT GREEN

WHEREAS, *the Orange County Transportation Authority recognizes and commends Robert Green; and*

WHEREAS, *be it known that Robert Green has been a principal player at the OCTA and has performed his responsibilities as a Coach Operator in a professional, safe, courteous, and reliable manner; and*

WHEREAS, *Robert Green has demonstrated his integrity by maintaining an excellent attendance record, and his dedication exemplifies the high standards set forth for Orange County Transportation Authority employees; and*

WHEREAS, *Robert Green has proven that "Putting Customers First" is the only way to conduct yourself as a professional coach operator at OCTA and Robert's attention to detail and concern for his customers have helped OCTA ridership grow.*

NOW, THEREFORE, BE IT RESOLVED *that the Authority does hereby declare Robert Green as the Orange County Transportation Authority Coach Operator Employee of the Month for April 2008; and*

BE IT FURTHER RESOLVED *that the Orange County Transportation Authority Board of Directors recognizes Robert Green's valued service to the Authority.*

Dated: April 28, 2008

Chris Norby, Chairman
Orange County Transportation Authority

Arthur T. Leahy, Chief Executive Officer
Orange County Transportation Authority

OCTA Resolution No. 2008-24





ORANGE COUNTY
TRANSPORTATION AUTHORITY

RESOLUTION

JAMES PUGH

WHEREAS, the Orange County Transportation Authority recognizes and commends James Pugh; and

WHEREAS, be it known that James is a valued member of the Facilities Maintenance Section who continually strives to provide skilled, knowledgeable service to all of his customers; and

WHEREAS, James demonstrated his professionalism by his self-motivation and sense of job ownership in the direction of fluid management system repairs at the Anaheim Maintenance base; and

WHEREAS, his dedication to his duties and desire to succeed are duly noted and he is recognized as an outstanding Authority employee.

NOW, THEREFORE, BE IT RESOLVED that the Authority does hereby declare James Pugh as the Orange County Transportation Authority Maintenance Employee of the Month for April 2008; and

BE IT FURTHER RESOLVED that the Orange County Transportation Authority Board of Directors recognizes James Pugh's valued service to the Authority.

Dated: April 28, 2008

Chris Norby, Chairman
Orange County Transportation Authority

Arthur T. Leahy, Chief Executive Officer
Orange County Transportation Authority

OCTA Resolution No. 2008-23





ORANGE COUNTY
TRANSPORTATION AUTHORITY

RESOLUTION

CATHY DAVIS

WHEREAS, the Orange County Transportation Authority recognizes and commends Cathy Davis; and

WHEREAS, be it known that Cathy Davis is a valued member of the Transit Department and the Anaheim Bus Operations Base who has performed her duties in an outstanding manner, demonstrating the highest level of integrity and professionalism in all her dealings with Authority staff; and

WHEREAS, Cathy has put in unbelievable efforts with regards to the successful completion of the annual Bus Operations General System Shake-Up. Cathy was the primary person responsible for assuring accurate manpower distribution among all bases. She was responsible for managing all administrative and union staffing during the process; and

WHEREAS, Cathy's knowledge and understanding of OCTA manpower analysis, coupled with her ability and professionalism to communicate with coach operators, staff, and the union assured the achievement of a successful March Service Change.

NOW, THEREFORE, BE IT RESOLVED that the Authority does hereby declare Cathy Davis as the Orange County Transportation Authority Administrative Employee of the Month for April 2008; and

BE IT FURTHER RESOLVED that the Orange County Transportation Authority Board of Directors recognizes Cathy Davis' valued service to the Authority.

Dated: April 28, 2008

Chris Norby, Chairman
Orange County Transportation Authority

Arthur T. Leahy, Chief Executive Officer
Orange County Transportation Authority

OCTA Resolution No. 2008-25





April 28, 2008

To: Members of the Board of Directors
From: Arthur T. Leahy *ATL* Chief Executive Officer
Subject: Legislation Related to the Confidential Records Program

Overview

A bill amending the Confidential Records Program administered by the California Department of Motor Vehicles to permit the collection of toll violations is presented for a Board of Directors position.

Recommendation

Adopt the following recommended position on legislation:

Support and Work with Authors on AB 996 (Spitzer, R-Orange and Solorio, D-Santa Ana)

Discussion

Newly Analyzed Legislation

AB 996 (Spitzer, R-Orange and Solorio, D-Santa Ana) would revise the exemptions to the Confidential Records Program (CRP) administered by the California Department of Motor Vehicles (DMV) to provide that a governmental agency may obtain a driver's DMV information in order to process the service and collection of a traffic, parking, or toll road violation.

Existing law qualifies specific government officials and employees that are considered to hold "sensitive" positions or are employed as a law enforcement officer to keep confidential their home address, which appears on DMV records. Existing law further allows for a home address to be withheld from public inspection for three years following the termination of office or employment except in the case of retired peace officers, which may be permanently confidential upon the retired officer's request. Additionally, the CRP allows for the spouse and/or children of a qualified government official to

also keep their home address confidential regardless of place of residence. Several government agencies including the California Board of Equalization, local law enforcement agencies, and local courts may be granted access to CRP information upon request.

AB 996 would further authorize the disclosure of information to government agencies which require the information to process the collection of a traffic, parking, or toll road violation and also allow for the toll violator to be served with the citation at their place of employment. AB 996 would additionally extend the time period a government agency can collect the toll in order to cover the time necessary for the DMV to retrieve and send information to the requesting agency. Over the past five years, an estimated 14,535 toll violations on the 91 Express Lanes can be attributed to drivers which fall under the CRP. Specifically, in 2007, the Orange County Transportation Authority (OCTA) saw approximately 3,484 CRP-related toll violations which equate to an estimated loss of \$10,500 in toll revenues.

AB 996 in its current form does not yet provide the complete framework for OCTA to efficiently and rapidly identify CRP toll violators. The authors of AB 996 have expressed a desire to work with OCTA to enact legislation that will allow toll authorities to address violations by persons with protected plates. Therefore, staff recommends a "support and work with authors" position to authorize an acting agent of a government agency, as specified in California Vehicle Code section 40252, to obtain CRP driver data on behalf of the government agency which manages the toll road. This provision will allow OCTA to continue carrying out its current notification process for toll evasion violations in an efficient manner.

An analysis of the bill is attached (Attachment A). Staff recommends: SUPPORT and WORK WITH AUTHORS

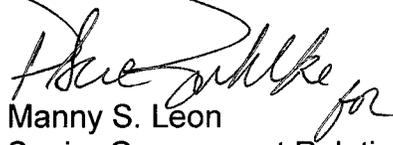
Summary

A position is recommended on a bill related to the Confidential Records Program administered by the California Department of Motor Vehicles.

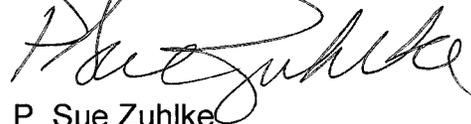
Attachment

- A. Analysis of AB 996 (Spitzer, R-Orange and Solorio, D-Santa Ana)

Prepared by:


Manny S. Leon
Senior Government Relations
Representative
(714) 560-5393

Approved by:


P. Sue Zuhlke
Chief of Staff
(714) 560-5574

BILL: AB 996 (Spitzer, R-Orange and Solorio, D-Santa Ana)
Introduced February 22, 2007
Amended March 28, 2007
Amended July 9, 2007
Amended April 9, 2008

SUBJECT: Would revise the exemptions to the Confidential Records Program administered by the California Department of Motor Vehicles to provide that a governmental agency may obtain a driver's information necessary to process the service and collection of a traffic, parking, or toll road violation

STATUS: Passed Assembly Public Safety Committee 7-0
Passed Assembly Appropriations Committee 16-0
Passed Assembly 74-0
Passed Senate Public Safety Committee 5-0
Re-referred to Senate Rules Committee for committee assignment

SUMMARY AS OF APRIL 18, 2008:

Originally a bill related to parole hearings, AB 996 was amended on April 9, 2008, to revise the Confidential Records Program (CRP) administered by the California Department of Motor Vehicles (DMV). Existing law qualifies specific government officials and employees that are considered to hold "sensitive" positions or are employed as a law enforcement officer to keep their home address confidential, which appears on DMV records. Existing law further allows for a home address to be withheld from public inspection for three years following the termination of office or employment except in the case of retired peace officers which may be permanently confidential upon the retired officer's request. Additionally, the CRP allows for the spouse and/or children of a qualified government official to also keep their home address confidential regardless of place of residence.

Under the CRP, confidential information cannot be disclosed except upon request to a law enforcement agency, court, State Board of Equalization, or an attorney in a civil or criminal action which demonstrates the need for the home address. AB 996 would further authorize the disclosure of information to government agencies which require the information to process the collection of a traffic, parking, or toll road violation. AB 996 would also allow for a toll authority to serve the violator at their place of employment which authorized the confidential license plate. Furthermore, Section 40254 of the California Vehicle Code (CVC) requires a toll agency to notify the registered owner of a vehicle identified in a toll violation within 21 days of the violation. This section also states that a toll agency is granted an additional 45 calendar days to notify the registered owner if the contact information is not readily obtained. AB 996 would extend the time period a government agency has to collect the toll in order to cover the time necessary for the DMV to retrieve and send information to the requesting agency. As a result, the notification period to contact the registered owner will not commence until the toll agency has retrieved CRP data from the DMV.

EFFECTS ON ORANGE COUNTY:

AB 996 was introduced in order to address an issue noted in a recent article in the Orange County Register (Register) related to these CRP-related toll violations. The Register reported that over the past five years, 14,535 CRP-related toll violations occurred on the 91 Express Lanes. The Register also reported that total violations added up to \$29,500. However, the Register noted that this figure rose to \$5 million when penalties were included. Although the Register did not clarify how these figures were calculated, Orange County Transportation Authority (OCTA) staff assumes the \$5 million figure was one possible calculation if every single CRP-related toll violation was unpaid and reached the maximum in penalties.

OCTA staff has calculated over 14 million vehicle trips are taken annually on the 91 Express Lanes, which have proven to be a successful alternative for motorists commuting between Orange and Riverside counties. In 2007, OCTA staff calculated approximately 3,484 CRP-related toll violations which equate to an estimated loss of \$10,500 in toll revenues.

AB 996 in its current form does not yet provide the complete framework for OCTA to efficiently and rapidly identify CRP toll violators. Currently, AB 996 allows only a government agency to request confidential data from the DMV for the collection of a toll violation. OCTA currently does not handle the processing of toll violations, but rather contracts with a private company to manage all toll violations on the 91 Express Lanes. CVC Section 40252 allows OCTA to contract with a private company for these purposes. Thus, OCTA's private contractor, Cofiroute, acts as an agent for OCTA and possesses its own requestor code in order to obtain driver data from the DMV. However, since Cofiroute is not classified as a public agency, AB 996 in its current form, would require OCTA, not Cofiroute, to process CRP-related toll violations. Staff is seeking Board directive to allow OCTA staff to work with the authors' office to authorize an acting agent of a government agency as specified in CVC Section 40252 to obtain CRP driver data on behalf of the government agency which manages the toll road. This provision will allow OCTA to continue carrying out its current notification process for toll evasion violations in an efficient manner.

OCTA POSITION:

Staff recommends: SUPPORT and WORK WITH AUTHORS

AMENDED IN SENATE APRIL 9, 2008

AMENDED IN SENATE JULY 9, 2007

AMENDED IN ASSEMBLY MARCH 28, 2007

CALIFORNIA LEGISLATURE—2007—08 REGULAR SESSION

ASSEMBLY BILL

No. 996

Introduced by Assembly Member ~~Spitzer~~ Members *Spitzer and Solorio*

(Coauthors: Senators ~~Battin and Cox~~)

February 22, 2007

An act to add Section 3044 to the Penal Code, relating to parole. An act to amend Section 1808.4 of the Vehicle Code, relating to vehicles.

LEGISLATIVE COUNSEL'S DIGEST

AB 996, as amended, ~~Spitzer. Parole hearings: victim testimony. Department of Motor Vehicles: records.~~

Existing law makes confidential the home address of any of a list of state officers and employees that appears in the Department of Motor Vehicles (DMV) records, if an officer or employee requests that address be kept confidential, with certain exemptions for information available to specified governmental agencies. Existing law provides that the home address shall be withheld from public inspection for 3 years following termination of office or employment, except with respect to retired peace officers, whose home addresses shall be withheld from public inspection permanently upon request.

This bill would revise the exemptions to nondisclosure to provide that a governmental agency may obtain the information necessary to process the service and collection of a traffic, parking, or toll road violation.

The bill would also provide that the applicable statutory time periods for processing traffic, parking, or toll road violations are tolled until the DMV provides the law enforcement agency or governmental agency with the confidential home addressee's information. The bill would also authorize the law enforcement agency or governmental agency to serve the person, his or her spouse, or child at the address of the person's, spouse's, or child's employer, as appropriate.

~~Existing law requires the Board of Parole Hearings to hold regular hearings to determine a prisoner's suitability for parole. Upon request, the board is required to send a notice of a scheduled hearing to the victim or next of kin, at least 30 days before the hearing. The victim or next of kin, or a representative, as specified, has the right to appear at the hearing and to make a statement.~~

~~This bill would provide that if a victim, victim's representative, or next of kin appears for a duly noticed, scheduled parole hearing, and that hearing is postponed at the request of the prisoner or prisoner's attorney, the board shall allow the victim, victim's representative, or next of kin to make his or her statement at the time the postponement is granted, in accordance with certain procedures.~~

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. Section 1808.4 of the Vehicle Code is amended
- 2 to read:
- 3 1808.4. (a) ~~The home address of any of the following persons;~~
- 4 ~~For all of the following persons, his or her home address that~~
- 5 ~~appears in any a record of the department, is confidential, if the~~
- 6 ~~person requests the confidentiality of that information:~~
- 7 (1) Attorney General.
- 8 (2) State public defender.
- 9 (3) ~~Members~~ *A Member* of the Legislature.
- 10 (4) ~~Judges or court commissioners~~ *A judge or court*
- 11 ~~commissioner.~~
- 12 (5) ~~District attorneys~~ *A district attorney.*
- 13 (6) ~~Public defenders~~ *A public defender.*
- 14 (7) ~~Attorneys~~ *An Attorney* employed by the Department of
- 15 Justice, the office of the State Public Defender, or a county office
- 16 of the district attorney or public defender.

1 (8) ~~City attorneys and attorneys who submit~~ *A city attorney and*
2 *an attorney who submits* verification from ~~their~~ *his or her* public
3 employer that ~~they represent~~ *the attorney represents* the city in
4 matters that routinely place ~~them~~ *the attorney* in personal contact
5 with persons under investigation for, charged with, or convicted
6 of, committing criminal acts, if ~~those attorneys are employed by~~
7 ~~city attorneys~~ *that attorney is employed by a city attorney.*

8 (9) ~~Nonsworn police dispatchers~~ *A nonsworn police dispatcher.*

9 (10) ~~Child abuse investigators or social workers~~ *A child abuse*
10 *investigator or social worker*, working in child protective services
11 within a social services department.

12 (11) ~~Active or retired peace officers~~ *An active or retired peace*
13 *officer*, as defined in Chapter 4.5 (commencing with Section 830)
14 of Title 3 of Part 2 of the Penal Code.

15 (12) ~~Employees of the Department of Corrections, the~~
16 ~~Department of the Youth Authority~~ *An employee of the Department*
17 *of Corrections and Rehabilitation, Division of Juvenile Facilities,*
18 *or the Prison Industry Authority* specified in Sections 20403 and
19 20405 of the Government Code.

20 (13) ~~Nonsworn employees~~ *A nonsworn employee* of a city police
21 department, a county sheriff's office, the Department of the
22 California Highway Patrol, *a* federal, state, ~~and or~~ local detention
23 ~~facilities, and facility, or a~~ local juvenile ~~halls, camps, ranches,~~
24 ~~and homes, who submit~~ *hall, camp, ranch, or home, who submits*
25 agency verification that, in the normal course of ~~their~~ *his or her*
26 employment, ~~they control or supervise~~ *he or she controls or*
27 *supervises* inmates or ~~are~~ *is* required to have a prisoner in ~~their~~ *his*
28 *or her* care or custody.

29 (14) ~~County counsels~~ *A county counsel* assigned to child abuse
30 cases.

31 (15) ~~Investigators~~ *An investigator* employed by the Department
32 of Justice, a county district attorney, or a county public defender.

33 (16) ~~Members~~ *A member* of a city council.

34 (17) ~~Members~~ *A member* of a board of supervisors.

35 (18) ~~Federal prosecutors and criminal investigators and~~ *A federal*
36 *prosecutor, criminal investigator, or National Park Service Rangers*
37 *Ranger* working in this state.

38 (19) ~~Any~~ *An* active or retired city enforcement officer engaged
39 in the enforcement of the Vehicle Code or municipal parking
40 ordinances.

- 1 (20) ~~Any~~ *An* employee of a trial court.
- 2 (21) ~~Any~~ *A* psychiatric social worker employed by a county.
- 3 (22) ~~Any~~ *A* police or sheriff department employee designated
4 by the Chief of Police of the department or the sheriff of the county
5 as being in a sensitive position. ~~Any~~ *A* designation pursuant to this
6 paragraph shall, for purposes of this section, remain in effect for
7 three years subject to additional designations that, for purposes of
8 this section, shall remain in effect for additional three-year periods.
- 9 (23) ~~State employees in~~ *A state employee in one of* the following
10 classifications:
- 11 (A) Licensing Registration Examiner, Department of Motor
12 Vehicles.
- 13 (B) Motor Carrier Specialist 1, California Highway Patrol.
- 14 (C) Museum Security Officer and Supervising Museum Security
15 Officer.
- 16 (24) (A) The spouse or child of ~~any~~ *a* person listed in
17 paragraphs (1) to (23), inclusive, regardless of the spouse's or
18 child's place of residence.
- 19 (B) The surviving spouse or child of a peace officer, as defined
20 in Chapter 4.5 (commencing with Section 830) of Title 3 of Part
21 2 of the Penal Code, if the peace officer died in the line of duty.
- 22 (b) The confidential home address of ~~any of the persons~~ *a person*
23 listed in subdivision (a) shall not be ~~disclosed to any person, except~~
24 ~~for~~ *disclosed, except to* any of the following:
- 25 (1) A court.
- 26 (2) A law enforcement agency.
- 27 (3) The State Board of Equalization.
- 28 (4) An attorney in a civil or criminal action that demonstrates
29 to a court the need for the home address, if the disclosure is made
30 pursuant to a subpoena.
- 31 (5) ~~Any~~ *A* governmental agency to which, under any provision
32 of law, information is required to be furnished from records
33 maintained by the department *or the information is necessary to*
34 *process the service and collection of a traffic, parking, or toll road*
35 *violation.*
- 36 (c) ~~Any~~ *(1) A* record of the department containing a confidential
37 home address shall be open to public inspection, as provided in
38 Section 1808; if the address is completely obliterated or otherwise
39 removed from the record. The home address shall be withheld

1 from public inspection for three years following termination of
2 office or employment ~~except with~~.

3 (2) ~~With respect to a retired peace officers, whose officer, his~~
4 ~~or her~~ home addresses shall be withheld from public inspection
5 permanently upon request of confidentiality at the time the
6 information would otherwise be opened. The home address of the
7 surviving spouse or child listed in subparagraph (B) of paragraph
8 (24) of subdivision (a) shall be withheld from public inspection
9 for three years following the death of the peace officer. ~~The~~

10 (3) The department shall inform ~~any~~ a person who requests a
11 confidential home address what agency the individual whose
12 address was requested is employed by or the court at which the
13 judge or court commissioner presides.

14 (d) *The applicable statutory time periods for processing the*
15 *service and collection of traffic, parking, or toll road violations*
16 *are tolled until the department provides the law enforcement*
17 *agency or governmental agency with the confidential home*
18 *addressee's information. For purposes of providing notice of a*
19 *traffic, parking, or toll road violation, the law enforcement agency*
20 *or governmental agency may serve the person, his or her spouse,*
21 *or child at the address of the person's, spouse's, or child's*
22 *employer, as appropriate.*

23 ~~(d)~~

24 (e) A violation of subdivision (a) by the disclosure of the
25 confidential home address of a peace officer, as specified in
26 paragraph (11) of subdivision (a), a nonsworn employee of the
27 city police department or county sheriff's office, or the spouses or
28 children of these persons, including, but not limited to, the
29 surviving spouse or child listed in subparagraph (B) of paragraph
30 (24) of subdivision (a), that results in bodily injury to the peace
31 officer, employee of the city police department or county sheriff's
32 office, or the spouses or children of these persons is a felony.

33 SECTION 1. ~~Section 3044 is added to the Penal Code, to read:~~

34 3044. ~~(a) If a victim, victim's representative, or next of kin~~
35 ~~appears for a duly noticed, scheduled parole hearing, and that~~
36 ~~hearing is postponed at the request of the prisoner or prisoner's~~
37 ~~attorney, the board shall allow the victim, victim's representative,~~
38 ~~or next of kin to make his or her statement at the time the~~
39 ~~postponement is granted. If the victim, victim's representative, or~~
40 ~~next of kin makes the statement directly and in person to the board~~

1 on the date the postponement is granted, the statement shall be in
2 lieu of any other statement presented at the time the postponed
3 hearing is held.

4 (b) If, on the day the hearing is postponed, the victim, victim's
5 representative, or next of kin does not make a statement directly
6 and in person to the board, he or she may make a statement in
7 writing or in any other medium. This statement shall be recorded
8 and preserved for introduction into the record when the parole
9 hearing is subsequently held. The statement shall not be read,
10 heard, or viewed by the board prior to the hearing. At the time the
11 hearing is held, if the victim, victim's representative, or next of
12 kin attends the hearing in person, he or she may make an oral
13 statement directly to the board. If the statement is made to the
14 board in person, a previously recorded and preserved statement
15 shall not be introduced into the record or otherwise considered by
16 the board.



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Amendment to Agreement to Exercise First Option Year for On-Call Commuter Rail Engineering Services

Overview

On February 24, 2005, the Board of Directors approved an agreement with J.L. Patterson & Associates, Inc., for a base term of three years with two one-year options to provide on-call railroad engineering services to support Orange County Metrolink commuter rail services. Ongoing professional engineering services are needed to support staff in the planning and management of Metrolink operations.

Recommendation

Authorize the Chief Executive Officer to exercise the first one-year option and execute Amendment No. 4 to Agreement No. C-4-1222 between the Orange County Transportation Authority and J.L. Patterson & Associates, Inc., in an amount not to exceed \$100,000, for continued services through June 30, 2009, bringing the total contract value to \$321,000.

Background

The Southern California Regional Rail Authority, a regional joint powers authority, operates seven lines throughout Southern California's five-county, 400-mile commuter rail system known as Metrolink. Metrolink's five-agency membership includes the Los Angeles County Metropolitan Transportation Authority, the Orange County Transportation Authority (OCTA), the Riverside County Transportation Commission, the San Bernardino Associated Governments, and the Ventura County Transportation Commission. Metrolink operates three lines serving 11 Orange County stations, consisting of 44 daily weekday trains carrying more than 14,000 riders per day.

OCTA's Commuter Rail Operations staff contracts out on-call commuter rail engineering services, currently not available in-house. The consultant provides,

on an as-needed basis, technical staff including licensed engineers to provide design review, field inspections, project review, project study reports, geotechnical and survey review, management and operations support, and related engineering services.

Discussion

The original contract was awarded on a competitive basis, in the amount of \$210,000, for a period of three years. The term includes option years for fiscal year (FY) 2008-09 and 2009-10 and requires subsequent Board of Directors (Board) approval. Staff is returning with the FY 2008-09 option year for Agreement No. C-4-1222. Previous amendments not requiring Board approval included Amendment No. 1, executed on December 21, 2005, in the amount of \$11,000, increasing the total contract not-to-exceed value to \$221,000. Amendment No. 1 provided assistance in securing agreements with Union Pacific Railroad and the utility companies for railroad storage track space. Amendment No. 2 was issued on May 26, 2006, to add technical staff to the pool of consultants authorized to work under the agreement. Amendment No. 3 was issued on July 10, 2007, to add a sub-consultant (Attachment A).

Services are provided on an as-needed basis and only those services authorized during the option year will be billed. Based on the level of effort during previous years and anticipated projects in the upcoming fiscal year, the level of effort anticipated for the option year is estimated to be \$100,000, resulting in a new not-to-exceed total contract value of \$321,000. The escalation rate for labor is 3 percent a year and was negotiated as part of the original award. OCTA can re-procure these services; however, the consultant's performance has been satisfactorily on time and within budget. Railroad engineering services are required for continued support of Orange County Metrolink operations, as in-house railroad engineering expertise is not available.

Fiscal Impact

Funding for this agreement is included in OCTA's proposed FY 2008-09 Budget, Commuter Urban Rail Endowment, Account 0093-7519-A0001-DH7. Execution of the first one-year option is contingent upon adoption of OCTA's FY 2008-09 Budget.

Summary

Staff recommends approval of Amendment No. 4 to Agreement No. C-4-1222, in an amount not to exceed \$100,000, with J.L. Patterson & Associates, Inc., to exercise the first one-year option to continue professional railroad engineering

services through June 30, 2009, subject to Board approval of OCTA's FY 2008-09 Budget.

Attachment

A. J.L. Patterson & Associates, Inc., Agreement No. C-4-1222 Fact Sheet

Prepared by:



Abbe McClenahan
Principal Transportation Analyst
(714) 560-5673

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**J. L. Patterson & Associates, Inc.
Agreement No. C-4-1222
Fact Sheet**

1. May 17, 2008, Agreement No. C-4-1222, \$210,000, approved by Board of Directors.
 - Provide railroad engineering services, including licensed engineers to provide design review, field inspections, project review, project study reports, geotechnical and survey review, management and operations support, and related engineering services.
 - Agreement includes provision for option years for fiscal years 2008-09 and 2009-10.
2. December 21, 2005, Amendment No. 1 to Agreement No. C-4-1222, \$11,000, approved by the contract administrator.
 - Increase funding from \$210,000 to \$221,000 to provide assistance securing agreements with Union Pacific Railroad and the utility companies for storage area.
3. May 25, 2006, Amendment No. 2 to Agreement No. C-4-1222, \$0, approved by the contract administrator.
 - Administrative change only. Technical staff added.
4. July 10, 2007, Amendment No. 3 to Agreement No. C-4-1222, \$0, approved by the contract administrator.
 - Administrative change only. Add sub-consultant UltraSystems Environmental, Inc.
5. April 28, 2008, Amendment No. 4 to Agreement No. C-4-1222, \$100,000, pending Board of Directors approval.
 - Exercise first one-year option for continued services through June 30, 2009.

Total committed to J.L. Patterson & Associates, Inc., after approval of Amendment No. 4 to Agreement No. C-4-1222: \$321,000.



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors

From: Wendy Knowles, Clerk of the Board

Subject: Amendment to Agreement for Project Report and Environmental Document Services for Lane Addition on the Eastbound Riverside Freeway (State Route 91) Between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71)

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to Agreement No. C-4-1048 between the Orange County Transportation Authority and Kimley-Horn and Associates, in an amount not to exceed \$132,000, for closeout costs for the eastbound Riverside Freeway (State Route 91) project, between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71), bringing the total contract value to \$1,944,204.



April 21, 2008

To: Highways Committee

From: Arthur T. Leahy, Chief Executive Officer

Subject: Amendment to Agreement for Project Report and Environmental Document Services for Lane Addition on the Eastbound Riverside Freeway (State Route 91) Between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71)

Overview

On December 13, 2004, the Orange County Transportation Authority Board of Directors approved an agreement with Kimley-Horn and Associates to prepare the project report and environmental document for improvements to the eastbound Riverside Freeway (State Route 91), between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71). The consultant team successfully completed the project report and environmental document, and the project was approved in December 2007. An amendment to the Kimley-Horn and Associates agreement is needed to close out the contract.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to Agreement No. C-4-1048 between the Orange County Transportation Authority and Kimley-Horn and Associates, in an amount not to exceed \$132,000, for closeout costs for the eastbound Riverside Freeway (State Route 91) project, between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71), bringing the total contract value to \$1,944,204.

Background

The Orange County Transportation Authority (Authority), Riverside County Transportation Commission (RCTC), and California Department of Transportation (Caltrans) have worked cooperatively to identify and implement improvements on the Riverside Freeway (State Route 91) corridor in concert with the State Route 91 Implementation Plan. Spanning both Orange and

Amendment to Agreement for Project Report and Environmental Document Services for Lane Addition on the Eastbound Riverside Freeway (State Route 91) Between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71)

Page 2

Riverside counties, the improvements offer inter-regional benefits by minimizing weaving, enhancing safety, and reducing congestion on the State Route 91 mainline. Once completed, the project will provide near-term congestion relief for commuters traveling eastbound on State Route 91, as well as benefit those traveling northbound on the Eastern Transportation Corridor (State Route 241). The Authority took the lead in environmental clearance and preliminary engineering for the section between State Route 241 and the Corona Expressway (State Route 71). The lead for the final project design is Caltrans, with expected completion by March 2009.

This project is in the Renewed Measure M Early Action Plan and has received Corridor Mobility Improvement Account funding for construction capital and support costs, totaling approximately \$71.4 million. The remainder of the funding for right-of-way and design support costs are provided by RCTC and the Authority through 91 Express Lanes toll revenues.

Discussion

During the project report and environmental document (PR/ED) phase, it became clear that the original planned timeframe of 18 months was insufficient for the completion of this very complicated environmental document. After consultation with the two Caltrans district offices concerned, Orange County District 12 and Riverside/San Bernardino District 8, it became apparent that the project schedule needed to be extended. In addition, the lead role for the National Environmental Policy Act (NEPA) was delegated to Caltrans by the Federal Highway Administration. As a result, this project was the first one within California to follow the new procedures requiring special quality control checklists and other regulatory and administrative changes. As a result of these two factors, the completion of the PR/ED was extended by 14 months.

Consequently, Kimley-Horn and Associates incurred additional costs that were not anticipated in the original contract. These unanticipated costs were a result of lengthening the project duration and changes in requirements caused by the delegation of NEPA responsibilities to Caltrans.

Kimley-Horn and Associates submitted a cost proposal for additional meetings and administrative costs for these changes; however, staff did not find sufficient justification for these additional costs, and these costs have remained in dispute up until this time. Kimley-Horn and Associates has since provided better documentation and justification for additional costs, and Authority

Amendment to Agreement for Project Report and Environmental Document Services for Lane Addition on the Eastbound Riverside Freeway (State Route 91) Between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71)

Page 3

staff has negotiated a final amount for less than their original proposal. An amendment to the Kimley-Horn and Associates contract is now proposed, in the amount of \$132,000, for closeout charges attributable to the extended services provided on the project.

The original agreement, awarded on December 13, 2004, was in the amount of \$1,664,419. This agreement was previously amended (Attachment A). After approval of Amendment No. 4 to Agreement No. C-4-1048, the total contract amount will be \$1,944,204.

Fiscal Impact

The Authority's Fiscal Year 2007-08 Budget, Development, Account 0036-7519-B3100-A7B, has sufficient funds for Amendment No. 4 to Agreement No. C-4-1048.

Summary

Staff recommends approval of Amendment No. 4, in the amount of \$132,000 to Agreement No. C-4-1048 with Kimley-Horn and Associates for closeout costs needed to complete the preliminary engineering and environmental document for the eastbound Riverside Freeway (State Route 91), between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71).

Attachment

- A. Kimley-Horn and Associates Agreement C-4-1048 Fact Sheet

Prepared by:



Arshad Rashedi, P.E.
Project Manager
(714) 560-5874

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**Kimley- Horn and Associates
Agreement C-4-1048 Fact Sheet**

1. December 13, 2004, Agreement C-4-1048, \$1,664,419, approved by the Board of Directors.
 - Provide professional and technical consultant services for the preparation of the project report and environment document for the improvement project on the eastbound Riverside Freeway (State Route 91), between the Eastern Transportation Corridor (State Route 241) and the Corona Expressway (State Route 71).
2. January 23, 2006, Amendment No. 1 to Agreement C-4-1048, \$0, approved by procurement administrator.
 - Extend contract completion date to December 31, 2007.
3. June 22, 2006, Amendment No. 2 to Agreement C-4-1048, \$83,880, approved by procurement administrator.
 - Federal regulation changes with regard to air quality report, focused sensitive species survey, and biological assessment.
4. January 23, 2008, Amendment No. 3 to Agreement C-4-1048, \$63,905, approved by procurement administrator.
 - Additional services for changes to Jurisdictional Water Delineation by the Army Corps of Engineers, supplementary natural environmental study, and asbestos investigation/sampling and report.
 - Extend contract completion date to February 29, 2008.
5. April 28, 2008, Amendment No. 4 to Agreement C-4-1048, \$132,000, pending approval by the Board of Directors.
 - Compensate for closeout costs as a result of unanticipated costs resulting from project duration lengthening due to the complexity of the wildlife and sensitive species within the project limits and the regulatory changes by the
 - FHWA delegating NEPA lead agency to Caltrans.

Total committed to Kimley-Horn and Associates after approval of Amendment No. 4 to Agreement No. C-4-1048: \$1,944,204.



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board
Subject: Selection of a Consultant to Conduct the Central County Corridor Major Investment Study

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendations

- A. Approve the selection of URS Corporation as the top ranked firm to conduct the Central County Corridor Major Investment Study.
- B. Authorize staff to request a cost proposal from URS Corporation and negotiate an agreement for services.
- C. Authorize the Chief Executive Officer to execute the final agreement.



April 21, 2008

To: Highways Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Selection of a Consultant to Conduct the Central County Corridor Major Investment Study

Overview

The Orange County Transportation Authority Board of Directors directed staff to initiate the Central County Corridor Major Investment Study. Consultant assistance is required for this effort and proposals and statements of qualification for the preparation of a major investment study were solicited in accordance with the Orange County Transportation Authority's procurement procedures for the retention of consultants to perform architectural and engineering work. Recommendations to select a firm for the work are presented.

Recommendations

- A. Approve the selection of URS Corporation as the top ranked firm to conduct the Central County Corridor Major Investment Study.
- B. Authorize staff to request a cost proposal from URS Corporation and negotiate an agreement for services.
- C. Authorize the Chief Executive Officer to execute the final agreement.

Background

In April 2005, the Orange County Transportation Authority (OCTA) Board of Directors (Board) approved five major conceptual alternatives for improving travel in central Orange County through the Central County Corridor Study - Phase I (Phase I) effort. These five alternative strategies range from improvements to key streets and the transit system, to major widening of the Costa Mesa Freeway (State Route 55) or extension of the Orange Freeway (State Route 57) in the Santa Ana River channel (from its current terminus) to the San Diego Freeway (Interstate 405). The Phase I process

included input from elected officials, stakeholders, and local and regional agencies' technical staff. This process also included a series of public open houses.

As part of approving the five conceptual alternatives, the OCTA Board directed staff to initiate the second phase of the study process, the Central County Corridor Major Investment Study (CCCMIS). This next phase will narrow the list of transportation alternatives, perform conceptual engineering and environmental work, and recommend a locally preferred strategy. Before moving forward with the CCCMIS, the Board expressed interest in determining the technical feasibility of extending State Route 57 (SR-57) in the Santa Ana River channel. This was to ensure that study resources would only be focused on evaluating potentially feasible alternatives. The SR-57 Extension Concept Planning Study was completed and approved by the Board on October 22, 2007, with the stipulation that the SR-57 extension portion would be limited to only options that had a profile lower than the current bridges over the Santa Ana River.

Discussion

This procurement was handled in accordance with OCTA's procedures for architectural and engineering requirements, which conform to both federal and state law. Proposals were evaluated without consideration of cost and were ranked in accordance with the qualifications of the firm and the technical proposal. The highest ranked firm will be requested to submit a cost proposal and the final agreement is to be negotiated. Should negotiations fail with the highest ranked firm, a cost proposal will be solicited from the second ranked firm in accordance with the procurement policies previously adopted by the Board.

The project was advertised on February 13 and February 17, 2008, in the Orange County Register. The notice for the request for proposals was posted on February 13, 2008, on CAMM NET and emailed to 1,583 firms. A pre-proposal meeting was held on February 19, 2008, and was attended by 25 individuals representing 20 firms.

On March 10, 2008, two proposals were received. An evaluation committee consisting of staff from the Development Division, Contracts Administration & Materials Management Department, and representatives from the California Department of Transportation and the Southern California Association of Governments met to review the proposed work plans, staffing and project organization, and firm qualifications.

The evaluation committee reviewed both proposals and found both firms fully qualified for the work. On March 26, 2008, the committee interviewed each of the qualified firms. The top two qualified firms are:

Name and Location

URS Corporation
Santa Ana, CA

PB Americas, Inc.
Orange, CA

Based on the committee's evaluation of the two qualified firms, URS Corporation was considered as the firm that has the best experience and staff that is most qualified for the project. The URS Corporation project team provided a strong technical proposal with a highly detailed and organized work plan. PB Americas, Inc., presented a very thorough review of initial issues and showed a thorough consideration of solutions, particularly creative approaches in the work plan. During the interview phase, both URS Corporation and PB Americas, Inc., provided clear and persuasive answers to all interview questions. PB Americas, Inc., included extensive discussion on potential study issues and a SR-57 extension concept. URS Corporation included a very good discussion of limitations and challenges of the project, and discussion of specific concepts for conducting the CCCMIS.

Fiscal Impact

This project is included in OCTA's Fiscal Year 2007-08 Budget, Development Division, Account 1531-7519-A4422-F1P.

Summary

The evaluation committee met and reviewed proposals submitted. Based on materials provided, the committee recommends the selection of URS Corporation as the most qualified firm to conduct the Central County Corridor Major Investment Study.

Staff seeks Board of Directors approval to request a cost proposal from URS Corporation and negotiate an agreement for services.

Attachments

- A. Proposal Evaluation Summary Matrix Short-List – RFP 8-0142 “Central County Corridor Major Investment Study”
- B. Review of Proposals – RFP 8-0142 – Presented to the Highways Committee – April 14, 2008

Prepared by:



Charlie Larwood
Section Manager, Corridor Studies
(714) 560-5683

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

Proposal Evaluation Summary Matrix Short-List RFP 8-0142 "Central County Corridor Major Investment Study"								
Firm: URS Corporation							Weights	Criteria Score
Evaluation Number	1	2	3	4	5	6		
Qualifications of Firm	4.5	5.0	5.0	5.0	4.5	5.0	5	24
Staffing/Project Organization	4.5	4.0	4.5	4.5	4.5	4.0	8	35
Work Plan	4.0	4.0	3.5	4.5	4.5	4.5	7	29
Overall Score	86.5	85.0	85.5	92.5	90.0	88.5		88
Firm: PB Americas, Inc.							Weights	Criteria Score
Evaluation Number	1	2	3	4	5	6		
Qualifications of Firm	4.5	4.5	5.0	4.5	4.0	4.0	5	22
Staffing/Project Organization	4.5	4.0	4.0	4.5	4.0	4.0	8	33
Work Plan	4.5	5.0	4.0	4.5	4.5	4.5	7	32
Overall Score	90.0	89.5	85.0	90.0	83.5	83.5		87
Evaluation Panel: 6								
OCTA:								
Contracts Administration & and Materials Management (CMM) - (1)								
Development Division - (2)								
Outside Evaluators:								
California Department of Transportation (Caltrans) - (2)								
Southern California Association of Governments (SCAG) - (1)								

Review of Proposals - RFP 8-0142
Presented to the Highways Committee - April 14, 2008

2 proposals were received, 2 firms were interviewed

Overall Ranking	Overall Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments
1	88	URS Corporation Santa Ana, CA	IBI Group Parsons Transportation Group Cordoba Corporation	Highest ranked overall proposal. Significant experience of firms working together providing similar services. Project manager, firm, and key staff has experience in performing Phase 1 of this project. Significant prior experience of key personnel working together performing similar services. Extensive knowledge/experience of the corridor. Strong understanding of the scope of work to be performed.
2	87	PB Americas, Inc. Orange, CA	PBS&J MACTEC Sharon Greene & Associates	Second highest ranked proposal. Extensive and diverse experience of PB Americas, Inc., performing similar services. Project manager has extensive local experience. Project manager has been with PB Americas, Inc., less than six (6) months. Team has limited prior experience working together on similar projects. Creative approaches to the scope of work. Good understanding of the scope of work to be performed.

Evaluation Panel: (6)

- OCTA:
 Camm Department (1)
 Development Department (2)
- Outside:
 Caltrans (2)
 SCAG (1)

Proposal Criteria

- Qualifications of Firm**
Staffing and Project Organization
Work Plan

Weight Factor

- 25%
 40%
 35%

Review of Proposals - RFP 8-0142
Presented to the Highways Committee - April 14, 2008

2 proposals were received, 2 firms were interviewed

Overall Ranking	Overall Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments
1	88	URS Corporation Santa Ana, CA	IBI Group Parsons Transportation Group Cordoba Corporation	Highest ranked overall proposal. Significant experience of firms working together providing similar services. Project manager, firm, and key staff has experience in performing Phase 1 of this project. Significant prior experience of key personnel working together performing similar services. Extensive knowledge/experience of the corridor. Strong understanding of the scope of work to be performed.
2	87	PB Americas, Inc. Orange, CA	PBS&J MACTEC Sharon Greene & Associates	Second highest ranked proposal. Extensive and diverse experience of PB Americas, Inc., performing similar services. Project manager has extensive local experience. Project manager has been with PB Americas, Inc., less than six (6) months. Team has limited prior experience working together on similar projects. Creative approaches to the scope of work. Good understanding of the scope of work to be performed.

Evaluation Panel: (6)

- OCTA:
 CAMM Department (1)
 Development Department (2)
- Outside:
 Caltrans (2)
 SCAG (1)

Proposal Criteria

- Qualifications of Firm**
Staffing and Project Organization
Work Plan

Weight Factor

- 25%
 40%
 35%



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board
Subject: Trade Corridors Improvement Fund Program Update

Transportation 2020 Committee Meeting of April 21, 2008

Present: Directors Amante, Brown, Buffa, Campbell, Cavecche, and Pringle
Absent: Director Dixon

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendations

- A. Approve the updated project match amounts and sources for the adopted Trade Corridors Improvement Fund projects.
- B. Authorize staff to process all necessary amendments to the Regional Federal Transportation Improvement Program and execute any necessary agreements to facilitate the programming of these projects.



April 21, 2008

To: Transportation 2020 Committee
From:  Arthur T. Leahy, Chief Executive Officer
Subject: Trade Corridors Improvement Fund Program Update

Overview

In December 2007, the Board of Directors approved a candidate list of projects to submit for consideration for funding through the Proposition 1B, Trade Corridors Improvement Fund program. Applications for nine candidate projects were submitted in January, and the California Transportation Commission adopted the program on April 10, 2008. Orange County was successful in securing \$217.7 million for eight projects, including seven grade separation projects and one highway project. Staff has prepared an overview of the adopted program.

Recommendations

- A. Approve the updated project match amounts and sources for the adopted Trade Corridors Improvement Fund projects.
- B. Authorize staff to process all necessary amendments to the Regional Federal Transportation Improvement Program and execute any necessary agreements to facilitate the programming of these projects.

Background

In November 2006, California voters passed Proposition 1B, a \$19.9 billion bond initiative to fund transportation improvements throughout the state. Included in the Proposition 1B funding programs is the Trade Corridors Improvement Fund (TCIF), which made available \$2 billion of the \$19.9 billion for goods movement projects. In November 2007, the California Transportation Commission (CTC) adopted program guidelines and evaluation criteria which defined the competitive process by which these funds would be distributed. Applications were due January 17, 2008.

In November and December 2007, the Orange County Transportation Authority's (OCTA) Board of Directors (Board) committed local matching funds and authorized staff to submit nine project applications for consideration for funding through the TCIF program (Attachment A).

Discussion

The CTC evaluated 84 project nominations consisting of 107 individual projects, totaling \$4.1 billion of TCIF funding requests. These projects were evaluated based on goods movement factors (throughput, velocity, reliability), transportation system factors (safety, congestion relief, interregional/regional benefits), and community impact factors (air quality, community impact, economic/jobs growth) in addition to project match and readiness. The amount of over programming adopted by the CTC is anticipated to come from future revenue sources including additional federal funds, user fees, and tolls. Should these revenues not materialize, each agency would be responsible for funding its proportional share.

Since the Board's direction in December 2007, staff has performed additional reviews of the projects and has updated the project cost estimates and schedules as appropriate. There were cost increases on two of the projects: the Riverside Freeway (State Route 91) westbound from the Santa Ana Freeway (Interstate 5) to the Orange Freeway (State Route 57) and the Placentia Avenue grade separation. Additionally, the TCIF amounts requested were adjusted slightly to remain consistent with the TCIF program guidelines; however, there was no net change to the amount of TCIF funds requested. Staff has been briefing the committee on the progress and these minor changes. With regard to matching funds, staff has also re-evaluated the potential match sources. A revised strategy that includes previously set aside federal funds and currently approved federal earmarks reduces the anticipated Renewed Measure M share. In total, \$74 million in federal funds, including \$44 million of approved earmarks and \$30 million of Regional Surface Transportation Program and Congestion Mitigation and Air Quality funds, will be used to towards the required \$272.6 million match.

On April 10, 2008, the CTC adopted the TCIF program of projects, totaling \$3.09 billion for 79 projects. The adopted program includes \$217.7 million for eight projects in Orange County. Those projects include seven grade separation projects along the Orangethorpe Corridor(Alameda Corridor East) and one highway project on State Route 91 (SR-91) from State Route 57 (SR-57) to Interstate 5 (I-5). Including matching funds, the total TCIF program in Orange County will provide \$490.4 million towards these improvements. The approved funding levels and updated match requirements are included in Attachment B.

The SR-57 Truck Climbing Lane Project was identified as a good TCIF candidate project; however, due to funding capacity constraints, the project was not recommended for funding. Funding options for this project will be considered through a comprehensive funding strategy, which is expected to come before the Board by July 2008.

Next Steps

In response to the Governor's executive order on bond accountability, the Proposition 1B programs will be held to a higher standard of accountability. Each local agency will be required to sign a baseline agreement that sets the project benchmarks/milestones that must be achieved for each project to remain eligible to receive funding. Staff will work with the CTC to establish realistic milestones and delivery dates for each of these projects to succeed.

In addition, staff is developing an implementation strategy for the projects. The strategy involves analysis of project delivery and management resources, project staging, and interagency agreements. Also staff is considering coordination with affected cities and involved agencies including, the Burlington Northern Santa Fe Railway Company and the Public Utilities Commission. The report will also discuss the need for communication plans to keep the various stakeholders apprised. A report on the plan is scheduled for the May 19, 2008, Transportation 2020 Committee.

Summary

The CTC adopted the TCIF program of projects on April 10, 2008. Orange County was successful in securing \$217.7 million for eight projects throughout the County. In response to the program adoption, staff is requesting approval of updated project match amounts and sources.

Attachments

- A. Proposed Trade Corridors Improvement Fund - Program of Projects for Orange County – December 2007
- B. Adopted Trade Corridors Improvement Fund - Program of Projects for Orange County – April 2008

Prepared by:



Jennifer Bergener
Manager, Capital & Local Programs
(714) 560-5462

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**Proposed Trade Corridors Improvement Fund
Program of Projects for Orange County
December 2007**

Project	Total	TCIF	Match	Match %	Match Source
SR-91 WB (I-5 - SR-57)	72,000	23,000	49,000	68.1%	Renewed Measure M
State College grade separation	62,083	31,041	31,042	50.0%	RSTP/CMAQ ¹
Placentia grade separation	29,869	14,935	14,934	50.0%	RSTP/CMAQ
Orangethorpe grade separation	83,957	41,979	41,978	50.0%	Renewed Measure M
Kraemer grade separation	45,911	22,956	22,955	50.0%	Renewed Measure M
Raymond grade separation	63,740	31,870	31,870	50.0%	Renewed Measure M
Lakeview grade separation	58,525	28,685	29,840	51.0%	Renewed Measure M
Tustin - Rose grade separation	63,400	31,700	31,700	50.0%	Renewed Measure M
SR-57 truck climbing lane	161,191	51,000	110,191	68.4%	Renewed Measure M
Sub-Total	640,676	277,166	363,510		

¹ Regional Surface Transportation Program/Congestion Mitigation and Air Quality

**Adopted Trade Corridors Improvement Fund
Program of Projects for Orange County
April 2008**

Project	Total	TCIF	Match	Match %	Match Source ¹		
					Federal	Renewed M	Other
SR-91 WB (I-5 - SR57)	73,400	34,950	38,450	52.4%	-	38,450	-
State College grade separation	62,083	30,731	31,352	50.5%	28,333	-	3,019
Placentia grade separation	39,369	14,934	24,435	62.1%	-	24,435	-
Orangethorpe grade separation	83,957	41,666	42,291	50.4%	15,985	25,681	625
Kraemer grade separation	45,910	22,642	23,268	50.7%	19,914	2,729	625
Raymond grade separation	63,740	12,757	50,983	80.0%	3,337	47,646	-
Lakeview grade separation	58,525	28,685	29,840	51.0%	2,868	26,347	625
Tustin Rose grade separation	63,400	31,387	32,013	50.5%	3,328	28,060	625
Total	\$ 490,384	\$ 217,752	\$ 272,632	55.6%	\$ 73,765	\$ 193,348	\$ 5,519

¹ \$44 million federal earmarks, \$30 million RSTP/CMAQ funds



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 23, 2008

To: Finance and Administration Committee

From: Arthur T. Leahy, Chief Executive Officer 

Subject: Request for Proposals for Contract Technical Staffing for Programming, Database Administration, Computer Operations, Network Administration, and Desktop Support

Overview

Staff has developed the proposed solicitation with evaluation criteria weighting which will be used to initiate the competitive process to select firm(s) to provide contract technical staffing for computer programming, database administration, computer operations, network administration, and desktop support.

Recommendations

- A. Approve the proposed evaluation criteria and weightings.
- B. Approve the release of the request for proposals for contract technical Staffing for computer programming, database administration, computer operations, network administration, and desktop support.

Background

Since consolidation in 1991, the Orange County Transportation Authority (Authority) has continued to look for ways to improve business by identifying opportunities for privatization and outsourcing. By outsourcing the support for some applications, staff has been able to concentrate on the newer technologies such as business intelligence and thin-client server applications.

Without this contract for technical staffing, the Information Systems Department (IS), could not provide technical support to the current portfolio of over 70 projects that have been requested by various Authority Departments. Currently, the Lawson Payroll upgrade, Ellipse implementation, Business Objects Migration, Trapeze and Hastus Application upgrades are supported by contract staff. Contract staff also provides support in maintaining the current

**Request for Proposals for Contract Technical Staffing for *Page 2*
Programming, Database Administration, Computer Operations,
Network Administration and Desktop Support**

technical infrastructure of over 1,000 Desktops, twelve HP-UX servers, over 100 HP Proliant Microsoft Windows Servers, a local area network/wide area network comprised of 50 switches, seven routers supporting six sites, server virtualization and two disk arrays containing over eighteen terabytes of storage. The IS Department has also been able to expand its coverage of the Authority's centralized data center by using contract staffing.

In January, 2008, a manpower plan was developed by the IS Department that would provide resources to support a number of the requested projects and maintain the technical infrastructure. In reviewing contract costs, it was determined that it was still cost-effective to outsource these positions instead of increasing the Authority headcount. Using the manpower plan, a request for proposal (RFP) was developed for contract staffing that would provide programming, database administration, computer room, network administration, and desktop support.

On July 9, 2007, the Authority Board of Directors approved contracts for contract staffing, and it was suggested by the Finance and Administration Committee, at that time, that staff consider a multi-year contract, which this RFP addresses.

Discussion

This procurement will be handled in accordance with the Orange County Transportation Authority's policies and procedures for professional services and competitive procurements. The evaluation criteria for selecting a firm will be based on which firm best meets the Authority's requirements and evaluation criteria.

Staff requests approval of the evaluation criteria weighting which will be used to evaluate the proposals received in response to the RFP. In developing the evaluation criteria, several factors were considered. The staffing and organization, as well as the qualifications of the firm, will best determine the firm's ability to meet the requirements of this contract. The proposing firm's work plan will demonstrate its understanding of how to provide the staff with the required skill levels and years of experience. The cost and price will allow for a fair comparison of the proposed solutions for the total life of this contract.

**Request for Proposals for Contract Technical Staffing for Page 3
Programming, Database Administration, Computer Operations,
Network Administration and Desktop Support**

The awarded contract will be for four years. As a result, the recommended weighting is as follows:

Qualifications of Firm	25 percent
Staffing and Organization	35 percent
Work Plan	20 percent
Cost and Price	20 percent

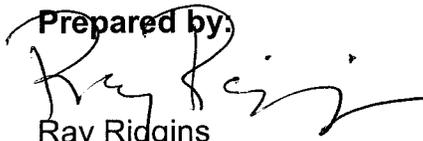
Summary

Staff recommends approval of proposed evaluation criteria and authorization to release a request for proposals for contract technical staffing for programming, database administration, computer operations, network administration, and desktop support.

Attachment

- A. Draft Request for Proposals (RFP) 8-0673 IT Contract Technical Staffing

Prepared by:


Ray Riggins
Manager, Data Management
Information Systems
(714) 560-5535

Approved by:


James S. Keenan
Executive Director, Finance,
Administration and Human Resources
(714) 560-5878

DRAFT

REQUEST FOR PROPOSALS (RFP) 8-0673

IT CONTRACT TECHNICAL STAFFING



**ORANGE COUNTY TRANSPORTATION AUTHORITY
550 South Main Street
P.O. Box 14184
Orange, CA 92863-1584
(714) 560-6282**

Key RFP Dates

Issued:	May 12, 2008
Pre-proposal Conference:	May 19, 2008
Written Questions:	May 22, 2008
Submit Offer:	June 2, 2008
Interview Date:	June 23, 2008

TABLE OF CONTENTS

	<u>PAGE</u>
NOTICE FOR REQUEST FOR PROPOSALS	i
SECTION I INSTRUCTIONS TO OFFERORS	1
SECTION II PROPOSAL CONTENT	6
SECTION III EVALUATION AND AWARD	11
A. EVALUATION CRITERIA	11
B. EVALUATION PROCEDURE	11
C. AWARD	12
D. NOTIFICATION OF AWARD AND DEBRIEFING	12
EXHIBIT A SCOPE OF WORK	14
EXHIBIT B COST AND PRICE FORMS	15
EXHIBIT C PROPOSED AGREEMENT	18
EXHIBIT D PARTY AND PARTICIPANT DISCLOSURE FORMS	19
EXHIBIT E STATUS OF PAST AND PRESENT CONTRACTS	



May 12, 2008

BOARD OF DIRECTORS

Chris Norby
Chairman

Peter Buffa
Vice-Chairman

Jerry Amante
Director

Patricia Bates
Director

Art Brown
Director

Bill Campbell
Director

Carolyn V. Cavecche
Director

Richard Dixon
Director

Paul G. Glaab
Director

Cathy Green
Director

Allan Mansoor
Director

John Moorlach
Director

Janet Nguyen
Director

Curt Pringle
Director

Miguel Pulido
Director

Mark Rosen
Director

Gregory T. Winterbottom
Director

Cindy Quon
Governor's
Ex-Officio Member

**SUBJECT: NOTICE OF REQUEST FOR PROPOSALS
RFP 8-0673: IT CONTRACT TECHNICAL STAFFING**

Gentlemen/Ladies:

The Orange County Transportation Authority invites proposals from qualified consultants to provide contract staffing for a senior programmer analyst, senior computer operators, senior system software analyst, and senior desktop technicians.

Proposals must be received in the Orange County Transportation Authority's office at or before 2:00 p.m. on June 2, 2008.

Proposals delivered in person or by a means other than the U.S. Postal Service shall be submitted to the following:

**Orange County Transportation Authority
Contracts Administration and Materials Management
600 South Main Street, 4th Floor
Orange, California 92868
Attention: William Brooks, Senior Contracts Administrator**

Or proposals delivered using the U.S. Postal Service shall be addressed as follows:

**Orange County Transportation Authority
Contracts Administration and Materials Management
P.O. Box 14184
Orange, California 92863-1584
Attention: William Brooks, Senior Contracts Administrator**

Proposals and amendments to proposals received after the date and time specified above will be returned to the Offerors unopened.

CHIEF EXECUTIVE OFFICE

Arthur T. Leahy
Chief Executive Officer

Firms interested in obtaining a copy of this Request For Proposals (RFP) 8-0673 may do so by faxing their request to (714) 560-5792, or e-mail your request to *rfp_ifb_Requests@octa.net* or calling (714) 560-5922. Please include the following information:

- Name of Firm
- Address
- Contact Person
- Telephone and Facsimile Number
- Request For Proposal (RFP) 8-0673

All firms interested in doing business with the Authority are required to register their business on-line at CAMMNet, the Authority's interactive website. The website can be found at *www.octa.net*. From the site menu, click on CAMMNet to register.

To receive all further information regarding this RFP 8-0673, firms must be registered on CAMMNet with at least one of the following commodity codes for this solicitation selected as part of the vendor's on-line registration profile:

Commodities for this solicitation are:

<u>Category(s):</u>	<u>Commodity(s):</u>
Human Resource & Employment Services	Outplace Service – Recruiters
Professional Services	Employment Search Services
	Programming Services – Computer
	Consulting Services General
	Computer Hardware Consulting
	Computer Software Consulting

A pre-proposal conference will be held on **May 19, 2008**, at 9:00 a.m. at the Authority's Administrative Office, 600 South Main Street, Orange, California, in Conference Room 103. All prospective Offerors are encouraged to attend the pre-proposal conference.

The Authority has established **June 23, 2008** as the date to conduct interviews. All prospective Offeror's will be asked to keep this date available.

Offerors are encouraged to subcontract with small businesses to the maximum extent possible.

The Offeror will be required to comply with all applicable equal opportunity laws and regulations.

The award of this contract is subject to receipt of federal, state and/or local funds adequate to carry out the provisions of the proposed agreement including the identified Scope of Work.

Sincerely,

William Brooks
Senior Contract Administrator
Contracts Administration and Materials Management

SECTION I
INSTRUCTIONS TO OFFERORS

SECTION I. INSTRUCTIONS TO OFFERORS

A. PRE-PROPOSAL CONFERENCE

A pre-proposal conference will be held on **May 19, 2008**, at 9:00 a.m. at the Authority's Administrative Office, 600 South Main Street, Orange, California, in Conference Room 103. All prospective Offerors are encouraged to attend the pre-proposal conference.

B. EXAMINATION OF PROPOSAL DOCUMENTS

By submitting a proposal, Offeror represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of performing quality work to achieve the Authority's objectives.

C. ADDENDA

Any Authority changes to the requirements will be made by written addendum to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting Agreement. The Authority will not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instructions. Offerors shall acknowledge receipt of addenda in their proposals.

D. AUTHORITY CONTACT

All questions and/or contacts with OCTA staff regarding this RFP are to be directed to the following Contract Administrator:

William Brooks, Senior Contracts Administrator
Contracts Administration and Materials Management Department
550 South Main Street
P.O. Box 14184
Orange, CA 92863-1584
Phone: 714.560.5614, Fax: 714.560.5792

E. CLARIFICATIONS

1. Examination of Documents

Should an Offeror require clarifications of this RFP, the Offeror shall notify the Authority in writing in accordance with Section E.2. below. Should it be found that the point in question is not clearly and fully set forth, the Authority will issue a written addendum clarifying the matter which will be sent to all firms registered on CAMMNet under the commodity codes specified in this RFP.

2. Submitting Requests

- a. All questions, including questions that could not be specifically answered at the pre-proposal conference must be put in writing and must be received by the Authority no later than 5:00 p.m., on **May 22, 2008**.
- b. Requests for clarifications, questions and comments must be clearly labeled, "Written Questions". The Authority is not responsible for failure to respond to a request that has not been labeled as such.
- c. Any of the following methods of delivering written questions are acceptable as long as the questions are received no later than the date and time specified above:
 - (1) U.S. Mail: Orange County Transportation Authority, 550 South Main Street, P.O. Box 14184, Orange, California 92863-1584.
 - (2) Personal Courier: Contracts Administration and Materials Management Department, 600 South Main Street, 4th Floor, Orange, California 92868.
 - (3) Facsimile: The Authority's fax number is (714) 560-5792.
 - (4) E-Mail: William Brooks, Senior Contracts Administrator e-mail address is wbrooks@octa.net.

3. Authority Responses

Responses from the Authority will be posted on CAMMNet, the Authority's interactive website, no later than **May 26, 2008**. Offerors may download responses from CAMMNet at www.octa.net/cammnet, or request responses be sent via U.S. Mail by e-mailing or faxing the request to William Brooks, Senior Contracts Administrator.

To receive e-mail notification of Authority responses when they are posted on CAMMNet, firms must be registered on CAMMNet with at least one of the following commodity codes for this solicitation selected as part of the vendor's on-line registration profile:

Commodities for this solicitation are:

Category(s):

Human Resource & Employment Services

Professional Services

Commodity(s):

Outplace Service – Recruiters

Employment Search Services

Programming Services – Computer

Consulting Services General

Computer Hardware Consulting

Computer Software Consulting

Inquiries received after 5:00 p.m. **May 22, 2008**, will not be responded to.

F. SUBMISSION OF PROPOSALS

1. Date and Time

Proposals must be received in the Orange County Transportation Authority's office at or before 2:00 p.m. on June 2, 2008.

Proposals received after the above-specified date and time will be returned to Offerors unopened.

2. Address

Proposals delivered in person or by a means other than the U.S. Postal Service shall be submitted to the following:

**Orange County Transportation Authority
Contracts Administration and Materials Management
600 South Main Street, 4th Floor
Orange, California 92868
Attention: William Brooks, Senior Contracts Administrator**

Or proposals delivered using the U.S. Postal Services shall be addressed as follows:

**Orange County Transportation Authority
Contracts Administration and Materials Management
P.O. Box 14184
Orange, California 92863-1584
Attention: William Brooks, Senior Contracts Administrator**

Firms must obtain a visitor badge from the lobby of the 600 Building before delivering any information to the CAMM Department.

3. Identification of Proposals

Offeror shall submit an **original and 5 copies** of its proposal in a sealed package, addressed as shown above, bearing the Offeror's name and address and clearly marked as follows:

"RFP 8-0673: IT IT CONTRACT TECHNICAL STAFFING"

4. Acceptance of Proposals

- a. The Authority reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.
- b. The Authority reserves the right to withdraw or cancel this RFP at any time without prior notice and the Authority makes no representations that any contract will be awarded to any Offeror responding to this RFP.
- c. The Authority reserves the right to postpone proposal openings for its own convenience.
- d. Proposals received by Authority are public information and must be made available to any person upon request.
- e. Submitted proposals are not to be copyrighted.

G. PRE-CONTRACTUAL EXPENSES

The Authority shall not, in any event, be liable for any pre-contractual expenses incurred by Offeror in the preparation of its proposal. Offeror shall not include any such expenses as part of its proposal.

Pre-contractual expenses are defined as expenses incurred by Offeror in:

1. Preparing its proposal in response to this RFP;
2. Submitting that proposal to the Authority;
3. Negotiating with the Authority any matter related to this proposal; or
4. Any other expenses incurred by Offeror prior to date of award, if any, of the Agreement.

H. JOINT OFFERS

Where two or more firms desire to submit a single proposal in response to this RFP, they should do so on a prime-subcontractor basis rather than as a joint venture. The Authority intends to contract with a single firm and not with multiple firms doing business as a joint venture.

I. TAXES

Offerors' proposals are subject to State and Local sales taxes. However, the Authority is exempt from the payment of Federal Excise and Transportation Taxes.

J. PROTEST PROCEDURES

The Authority has on file a set of written protest procedures applicable to this solicitation that may be obtained by contacting the Procurement Administrator responsible for this procurement. Any protests filed by an Offeror in connection with this RFP must be submitted in accordance with the Authority's written procedures.

K. CONTRACT TYPE

It is anticipated that the Agreement resulting from this solicitation, if awarded, will be a time and expense price contract specifying fully burdened rates for positions specified in the Scope of Work, included in this RFP as Exhibit A. The Authority reserves the right to issue one or multiple contracts. The term of the Agreement is anticipated to be four (4) years.

Scope of Work

General Information

This Request For Proposal (RFP) is to select a vendor or vendors to provide long term contract staffing for the Authority's Information Systems Department. The following positions are required: Senior Programmer Analyst, Senior Database Administrator, Senior Computer Operators, Senior System Software Analyst and Senior Desktop Technicians.

The long term Senior Programmer Analyst, will develop and maintain and debug COBOL code as well as the design, coding and testing of system upgrades that are requested by the users.

The long term Senior Database Administrator will support the various Oracle databases on both Windows and Unix platforms and MS-SQL databases that are used by the Authority.

The long term Senior Computer Operators will support the data center made up of HP Unix, Windows servers and telecom equipment.

The long term Senior Desktop Support Technicians will provide support to PC environment in the area of hardware and software as well as end user "how to" questions.

The long term Senior System Software Analyst will install, configure and maintain over 80 Hewlett Packard Proliant Window servers as well as a Virtual Server environment.

All required positions shall be staffed with senior level staff with ever increasing job responsibilities and complexity.

Currently the Authority's Information Systems Department has a need for the following staff: Senior Programmer Analyst (1), Senior Computer Operators (2), Senior Database Administrator (1), Senior System Software Analyst (1), and Senior Desktop Technicians (3) for long-term assignment.

The Senior Programmer Analyst shall have extensive experience with Micro Focus Cobol Release V4.0 in the UNIX environment, as well as experience with very large and complex applications using Oracle table structures. They should also be able to interact with the user community.

The Senior Database Administrator shall have experience as a database administrator and have the ability to translate logical data models into physical data base designs. This individual will also have at least four (4) years experience with Oracle 10g and the 10as and MS-SQL environments. They will also have a minimum of two (2) years experience using ERWIN to develop ERD's. Additionally they will have and be able to demonstrate a complete understanding of the various database tools provided by Oracle and MS-SQL and have a complete understanding of the Oracle and MS-SQL engine architecture and be able to offer tuning and performance advice.

The Senior Computer Operators shall have extensive knowledge of the HP-Unix and Windows server environment and at least six (6) years of experience working in this environment.

The Senior Desktop Technicians shall have ever increasing experience of Windows XP, Vista and Microsoft applications in a desktop support environment with a minimum of four (4) years desktop support experience.

The Senior System Software Analyst shall have extensive knowledge of Microsoft Windows operating systems, Active Directory, IIS, Exchanges, SMS and some UNIX. Plus progressively responsible experience in the environment totaling at least eight (8) years.

Contract staff will be provided with office space, phone, office supplies, Authority's standard desktop PC and all the software required to meet the job requirements of the requested positions.

The length of this contract will be for four years, with the typical workweek being 40 hours, however staff should be willing to work overtime if needed.

Vendor Requirements

The vendor shall provide the following staff from 09/01/08 to 08/31/12: One (1) full-time Senior Programmer Analyst for a maximum of 8,320 hours, one (1) Senior Database Administrator for a maximum of 8,320 hours, three (3) Senior Desktop Technicians for a maximum 24,960 hours and Two (2) Senior Computer Operators for a maximum of 16,640 hours, and one (1) Senior Systems Software Analyst for a maximum 8,320 hours.

The vendor will replace staff immediately, and at no cost to the Authority, should it be determined by the Authority, staff is performing below requested levels of expertise within the first two weeks of the assignment.

The vendor will credit charges for staff, a minimum 80 hours, should staff be replaced due to lack of expertise.

The vendor will describe how he will transition the current contract staff consisting of one Senior Database Administrator, three Senior Desktop Technicians, two Senior Computer Operators, one Senior Programmer Analyst and one Senior System Software Analyst.

The vendor will describe in detail, if the current staff is not transitioned, how the vendor will guarantee that the replacement staff will perform and have the same business and technical knowledge as the current staff without any cost or loss of service or performance levels to the Authority.

The vendor will provide its own administrative support for these services at no cost to Authority.

The vendor is expected to provide prices that include all administrative and support costs.

The vendor shall provide at least two technical training classes per employee per year.

The vendor is to describe the benefit program that they will offer, if any, to the long term contract employees.

The vendor is expected to describe how it will protect the Authority's exclusive rights to software ownership.

The vendor will describe how it will fill the requirement of long-term staffing that is called for in this RFP.

The vendor will describe what additional services they will offer the Authority during the term of this agreement.

The vendor will meet all of Authority's billing requirements that are detailed in the sample contract contained within the RFP.

The vendor will describe in detail its overhead rate, the difference between pay rate and billing rate for each staff position.

The vendor will describe how they plan to review current status of contract, staffing requirements and staff issues with Authority management.

The vendor will ensure that staff will be able to work overtime should the need arise.

The vendor will be responsible for all staff recruiting efforts and costs.

The vendor will provide staff that are self-starters and capable of working unsupervised.

The vendor will describe how it will provide for a smooth transition between the current contract and the contract(s) that could be established with this RFP.

Vendor Work Plan

1. Vendor Required Personnel Screening

- The vendor shall thoroughly screen all personnel prior to placing them on assignment with the Authority.
- All candidates and work applications forwarded by the vendor to the Authority shall be transmitted via facsimile or email.
- Resumes and/or interviews of prospective vendor Personnel will be requested as needed, on a case-by-case basis.
- The vendor shall administer Job Skills Testing for the skills and knowledge required for the assigned position. The vendor shall provide test results with the resumes.

2. Employment Reference Investigations

2.1 Drug Screening

- Authority's acceptance of vendor Personnel is contingent upon the successful completion of drug screening. Vendor shall verify personnel referred have successfully completed Authority standards for drug screening under the vendor's auspices.
- Vendor's drug screening methods must be approved by the Authority's Employment Department. Drug screening methods other than those used by Authority are not acceptable.
- All cost associated with drug testing shall be included in the vendor's billing rate, not the actual wage rate paid to Temporary Personnel.

2.2. Criminal Background Check

Prior to commencement of any assignment Vendor shall conduct a criminal background check covering the past seven years for prospective personnel identified by Authority's Employment Department.

3. Dress Code

- Personnel assigned to Authority must report to work dressed in business attire appropriate to the position.

4. Working Hours and Location

- Personnel assignments normally will be performed between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday. However, specific working hours and the duration of assignments may vary from each individual assignment. Overtime may be required.

4.1. Location

- Personnel will be assigned to the following Authority location:
600 South Main Street, Orange, CA
- Parking validation will be provided for Personnel. Authority may issue parking key cards to Vendor personnel placed on a long term basis. Vendor personnel's failure to return parking key cards upon termination of the assignment will result in a key card replacement fee to the Vendor.

5. Recruitment Requirements

- Vendor will provide a minimum of five resumes for each required recruitment.
- Vendor will provide resumes within forty-eight hours after being notified by the Authority of a staffing need.
- Vendor will ensure that all submitted candidates will be available for interview.
- Vendor will ensure that candidates presented to the Authority will meet or exceed the Authority's minimum skill requirements.
- If a candidate is selected, then the Vendor will complete the Employment Reference Investigation screening described in number 2 above and provide results to the Authority for review.
- Vendor will be present on the first day of assignment to sign for the consultant badge and parking and building key card.
- Vendor will be present to review contract requirements with consultant to ensure full understanding by the new consultant.
- Vendor will review in detail the assignment responsibilities with the new consultant.
- Vendor will review services offered by the vendor to ensure consultants full understanding of those services.

Desired Expertise Requirements for Staff

Senior Programmer Analyst

Will be of senior level, with a minimum of twelve (12) years experience in Information Systems.

Will have a minimum of five (5) years of major system design experience.

Will have a minimum of four (4) years of a the HP UNIX operating system is required.

Will have a minimum of eight (8) years of programming experience using Micro Focus Cobol and at least two years using Release V4.0.

Will have a minimum of four (4) years programming experience using Cobol with Oracle.

Knowledge of Financial, Payroll, Personnel and Timekeeping Systems a plus.

Knowledge of TRANSACT and UC4 Job Scheduling Software is a plus.

Senior Computer Operator

Will have a minimum of six (6) years of operations experience.

Will have a minimum of five (5) years of HP-UX experience.

Will have a minimum of five (5) years of NT/Windows network experience.

Will have experience with various HP printers.

Will have experience with various HP and Compaq servers.

Senior Database Administrator

Will have a minimum of seven (7) years experience as an Oracle database administrator.

Will be Oracle 9i and 10g Certified.

Will have a minimum of three (3) years experience as an MS-SQL database administrator.

Will have a minimum of two (2) year experience using ERWIN to develop ERD's.

Will have a clear and complete understanding of Oracle's 9ias and 10as environments.

Will have a complete understanding of the various database tools provided by Oracle and MS-SQL.

Will have a demonstrated understanding of the Oracle and MS-SQL engine architecture and be able to offer tuning and performance advice.

Senior Desktop Technician

Will have a minimum of four (4) years of NT and Windows 2000 network experience.

Will have a minimum of four (4) years of Windows PC environment experience.

Will have extensive knowledge of how to install and upgrade PC software and applications and will be familiar with SMS.

Senior System Software Analyst

Will have experience in systems development, techniques and documentation.

Will have a minimum of eight (8) years of progressively responsible experience in the environment.

Will have experience in systems planning for manual and automated systems design and program development, current hardware and software applications, and system implementation.

Will have experience in operating systems, communications, and networking theories.

Will have experience with Microsoft Windows operating systems, Microsoft Active Directory, IIS, Exchanges, and SMS, Citrix, Metraframe, VMWare, Veritas, NetBackup, HP Insight Manager, OpenView, Cisco routers and switches.

Job Descriptions for Required Staff

Senior Programmer Analyst

SUMMARY

Under general direction, responsible for the definition and analysis of data needs and system problems, debugging, programming and diagnosis. Develops detailed functional specifications, documentation for systems and programs. Codes programs from specifications developed. Reviews and assesses existing data processing methods and techniques.

REPRESENTATIVE DUTIES

1. Analyzes procedures and problems to refine data and convert to programmable form to increase efficiency. Interfaces PC, LAN/WAN, mainframe, databases, and third party software to function as one unit to provide automation solutions to application development software needs. Interface software/hardware, such as scanners and voice response units to the mainframe to meet solutions of automation needs.
2. Analyzes and defines user environments required for system implementations. Modifies programs to comply with new user requirements, devises data verification, and identification and security.
3. Interacts with IS customers to analyze and specify business applications using structured design methodologies. Reviews packages for suitability.
4. Analyzes and defines user environments required for system implementations. Modifies programs to comply with new user requirements, devises data verification, and identification methods. Audits controls to maintain system integrity and security.
5. Analyzes vendor software to verify functionality and efficiency required to meet user specifications.
6. Converts program specifications into detailed programs using required source code language.
7. Consults with users to determine specific output requirements, including type of printouts, extent of data summarization, and formats. Analyzes and defines system/user requirements, testing requirements, and develops implementation plans.
8. Consults with Documentation Specialist in preparing detailed instructions for system users to generate desired outputs. Maintains records and related documentation associated with program development, modifications, and testing.

QUALIFICATION GUIDE

Knowledge of:

- System planning for manual and automated application software, systems design and program development.
- Current hardware and software applications, and system implementation.
- COBOL/Transact/FAST/UNIX /Oracle computer programming languages.
- Business procedures, such as purchasing, inventory, and accounting.
- Personal computers and related hardware and software, LAN/WAN, Windows and terminal emulators.
- Project management skills

Ability to:

- Provide leadership to ensure project completion.
- Communicate effectively.
- Establish and maintain effective working relationships.
- Effectively interface and resolve problems of communication between various departments within OCTA.
- Effectively analyze a situation and determine appropriate action to be taken.

EDUCATION AND EXPERIENCE

Any combination equivalent to a Bachelor's degree in qualitative systems, computer science, mathematics, statistics, or business administration and a minimum of twelve years of increasing and complex analysis and programming.

Senior Computer Operator

SUMMARY

Under minimal supervision, direct the daily activities of scheduled production programs. Work with information systems personnel in managing the operation of the computer system. Assist in scheduling of computer runs and establishing priorities. Operate data processing computer and peripheral equipment.

REPRESENTATIVE DUTIES

1. Assists in coordinating the daily activities of the computer room, including the monitoring of hardware and computer room conditions and the start-up and shut-down of the operating system. Documents departmental activities by maintaining records and reports such as daily production log, system backlog, and equipment log.
2. Maintains communication with and provides technical information to programmers and users to ensure system capabilities and user requirements are met.
3. Consults with supervisor on scheduling and coordinating computer repairs and system downtime. Modifies equipment configurations to ensure system operations during emergencies. Reports and corrects malfunctions of equipment, programs, or files. Maintains emergency call list.
4. Ensures accurate and efficient execution and delivery of report/service requests by accurately executing instructions from job sheets for system preparation, distributing output to customers.
5. Trains new operators and operations staff personnel, updates training manual, and assigns computer operations personnel to production runs.
6. Assists in the design, implementation, and maintenance of the Data Communications Network.
7. Monitors and reports operational status by following up on vendor repair calls and service, assessing equipment status, and reviewing daily operations and production logs.
8. Ensures an efficient working environment by cleaning tape units, peripheral equipment, and computer room.

QUALIFICATION GUIDE

Knowledge of:

- Operation, diagnoses, trouble-shooting and minor repair of computers, peripheral equipment, multiplexers, modems and data network concepts.
- Proper operation of virtual storage computer and its peripherals.

- File and directory restoration from backup copies.
- Bookkeeping, record keeping, standard office practices and procedures.
- Operational procedures and corrective action to take in case of malfunction.

Ability to:

- Maintain records and prepare reports.
- Monitor hardware and computer room conditions.
- Provide work direction to others.
- Operate a data processing computer and peripheral equipment.
- Read and interpret computer processing instructions and other

EDUCATION AND EXPERIENCE

Any combination of education and experience equivalent to graduation from high school, completion of approved data processing courses, and a minimum of six years of experience in the operation of a data processing computer and peripheral equipment, including MS-Windows and UNIX-based operating systems.

Senior Desktop Technician

SUMMARY

Under general direction, support, maintain, and upgrade desktop computer systems, software and peripheral equipment. Provide customer service to end users. Maintain Information Systems computer inventory.

REPRESENTATIVE DUTIES

1. Performs computer upgrades, software installation, and configuration. Performs desktop adds, moves, and changes. Assists users with computers connecting to audiovisual technology for presentations.
2. Assists staff at the company administration and all operating bases, either on site, or via telephone and remote control. Assists with questions and problems in the use of computer hardware and software. Enhances company-wide use of desktop computers by providing proactive support on desktop computer tools.
3. Applies knowledge of preventative maintenance tools and techniques to ensure optimum system performance.

4. Coordinates visits by third party maintenance vendors to ensure smooth repairs and upgrades to the company's equipment.
5. Maintains the company's computer inventory by entering all additions and changes. Coordinates yearly audit reports and runs other inventory reports as necessary.
6. Perform first and second level Help Desk responses, including troubleshooting desktop hardware and software problems and researching solutions. Accurately logs status, updates and documents resolutions into HEAT call tracking database.
7. Assists in the installation, testing, documentation, deployment, and rollouts of new hardware and software applications.

QUALIFICATION GUIDE

Knowledge of:

- Desktop computer systems, printers, hardware components, operating system software(Windows internals), and communications. Application software including Microsoft Office (Outlook, Word, Excel, SMS PowerPoint, Access), multimedia, graphics, and presentation (Visio, Acrobat).
- Principles of computer networks and communications.
- Principles of database architecture and design.
- Customer service standards and techniques.
- Help Desk call tracking.
- Troubleshooting and documentation methodologies.

Ability to:

- Communicate complex ideas and translate technical information easily to non-technical individuals.
- Work with end users of various experience levels with patience and courtesy.

EDUCATION AND EXPERIENCE

Any combination of education and experience equivalent to a bachelor's degree and four years of customer and desktop support experience. Relevant PC support certifications such as A+ are preferred.

Senior Database Administrator

SUMMARY

Under general guidance, provide administration, monitoring, and reporting of Information Systems database functions. Assist in design, maintenance, security, and integrity of application databases. Implement and maintain vendor application databases and warehouse deployments.

REPRESENTATIVE DUTIES

WHEN PERFORMING DUTIES AS DATABASE ADMINISTRATOR:

1. Establishes database maintenance and reorganization requirements. Develops and maintains a data model of the company's database environment to ensure a unified database methodology and to eliminate data redundancy.
2. Identifies and analyzes database problems and determines actual cause, including problems received from the Help Desk.
3. Installs, upgrades, and maintains system level database packages and utilities for MS-SQL and Oracle.
4. Consults with company staff regarding database techniques, problem solutions, monitoring reports, connectivity, and other technical help and information.
5. Identifies, sets up, and maintains tables, hot and cold backup using OMNI backup software, ID's, passwords and levels of security at the database level and performs backup and restoration as necessary.

6. WHEN PERFORMING DUTIES AS DATA WAREHOUSE ADMINISTRATOR:

7. Designs and implements company data warehouse strategies.
8. Designs and constructs OLAP databases that support data warehouse projects, develops data models, determines data acquisition, accesses method and design, determines data load strategy, ensures data integrity, backs up requirements, and ensures data integration with existing warehouse structures.
9. Determines and develops user data access, reporting, and data usage requirements.

10. Determines efforts to enhance performance and provide increased functionality.
11. WHEN PERFORMING DUTIES AS AN APPLICATION DATABASE ADMINISTRATOR:
12. Designs and maintains a master diagram of all Information Systems applications, which details all databases and their applications along with cross-referenced dictionaries of the files and databases.
13. Develops and implements user application database profiles for database security.
14. Develops interfaces at the database level to connect various applications at the data level and develops the interfaces to WEB pages that allow for data exchange.
15. Provides database application support and assistance to the user community and Information Systems' staff.

QUALIFICATION GUIDE

Knowledge of:

- MS-SQL and Oracle engine physical architecture, memory management for
- UNIX and NT environments, performance tuning parameters, disk usage, database security and data partitioning.
- MS-SQL and Oracle physical logical logging and archival concepts, engine index methodology.
- MS-SQL and Oracle utilities, such as PLSQL, TOAD, RMAN, and Enterprise Manager.
- Various data management utilities for applications using the databases.
- Data modeling using ERWIN, data warehouse development, database structure and normalization techniques, table and index management, tuning the MS-SQL and Oracle engines.
- UNIX interaction with MS-SQL, Oracle, and UNIX system administration in the area of disk usage management.

Ability to:

- Interface and resolve problems with various departments within the Authority.

- Reduce complex data issues to their respective data entities and design and normalize relational databases.
- Schedule various system maintenance items such as updating archival statistic and programming medium to complex SQL statements.

EDUCATION AND EXPERIENCE

Any combination of education and experience equivalent to a bachelor's degree in Information Systems or a related field and a minimum of nine years of increasing and complex analysis, programming, or system administration, seven years of which are in database management.

Senior System Software Analyst

SUMMARY

Under general direction, installs, configures, maintains, and troubleshoots the Hewlett Packard UNIX and/or Microsoft Windows Operating Systems, Hewlett Packard 9000 and/or Proliant server hardware, and the Storage Area Network hardware and software. Supports the database administrators, data portal administrators, programmer analysts, network analysts, desktop support technicians and end users.

REPRESENTATIVE DUTIES

1. Analyzes all system monitoring data proactively, developing and implementing solutions to areas of concern including processor usage, memory allocation, disk usage/performance, and/or network bandwidth.
2. Performs troubleshooting, debugging, and analysis of system software and hardware problems, such as system and application programs, inter-process communications, device failure, including those problems received from the Help Desk and those perceived by collecting system data.
3. Writes scripts for executing various production jobs and routines, backup and retrieval procedures, menu programs, system utilities, and information commands.
4. Assists in installing, upgrading, and maintaining system level software packages, utilities, and programs.

5. Assists programming, personal computer, and network staff, as required, with programming techniques, problem solutions, scripts, and other technically related events.

QUALIFICATION GUIDE

Knowledge of:

- Systems development, techniques, and documentation requirements.
- Systems planning for manual and automated systems design and program development.
- Current hardware and software applications, and system implementation.
- Operating systems, communications, and networking theories.
- Technological advances in the computer industry.
- HP-UX operating systems.
- Microsoft Windows operating systems, Microsoft Active Directory, IIS, Exchanges, and SMS.
- Oracle, Microsoft SQL Server.
- Clitrix, Metraframe, VMWare, Veritas, NetBackup.
- HP Insight Manager, OpenView.
- Cisco routers and switches.

Ability to:

- Define, analyze, and develop solutions to meet user needs.
- Develop and implement training programs; prepare effective documentation.
- Adapt to technological advancements of industry.

EDUCATION AND EXPERIENCE

Any combination of education and experience equivalent to a bachelor's degree in Computer Science, Mathematics or Business, plus eight years of progressively responsible related experience in computer systems analysis in business and accounting environment, three of which are at the senior level. Minimum of five years of UNIX and/or Windows system and administration experience.

SECTION II
PROPOSAL CONTENT

SECTION II. PROPOSAL CONTENT

A. PROPOSAL FORMAT AND CONTENT

1. Format

Proposals should be typed with a standard 12 point font, double-spaced and submitted on 8 1/2" x 11" size paper, using a single method of fastening. Charts and schedules may be included in 11"x17" format. Offers should not include any unnecessarily elaborate or promotional material. Lengthy narrative is discouraged and presentations should be brief and concise. Proposals should not exceed fifty (50) pages in length, excluding any appendices.

2. Letter of Transmittal

The Letter of Transmittal shall be addressed to William Brooks, Senior Contracts Administrator and must, at a minimum, contain the following:

- a. Identification of Offeror that will have contractual responsibility with the Authority. Identification shall include legal name of company, corporate address, telephone and fax number. Include name, title, address, and telephone number of the contract person identified during period of proposal evaluation.
- b. Identification of all proposed subcontractors including legal name of company, contact persons name and address, phone number and fax number. Relationship between Offeror and subcontractors, if applicable.
- c. Acknowledgement of receipt of all RFP addenda, if any.
- d. A statement to the effect that the proposal shall remain valid for a period of not less than 120 days from the date of submittal.
- e. Signature of a person authorized to bind Offeror to the terms of the proposal.
- f. Signed statement attesting that all information submitted with the proposal is true and correct.

3. Technical Proposal

a. Qualifications, Related Experience and References of Offeror

This section of the proposal should establish the ability of Offeror to satisfactorily perform the required work by reasons of: experience in performing work of a similar nature; demonstrated competence in the services to be provided; strength and stability of the firm; staffing capability; work load; record of meeting schedules on similar projects; and supportive client references.

Offeror to:

- (1) Provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; and number of employees.
- (2) Provide a general description of the firm's financial condition and identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede Offeror's ability to complete the project.
- (3) Describe the firm's experience in performing work of a similar nature to that solicited in this RFP, and highlight the participation in such work by the key personnel proposed for assignment to this project.
- (4) Identify subcontractors by company name, address, contact person, telephone number and project function. Describe Offeror's experience working with each subcontractor.
- (5) Provide as a minimum three (3) references for the projects cited as related experience, and furnish the name, title, address and telephone number of the person(s) at the client organization who is most knowledgeable about the work performed. Offeror may also supply references from other work not cited in this section as related experience.
- (6) Provide a list of all work performed for the Authority, either as a prime or subcontractor during the last 3 years contracted directly with the Authority.

b. Proposed Staffing and Project Organization

This section of the proposal should establish the method, which will be used by the Offeror to manage the project as well as identify key personnel assigned.

Offeror to:

- (1) Provide education, experience, and applicable professional credentials of project staff.
- (2) Furnish brief resumes (not more than two [2] pages each) for the proposed Project Manager and other key personnel.
- (3) Discuss your firm's contract-to-hire policy for contract employees.
- (4) Discuss available benefits offered to your firm's long-term contract employees.
- (5) Identify key personnel proposed to perform the work and include major areas of subcontract work. Include the person's name, current location, proposed position for this project, current assignment, level of commitment to that assignment, availability for this assignment and how long each person has been with the firm.
- (6) Provide a project organization chart, which clearly delineates communication/reporting relationships among the project staff.
- (7) Include a statement that key personnel will be available to the extent proposed for the duration of the project acknowledging that no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the Authority.

c. Work Plan

Offeror should provide a narrative, which addresses the Scope of Work, and shows Offeror's understanding of Authority's needs and requirements.

Offeror to:

- (1) Describe the approach to completing the work specified in the Scope of Work.
- (2) Outline sequentially the activities that would be undertaken in

completing the work and specify who would perform them.

- (3) Indicate adequacy of labor resources and recruiting practices.
- (4) Provides the types of testing used by the firm to establish the qualifications of its personnel and their suitability to perform the work described in the Scope of Work.
- (5) Include a statement indicating ability to begin work with minimum notice
- (6) Identify any special issues or problems that are likely to be encountered in this project and how the Offeror would propose to address them.
- (7) Offeror is encouraged to propose enhancements or procedural or technical innovations to the Scope of Work that do not materially deviate from the objectives or required content of the project.

d. Exceptions/Deviations

State any exceptions to or deviations from the requirements of this RFP, segregating "technical" exceptions from "contractual" exceptions. Where Offeror wishes to propose alternative approaches to meeting the Authority's technical or contractual requirements, these should be thoroughly explained. If no contractual exceptions are noted, Offeror will be deemed to have accepted the contract requirements as set forth in Exhibit C.

4. Cost and Price Proposal

As part of the cost and price proposal, the Offeror shall submit proposed pricing to provide the services for each position described in Exhibit A, Scope of Work.

The Offeror shall complete the "Price Summary Sheet" form included with this RFP (Exhibit B), and furnish any narrative required to explain the prices quoted in the schedules. As noted earlier in these instructions, it is the Authority's intention to award a time and expense contract.

5. Appendices

Information considered by Offeror to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Offerors are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials. Appendices should be relevant and

brief.

B. CAMPAIGN CONTRIBUTION FORMS

Party and Participant Disclosure Forms

In conformance with the statutory requirements of the State of California Government Code Section 84308, part of the Political Reform Act and Title 2, California Code of Regulations 18438 through 18438.8, regarding campaign contributions to members of appointed Boards of Directors, Offeror is required to complete and sign the Party and Participant Disclosure Forms provided in Exhibit D of this RFP and submit as part of the proposal. Offeror is required to submit only one copy of the completed form(s) as part of its proposal and it should be included in only the original proposal. The prime contractor and subcontractors must complete the form entitled "Party Disclosure Form". Lobbyists or agents representing the prime contractor in this procurement must complete the form entitled "Participant Disclosure Form". Reporting of campaign contributions is a requirement from the proposed submittal date up and until the Authority's Board of Directors take action, which is anticipated to be July 28, 2008.

C. STATUS OF PAST AND PRESENT CONTRACTS FORM

Status of Past and Present Contract Forms

On Exhibit E, entitled "Status of Past and Present Contracts" Offerors shall list the status of past and present contracts where the firm has either provided services as a prime contractor or subcontractor during the past five (5) years and the contract has ended or will end in a termination, settlement or in litigation. A separate form must be completed for each contract. Offeror shall provide an accurate contact name and telephone number for each contract and indicate the term of the contract and the original contract value. If the contract was terminated, list the reason for termination. Offeror must identify and state the status of any litigation, claims or settlement agreements related to any of the contracts. Each form must be signed by the Offeror confirming that the information provided is true and accurate.

SECTION III
EVALUATION AND AWARD

SECTION III. EVALUATION AND AWARD

A. EVALUATION CRITERIA

The Authority will evaluate the offers received based on the following criteria:

1. **Qualifications of the Firm** **20%**
 Technical experience in performing work of a closely similar nature; experience working with public agencies; strength and stability of the firm; strength, stability, experience and technical competence of subcontractors; assessment by client references.

2. **Staffing and Project Organization** **30%**
 Qualifications of project staff, particularly key personnel and especially the Project Manager; key personnel's level of involvement in performing related work cited in "Qualifications of the Firm" section; logic of project organization; adequacy of labor commitment; concurrence in the restrictions on changes in key personnel, contract-to-hire policy and summary of benefits.

3. **Work Plan** **30%**
 Depth of Offeror's understanding of Authority's requirements and overall quality of work plan; logic, clarity and specificity of work plan; appropriateness of labor distribution among the positions; ability to meet the project deadline; reasonableness of proposed schedule; utility of suggested technical or procedural innovations.

4. **Cost and Price** **20%**
 Reasonableness of time and expense rates and competitiveness of this amount with other offers received; adequacy of data in support of figures quoted.

B. EVALUATION PROCEDURE

The committee is comprised of Authority staff and may include outside personnel. The committee members will evaluate the written proposals using criteria identified in Section III A. A list of top ranked proposals, firms within a competitive range, will be developed based upon the totals of each committee members' score for each proposal.

During the evaluation period, the Authority will interview some or all of the proposing firms. The Authority has established June 23, 2008 as the date to conduct interviews. All prospective Offerors will be asked to keep this date available. No other interview dates will be provided, therefore, if an Offeror is unable to attend the interview on this date, its proposal may be eliminated from further discussion. The interview may consist of a short presentation by the Offeror after which the evaluation committee will ask questions related to the firm's proposal and qualifications.

At the conclusion of the proposal evaluations, Offerors remaining within the competitive range may be asked to submit a Best and Final Offer (BAFO). In the BAFO request, the firms may be asked to provide additional information, confirm or clarify issues and submit a final cost/price offer. A deadline for submission will be stipulated.

At the conclusion of the evaluation process, the evaluation committee may recommend to the appropriate Board Committee, an Offeror with the highest final ranking or a short list of top ranked firms within the competitive range whose proposal(s) is most advantageous to the Authority. The Board Committee will review the evaluation committee's recommendation and forward its decision to the full Board of Directors for final action.

C. AWARD

The Authority will evaluate the proposals received and will submit, with approval of the Finance and Administration Committee, the proposal considered to be the most competitive to the Authority's Board of Directors, for consideration and selection. The Authority may also negotiate contract terms with the selected Offeror prior to award, and expressly reserves the right to negotiate with several Offerors simultaneously and, thereafter, to award a contract to the Offeror offering the most favorable terms to the Authority.

The Authority reserves the right to award its total requirements to one Offeror or to apportion those requirements among several Offerors as the Authority may deem to be in its best interest. In addition, negotiations may or may not be conducted with Offerors; therefore, the proposal submitted should contain Offeror's most favorable terms and conditions, since the selection and award may be made without discussion with any Offeror.

D. NOTIFICATION OF AWARD AND DEBRIEFING

Offerors who submit a proposal in response to this RFP shall be notified by electronic mail regarding the firm who was awarded the contract. Such notification shall be made within three (3) days of the date the contract is awarded.

Offerors who were not awarded the contract may obtain a prompt explanation concerning the strengths and weaknesses of their proposal. Unsuccessful Offerors, who wish to be debriefed, must request the debriefing in writing or electronic mail and the Authority must receive it within three (3) days of notification of the contract award.

EXHIBIT A
SCOPE OF WORK

EXHIBIT B
COST AND PRICE FORMS

PRICE SUMMARY SHEET

REQUEST FOR PROPOSALS (RFP) 8-0673

Enter below the proposed fully burdened hourly rate for each contract position described in the Scope of Work, Exhibit A. Prices shall include direct costs, indirect costs, and profits. The Authority's intention is to award a four-year, time and expense contract. On a separate page, provide overhead rates for each job classification for both long-term and short-term positions.

Contract Staff Positions	Year 1		Year 2		Year 3		Year 4	
	Hourly Billable Rate	Hourly Pay Rate						
Senior Oracle & MS-SQL Database Administrator								
Senior Cobol Programmer Analyst								
Senior Desktop Support								
Senior Computer Operators								

- I acknowledge receipt of RFP 8-0673 and Addenda No.(s) _____
- This offer shall remain firm for _____ days from the date of proposal
(Minimum 120)

COMPANY NAME

ADDRESS

TELEPHONE

SIGNATURE OF PERSON
AUTHORIZED TO BIND OFFEROR

SIGNATURE'S NAME AND TITLE

DATE SIGNED

EXHIBIT C
PROPOSED AGREEMENT

EXHIBIT D

PARTY AND PARTICIPANT DISCLOSURE FORMS

PARTY DISCLOSURE FORM
Information Sheet

**ORANGE COUNTY TRANSPORTATION AUTHORITY
AND AFFILIATED AGENCIES**

The attached Party Disclosure Form must be completed by applicants for, or persons who are the subject of, any proceeding involving a license, permit, or other entitlement for use pending before the Board of Directors of the Orange County Transportation Authority or any of its affiliated agencies. (Please see next page for definitions of these terms.)

IMPORTANT NOTICE

Basic Provisions of Government Code Section 84308

- A. If you are an applicant for, or the subject of, any proceeding involving a license, permit, or other entitlement for use, you are prohibited from making a campaign contribution of more than \$250 to any board member or his or her alternate. This prohibition begins on the date your application is filed or the proceeding is otherwise initiated, and the prohibition ends three months after a final decision is rendered by the Board of Directors. In addition, no board member or alternate may solicit or accept a campaign contribution of more than \$250 from you during this period.
- B. These prohibitions also apply to your agents, and, if you are a closely held corporation, to your majority shareholder as well. These prohibitions also apply to your subcontractor(s), joint venturer(s), and partner(s) in this proceeding. Also included are parent companies and subsidiary companies directed and controlled by you, and political action committees directed and controlled by you.
- C. You must file the attached disclosure form and disclose whether you or your agent(s) have in the aggregate contributed more than \$250 to any board member or his or her alternate during the 12-month period preceding the filing of the application or the initiation of the proceeding.
- D. If you or your agent have in the aggregate contributed more than \$250 to any individual board member or his/or her alternate during the 12 months preceding the decision on the application or proceeding, that board member or alternate must disqualify himself or herself from the decision. However, disqualification is not required if the board member or alternate returns the campaign contribution within 30 days from the time the director knows, or should have known, about both the contribution and the fact that you are a party in the proceeding. The Party Disclosure Form should be completed and filed with your proposal, or with the first written document you file or submit after the proceeding commences.

1. A proceeding involving "a license, permit, or other entitlement for use" includes all business, professional, trade and land use licenses and permits, and all other entitlements for use, including all entitlements for land use, all contracts (other than competitively bid, labor or personal employment contracts), and all franchises.
2. Your "agent" is someone who represents you in connection with a proceeding involving a license, permit or other entitlement for use. If an individual acting as an agent is also acting in his or her capacity as an employee or member of a law, architectural, engineering, consulting firm, or similar business entity, both the business entity and the individual are "agents."
3. To determine whether a campaign contribution of more than \$250 has been made by you, campaign contributions made by you within the preceding 12 months must be aggregated with those made by your agent within the preceding 12 months or the period of the agency, whichever is shorter. Contributions made by your majority shareholder (if a closely held corporation), your subcontractor(s), your joint venturer(s), and your partner(s) in this proceeding must also be included as part of the aggregation. Campaign contributions made to different directors or their alternates are not aggregated.
4. A list of the members and alternates of the Board of Directors is attached.

This notice summarizes the major requirements of Government Code Section 84308 of the Political Reform Act and 2 Cal. Adm. Code Sections 18438-18438.8.

ORANGE COUNTY TRANSPORTATION AUTHORITY
AND ITS AFFILIATED AGENCIES

To be completed only if campaign contributions have been made in the preceding 12 months.

Party's Name: _____

Party's Address: _____

Street

City

State

Zip

Phone

Application or Proceeding
Title and Number: _____

Board Member(s) or Alternate(s) to whom you and/or your agent made campaign contributions and dates of contribution(s) in the preceding 12 months:

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Date: _____

Signature of Party and/or Agent

**ORANGE COUNTY TRANSPORTATION AUTHORITY
AND AFFILIATED AGENCIES**

Board of Directors

Chris Norby, Chairman

Peter Buffa, Vice Chairman

Jerry Amante, Director

Patricia Bates, Director

Art Brown, Director

Bill Campbell, Director

Carolyn V. Cavecche, Director

Richard Dixon, Director

Paul Glaab, Director

Cathy Green, Director

Allan Mansoor, Director

John Moorlach, Director

Janet Nguyen, Director

Curt Pringle, Director

Miguel A. Pulido, Director

Mark Rosen, Director

Gregory T. Winterbottom, Director

PARTICIPANT DISCLOSURE FORM
Information Sheet

**ORANGE COUNTY TRANSPORTATION AUTHORITY
AND AFFILIATED AGENCIES**

The attached Participant Disclosure Form must be completed by participants in a proceeding involving a license, permit, or other entitlement for use. (Please see next page for definitions of these terms.)

IMPORTANT NOTICE

Basic Provisions of Government Code Section 84308

- A. If you are a participant in a proceeding involving a license, permit, or other entitlement for use, you are prohibited from making a campaign contribution of more than \$250 to any board member or his or her alternate. This prohibition begins on the date you begin to actively support or oppose an application for license, permit, or other entitlement for use pending before the Orange County Transportation Authority or any of its affiliated agencies, and continues until three months after a final decision is rendered on the application or proceeding by the Board of Directors.

No board member or alternate may solicit or accept a campaign contribution of more than \$250 from you and/or your agency during this period if the board member or alternate knows or has reason to know that you are a participant.

- B. The attached disclosure form must be filed if you or your agent have contributed more than \$250 to any board member or alternate for the Orange County Transportation Authority or any of its affiliated agencies during the 12-month period preceding the beginning of your active support or opposition. (The disclosure form will assist the board members in complying with the law.)
- C. If you or your agent have made a contribution of more than \$250 to any board member or alternate during the 12 months preceding the decision in the proceeding, that board member or alternate must disqualify himself or herself from the decision. However, disqualification is not required if the member or alternate returns the campaign contribution within 30 days from the time the director knows, or should have known, about both the contribution and the fact that you are a participant in the proceeding.

The Participant Disclosure Form should be completed and filed with the proposal submitted by a party, or should be completed and filed the first time that you lobby in person, testify in person before, or otherwise directly act to influence the vote of the board members of the Orange County Transportation Authority or any of its affiliated agencies.

1. An individual or entity is a "participant" in a proceeding involving an application for a license, permit or other entitlement for use if:
 - a. The individual or entity is not an actual party to the proceeding, but does have a significant financial interest in the Orange County Transportation Authority's or one of its affiliated agencies' decision in the proceeding.

AND

- b. The individual or entity, directly or through an agent, does any of the following:
 - (2) Communicates directly, either in person or in writing, with a board member or alternate of the Orange County Transportation Authority or any of its affiliated agencies for the purpose of influencing the member's vote on the proposal;
 - (3) Communicates with an employee of the Orange County Transportation Authority or any of its affiliated agencies for the purpose of influencing a member's vote on the proposal; or
 - (4) Testifies or makes an oral statement before the Board of Directors of the Orange County Transportation Authority or any of its affiliated agencies.
2. A proceeding involving "a license, permit, or other entitlement for use" includes all business, professional, trade and land use licenses and permits, and all other entitlements for use, including all entitlements for land use; all contracts (other than competitively bid, labor, or personal employment contracts) and all franchises.
3. Your "agent" is someone who represents you in connection with a proceeding involving a license, permit, or other entitlement for use. If an agent acting as an employee or member of a law, architectural, engineering, or consulting firm, or a similar business entity or corporation, both the business entity or corporation and the individual are agents.

4. To determine whether a campaign contribution of more than \$250 has been made by a participant or his or her agent, contributions made by the participant within the preceding 12 months shall be aggregated with those made by the agent within the preceding 12 months or the period of the agency, whichever is shorter. Campaign contributions made to different members or alternates are not aggregated.
5. A list of the members and alternates of the Board of Directors is attached.

This notice summarizes the major requirements of Government Code Section 84308 and 2 Cal. Adm. Code Sections 18438-18438.8.

ORANGE COUNTY TRANSPORTATION AUTHORITY
AND ITS AFFILIATED AGENCIES

To be completed only if campaign contributions have been made in the preceding 12 months.

Party's Name: _____

Party's Address: _____

Street

City

State

Zip

Phone

Application or Proceeding
Title and Number: _____

Board Member(s) or Alternate(s) to whom you and/or your agent made campaign contributions and dates of contribution(s) in the preceding 12 months:

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Name of Member: _____

Name of Contributor (if other than Party): _____

Date(s): _____

Amount(s): _____

Date: _____

Signature of Party and/or Agent

**ORANGE COUNTY TRANSPORTATION AUTHORITY
AND AFFILIATED AGENCIES**

Board of Directors

Chris Norby, Chairman

Peter Buffa, Vice Chairman

Jerry Amante, Director

Patricia Bates, Director

Art Brown, Director

Bill Campbell, Director

Carolyn V. Cavecche, Director

Richard Dixon, Director

Paul Glaab, Director

Cathy Green, Director

Allan Mansoor, Director

John Moorlach, Director

Janet Nguyen, Director

Curt Pringle, Director

Miguel A. Pulido, Director

Mark Rosen, Director

Gregory T. Winterbottom, Director

EXHIBIT E

STATUS OF PAST AND PRESENT CONTRACTS

STATUS OF PAST AND PRESENT CONTRACTS

On the form provided below, Offeror shall list the status of past and present contracts where the firm has either provided services as a prime contractor or a subcontractor during the past five (5) years in which the contract has ended or will end in a termination, settlement or in legal action. A separate form must be completed for each contract. Offeror shall provide an accurate contact name and telephone number for each contract and indicate the term of the contract and the original contract value.

If the contract was terminated, list the reason for termination. Offeror must also identify and state the status of any litigation, claims or settlement agreements related to any of the identified contracts. Each form must be signed by an officer of the Offeror confirming that the information provided is true and accurate.

Project City/Agency/Other:	
Contact Name:	Phone:
Project Award Date:	Original Contract Value:
Term of Contract:	
1. Status of contract:	
2. Identify claims/litigation or settlements associated with the contract:	

By signing this form "Status of Past and Present Contracts," I am affirming that all of the information provided is true and accurate.

Name:
Title:

Date:



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Amendment to Agreements for Temporary Staffing Services Contracts

Finance and Administration Committee meeting of April 9, 2008

Present: Directors Amante, Buffa, Campbell, Green, Moorlach and Nguyen
Absent: Directors Bates and Brown

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to exercise the third option term to on-call agreements C-5-0938 with Corestaff Services, C-5-2439 with Focus on Temps, Inc., and C-5-2438 with Select/Remedy Staffing, and the Orange County Transportation Authority adding \$710,000, for fiscal year 2008-09, for a total contract commitment of \$2,355,000 covering the period from July 1, 2005 through June 30, 2009.



April 9, 2008

To: Finance and Administration Committee
From: Arthur F. Leahy, Chief Executive Officer
Subject: Amendment to Agreements for Temporary Staffing Services Contracts

Overview

On June 13, 2005, the Board of Directors approved agreements with Corestaff Services, Focus On Temps, Inc., and PDQ Personnel Services, Inc. (now known as Select/Remedy Staffing), in the amount of \$340,000, to provide temporary staffing services. The firms were retained in accordance with the Orange County Transportation Authority's procurement procedures for professional services.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 4 to exercise the third option term to on-call agreements C-5-0938 with Corestaff Services, C-5-2439 with Focus on Temps, Inc., and C-5-2438 with Select/Remedy Staffing, and the Orange County Transportation Authority adding \$710,000, for fiscal year 2008-09, for a total contract commitment of \$2,355,000 covering the period from July 1, 2005 through June 30, 2009.

Background

The Orange County Transportation Authority (OCTA) uses temporary staffing services for personnel coverage due to prolonged illness, leaves of absence, extended position vacancies, additional staff requirements for special projects, heavy workload demands, and unforeseen circumstances. To provide on-call services for temporary personnel for OCTA, the Board of Directors (Board) awarded agreements to Corestaff Services, Focus On Temps, Inc., and Select/Remedy Staffing on June 13, 2005, for a one-year period, in the amount of \$340,000, with four option years. On April 10, 2006, the Board approved a first option year, in the amount of \$400,000, for the above referenced temporary staffing contracts. On April 9, 2007, the Board approved a second option year, in the amount of \$755,000, with \$130,000 designated for the

remainder of fiscal year (FY) 2006-07 and \$625,000 designated for FY 2007-08. On June 25, 2007, the Board approved \$150,000 to address a contract authority short-fall for FY 2006-07. The current request is to exercise a third option year in the amount of \$710,000, for FY 2008-09.

The hourly billable rates for the third option year on Attachment B were agreed to as part of the original contract award in June 2005.

OCTA's current vacancy rate for administrative employees is approximately 7.3 percent, more than twice the budgeted rate of 3 percent, which has resulted in an increased need for temporary staffing support. This higher than budgeted vacancy rate and a large number of maternity and other medical leaves for current full-time staff are the primary factors used to determine the necessary contract authority for the upcoming fiscal year.

Discussion

In previous years the temporary staffing contract dollar amount was derived from planned budget requests for temporary services. While some temporary staffing needs can be anticipated and are budgeted, the primary reasons for temporary staffing support are unexpected leaves of absence, employee resignations, and staffing support for new projects that are unanticipated in the early planning stages of the budget or contract process. To ensure that contract authority and temporary staffing budget dollars continue to be closely managed, the Employment Section of the Human Resources Department oversees and manages all aspects of the temporary staffing services contract.

Fiscal Impact

Funds have been budgeted by each division for temporary staffing needs and will be included in fiscal year 2008-09 budget for \$710,000, for Account 7617 – Temporary Services.

Summary

The original agreement awarded on June 13, 2005, was in the amount of \$340,000 for the initial term of the contract. Based on the projected need for temporary services support for the fiscal year 2008-09, staff recommends approval of Amendment No. 4, in the amount of \$710,000, for a four-year contract aggregate amount of \$2,355,000.

Attachments

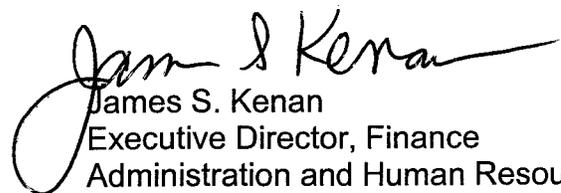
- A. Corestaff Services, Select/Remedy Staffing, and Focus on Temps, Inc.,
Agreements C-5-0938, C-5-2438, and C-5-2439 Fact Sheet
- B. Temporary Staffing Services Billable Rates

Prepared by:



Lisa Arosteguy-Brown
Human Resources
Department Manager
(714) 560-5801

Approved by:



James S. Kenan
Executive Director, Finance
Administration and Human Resources
(714) 560-5678

ATTACHMENT A

Corestaff Services, Select/Remedy Staffing, and Focus On Temps, Inc. Agreements C-5-0938, C-5-2438 and C-5-2439 Fact Sheet

1. June 13, 2005, agreements C-5-0938, C-5-2438, and C-5-2439, \$340,000, approved by Board of Directors.
 - Contract to provide for on-call temporary staffing services.
2. April 10, 2006, Amendment No. 1 to agreements C-5-0938, C-5-2438, and C-5-2439, \$400,000, approved by Board of Directors.
 - Amendment to exercise the first year option term of the on-call temporary staffing services contracts and increase the maximum obligation by \$400,000.
3. April 9, 2007, Amendment No. 2 to agreements C-5-0938, C-5-2438, and C-5-2439, \$755,000, approved by Board of Directors.
 - Amendment to exercise the second year option term of the current on-call temporary staffing services contracts and increase the maximum obligation by \$755,000, with designated \$130,000 for remainder of fiscal year 2006-07.
4. June 25, 2007, Amendment No. 3 to agreements C-5-0938, C-5-2438, and C-5-2439, \$150,000, approved by Board of Directors.
 - Amendment to increase the funds for the remainder of fiscal year 2006-07.
5. April 28, 2008, Amendment No. 4 to agreements C-5-0938, C-5-2438, and C-5-2439, \$710,000, pending approval by Board of Directors.
 - Amendment to exercise the third year option term of the current on-call temporary staffing services contracts and increase the maximum obligation by \$710,000.

Total committed to Corestaff Service, Agreement C-5-0938, Select/Remedy Staffing Agreement C-5-2438, and Focus on Temps, Inc., Agreement C-5-2439: \$2,355,000 for the initial year, first, second, and third year options.

Temporary Staffing Services Billable Rates

ATTACHMENT B

CORESTAFF Services

Classification Title	Wage	Billable Rate - Initial Year	Billable Rate - First Year Option	Billable Rate - Second Year Option	Billable Rate - Third Year Option	Billable Rate - Fourth Year Option
Accountant, Associate	\$22.00	\$30.36	\$30.36	\$30.47	\$30.47	\$30.58
Benefits Specialist, Associate	\$20.00	\$27.60	\$27.60	\$27.70	\$27.70	\$27.80
Customer Relations Representative	\$15.50	\$21.39	\$21.39	\$21.47	\$21.47	\$21.55
Financial Analyst, Associate	\$22.00	\$30.36	\$30.36	\$30.47	\$30.47	\$30.58
Office Specialist	\$17.50	\$24.15	\$24.15	\$24.24	\$24.24	\$24.33
Office Specialist, Assistant	\$15.50	\$21.39	\$21.39	\$21.47	\$21.47	\$21.54
Office Specialist, Senior	\$19.00	\$26.22	\$26.22	\$26.32	\$26.32	\$26.41
Secretary, Executive	\$20.00	\$27.60	\$27.60	\$27.70	\$27.70	\$27.80
Secretary, Senior Executive	\$24.00	\$33.12	\$33.12	\$33.24	\$33.24	\$33.36

FOCUS ON TEMPS, Inc.

Classification Title	Wage	Billable Rate - Initial Year	Billable Rate - First Year Option	Billable Rate - Second Year Option	Billable Rate - Third Year Option	Billable Rate - Fourth Year Option
Accountant, Associate	\$22.00	\$31.68	\$31.68	\$31.79	\$31.79	\$31.79
Benefits Specialist, Associate	\$20.00	\$28.80	\$28.80	\$28.90	\$28.90	\$28.90
Customer Relations Representative	\$15.50	\$22.32	\$22.32	\$22.76	\$22.76	\$22.76
Financial Analyst, Associate	\$22.00	\$31.68	\$31.68	\$31.79	\$31.79	\$31.79
Office Specialist	\$17.50	\$25.20	\$25.20	\$25.65	\$25.65	\$25.65
Office Specialist, Assistant	\$15.00	\$21.60	\$22.32	\$22.76	\$22.76	\$22.76
Office Specialist, Senior	\$18.50	\$26.64	\$27.36	\$27.46	\$27.46	\$27.46
Secretary, Executive	\$20.00	\$28.80	\$28.80	\$29.26	\$29.26	\$29.26
Secretary, Senior Executive	\$23.00	\$33.12	\$33.84	\$34.68	\$34.68	\$34.68

Select/Remedy

Classification Title	Wage	Billable Rate - Initial Year	Billable Rate - First Year Option	Billable Rate - Second Year Option	Billable Rate - Third Year Option	Billable Rate - Fourth Year Option
Accountant, Associate	\$17.48	\$25.35	\$26.10	\$26.88	\$27.70	\$28.52
Benefits Specialist, Associate	\$16.16	\$23.43	\$24.13	\$24.85	\$25.59	\$26.36
Customer Relations Representative	\$12.25	\$17.76	\$18.30	\$18.85	\$19.42	\$20.00
Financial Analyst, Associate	\$17.48	\$25.35	\$26.10	\$26.88	\$27.71	\$28.52
Office Specialist	\$13.27	\$19.24	\$19.82	\$20.42	\$21.03	\$21.66
Office Specialist, Assistant	\$10.78	\$15.63	\$16.10	\$16.57	\$17.07	\$17.57
Office Specialist, Senior	\$14.28	\$20.71	\$21.33	\$21.97	\$22.62	\$23.30
Secretary, Executive	\$16.16	\$23.43	\$24.13	\$24.85	\$25.59	\$26.36
Secretary, Senior Executive	\$19.19	\$27.83	\$28.67	\$29.52	\$30.41	\$31.32



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board
Subject: Amendment to Agreement for Claims Administration for Self-Insured Workers' Compensation Program

Finance and Administration Committee meeting of April 9, 2008

Present: Directors Amante, Buffa, Campbell, Green, Moorlach and Nguyen
Absent: Directors Bates and Brown

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to exercise the first of two option years to Agreement No. C-5-2590 between the Orange County Transportation Authority and TRISTAR Risk Management, in an amount not to exceed \$409,948, to provide claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program for the period of November 1, 2008 through October 31, 2009.



April 9, 2008

To: Finance and Administration Committee
From:  Arthur T. Leahy, Chief Executive Officer
Subject: Amendment to Agreement for Claims Administration for Self-Insured Workers' Compensation Program

Overview

On October 14, 2005, the Board of Directors approved an agreement with TRISTAR Risk Management, in the amount of \$1,156,526, to provide claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program. This procurement was handled in accordance with the Orange County Transportation Authority's procedures for professional and technical services. This agreement expires on October 31, 2008.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to exercise the first of two option years to Agreement No. C-5-2590 between the Orange County Transportation Authority and TRISTAR Risk Management, in an amount not to exceed \$409,948, to provide claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program for the period of November 1, 2008 through October 31, 2009.

Background

The State of California requires each employer to secure the payment of compensation for workers' compensation as provided in Section 3700 of the Labor Code. An employer may be insured through an insurance company or be permissibly self-insured. The Orange County Transportation Authority (OCTA) has received approval from the Director of the Industrial Relations Department to self-insure and self-administer its workers' compensation claims, guaranteeing benefit payments. OCTA presently administers its claims through a third party administrator, TRISTAR Risk Management.

Discussion

This procurement was handled in accordance with the OCTA's procedures for professional and technical services. The original agreement was awarded on a competitive basis. As the administration of OCTA's workers' compensation claims is ongoing, it is necessary to continue to provide this service.

TRISTAR Risk Management has provided accurate and timely performance of this contract and has assisted OCTA in reducing claim payouts while maintaining full compliance with California State workers' compensation laws and regulations.

The original agreement, awarded on October 14, 2005, was in the amount of \$1,156,526. Amendment No. 1, in the amount of \$409,948, will increase the total agreement amount to \$1,566,474 (Attachment A).

Fiscal Impact

This project has been submitted in OCTA's Fiscal Year 2008-09 Budget, Finance, Administration and Human Resources Division, Risk Management Department, Internal Services Fund Account 0041.

Summary

Based on the material provided, staff recommends approval of Amendment No. 1 to exercise the first of two option years to Agreement No. C-5-2590 to TRISTAR Risk Management, in an amount not to exceed \$409,948, for claim administration services for the Orange County Transportation Authority's self-insured workers' compensation program for the period November 1, 2008 through October 31, 2009.

Attachment

- A. TRISTAR Risk Management - Agreement C-5-2590 Fact Sheet

Prepared by:

Al Gore for Al Gorski

Al Gorski
Department Manager,
Risk Management
(714) 560-5817

Approved by:

James S. Kenan for

James S. Kenan
Executive Director, Finance,
Administration and Human Resources
(714) 560-5678

**TRISTAR Risk Management
Agreement C-5-2590 Fact Sheet**

1. October 14, 2005, Agreement No. C-5-2590, in the amount of \$1,156,526, was approved by Board of Directors.
 - Contract to provide claims administration services for Orange County Transportation Authority's self-insured workers' compensation program.
2. April 28 2008, Amendment No. 1 to Agreement No. C-5-2590, pending approval by Board of Directors.
 - Amendment to exercise the first of two option years for claims administration services for the Orange County Transportation Authority's self-insured workers' compensation program for the period November 1, 2008 through October 31, 2009, in an amount not to exceed \$409,948.



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: First Quarter 2008 Debt and Investment Report

Finance and Administration Committee meeting of April 9, 2008

Present: Directors Amante, Buffa, Campbell, Green, Moorlach and Nguyen
Absent: Directors Bates and Brown

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendations

- A. Authorize the Treasurer to invest, reinvest, purchase, exchange, sell, and manage Orange County Transportation Authority funds during fiscal year 2008-09.
- B. Receive and file the Quarterly Investment Report prepared by the Treasurer as an information item.



April 9, 2008

To: Finance and Administration Committee
From: Arthur T. Leaky, Chief Executive Officer
Subject: First Quarter 2008 Debt and Investment Report

Overview

Under the California Government Code, the governing body of a local agency has the authorization to appoint, for a period of one year, a Treasurer to invest, reinvest, purchase, exchange, sell, or manage public funds. Additionally, the California Government Code authorizes the Orange County Transportation Authority Treasurer to submit a quarterly investment report detailing the investment activity for the period. This investment report covers the first quarter of 2008, January through March, and includes a discussion of the Orange County Transportation Authority's debt portfolio.

Recommendation

- A. Authorize the Treasurer to invest, reinvest, purchase, exchange, sell, and manage Orange County Transportation Authority funds during fiscal year 2008-09.
- B. Receive and file the quarterly investment report prepared by the Treasurer as an information item.

Background

The Treasurer is currently managing the Orange County Transportation Authority's (Authority) investment portfolio totaling \$1.02 billion as of March 31, 2008. The portfolio is divided into two managed portfolios: the Liquid Portfolio for immediate cash needs and the Short-term Portfolio for future budgeted expenditures. In addition to these portfolios, the Authority has funds invested in debt service reserve funds for the various outstanding debt obligations.

The Authority's debt portfolio had an outstanding principal balance of \$463.4 million as of March 31, 2008. Approximately 56 percent of the

outstanding balance is comprised of Measure M debt, 5 percent is associated with the Renewed Measure M program, and the remaining 39 percent is for the 91 Express Lanes.

Discussion

Economic Summary: In the face of what could have been the biggest shakeup in the financial market in recent history, the Federal Open Market Committee (Fed) made several aggressive and unprecedented moves to help navigate a soft landing of the United State's economy. With a revised Gross Domestic Product (GDP) of 0.6 percent annualized for the fourth quarter of 2007, the economic growth of recent years was nearing an end. Slower growth combined with financial institutions writing down nearly \$238 billion of defaulted loans in the subprime mortgage market resulted in a near panic on Wall Street. The Fed lowered short-term interest rates three times during the quarter slashing the Fed funds rate nearly in half to 2.25 percent. The rate reductions started in September of last year in what many economists believe to be a preemptive effort to keep the banking system afloat.

The quarter saw further action by the Fed in the form of opening the discount window to brokerage firms allowing them to receive loans from the Fed at the more favorable discount rate. While this was a welcome move by many, it was too little too late for Bear Stearns. The long-time Wall Street investment bank is the target of a proposed takeover by JP Morgan Chase, backed by the Fed, in an effort to save the firm from insolvency.

In March of 2008, the labor market lost 80,000 jobs and saw the unemployment rate rise to 5.1 percent. Consumer credit, and more importantly delinquencies on consumer credit, has risen sharply in recent months as well. Inflation concerns remain but have taken a back seat to greater fears of lower, if not negative, GDP growth and a lack of liquidity in the lending markets.

Debt Portfolio Activity: On February 7, 2008, the Authority issued \$25 million in Tax-Exempt Commercial Paper notes to fund Renewed Measure M Early Action Plan projects. These notes were issued at a 1 percent rate for a term of 180 days. As the need arises for future Early Action Plan project expenditures above and beyond this initial \$25 million, the Authority will issue additional Tax-Exempt Commercial Paper notes to fund these expenditures.

On February 15, 2008, the Authority remitted a debt service payment to Measure M investors in the amount of \$80 million. Of this amount, \$71 million was used to retire Measure M principal. The Measure M program currently has \$259 million in outstanding debt and will be fully repaid by 2011.

Also on February 15, 2008, the Authority remitted a debt service payment for the 91 Express Lanes. The Authority paid \$4 million in interest on the Tax-Exempt Refinancing Bonds (Bonds). Currently, there remains \$179 million in principal outstanding on the Bonds. In addition to the amounts due on the Bonds, the Authority has subordinated debt outstanding related to the acquisition of the 91 Express Lanes. The remaining outstanding principal balance (which will be repaid with 91 Express Lanes net revenues) totals approximately \$34 million. The outstanding balances for each of the Authority's debt securities are presented in Attachment A.

On February 25, 2008, the Board of Directors authorized staff to begin the process of removing Bear Stearns as remarketing agent for the 91 Express Lanes variable rate bonds. Bear Stearns has served as remarketing agent for \$25 million in bonds since 2003. With the Fitch downgrade of Ambac Assurance Corporation, the remarketing of the 91 Express Lanes variable rate bonds became increasingly difficult for Bear Stearns. As a result, the Authority began paying 8 percent on the weekly interest rate resets at Bear Stearns.

On March 12, 2008, the Authority terminated Bear Stearns as remarketing agent and transferred the \$25 million to the other remarketing agent for the 91 Express Lanes variable rate bonds, Lehman Brothers. Since the Ambac downgrade, Lehman Brothers has been able to price the Authority's bonds at competitive levels. Lehman Brothers will serve as a temporary remarketing agent until a permanent agent is hired.

The basis account that was created as a result of the swap agreement for the variable rate bonds will be fully depleted by April 1, 2008. Therefore, \$100,000 was transferred into this account to provide the necessary funding for upcoming variable rate payments to bondholders.

Investment Portfolio Activity: During the quarter, the Authority transferred \$9 million from the Local Agency Investment Fund to the Bank of the West and \$10 million from the investment managers to the Liquid Portfolio. The transfers were performed to meet current cash flow needs.

In March, the Authority opened an additional investment account with Payden & Rygel to purchase variable rate demand bonds issued by the 91 Express Lanes. The bonds were held for a period of one week. The funds are currently being kept liquid in the event a similar opportunity to purchase 91 Express Lane debt arises.

Bear Stearns Asset Management (BSAM) has been one of the Authority's investment managers since 1995. BSAM has been an excellent service

provider from both a quantitative and qualitative perspective. BSAM's investment performance has been competitive through the many market cycles while maintaining the highest level of customer service. The core team of individuals that service the Authority's portfolio has remained substantially intact with little turnover since inception. The level of service remains on par during the recent proposed sale of Bear Stearns to JP Morgan Chase. It is uncertain at this time how the two companies will capitalize on its core competencies as each are very competitive providers of investment management services. Staff will continue to monitor the process as it relates to the Authority's portfolio and report to the Finance and Administration Committee as information becomes available.

Investment Portfolio Compliance: As of March 31, 2008, the Authority's portfolio is in compliance with its investment policy. The Authority continues its policy of reviewing the contents of the investment portfolio on a daily basis to ensure compliance. Attachment B provides a comparison of the portfolio holdings as of March 31, 2008, to the diversification guidelines of the investment policy.

Investment Portfolio Performance Versus Selected Benchmarks: The Authority's investment managers provide the Authority and its financial advisor, Sperry Capital, with monthly performance reports. The investment managers' performance reports calculate monthly total rates of return based upon the market value of the portfolios managed at the beginning of the month versus the market value at the end of the month. The market value of the portfolio at the end of the month includes the actual value of the portfolio based upon prevailing market conditions as well as the interest income accrued during the month.

The Authority has calculated the total returns for each of the investment managers for short-term operating monies and compared the returns to specific benchmarks as shown in Attachment C. Attachment D contains an annualized total return performance comparison by investment manager for the previous two years. Attachment E provides a two-year yield comparison between the short-term portfolio managers, the Orange County Investment Pool (OCIP), and the Local Agency Investment Fund.

The returns for the Authority's short-term operating monies are compared to the Merrill Lynch 1-3 year Treasury Index benchmark. The Merrill Lynch 1-3 year Treasury Index is one of the most commonly used short-term fixed income benchmarks. Each of the four managers invests in a combination of securities that all conform to the Authority's 2007 Annual Investment Policy. For the quarter ending March 31, 2008, the weighted average total return for

the Authority's Short-term Portfolio was 2.77 percent, 21 basis points below the benchmark return of 2.98 percent. For the 12-month period ending March 31, 2007, the portfolio's return totaled 8.42 percent, 57 basis points below the benchmark return of 8.99 percent for the same period. The underperformance for the 12-month period is a direct result of a flight to quality as investors increased demand for treasury securities.

Diversification and high-quality credit helped the Authority's investment program perform well during uncertain and unprecedented economic times. With the asset allocation anchored with 49 percent in treasuries, 23 percent agencies, and 22.4 percent in higher yielding corporate medium-term notes and asset-backed securities, the portfolio showed competitive market price and yield performance. The yield curve has steepened in recent months offering higher coupons as the maturities extend to the five-year mark.

Investment Portfolios: A summary of each investment manager's investment diversification, performance, and maturity schedule is provided in Attachment F. These summaries provide a tool for analyzing the different returns for each manager.

A complete listing of all securities is provided in Attachment G. Each portfolio contains a description of the security, maturity date, book value, market value, and current yield provided by the custodial bank.

Cash Availability for the Next Six Months: The Authority has reviewed the cash requirements for the next six months. It has been determined that the Liquid Portfolio and the Short-term Portfolio can fund all projected expenditures during the next six months.

Summary

As required under the California Government Code, the Orange County Transportation Authority is submitting its quarterly investment report to the Board of Directors. The investment report summarizes the Orange County Transportation Authority's Treasury activities for the period January 2008 through March 2008. Further, the Orange County Transportation Authority requests approval by the Board of Directors, authorizing the Treasurer, for a period of one year, to invest, reinvest, purchase, exchange, sell, and manage Orange County Transportation Authority funds during fiscal year 2008-09.

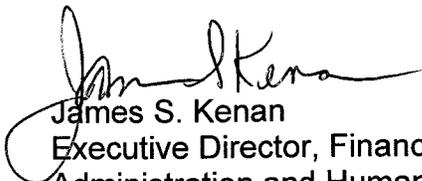
Attachments

- A. Orange County Transportation Authority Outstanding Debt March 31, 2008.
- B. Orange County Transportation Authority Investment Policy Compliance March 31, 2008.
- C. Orange County Transportation Authority Short-term Portfolio Performance Review Quarter Ending March 31, 2008.
- D. Orange County Transportation Authority Short-term Portfolio Performance as of March 31, 2008.
- E. Orange County Transportation Authority Comparative Yield Performance as of March 31, 2008.
- F. Investment Manager Diversification and Maturity Schedules March 31, 2008.
- G. Orange County Transportation Authority Portfolio Listing as of March 31, 2008.

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**Orange County Transportation Authority
Outstanding Debt
March 31, 2008**

Orange County Local Transportation Authority (OCLTA) - M1 Program

	<u>Issued</u>	<u>Outstanding</u>	<u>Final Maturity</u>
2001 Second Senior Sales Tax Revenue Bonds	\$ 48,430,000	\$ 48,430,000	2011
1998 Second Senior Sales Tax Revenue Bonds	213,985,000	66,320,000	2011
1997 Second Senior Sales Tax Revenue Refunding Bonds	57,730,000	44,105,000	2011
1995 Tax-Exempt Commercial Paper	74,200,000	22,600,000	2011
1992 First Senior Sales Tax Revenue Bonds	350,000,000	77,700,000	2011
Sub-total	\$ 744,345,000	\$ 259,155,000	

Orange County Local Transportation Authority (OCLTA) - M2 Program

	<u>Issued</u>	<u>Outstanding</u>	<u>Final Maturity</u>
2008 Tax-Exempt Commercial Paper	\$ 25,000,000	\$ 25,000,000	2011

91 Express Lanes *

	<u>Issued</u>	<u>Outstanding</u>	<u>Final Maturity</u>
2003 Toll Road Revenue Refunding Bonds	\$ 195,265,000	\$ 179,285,000	2030

* Not reflected is the intra-agency borrowing (subordinated debt) for the purchase of the 91 Express Lanes in the amount of \$34,396,537.

TOTAL OUTSTANDING BALANCE **\$ 463,440,000**

ORANGE COUNTY TRANSPORTATION AUTHORITY
Investment Policy Compliance
March 31, 2008

<u>Investment Instruments</u>	<u>Dollar Amount Invested</u>	<u>Percent Of Portfolio</u>	<u>Investment Policy Maximum Percentages</u>
U.S. Treasuries	\$384,706,397	37.6%	100%
Federal Agencies & U.S. Government Sponsored	198,433,569	19.4%	100%
State of California & Local Agencies *	0	0.0%	25%
Money Market Funds & Mutual Funds	116,287,612	11.4%	20%
Bankers Acceptances	0	0.0%	30%
Negotiable Certificates of Deposit	42,794,620	4.2%	30%
Commercial Paper	0	0.0%	25%
Medium Term Maturity Corporate Securities	116,199,142	11.4%	30%
Mortgage and Asset-backed Securities	72,750,704	7.1%	20%
Repurchase Agreements	4,220,126	0.4%	75%
Investment Agreements Pursuant To Indenture	0	0.0%	100%
Local Agency Investment Fund	2,977,948	0.3%	\$ 40 Million
Orange County Investment Pool	2,587,474	0.3%	\$ 40 Million
CAMP	0	0.0%	10%
Variable & Floating Rate Securities	17,944,662	1.8%	30%
Debt Service Reserve Funds - Investment Agreements	64,204,347	6.3%	Not Applicable
Derivatives (hedging transactions only)	0	0.0%	5%
TOTAL	<u>\$1,023,106,602</u>	100.0%	

* Balance does not include intra-agency borrowing for the purchase of the 91 Express Lanes in the amount of \$34,396,537.

**Orange County Transportation Authority
Short-term Portfolio Performance Review*
Quarter Ending March 31, 2008**

Month Ending	Merrill Lynch Treasury 1-3 Year Index Benchmark		Bear Stearns		Payden & Rygel		Western Asset Mgmt		State Street Global Advisors	
	Monthly Return	Duration	Monthly Return	Duration	Monthly Return	Duration	Monthly Return	Duration	Monthly Return	Duration
1/31/2008	1.74%	1.67 years	1.46%	1.30 years	1.83%	1.76 years	1.74%	1.63 years	1.72%	1.72 years
2/29/2008	1.00%	1.73 years	0.76%	1.29 years	1.01%	1.73 years	0.83%	1.58 years	0.94%	1.72 years
3/31/2008	0.22%	1.68 years	0.14%	1.34 years	0.15%	1.71 years	0.12%	1.52 years	0.31%	1.72 years

Jan 08 - Mar 08 Total Return	2.98%		2.37%		3.01%		2.71%		2.99%
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HISTORICAL QUARTERLY RETURNS

Apr 07 - Jun 07 Total Return	0.70%		0.76%		0.55%		0.70%		0.70%
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Jul 07 - Sep 07 Total Return	2.67%		2.27%		2.30%		2.49%		2.32%
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Oct 07 - Dec 07 Total Return	2.36%		2.34%		2.35%		2.45%		2.37%
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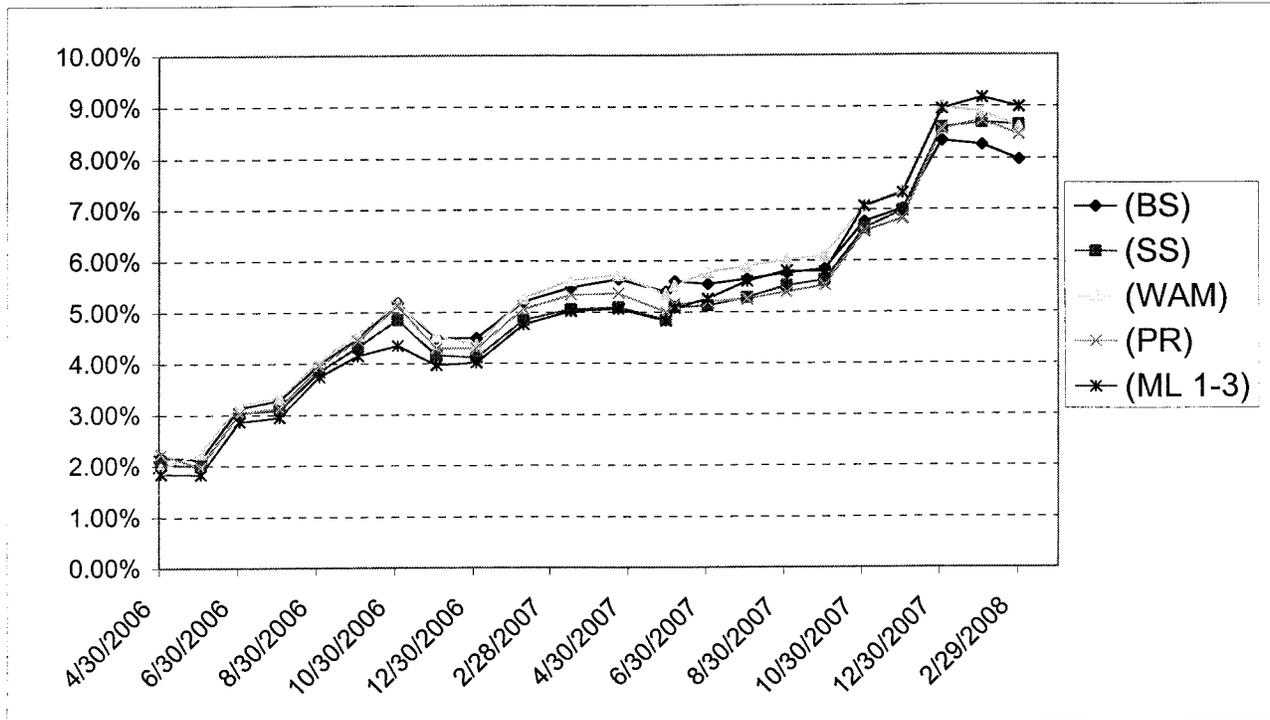
Jan 08 - Mar 08 Total Return	2.98%		2.37%		3.01%		2.71%		2.99%
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12-Month Total Return	8.99%		7.97%		8.45%		8.60%		8.64%
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* - Month End Rates of Return are Gross of Fees

Orange County Transportation Authority Short-Term Portfolio Performance March 31, 2008

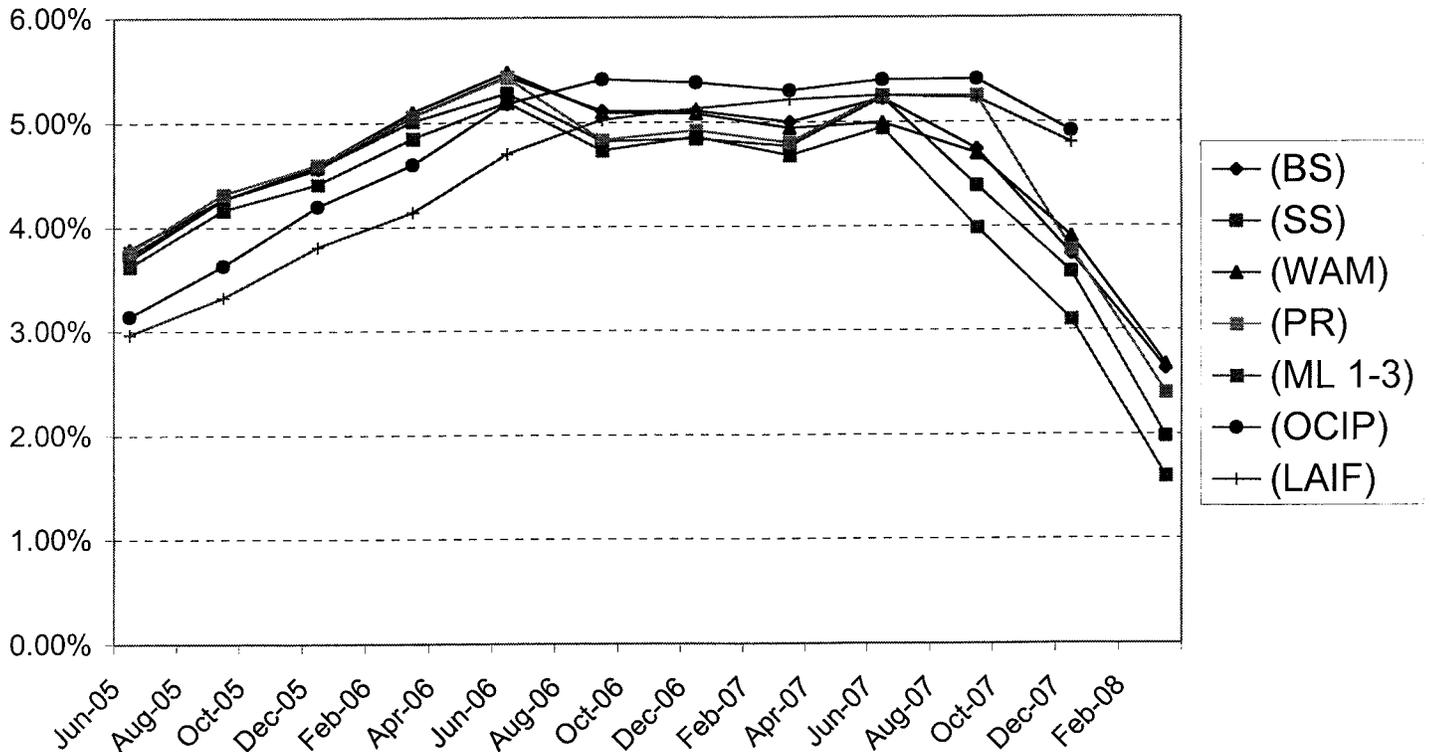
**Trailing 1-Year Total Return
Vs. The Merrill Lynch 1-3 Treasury Benchmark**



	Bear Stearns (BS)	State Street (SS)	Western Asset Mgmt (WAM)	Payden Rygel (PR)	Merrill Lynch 1-3 Yr (ML 1-3)
Apr-06	2.44%	2.31%	2.44%	2.26%	2.07%
May-06	2.17%	2.04%	1.96%	2.23%	1.84%
Jun-06	2.12%	1.99%	2.25%	1.97%	1.83%
Jul-06	3.13%	3.03%	3.19%	3.03%	2.87%
Aug-06	3.28%	3.09%	3.32%	3.13%	2.95%
Sep-06	3.98%	3.84%	4.04%	3.95%	3.74%
Oct-06	4.48%	4.32%	4.56%	4.45%	4.15%
Nov-06	5.18%	4.85%	5.17%	5.12%	4.34%
Dec-06	4.49%	4.16%	4.53%	4.29%	3.96%
Jan-07	4.49%	4.11%	4.36%	4.29%	4.01%
Feb-07	5.20%	4.84%	5.27%	5.06%	4.76%
Mar-07	5.48%	5.05%	5.62%	5.33%	5.02%
Apr-07	5.64%	5.09%	5.72%	5.36%	5.06%
May-07	5.39%	4.84%	5.35%	5.00%	4.83%
Jun-07	5.60%	5.09%	5.52%	5.15%	5.07%
Jul-07	5.54%	5.12%	5.77%	5.20%	5.26%
Aug-07	5.64%	5.28%	5.90%	5.25%	5.60%
Sep-07	5.76%	5.51%	6.01%	5.39%	5.80%
Oct-07	5.84%	5.62%	6.10%	5.52%	5.78%
Nov-07	6.76%	6.63%	7.07%	6.57%	7.06%
Dec-07	7.01%	6.97%	7.35%	6.81%	7.32%
Jan-08	8.34%	8.59%	8.99%	8.57%	8.95%
Feb-08	8.26%	8.69%	8.89%	8.73%	9.17%
Mar-08	7.97%	8.64%	8.60%	8.45%	8.99%

Orange County Transportation Authority Comparative Yield Performance March 31, 2008

**Historical Yields
Vs. The Merrill Lynch 1-3 Treasury Benchmark**



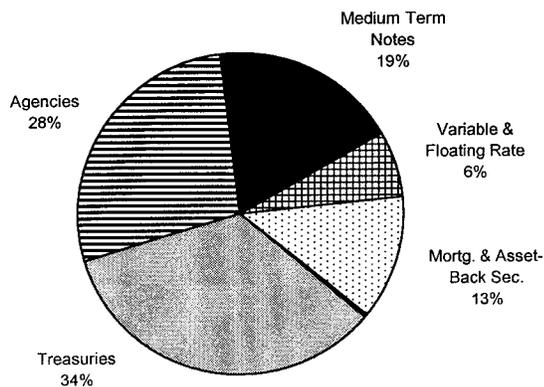
	Bear Stearns (BS)	State Street (SS)	Western Asset Mgmt (WAM)	Payden Rygel (PR)	Merrill Lynch 1-3 Yr (ML 1-3)	(OCIP)	(LAIF)
Jun-05	3.69%	3.73%	3.79%	3.77%	3.63%	3.14%	2.97%
Sep-05	4.27%	4.27%	4.27%	4.32%	4.17%	3.63%	3.32%
Dec-05	4.56%	4.57%	4.59%	4.60%	4.41%	4.20%	3.81%
Mar-06	5.06%	5.01%	5.10%	5.06%	4.85%	4.60%	4.14%
Jun-06	5.44%	5.28%	5.48%	5.43%	5.19%	5.18%	4.70%
Sep-06	5.11%	4.82%	5.09%	4.83%	4.73%	5.41%	5.02%
Dec-06	5.11%	4.84%	5.08%	4.92%	4.86%	5.38%	5.13%
Mar-07	5.00%	4.77%	4.94%	4.80%	4.68%	5.30%	5.21%
Jun-07	5.22%	5.23%	4.99%	5.25%	4.94%	5.40%	5.25%
Sep-07	4.74%	4.39%	4.70%	5.25%	3.99%	5.41%	5.23%
Dec-07	3.73%	3.56%	3.90%	3.78%	3.10%	4.91%	4.80%
Mar-08	2.63%	1.98%	2.67%	2.40%	1.60%	N/A	N/A

N/A - The yields for OCIP and LAIF are not available at this date. Each will be included in the monthly report.

Investment Manager Diversification and Maturity Schedules

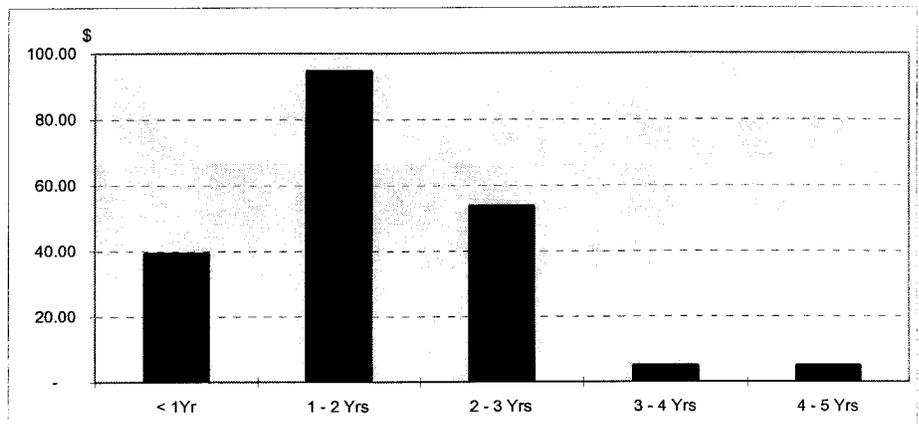
**Bear Stearns
March 31, 2008**

SHORT-TERM PORTFOLIO (\$198.0 M)



	<u>Book Value</u>	<u>Market Value</u>
Treasuries	\$67,616,833	\$70,742,212
Agencies	55,034,049	56,803,220
Medium Term Notes	37,083,650	37,918,676
Variable & Floating Rate	12,678,334	12,592,474
Mortg. & Asset-Back Sec.	24,812,460	25,178,219
Money Market Funds	<u>735,959</u>	<u>735,959</u>
	<u>\$197,961,285</u>	<u>\$203,970,760</u>

Wtd Avg Maturity	1.76 Yrs
Duration	1.34 Yrs
Quarter-end Yield	2.63%
Benchmark Comparison	1.60%
Quarter Return	2.37%
Benchmark Comparison	2.98%
12 Month Return	7.97%
Benchmark Comparison	8.99%

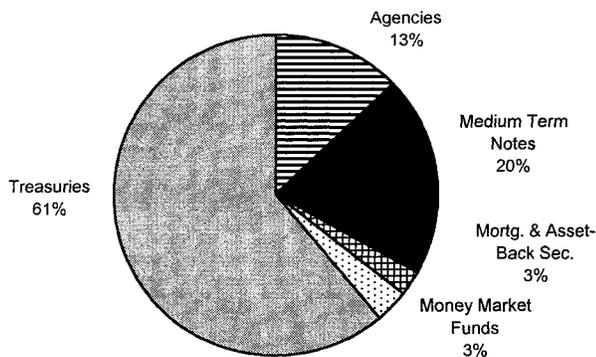


Investment Manager Diversification and Maturity Schedules

Payden & Rygel

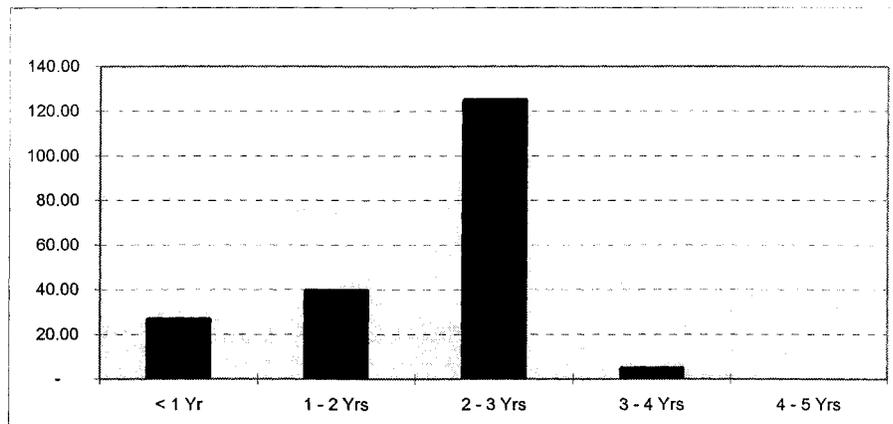
March 31, 2008

SHORT-TERM PORTFOLIO (\$197.2 M)



	<u>Book Value</u>	<u>Market Value</u>
Treasuries	\$120,257,707	\$126,194,500
Agencies	25,365,545	25,723,125
Medium Term Notes	39,829,966	40,977,553
Mortg. & Asset-Back Sec.	5,013,511	5,101,967
Money Market Funds	<u>6,693,738</u>	<u>6,693,738</u>
	<u>\$197,160,466</u>	<u>\$204,690,882</u>

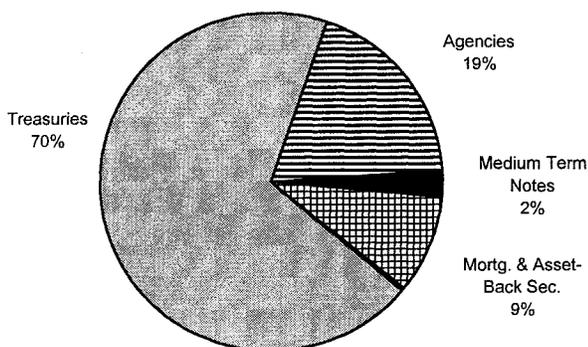
Wtd Avg Maturity	2.33 Yrs
Duration	1.71 Yrs
Quarter-end Yield	2.40%
Benchmark Comparison	1.60%
Quarter Return	3.01%
Benchmark Comparison	2.98%
12 Month Return	8.45%
Benchmark Comparison	8.99%



Investment Manager Diversification and Maturity Schedules

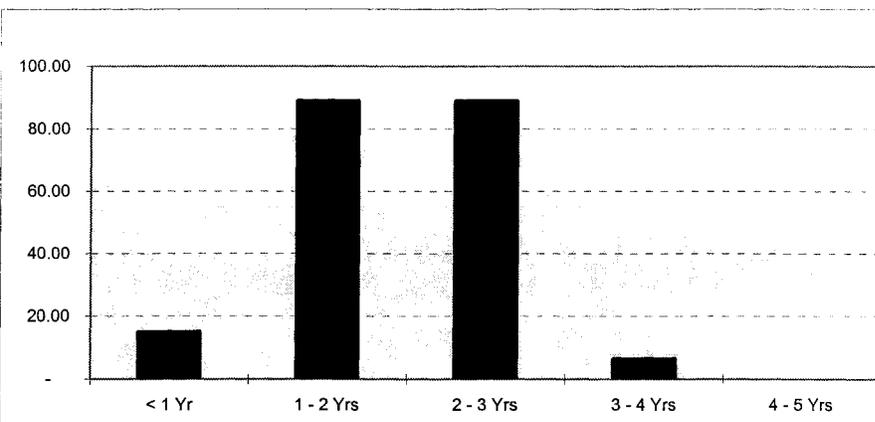
State Street
March 31, 2008

SHORT-TERM PORTFOLIO (\$200.2 M)



	<u>Book Value</u>	<u>Market Value</u>
Treasuries	\$138,618,192	\$142,148,118
Agencies	37,142,739	38,291,313
Medium Term Notes	4,962,670	5,159,470
Mortg. & Asset-Back Sec.	18,785,914	19,040,450
Money Market Funds	<u>639,314</u>	<u>639,314</u>
	<u>\$200,148,829</u>	<u>\$205,278,665</u>

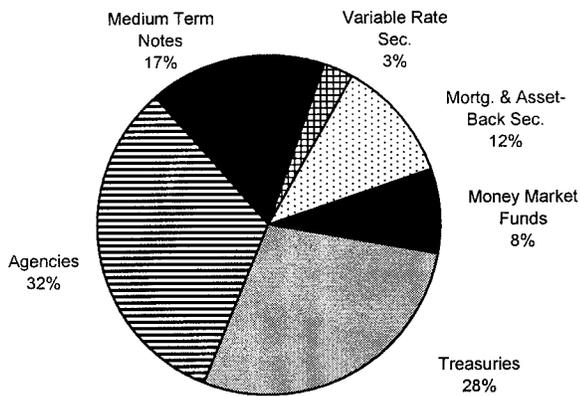
Wtd Avg Maturity	1.94 Yrs
Duration	1.72 Yrs
Quarter-end Yield	1.98%
Benchmark Comparison	1.60%
Quarter Return	2.99%
Benchmark Comparison	2.98%
12 Month Return	8.64%
Benchmark Comparison	8.99%



Investment Manager Diversification and Maturity Schedules

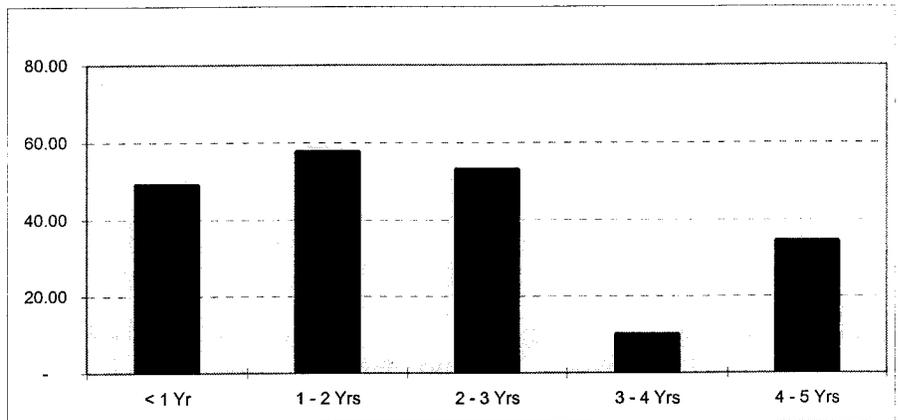
Western Asset Management March 31, 2008

SHORT-TERM PORTFOLIO (\$204.8 M)



	Book Value	Market Value
Treasuries	\$58,213,666	\$60,834,133
Agencies	66,366,180	67,513,448
Medium Term Notes	34,322,856	34,110,132
Variable Rate Sec.	5,266,328	5,217,586
Mortg. & Asset-Back Sec.	24,138,819	24,365,621
Money Market Funds	<u>16,534,899</u>	<u>16,534,899</u>
	<u>\$204,842,748</u>	<u>\$208,575,818</u>

Wtd Avg Maturity	1.89 Yrs
Duration	1.52 Yrs
Quarter-end Yield	2.67%
Benchmark Comparison	1.60%
Quarter Return	2.71%
Benchmark Comparison	2.98%
12 Month Return	8.60%
Benchmark Comparison	8.99%



**Orange County Transportation Authority
Portfolio Listing
As of March 31, 2008**

LIQUID PORTFOLIO

<u>Description</u>	<u>Maturity Date</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Yield</u>
<u>Cash Equivalents</u>				
Bank of the West CD	4/3/2008	12,500,000.00	12,506,066.67	2.89%
Bank of the West CD	4/13/2008	20,000,000.00	20,019,861.11	2.75%
FNMA Discount Note	2/13/2009	12,342,938.03	12,338,311.06	1.92%
FHLMC Discount Note	8/8/2008	2,182,117.73	2,181,252.78	1.92%
Repurchase Agreement	4/1/2008	4,220,125.95	4,220,331.10	1.75%
Fidelity Funds Treasury I	N/A	4,406,421.21	4,406,421.21	2.69%
First American Treasury Obligations	N/A	197,837.71	197,837.71	1.59%
Goldman Sachs Financial Govt Fund	N/A	24,807,129.51	24,807,129.51	2.88%
Milestone Funds Treasury Obligations	N/A	41,972,326.97	41,972,326.97	2.70%
<i>Sub-total</i>		<u>122,628,897.11</u>	<u>122,649,538.11</u>	
<u>Local Agency Investment Fund (LAIF)</u>	N/A	2,977,948.02	2,977,948.02	4.16%
<u>Orange County Investment Pool (OCIP)</u>	N/A	2,587,474.21	2,587,474.21	3.66%
Liquid Portfolio - Total		<u>\$ 128,194,319.34</u>	<u>\$ 128,214,960.34</u>	

SHORT-TERM PORTFOLIO

<u>Description</u>	<u>Maturity Date</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Yield</u>
<u>Cash Equivalents</u>				
FHLB Discount Note	4/25/2008	3,993,762.22	3,994,124.52	1.93%
Milestone Funds Treasury Obligations	N/A	24,603,910.27	24,603,910.27	2.70%
<i>Sub-total</i>		<u>28,597,672.49</u>	<u>28,598,034.79</u>	
<u>U.S. Government & Agency Obligations</u>				
FHLB	6/13/2008	4,250,000.00	4,264,609.38	4.08%
FHLB	3/13/2009	9,888,000.00	10,231,250.00	4.64%
FHLB	9/18/2009	20,067,885.90	20,637,796.88	4.80%
FHLB	5/14/2010	4,309,269.98	4,553,414.06	4.63%
FHLB	9/10/2010	10,942,239.00	11,431,953.13	4.81%
FHLB	10/22/2010	14,405,318.25	15,175,156.25	4.18%
FHLMC	5/23/2008	3,004,680.00	3,007,800.00	4.23%
FHLMC	6/11/2009	15,654,878.20	16,200,437.50	4.84%
FHLMC	11/3/2009	21,986,834.77	22,793,703.13	4.57%
FHLMC	2/24/2011	2,987,550.00	3,069,420.00	5.13%
FNMA	5/15/2008	12,706,474.90	11,952,062.50	5.97%
FNMA	7/28/2008	4,998,750.00	5,031,250.00	4.37%
FNMA	8/15/2009	5,055,585.00	5,209,375.00	5.15%
FNMA	12/15/2009	7,479,150.00	7,792,968.75	4.45%
FNMA	1/29/2010	5,772,276.00	5,856,187.50	5.27%
FNMA	7/9/2010	5,696,694.00	5,833,593.75	5.37%
FNMA	8/15/2010	4,909,510.00	5,209,375.00	4.07%
FNMA	10/15/2010	9,902,812.50	10,039,218.75	4.93%
FNMA	2/15/2011	10,296,284.10	10,450,609.38	4.28%
FNMA	5/15/2011	5,600,558.08	5,596,800.00	5.48%
US Treasury Note	4/30/2008	5,341,640.62	5,364,210.94	4.86%
US Treasury Note	9/15/2008	2,103,724.61	2,167,132.81	3.10%

Orange County Transportation Authority
Portfolio Listing
As of March 31, 2008

US Treasury Note	12/15/2008	6,996,336.47	7,094,640.00	3.32%
US Treasury Note	1/15/2009	6,642,462.48	6,667,093.31	3.73%
US Treasury Note	5/15/2009	24,067,080.58	24,877,500.00	4.70%
US Treasury Note	7/31/2009	1,251,605.99	1,300,585.94	4.44%
US Treasury Note	8/15/2009	41,876,758.21	42,629,625.01	4.66%
US Treasury Note	9/15/2009	19,370,690.11	20,518,750.00	3.28%
US Treasury Note	12/15/2009	13,784,507.82	14,654,843.75	3.39%
US Treasury Note	1/15/2010	4,442,295.60	4,484,574.08	3.91%
US Treasury Note	2/15/2010	5,591,774.84	5,976,663.00	3.38%
US Treasury Note	2/15/2010	16,701,398.48	17,136,562.50	4.49%
US Treasury Note	3/15/2010	10,995,815.23	11,550,653.91	3.82%
US Treasury Note	4/15/2010	30,975,706.84	32,572,390.63	3.81%
US Treasury Note	5/15/2010	61,587,385.19	65,018,519.53	4.24%
US Treasury Note	9/15/2010	49,926,651.20	52,855,637.66	3.67%
US Treasury Note	11/15/2010	18,801,179.69	19,194,953.13	4.19%
US Treasury Note	2/28/2011	36,202,101.63	36,745,478.00	4.17%
US Treasury Note	4/15/2012	6,006,184.16	6,886,460.69	1.85%
US Treasury Note	5/31/2012	22,041,097.12	22,222,687.50	4.33%
	<i>Sub-total</i>	<u>564,621,147.55</u>	<u>584,255,943.35</u>	

Medium Term Notes

3M Company	11/6/2009	1,999,120.00	2,086,020.00	4.91%
Allstate Life Global	9/10/2008	982,660.00	1,004,990.00	4.22%
Amgen Inc	11/18/2009	1,373,316.00	1,414,140.00	3.96%
Atlantic Richfield Company	4/15/2009	1,977,562.75	1,876,300.75	5.73%
Bank America Corp	2/17/2009	3,228,780.80	3,396,391.95	3.37%
Bank Boston NA	4/15/2008	2,202,315.00	2,051,886.00	6.36%
Bank New York Inc	1/15/2009	1,957,952.25	2,025,243.00	3.62%
Banque Paribas	3/1/2009	2,134,576.50	2,030,181.50	6.68%
BellSouth Corp	9/15/2009	4,698,620.00	4,831,728.00	4.17%
Berkshire Hathaway Financial Corp	10/15/2008	2,225,452.50	2,256,007.50	3.36%
Berkshire Hathaway Financial Corp	1/15/2010	3,067,940.00	3,158,745.00	4.04%
Caterpillar Financial Services	12/1/2010	2,790,788.00	2,912,756.00	4.85%
Cisco Systems Inc	2/22/2011	2,513,050.00	2,609,700.00	5.02%
Citigroup Inc	2/9/2009	3,722,525.50	3,849,886.80	3.63%
Coca Cola Enterprises Inc	9/15/2009	3,750,600.00	3,863,954.00	4.30%
Credit Suisse First Boston USA	1/15/2009	1,940,500.00	1,999,300.00	3.87%
Genentech Inc	7/15/2010	1,474,155.00	1,543,950.00	4.27%
General Electric Capital Corp	9/1/2009	3,023,780.00	3,140,145.00	4.07%
General Electric Capital Corp	9/13/2010	2,803,749.00	2,963,829.00	4.15%
General Electric Capital Corp	12/1/2010	629,166.00	627,606.00	4.78%
Gillette Company	9/15/2009	1,937,000.00	2,036,000.00	3.73%
Goldman Sachs Group	1/15/2009	1,462,545.00	1,502,747.00	3.86%
Goldman Sachs Group	6/15/2010	488,545.00	503,790.00	4.46%
Goldman Sachs Group	1/15/2012	1,410,097.00	1,374,503.00	6.24%
Heller Financial Inc	11/1/2009	2,081,240.00	2,138,060.00	6.89%
Honeywell International Inc	3/1/2010	2,973,796.00	3,017,840.00	6.95%
Household Financial Corp	5/15/2009	1,961,780.00	1,999,080.00	4.75%
IBM International Group Capital LLC	10/22/2012	628,494.00	626,736.00	4.83%
International Lease Finance Corp	9/15/2008	2,926,020.00	2,994,780.00	4.35%
International Lease Finance Corp	4/15/2010	2,492,150.00	2,501,625.00	4.99%
JP Morgan Chase & Co	5/1/2008	1,739,502.90	1,769,723.44	3.62%
JP Morgan Chase & Co	1/2/2013	1,059,110.00	1,044,670.00	5.50%
Lehman Brothers Holdings	7/26/2010	1,951,500.00	1,912,880.00	4.70%
Lehman Brothers Holdings	1/24/2013	1,013,340.00	972,360.00	5.78%
McDonalds Corp	4/15/2011	2,051,200.00	2,146,060.00	5.59%

Orange County Transportation Authority
Portfolio Listing
As of March 31, 2008

Merrill Lynch & Co Inc	8/15/2012	1,034,500.00	1,015,640.00	5.95%
Morgan Stanley Co	4/1/2008	2,908,020.00	3,000,000.00	3.62%
Morgan Stanley Co	4/1/2012	1,075,180.00	1,036,780.00	6.36%
Nation Rural Utilities Financial	8/28/2009	4,873,112.00	4,928,592.00	5.59%
National City Bank	8/24/2009	899,320.35	827,794.25	2.80%
Oracle Corp	1/15/2011	1,309,368.71	1,333,605.00	4.87%
Pepsi Bottling	2/17/2009	2,021,940.00	2,040,480.00	5.51%
Pfizer Inc	3/2/2009	2,911,470.00	3,013,410.00	3.28%
Pricoa Global	6/15/2008	1,984,060.00	2,003,320.00	4.34%
Principal Life Income Fundings	6/26/2008	1,898,929.50	1,946,529.00	2.80%
Principal Life Income Fundings	4/1/2009	2,145,825.00	2,252,677.50	3.19%
Protective Life	11/24/2008	3,790,585.00	3,837,295.00	3.71%
Suntrust Bank Atlanta	5/25/2009	2,123,250.00	2,143,168.75	4.51%
United Parcel Service Inc	1/15/2013	1,037,880.00	1,036,060.00	4.34%
Verizon Global Corp	12/1/2010	2,990,512.00	3,007,144.00	6.75%
Wal Mart Stores	8/10/2009	2,137,505.78	2,037,327.30	6.51%
Walt Disney Co	12/1/2012	619,986.00	615,870.00	4.57%
Wells Fargo	4/4/2008	1,729,675.20	1,759,982.40	3.50%
Wells Fargo	8/9/2010	2,064,493.50	2,105,042.50	4.50%
World Savings Bank	12/15/2009	1,970,600.00	2,041,500.00	4.04%
	<i>Sub-total</i>	<u>116,199,142.24</u>	<u>118,165,832.64</u>	

Variable Rate Notes

Allstate Life Global	2/26/2010	1,000,000.00	1,000,370.00	3.69%
American Honda Financial Corp	2/5/2010	1,230,000.00	1,230,442.80	3.50%
Bank New York Inc	2/5/2010	500,000.00	499,995.00	3.50%
Caterpillar Financial Services	2/8/2010	1,000,000.00	994,190.00	3.58%
Hewlett Packard Co	9/3/2009	1,325,000.00	1,326,179.25	3.48%
John Deere Capital Corp	2/26/2010	1,200,000.00	1,199,544.00	3.53%
JP Morgan Chase & Co	6/22/2010	1,750,000.00	1,748,337.50	5.50%
JP Morgan Chase & Co	6/25/2010	2,378,904.00	2,338,944.00	2.68%
PNC Bank NA Pittsburgh	2/23/2009	575,000.00	574,638.90	3.46%
PNC Bank NA Pittsburgh	8/5/2009	1,498,950.00	1,498,140.00	3.50%
Rental Car Financial Corp	6/25/2009	996,328.15	999,388.10	3.33%
UBS AG Stamford Medium Term Note	7/23/2009	2,000,000.00	1,949,860.00	3.84%
VTB Capital SA LN Partnership	11/2/2009	520,000.00	520,000.00	4.81%
Wachovia Bank NA	12/2/2010	1,472,835.00	1,431,780.00	3.15%
Western Union Co	11/17/2008	497,645.00	498,250.00	3.22%
	<i>Sub-total</i>	<u>17,944,662.15</u>	<u>17,810,059.55</u>	

Mortgage And Asset-Back Securities

American Honda Auto Lease Trust	7/15/2009	759,386.54	752,187.16	4.59%
American Honda Auto Lease Trust	8/18/2009	879,167.97	882,494.85	5.22%
American Honda Auto Lease Trust	10/15/2010	2,007,343.76	2,023,915.00	5.05%
Americredit Auto Receivable Trust	10/6/2010	851,426.18	855,336.47	5.08%
ARG FDG Corporate Trust	4/20/2009	833,261.46	833,544.97	4.01%
Caterpillar Financial Trust	5/25/2010	2,313,230.56	2,338,549.35	5.51%
Citibank Credit Card Issuance	2/10/2011	4,979,275.00	5,068,408.50	4.78%
CNH Equipment Trust	10/15/2009	764,702.34	769,452.18	5.09%
CNH Equipment Trust	8/16/2010	3,070,395.88	3,088,189.65	5.17%
FHLB Mortgage Pool	7/25/2008	1,066,856.65	1,080,206.11	3.16%
FHLB Mortgage Pool	8/25/2009	1,029,545.36	1,055,109.23	4.06%
FHLB Mortgage Pool	11/25/2009	3,115,850.20	3,224,779.54	3.85%
FHLB Mortgage Pool	10/25/2010	6,117,167.22	6,241,078.70	4.69%
FHLB Mortgage Pool	7/20/2011	4,567,021.44	4,581,425.85	5.48%
FHLMC Mortgage Pool	11/15/2008	278,086.64	274,682.38	6.00%

**Orange County Transportation Authority
Portfolio Listing
As of March 31, 2008**

FHLMC Mortgage Pool	2/1/2009	1,258,388.13	1,251,777.64	4.49%
FHLMC Mortgage Pool	3/1/2009	651,322.96	644,953.04	4.49%
FHLMC Mortgage Pool	4/1/2009	2,020,179.66	2,001,362.74	3.99%
FHLMC Mortgage Pool	4/1/2009	1,403,340.52	1,426,302.25	3.99%
FHLMC Mortgage Pool	1/1/2010	1,710,275.48	1,773,490.05	3.97%
FHLMC Mortgage Pool	12/1/2010	1,638,322.76	1,675,840.97	4.43%
FHLMC Mortgage Pool	12/1/2010	1,340,101.76	1,362,418.44	4.90%
FHLMC Mortgage Pool	3/15/2011	1,724,538.07	1,744,565.75	4.48%
FHLMC Mortgage Pool	4/1/2011	1,876,324.28	1,898,002.05	5.42%
FHLMC Mortgage Pool	8/15/2011	5,013,510.58	5,101,966.62	5.16%
FHLMC Mortgage Pool	9/15/2011	3,111,476.69	3,159,178.74	5.30%
FNMA Mortgage Pool	1/1/2009	41,765.22	40,219.97	5.47%
FNMA Mortgage Pool	1/1/2009	17,552.54	16,903.13	5.47%
FNMA Mortgage Pool	6/25/2009	719,882.32	707,241.68	5.94%
FNMA Mortgage Pool	5/1/2010	1,828,125.24	1,916,275.67	4.42%
Ford Credit Auto Owner Trust	4/15/2010	1,730,540.63	1,727,927.11	4.64%
Ford Credit Auto Owner Trust	8/15/2011	3,127,851.56	3,160,257.14	5.25%
GE Capital Credit Card Master Trust	9/15/2012	3,039,843.75	3,071,709.60	4.96%
MBNA Credit Card Master Trust	9/15/2010	4,941,796.88	5,002,620.50	4.19%
World Financial Network Trust	5/15/2012	1,996,250.00	2,000,801.20	3.73%
World Omni Auto Trust	10/15/2010	926,598.07	933,080.23	4.97%
<i>Sub-total</i>		72,750,704.30	73,686,254.46	
Short-Term Portfolio - Total		\$ 800,113,328.73	\$ 822,516,124.79	

DEBT SERVICE RESERVE FUNDS

<u>Description</u>	<u>Maturity Date</u>	<u>Book Value</u>	<u>Required Amount</u>	<u>Yield</u>
<u>91 Express Lanes 2003 Refunding Bonds</u>	2030		22,702,636.64	
AIG GIC - Supplemental Reserve Fund	8/15/2015	6,000,000.00		4.51%
First American Treasury Obligations	N/A	4,067,192.36		1.59%
MBIA GIC - Debt Service Reserve Fund	12/15/2030	12,635,444.28		5.13%
<u>91 Express Lanes 2003 Refunding Bonds - Operating & Maintenance Reserves</u>			10,294,620.05	
Operating Reserve - Bank of the West CD		3,157,014.25		2.98%
Maintenance Reserve - Bank of the West CD		7,137,605.80		2.98%
<u>Measure M Second Senior Sales Tax Bonds</u>			56,910,357.63	
<u>1992 Sales Tax Bonds -</u>	2011			
AIG GIC	2/15/2011	5,466,511.66		5.75%
FSA GIC	2/15/2011	8,998,875.61		3.88%
Fidelity Funds Treasury I	N/A	541,852.71		2.69%
<u>1994 Sales Tax Bonds -</u>	2011			
CSFP Agmt - Various Treasury Securities		6,527,695.56		5.98%
Fidelity Funds Treasury I	N/A	6,255,151.38		2.69%
<u>1997 Sales Tax Bonds -</u>	2011			
AIG GIC	2/15/2011	759,054.88		5.75%
FSA GIC	2/15/2011	1,249,542.82		3.88%
Fidelity Funds Treasury I	N/A	627,637.49		2.69%

**Orange County Transportation Authority
Portfolio Listing
As of March 31, 2008**

1998 Sales Tax Bonds -	2011		
AIG GIC	2/15/2011	22,567,222.63	5.79%
Fidelity Funds Treasury I		2,018,994.65	2.69%
2001 Sales Tax Bonds -	2011		
Fidelity Funds Treasury I	2/15/2011	6,789,157.91	2.69%
Debt Service Reserve Funds - Total		<u>\$ 94,798,953.99</u>	

	<u>Book Value</u>	<u>Market Value</u>
TOTAL PORTFOLIO	<u>\$ 1,023,106,602.06</u>	<u>\$ 1,045,530,039.12</u>

FFCB - Federal Farm Credit Banks
 FHLB - Federal Home Loan Banks
 FHLMC - Federal Home Loan Mortgage Corporation
 FNMA - Federal National Mortgage Association
 SLMA - Student Loan Marketing Association



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: 91 Express Lanes Customer Service Center Lease Renewal

Finance and Administration Committee meeting of April 9, 2008

Present: Directors Amante, Buffa, Campbell, Green, Moorlach and Nguyen

Absent: Directors Bates and Brown

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute an extension of the lease agreement with CPI Properties, for approximately 4,200 square feet of space at 2275 Sampson Avenue in Corona, California at an estimated cost of approximately \$7,900 per month for the first year, and a maximum cumulative obligation of \$506,000, over a five-year period.



April 9, 2008

To: Finance and Administration Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: 91 Express Lanes Customer Service Center Lease Renewal

Overview

The current lease for the 91 Express Lanes customer service center in Corona expires September 30, 2008. Staff has been in preliminary negotiations with the current landlord, CPI Properties, for a proposed lease extension. A proposed five-year lease extension has been negotiated with the landlord, with the annual rental rate for the first year totaling approximately \$95,000, which is equal to the current year's rental rate. Subsequent years, two through five of the proposed lease extension will increase at a rate of 3 percent annually. The proposed five-year lease represents a \$506,000, total obligation over that period.

Recommendation

Authorize the Chief Executive Officer to execute an extension of the lease agreement with CPI Properties, for approximately 4,200 square feet of space at 2275 Sampson Avenue in Corona, California at an estimated cost of approximately \$7,900 per month for the first year, and a maximum cumulative obligation of \$506,000, over a five-year period.

Background

The 91 Express Lanes toll road operations includes a center with 18 representatives who handle customer service issues both in person and by phone/internet. Since 2003, the customer service center has been located on the first floor of an office building in the City of Corona. This location has proven to be desirable because of both the proximity to the Riverside Freeway (State Route 91) and because Corona is home to the largest number of transponder holders of any city. Approximately 500 customers visit the customer service center each month. The relocation to the current facility in

2003 was primarily due to the difficult handicapped person access and deteriorating safety and occupancy conditions of the strip mall where the customer service center was previously located.

Discussion

The 91 Express Lanes customer service center has been located at the current facility for five years. The location has shown to be both convenient and accessible for the 91 Express Lanes customers. Currently, the monthly lease rate is \$1.85 per square foot. CPI Properties, the property's landlord, has proposed to freeze the current year's monthly rental rate of \$1.85 per square foot for one additional year. This rate is below the comparables that have been obtained for leases of similar space in the area. A 3 percent cap on annual rent increases has also been proposed. Additionally, the landlord has tentatively agreed to a one-time \$2,000 tenant improvement allowance to use toward interior repainting and carpet cleaning. Staff is currently gathering estimates for the total cost of painting and carpet cleaning.

Summary

Staff is recommending the approval of a five-year office space lease extension agreement with CPI Properties for the 91 Express Lanes customer service center in Corona.

Attachment

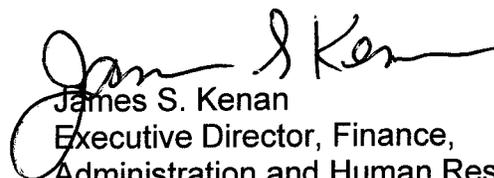
- A. Amendment I. to Lease – Extension of Lease Agreement – Los Arcos Executive Plaza

Prepared by:



Christina Runge Haidl
Senior Financial Analyst,
Treasury/Public Finance
(714) 560-5634

Approved by:



James S. Kenan
Executive Director, Finance,
Administration and Human Resources
(714) 560-5678

AMENDMENT I. TO LEASE
Extension of Lease Agreement
Los Arcos Executive Plaza

ATTACHMENT A

This Amendment I, dated for reference purposes as **February 29, 2008**, is entered into by and between **C.P.I. PROPERTIES** (herein after referred to as "**Landlord**"), whose address is 13551 Magnolia Avenue, Corona, CA 92879 and **ORANGE COUNTY TRANSPORTAION AUTHORITY (OCTA)** (herein after referred to as "**Tenant**"), whose address is **550 S. Main Street, Orange, CA 92863-1584**.

Recitals

- A. Landlord, by lease dated **April 14, 2003** (the "**Lease**"), leased to Tenant, certain office space (the "**Leased Premises**"), consisting of approximately **4,285 Rentable Square Feet** and commonly known as
- B. Tenant desires to extend its lease term for an additional Five (5) year term.

NOW THEREFORE, Landlord and Tenant mutually agree to modify and amend said Lease as follows:

Agreement

- 1. **TERM:** Extend the lease term for an additional Five (5) years, commencing **October 1, 2008** ("**Commencement Date**") and ending on **September 30, 2013** ("**Expiration Date**").
- 2. **MINIMUM RENT:** \$1.85 per Rentable Square Foot; subject to adjustment pursuant to Section 3 (below).
- 3. **INCREASE TO MINIMUM RENT:** Minimum Rent payable under Section 2 shall be increased, as of each "**Adjustment Date**," by an amount equal to three percent (3%) of the Minimum Rent in effect for the month immediately preceding the date on which the Adjustment occurs. "**Adjustment Date**" means the first anniversary of the Term Date and the first (1st) day of each subsequent year thereafter.
- 4. **LANDLORD'S CONSESSION TOWARD TENANT IMPROVEMENTS:** Landlord shall provide Tenant with a concession of \$2,000.00 for purposes of repainting and cleaning the carpets of the leased premises. Landlord will provide said concession to Tenant via a check of \$2,000.00 within 7 working days after Tenant's submission to Landlord of the paid receipts for said work.
- 6. **BROKERS AND/OR BROKER'S FEE:** There are no brokers involved in this transaction.

Each signatory to this Amendment represents and warrants that he or she has full authority to sign this Amendment on behalf of the party for whom he or she signs that this Amendment binds such party.

All other terms set forth in the Lease, except for those set forth herein, shall remain in full force and effect. In the event of any inconsistencies between this Amendment and the Master Lease and/or any Addenda, the terms of this Amendment shall prevail.

This Lease Amendment shall be binding upon and inure to the benefit of the parties, their successors, assigns and personal representatives.

Agreed and Accepted this ____ day of _____ 2008 by:

"Landlord"
C.P.I. PROPERTIES

"Tenant"
ORANGE COUNTY TRANSPORTAION AUTHORITY (OCTA)

By: **Carlos R. Padilla**
Its: **General Partner**

By:
Its:

THIS AGREEMENT HAS BEEN PREPARED FOR SUBMISSION TO YOUR ATTORNEY FOR HIS/HER APPROVAL. NO REPRESENTATION OR RECOMMENDATION IS MADE BY THE DRAFTER OF THIS AGREEMENT AS TO THE LEGAL SUFFICIENCY, EFFECT, OR TAX CONSEQUENCES OF THIS AGREEMENT OR OF THE TRANSACTION INVOLVED HEREIN.



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Amendment to Agreement for Freeway Service Patrol Tow Services

Transit Committee meeting of April 10, 2008

Present: Directors Buffa, Dixon, Green, Nguyen, and Winterbottom
Absent: Directors Brown and Pulido

Committee Vote

This item was passed by all Committee Members present.

Director Green was not present to vote on this item.

Committee Recommendations

- A. Authorize the Chief Executive Officer to execute Amendment No. 5 to Agreement No. C-5-0081 between the Orange County Transportation Authority and California Coach, Orange, in an amount not to exceed \$1,191,547, a 2 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.
- B. Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-0737 between the Orange County Transportation Authority and Greater Southern California Towing, Inc., in an amount not to exceed \$575,848, a 0 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.



April 10, 2008

To: Transit Committee
From: Arthur T. Leamy, Chief Executive Officer
Subject: Amendment to Agreement for Freeway Service Patrol Tow Services

Overview

On June 30, 2008, two contracts for the provision of Freeway Service Patrol tow services will expire. To ensure the continuity of operations, Board of Directors approval is requested to exercise the option term on these contracts.

Recommendations

- A. Authorize the Chief Executive Officer to execute Amendment No. 5 to Agreement No. C-5-0081 between the Orange County Transportation Authority and California Coach, Orange, in an amount not to exceed \$1,191,547, a 2 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.
- B. Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-5-0737 between the Orange County Transportation Authority and Greater Southern California Towing, Inc., in an amount not to exceed \$575,848, a 0 percent increase in the original hourly rate for the period of July 1, 2008 to June 30, 2009.

Background

In November 1992, the Orange County Freeway Service Patrol (FSP) began providing peak hour operations along Orange County freeways. The FSP is a partnership among the California Department of Transportation (Caltrans), the California Highway Patrol (CHP), the Orange County Transportation Authority (OCTA), and the FSP tow truck operators. This program is a traffic management program designed for timely response to accidents and other incidents leaving debris on the freeways, as well as providing rapid removal of disabled vehicles and other necessary services to stranded motorists (Attachment A). The FSP service on Orange County's freeway system is divided into 12 geographic areas, called beats. Each contract for FSP service

covers one or more of the beats. Beats are further divided into segments. There are from two to four segments per beat for a total of 35 segments. One truck is assigned to each segment, along with one back-up truck per beat. The FSP now includes service to all major freeways in Orange County during peak commute hours (Attachment B).

Discussion

The original FSP service procurements were administered in accordance with OCTA's procedures for professional and technical services. The original agreements for both contracts were for a three-year initial term, with a single one-year option (Attachment A). It is recommended that the option-year term be exercised on two contracts:

Agreement No. C-5-0081 - California Coach, Orange. This amendment is in the amount not to exceed \$1,191,547, for the option year from July 1, 2008 to June 30, 2009.

- Beat 1 – the Riverside Freeway (State Route 91) from State College Boulevard to the Riverside County Line – two tow trucks plus one back-up truck.
- Beat 4 – the Orange Freeway (State Route 57) from the Los Angeles County Line to Euclid Avenue - three tow trucks plus one back-up truck.
- Beat 5 – the Santa Ana Freeway (Interstate 5) from Tustin Ranch Road to Avery Parkway – two tow trucks and one back-up truck.
- Beat 10 – the Costa Mesa Freeway (State Route 55) from Lincoln Avenue to the San Diego Freeway (Interstate 405) - two tow trucks plus one back-up truck.

Agreement No. C-5-0737 – Greater Southern California Towing, Inc. This amendment is in the amount not to exceed \$575,848, for the option year from July 1, 2008 to June 30, 2009.

- Beat 2 – Interstate 5 (I-5) from Chapman Avenue to Tustin Ranch Road - two tow trucks and one back-up truck.
- Beat 3 - Interstate 405 (I-405) between the Los Angeles County Line and Euclid Avenue - three tow trucks plus one back-up truck.

Fiscal Impact

Funds for the operation of FSP service have been included in OCTA's Fiscal Year 2008-09 Budget - Service Authority for Freeway Emergencies Fund 0013. The FSP program is funded 75 percent by the State of California, and OCTA provides a 25 percent match from local Department of Motor Vehicle registration funding (Attachment C).

Summary

Two Freeway Service Patrol tow contracts were awarded in July 2005. Staff is recommending approval of the amendments to exercise the first year option term for each of the contracts listed below.

Amendment No. 5, in the amount of \$ 1,191,547, for beats 1, 4, 5, and 10 to Agreement No. C-5-0081 with California Coach, Orange.

Amendment No. 1, in the amount \$575,848, for beats 2 and 3 to Agreement No. C-5-0737 with Greater Southern California Towing Inc.

Attachments

- A. Freeway Service Patrol Contracting Background
- B. Freeway Service Patrol Service Area Locations
- C. How the Freeway Service Patrol is Funded
- D. California Coach, Orange Agreement No. C-5-0081 Fact Sheet
- E. Greater Southern California Towing, Inc., Agreement No. C-5-0737 Fact Sheet

Prepared by:


Iain C. Fairweather
Manager Motorist Services
(714) 560-5858

Approved by:


Paul C. Taylor, P.E.
Deputy Chief Executive Officer
(714) 560-5431

FREEWAY SERVICE PATROL CONTRACTING BACKGROUND

FSP operates on all Orange County freeways, five days a week during peak traffic hours. The eight-hour per day service is divided into morning and afternoon shifts. The morning shift is from 5:30 to 9:30 a.m. The afternoon shift is from 3:00 to 7:00 p.m. and FSP also operates five mid-day trucks, four hours a day, from 10:00 a.m. to 2:00 p.m., and two weekend (pilot program) trucks eight hours a day, from 8:00 a.m. to 5:00 p.m.

The purpose of FSP is to reduce freeway congestion by removing disabled vehicles from traffic lanes and shoulders. Each tow truck driver patrols his assigned freeway segment during service hours, stopping to assist motorists. The driver offers assistance, such as changing a flat tire, offering a free gallon of gas, or taping a coolant hose. Any such assistance is to be completed within ten minutes. If it cannot be completed within that time, the tow truck driver tows the vehicle off the freeway to a drop zone. All FSP services are provided without charge to the motorist.

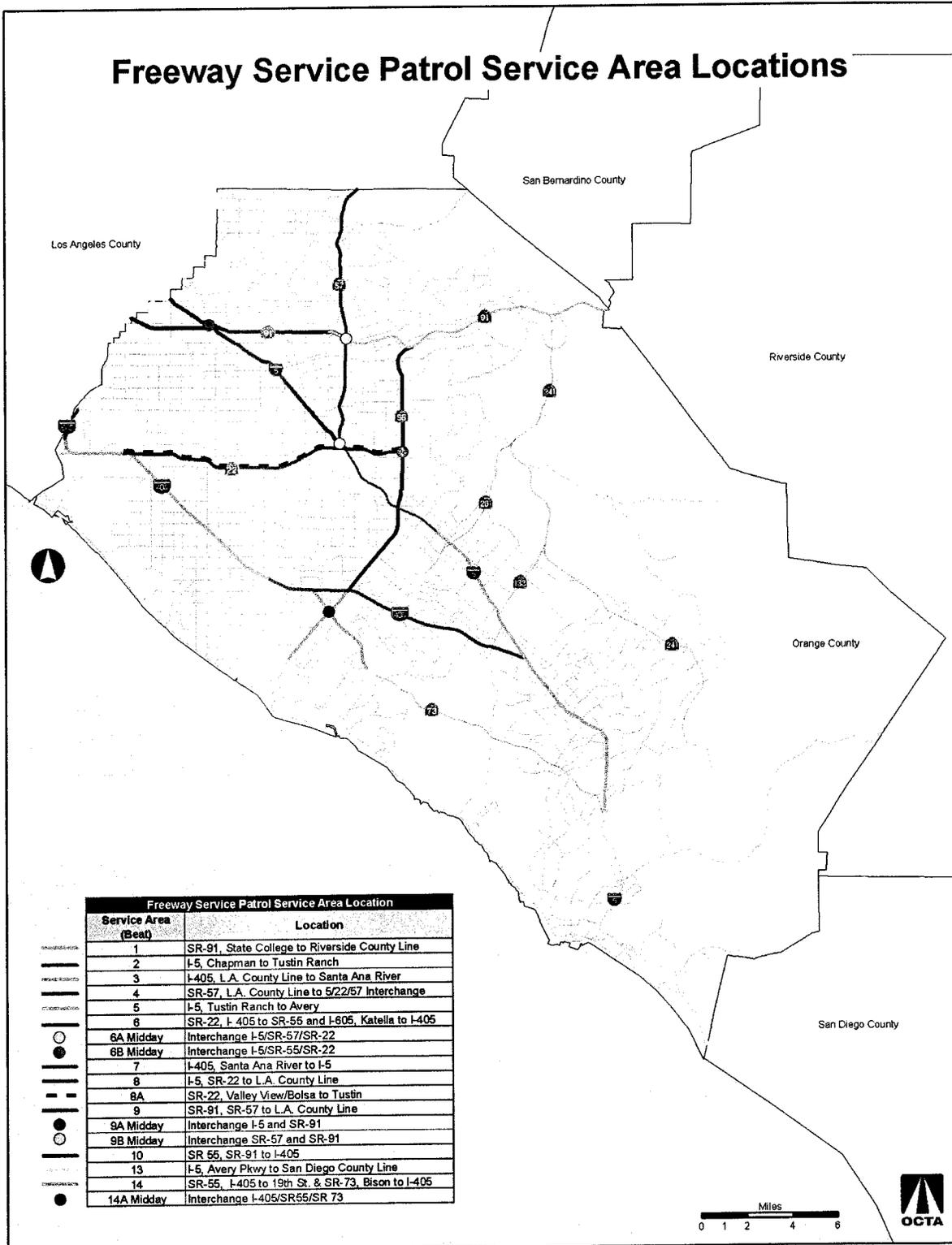
Private tow truck companies operate the service under contract to OCTA. For FSP service, Orange County's freeway system is divided into 12 areas, which are called beats. Each contract for FSP service covers one beat. Beats are further divided into segments. There are from two to four segments per beat for a total of 35 segments. One truck is assigned to each segment, along with one back-up truck per beat.

Terms for the 12 FSP tow truck contracts are for three years with an option year. The contracts are staggered. The term for the six beats covered in this report (Beats 1, 2, 3, 4, 5, and 10) began July 1, 2005. The three-year terms expire on June 30, 2008, and are followed by an option year that may be awarded depending on contractor performance and the needs of OCTA. The terms for the second group of six beats (Beats 6, 7, 8, 9, 12, and 13) began December 1, 2007, and will expire on November 30, 2010, again with a one-year option. The terms are staggered to avoid all or a large number of the beats turning over at one time, as well as availability of equipment.

The following table shows the initial hourly service rates proposed by the selected contractors for the six beats being awarded and the option year rate with the percentage increase.

Beat Number	Initial Term Hourly Rate	Option Term Hourly Rate	Percentage Increase
1	\$63.50	\$64.95	2%
2	\$56.50	\$56.50	0%
3	\$56.50	\$56.50	0%
4	\$63.50	\$64.95	2%
5	\$63.50	\$64.95	2%
10	\$63.50	\$64.95	2%

Freeway Service Patrol Service Area Locations



Freeway Service Patrol Service Area Location	
Service Area (Beat)	Location
1	SR-91, State College to Riverside County Line
2	I-5, Chapman to Tustin Ranch
3	I-405, L.A. County Line to Santa Ana River
4	SR-57, L.A. County Line to 5/22/57 Interchange
5	I-5, Tustin Ranch to Avery
6	SR-22, I-405 to SR-55 and I-605, Katella to I-405
6A Midday	Interchange I-5/SR-57/SR-22
6B Midday	Interchange I-5/SR-55/SR-22
7	I-405, Santa Ana River to I-5
8	I-5, SR-22 to L.A. County Line
8A	SR-22, Valley View/Bolsa to Tustin
9	SR-91, SR-57 to L.A. County Line
9A Midday	Interchange I-5 and SR-91
9B Midday	Interchange SR-57 and SR-91
10	SR 55, SR-91 to I-405
13	I-5, Avery Pkwy to San Diego County Line
14	SR-55, I-405 to 19th St. & SR-73, Bison to I-405
14A Midday	Interchange I-405/SR55/SR 73

How the Freeway Service Patrol is Funded

Orange County Transportation Authority (OCTA) currently serves as the Orange County Service Authority for Freeway Emergencies (OCSAFE), which was established to install and operate callboxes throughout Orange County in 1992; OCSAFE was expanded to administer the Freeway Service Patrol Program (FSP). The FSP is budgeted for approximately \$5 million in fiscal year (FY) 2007/08 and is funded through the following sources:

- There are no dedicated vehicle fees for FSP.
- State Highway Account allocates approximately \$26 million a year to all statewide FSP programs.
- California Department of Transportation (Caltrans) operates a formula-driven program to fund individual FSP programs statewide.
- Orange County FSP program is allocated approximately 3.1 million through a fund transfer agreement from Caltrans.
- Caltrans requires a minimum of a 25 percent match for any Service Authority Freeway Emergencies (SAFE) to receive full allocation of funds.
- Orange County's 25 percent match is from unused funds from the callbox revenues (\$1.00 annually per vehicle registered in the County) and interest on reserves.

**California Coach, Orange
Agreement No. C-5-0081 Fact Sheet**

1. April 11, 2005, Agreement No. C-5-0081, \$4,579,780, approved by Board of Directors
 - Freeway Service Patrol tow services
 - Terms of agreement July1, 2005 through June 30, 2008
2. December 13, 2005, Amendment No. 1 to Agreement No. C-5-0737, approved by staff
 - Company name change
3. December 11, 2006, Amendment No.s 2 and 3 to Agreement No. C-5-0081, \$354,832 and \$204,867 approved by Board of Directors
 - Freeway Service Patrol tow services Weekend Pilot Program
 - Terms of agreement December 11, 2006 through June 30, 2008
 - Freeway Service Patrol Tow Services I-5 Gateway Project
 - Terms of agreement December 11, 2006 through June 30, 2008
4. June 26, 2007, Amendment No. 4 to Agreement No. C-5-0737, approved by staff
 - Freeway Service Patrol tow services, Attachment A, revision of scope of work for Exhibit A
5. April 28, 2008, Amendment No. 5 to Agreement No. C-5-0081, \$1,191,547, pending approval by Board of Directors
 - Execute the first option year offered on the original agreement for Freeway Service Patrol tow services
 - Terms of agreement July1, 2008 through June 30, 2009

Total committed to California Coach Orange, Agreement No. C-5-0081: \$6,330,954.

**Greater Southern California Towing, Inc.
Agreement No. C-5-0737 Fact Sheet**

1. April 11, 2005, Agreement No. C-5-0737, \$2,250,960, approved by Board of Directors
 - Freeway Service Patrol tow services
 - Terms of agreement July1, 2005 through June 30, 2008

2. April 28, 2008, Amendment No. 1 to Agreement No. C-5-0737, \$575,848, pending approval by Board of Directors
 - Execute the first option year offered on the original agreement for Freeway Service Patrol tow services
 - Terms of agreement July1, 2008 through June 30, 2009

Total committed to Greater Southern California Towing Inc., Agreement No. C-5-0737: \$2,826,808.



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy Knowles^{WK}, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Amendment to Cooperative Agreement with the City of Irvine for Construction of a Parking Structure at the Irvine Transportation Center

Overview

The construction of a parking structure at the Irvine Transportation Center is underway with completion scheduled for September 2008. An amendment is requested to provide supplemental funding to incorporate finish treatment and video surveillance equipment into the parking structure project.

Recommendations

- A. Authorize the Chief Executive Officer to execute Amendment No. 5 to Cooperative Agreement No. C-3-0628 between the Orange County Transportation Authority and the City of Irvine, in an amount not to exceed \$1,029,039, to provide supplemental funding to incorporate finish treatment and video surveillance equipment into the parking structure project.
- B. Authorize the use of \$329,039 in Commuter and Urban Rail Endowment funds for painting and finish treatments.
- C. Authorize the use of \$560,000 in Federal Transit Administration's Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, Section 5309 Capital Program funds for a video surveillance system.
- D. Authorize the use of \$140,000 in Commuter Urban Rail Endowment funds for the 20 percent local match required for the Federal Transit Administration's Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, Section 5309 Capital Program funds for the video surveillance system.

**Amendment to Cooperative Agreement with the City of Irvine
for Construction of a Parking Structure at the Irvine
Transportation Center**

Page 2

- E. Authorize staff to amend the federal Regional Transportation Improvement Program and State Transportation Improvement Program, as well as execute any necessary agreements to facilitate the above actions.

Background

On August 11, 2003, the Orange County Transportation Authority (OCTA) approved Cooperative Agreement No. C-3-0628 with the City of Irvine (City) to fund \$450,000 for design of a new parking structure at the Irvine Transportation Center. On May 8, 2006, the Board of Directors (Board) approved an amendment to authorize an additional \$24,450,000 to complete the design and construct the project. The City subsequently prepared final design plans, which were issued for bid in December 2006. On April 23, 2007, the Board authorized Amendment No. 4 to add \$950,000 in Commuter and Urban Rail Endowment (CURE) funds to enable the City to award the main parking structure contract. The staff report for Amendment No. 4 stipulated that staff would report back to the Board the results of its discussion with the City regarding the feasibility of additional funding for a number of design options which, though integral to the parking structure design, were deferred due to available funding.

Discussion

The total previously approved budget of \$25,850,000 included construction costs, as well as design services, interim parking lot, contingency, administration costs, and construction management (Attachment C). The City established a baseline bid for construction based on the engineers' estimate by deferring some of the design options to keep the project within budget. Construction of the main parking structure commenced in late July 2007 and is expected to be complete in September 2008.

City staff has requested that a few of the most critical design options be exercised.

- Painting and final finishes of the parking structure. The estimated cost of \$329,039 is proposed to be funded through CURE.
- Design and installation of video surveillance system cameras and equipment for security monitoring onsite. The estimated cost is \$700,000. Staff proposes to utilize up to \$560,000 in Federal Transit

**Amendment to Cooperative Agreement with the City of Irvine
for Construction of a Parking Structure at the Irvine
Transportation Center**

Page 3

Administration's (FTA) Safe, Accountable, Flexible, Efficient Transportation Act: A Legacy for Users (SAFETEA-LU) transit security funds, to be matched with CURE funds, in the amount of \$140,000. FTA SAFETEA-LU transit security funds require a 20 percent local match. On September 13, 2007, the Board approved the use of CURE funds for the local match for the Metrolink Video Surveillance System Deployment Program.

Fiscal Impact

The total amount of \$1,029,039 in supplemental funding described in Amendment No. 5 to Cooperative Agreement No. C-3-0628 is proposed in OCTA's Fiscal Year 2008-09 Budget, Development Division, Account 1752-7831-A4455-3TL. The funding consists of \$469,039 in CURE funds with a balance of \$560,000 funded by FTA's SAFETEA-LU, Section 5309 Capital Program funds.

Summary

Staff recommends approval of Amendment No. 5 to Cooperative Agreement No. C-3-0628 between OCTA and the City, in an amount not to exceed \$1,029,039, to include interior paint, anti-graffiti coating, and video surveillance equipment into the parking structure project.

Attachments

- A. City of Irvine Cooperative Agreement No. C-3-0628 Fact Sheet
- B. Amendment No. 5 Cooperative Agreement No. C-3-0628 Between the Orange County Transportation Authority and the City of Irvine
- C. City of Irvine Cooperative Agreement No. C-3-0628 Project Funding Analysis

Prepared by:



Lora Cross
Project Manager
(714) 560-5788

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**City of Irvine
Cooperative Agreement No. C-3-0628 Fact Sheet**

1. August 11, 2003, Cooperative Agreement No. C-3-0628, \$450,000, approved by Board of Directors.
 - City of Irvine to prepare plans, specifications, and cost estimates for a new 500-stall parking structure.
2. August 24, 2004, Amendment No. 1 to Cooperative Agreement No. C-3-0628, \$0, approved by the contract administrator.
 - Extends the expiration date of agreement from September 30, 2004 to September 30, 2005.
3. May 4, 2006, Amendment No. 2 to Cooperative Agreement No. C-3-0628, \$0, approved by the contract administrator.
 - Extends the expiration date of the agreement from September 30, 2005 to September 30, 2006.
4. May 8, 2006, Amendment No. 3 to Cooperative Agreement No. C-3-0628, \$24,450,000, approved by Board of Directors.
 - Increases funding from \$450,000 to \$24,900,000 to provide funding for completion of detail design and construction of a 1,500-stall parking structure.
 - Extends the expiration date of the agreement from September 30, 2006 to December 31, 2007.
5. April 23, 2007, Amendment No. 4 to Cooperative Agreement No. C-3-0628, approved by Board of Directors.
 - Authorizes supplemental funding, in the amount of \$950,000, in CURE funds.
 - Reduces OCTA's financial obligation, from a not-to-exceed amount of \$24,900,000 to a not-to-exceed amount of \$5,850,000, to reflect direct reimbursement by the California Transportation Commission to the City of Irvine of \$20,000,000 in State Transportation Improvement Program funds and the above-mentioned supplemental CURE funding of \$950,000.
 - Extends the expiration date of the agreement from December 31, 2007 to December 31, 2008

6. April 28, 2008, Amendment No. 5 to Cooperative Agreement No. C-3-0628, \$1,029,039, pending approval by Board of Directors.
- Authorizes supplemental funding, in the amount of \$469,039, in CURE funds.
 - Authorizes supplemental funding, in the amount of \$560,000, in FTA SAFETEA-LU Section 5309 Capital Program funds.

Total committed to the City of Irvine after approval of Amendment No. 5 to Cooperative Agreement No. C-3-0628: \$6,879,039.

1 **WHEREAS**, AUTHORITY has identified such supplemental funding as (1) a Federal Transit
2 Administration ("FTA") grant totaling Five Hundred and Sixty Thousand Dollars (\$560,000) for video
3 surveillance system ("VSS") equipment design and installation, with twenty percent local match coming
4 from Commuter Urban Rail Endowment ("CURE") funding in the amount of One Hundred Forty
5 Thousand Dollars (\$140,000) and that such funds were authorized by the AUTHORITY Board of
6 Directors on September 24, 2007, as part of the VSS Pilot Project; and (2) Commuter Urban Rail
7 Endowment ("CURE") funding totaling Three Hundred Twenty Nine Thousand, Thirty Nine Dollars
8 (\$329,039) for incorporating interior finish treatments and painting, exterior anti-graffiti painting of the
9 parking structure; and

10 **WHEREAS**, AUTHORITY and CITY agree to an adjustment of the Approved Project Budget to
11 reflect the above-described funding amounts in order to timely incorporate the above design options and
12 finish construction into the current parking structure construction thereby increasing AUTHORITY's
13 maximum obligation by One Million, Twenty Nine Thousand, Thirty Nine Dollars (\$1,029,039.00) from
14 Five Million, Eight Hundred Fifty Thousand Dollars (\$5,850,000.00) to Six Million, Eight Hundred Seventy
15 Nine Thousand, Thirty Nine Dollars (\$6,879,039);

16 /

17 **NOW, THEREFORE**, it is mutually understood and agreed by AUTHORITY and CITY that
18 Agreement C-3-0628 is hereby amended in the following particulars only:

19 1. **ARTICLE 2. RESPONSIBILITIES OF THE CITY**, page 3 of 11, as last changed by
20 Amendment No. 3, to delete paragraph C in its entirety and in lieu thereof, insert the following:

21 "C. Reimbursement – The CITY shall be reimbursed in accordance with Amendment
22 No. 4 Attachment No. 2, entitled "APPROVED PROJECT BUDGET" which is attached herein and is
23 incorporated by reference. CITY shall invoice AUTHORITY for all eligible project-related costs up to the
24 Not To Exceed Amount of Six Million, Eight Hundred Seventy Nine Thousand, Thirty Nine Dollars
25 (\$6,879,039), as identified in Article 3, paragraph C, subject to review and approval of AUTHORITY."

26 2. Amend **ARTICLE 3. RESPONSIBILITIES OF AUTHORITY**, Page 5 of 11, to delete

1 paragraph A in its entirety, and in lieu thereof insert the following:

2 "A. Payment – AUTHORITY shall remit to CITY within thirty (30) days of receipt of an
3 acceptable invoice, reimbursement for said work up to one hundred (100 percent) of eligible project
4 costs. Such project costs shall not exceed the sum of Six Million, Eight Hundred Seventy Nine
5 Thousand, Thirty Nine Dollars (\$6,879,039). AUTHORITY will not be obligated to pay for any amount
6 beyond what has been identified in this Article."

7 3. Delete Attachment 1 to Amendment No. 4, entitled "PROJECT SCHEDULE"; and in lieu
8 thereof insert Attachment No. 1 to Amendment No. 5, entitled "PROJECT SCHEDULE", and by this
9 reference it is incorporated herein.

10 4. Delete Attachment 2 to Amendment No. 4, entitled "APPROVED PROJECT BUDGET";
11 and in lieu thereof insert Attachment No. 2 to Amendment No. 5, entitled "APPROVED PROJECT
12 BUDGET", and by this reference it is incorporated herein.

13 5. Insert Attachment No. 3 to Amendment No. 5, entitled "VIDEO SURVEILLANCE
14 SYSTEM INSTALLATION", and by this reference it is incorporated herein.

15 6. Insert Attachment No. 4 to Amendment No. 5, entitled "DELIVERABLES FOR
16 PHYSICAL AND ADMINISTRATIVE COMPLETION", and by this reference it is incorporated herein.

17 Except as modified, Agreement No. C-3-0628 shall continue unmodified and in full force and
18 effect.

19 **IN WITNESS WHEREOF**, the parties hereto have caused this Amendment No. 5 to Agreement
20 No. C-3-0628 to be executed on the date first written above.

21 **CITY OF IRVINE**

ORANGE COUNTY TRANSPORTATION AUTHORITY

22
23 By: _____

By: _____

24 Beth Krom
25 Mayor

Arthur T. Leahy
Chief Executive Officer

26 APPROVED AS TO FORM:

APPROVED AS TO FORM:

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By: _____
Phillip D. Kohn
City Attorney

By: _____
Kennard R. Smart, Jr.
General Counsel

ATTEST:

APPROVED:

By: _____
Sharie Apodaca
City Clerk of the City of Irvine

By: _____
Kia Mortazavi
Executive Director, Development

PROJECT SCHEDULE

Irvine Transportation Center Parking Structure

Task	Completion Dates
Complete Design for Main Parking Structure and Interim Parking Lot	Completed 12/01/2006
Advertise Construction Packages	Completed 12/16/2006
Open Bids for Main Parking Structure and Interim Parking Lot	Completed 2/20/2007

Interim Parking Lot Project

Task	Completion Dates
Award Interim Parking Lot Contract to Lowest Responsive Bidder	Completed 3/29/2007
Issue Notice to Proceed	Completed 4/02/2007
Complete Construction of Interim Parking Lot	Completed 6/2007

Main Parking Structure Project

Task	Targeted Completion Dates
Start of Construction of Main Parking Structure	Completed 7/24/2007
Completion of Construction & Start of Operations	Fall 2008

AGREEMENT NO. C-3-0628
AMENDMENT NO. 5
ATTACHMENT 2

APPROVED PROJECT BUDGET

Irvine Transportation Center Parking Structure

Funding Source	Amount
Congestion Mitigation and Air Quality Improvement Program -- for Design & Construction	\$2,400,000
Federal Transit Administration -- for Construction Only	\$3,060,000
Federal Transit Administration -- for Transit Security Design & Installation ¹	\$560,000
Commuter and Urban Rail Endowment (CURE) Funds	\$1,419,039
Total AUTHORITY Reimbursement to the City of Irvine ("CITY")	\$6,879,039
State Transportation Improvement Program (STIP) -- for Construction Phase Only - Direct Reimbursement from the California Transportation Commission to CITY	\$20,000,000
Total Funding	\$26,879,039

Costs	Amount
Design Phase Services and Project Management (Design Phase, completed March 31, 2007)	\$1,524,000
Interim Parking Lot Construction Cost (Lowest Bid)	\$819,000
Parking Structure Construction Cost (Lowest Bid)	\$21,306,000
Construction Contingency (5 Percent)	\$1,100,000
Finish Treatment, Painting	\$329,039
Video Surveillance System	\$700,000
Construction Administration and Construction Management	\$1,101,000
Total Costs	\$26,879,039

¹ Authority's funding commitment for VSS is based on City's estimate for VSS installation and design consultant fees, transmitted to Authority in January, 2008.

**IRVINE TRANSPORTATION CENTER
 VIDEO SURVEILLANCE SYSTEM INSTALLATION**

A video surveillance system (“VSS”) will be installed at the Irvine Transportation Center (a.k.a, “Irvine Station”). Funding for VSS design and installation is provided by AUTHORITY; CITY shall operate and maintain VSS. CITY and AUTHORITY roles and responsibilities in the VSS installation are as follows:

<u>Phase</u>	<u>Activity</u>	<u>CITY</u>	<u>AUTHORITY</u>
Design	Prepare and implement station security and operations & maintenance plans in accordance with CITY requirements	X	
	Establish VSS design criteria and procurement standards and guidelines		X
	Prepare design plans for electrical infrastructure (power, conduits, etc.), in coordination with VSS design	X	
	Prepare design plans, specifications, and cost estimates; and issue addenda for VSS installation Request for Proposal or Issuance for Bids	X	
	Provide input on functional requirements and user needs for VSS installation design, including Irvine Police Department IT requirements.	X	
	Perform review of design criteria and procurement standards, installation design plans for VSS; and provide acceptance of VSS plans prior to Request for Proposal or Issuance for Bid	X	
Procurement	Issuance of Request for Proposal or Bid Documents	X	
	VSS proposal review	X	X
	VSS proposal clarification and negotiations	X	
	Change order negotiation and formal authorization to Installation Contractor	X	
Installation	Construction management and administration	X	
	Specialized technical support during construction for as-needed assistance, in-plant quality visit, review of submittals, and responding to Request for Information and changes related to VSS.	X	
	Coordination with City of Irvine Police Department IT facilities	X	
	Ordering and contracting for T1 lines	X	
	VSS installation quality oversight and system checkout, including preparation of post-installation engineering report	X	
	Review/comment of post-installation engineering report by IS cyber-security and Transit Police departments		X
Operations	Security compliance with applicable Management Controls, Operational Controls, and Technical Controls as described in National Institute of Standards and Technology Handbook Special Publication 800-12, for station VSS	X	

AGREEMENT NO. C-3-0628
AMENDMENT NO. 5
ATTACHMENT 3

<u>Phase</u>	<u>Activity</u>	<u>CITY</u>	<u>AUTHORITY</u>
	Hardware and software system maintenance of station VSS installation	X	
	Legal and regulatory compliance for all station VSS operations	X	
	Incident response to VSS detection and emergency phone alarms at Buena Park station	X	
	Provide CITY's technical input in the development of Centralized Monitoring Facility ("CMF"), or equivalent, through conditions and needs surveys, and meetings including Security Stakeholders' Roundtables.	X	
	Design and operation of CMF		X
	Cooperate with AUTHORITY and other security stakeholder cities to make VSS data accessible to CMF, or equivalent facility	X	

IRVINE TRANSPORTATION CENTER

DELIVERABLES FOR PHYSICAL AND ADMINISTRATIVE COMPLETION

Utilizing guidelines established by the Federal Transit Administration¹, to achieve "physical completion" and "administrative completion", the following completed deliverables are required before release of Final Payment:

	<u>Item No.</u>	<u>Deliverable Requirement</u>	<u>Requirement for Copies and Media for AUTHORITY²</u>
Physical Completion	1	Provide completed Punch List, prepared by City or its designated representative and/or City's contractor, with authorized signatories to indicate that work has been reviewed, inspected and accepted.	One (1) copy to AUTHORITY ³
	2	Provide completed As-Built Drawings prepared by Contractor, with authorized signatories to indicate that documents have been reviewed, inspected and accepted.	None
	3	Provide completed Record Drawings prepared by City's design consultant, with authorized signatories to indicate that documents have been prepared under the responsible charge of a California licensed professional engineer.	Two (2) 11"x17" sets, and two (2) DVD's, to AUTHORITY; one (1) 11"x17" set, and one (1) DVD, to SCRRA/Metrolink Facilities Engineering Department (Attn: Stuart Chuck, PE)
	4	Store and maintain record set of Shop Drawings and Submittals required by contract specifications, prepared by contractor and reviewed and approved by City or its consultant representative(s).	None
	5	For Video Surveillance System (VSS), provide documents prepared by contractor or City's VSS consultant: <ul style="list-style-type: none"> • As-built or record drawings showing as-installed conditions • Related electrical power and communications as-built plans • Training and operations & maintenance manuals • Spare parts list • Manufacturer's warranties and guarantees • Extended service agreement • Invention disclosure and assignment of licensing, if any 	One (1) set, 8-1/2"x11" with 11"x17" foldouts, and one (1) set DVD.
	6	Provide a completed warranty/guarantee register, and maintenance agreements, for elevators, building systems, and	None

¹ <http://www.fta.dot.gov/fta/library/admin/BPPM/ch10.html>

² City shall maintain all records at City's premises, including items marked "none", to be available for audit or records inspection by AUTHORITY, Southern California Regional Rail Authority (SCRRA)/Metrolink, or their designated representative.

³ City shall formally transmit to AUTHORITY the required deliverables as follows: Orange County Transportation Authority, Attn: Anh-Tuan Le, PE, Project Manager/Oversight, AUTHORITY Development, 550 South Main Street, Orange, 92863; or P.O. Box 14184, Orange, CA 92863-1584.

	<u>Item No.</u>	<u>Deliverable Requirement</u>	<u>Requirement for Copies and Media for AUTHORITY²</u>
		other equipment as required by contract specifications.	
	7	Provide statement by City's officer in charge of American Disabilities Act Compliance that certifies compliance of the as-built station facility and station site as effected by construction of the parking structure, including access pathway to site and any mitigation measures undertaken by City.	Original letter signed by authorized City staff or its designated representative.
Administrative Completion	1	Provide final Disadvantaged Business Enterprise (DBE) report, in accordance with contract specifications, citing project goal for DBE participation, actual goal achieved, and verification of current certification of firms counted toward goal achievement.	One (1) copy to AUTHORITY
	2	Provide final Labor Compliance report, in accordance with contract specifications, signed by designated labor compliance officer.	One (1) copy to AUTHORITY
	3	Provide contractor's Affidavit of Release of Liens	One (1) copy to AUTHORITY
	4	Provide contractor's General Release	One (1) copy to AUTHORITY
	5	Provide contractor's Surety to release final payment	One (1) copy to AUTHORITY
	6	Provide executed Mutual Release of Claim between City and AUTHORITY in a form satisfactory to AUTHORITY (AUTHORITY Contracts, Risk, and Legal Departmental reviews required)	One (1) certified original executed by authorized signatories, and one (1) copy; to AUTHORITY
	7	Provide record of contractor's transfer of warranties, guarantees, and extended maintenance agreement to City for Video Surveillance System.	One (1) copy to AUTHORITY
	8	Maintain a complete, auditable record of project financials (costs, receipts, reimbursements, review & approvals, etc.), archived in accordance with City requirements, and for a duration not less than 5 years from date of termination of Cooperative Agreement.	None
	9	Complete and maintain chronologically ordered, topical filing of project-related documents, including correspondence and communications, third-party contracts, permits, reviews, reports, approvals, testing and inspection records, claims, etc., in accordance with City archival requirements, and for a duration not less than 5 years from date of termination of Cooperative Agreement.	None

**City of Irvine Cooperative Agreement No. C-3-0628
Project Funding Analysis**

Use of Funds by Phase	Approved Budget	Proposed Additional Funds	Proposed Budget
Design Phase Services and Project Management	\$1,524,000		\$1,524,000
Interim Parking Lot Construction	\$819,000		\$819,000
Parking Structure Construction Costs	\$21,306,000		\$21,306,000
Construction Contingency	\$1,100,000		\$1,100,000
Painting and Anti-Graffiti Coating		\$329,039	\$329,039
Video Surveillance System		\$700,000	\$700,000
Construction Administration and Construction Management	\$1,101,000		\$1,101,000
TOTAL	\$25,850,000	\$1,029,039	\$26,879,039

Source of Funds	Approved Budget	Additional Request	Proposed Budget
Congestion Mitigation and Air Quality Improvement Program	\$2,400,000		\$2,400,000
FTA, Section 5309	\$2,500,000		\$2,500,000
CURE Funds	\$950,000	\$469,039	\$1,419,039
FTA, Section 5309		\$560,000	\$560,000
TOTAL FUNDING IN OCTA/CITY OF IRVINE COOPERATIVE AGREEMENT	\$5,850,000	\$1,029,039	\$6,879,039
State Transportation Improvement Program	\$20,000,000		\$20,000,000
TOTAL	\$25,850,000	\$1,029,039	\$26,879,039



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Agreement for Public Outreach Consultant to Support Environmental Review Phase of San Diego Freeway (Interstate 405) Project Development

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1369 between the Orange County Transportation Authority and Consensus Planning Group, in an amount not to exceed \$385,000 over a four-year term, for a comprehensive public outreach program in support of the environmental review phase of project development of Renewed Measure M improvements on the San Diego Freeway (Interstate 405).



April 21, 2008

To: Highways Committee

From: Arthur T. Leahy^{Mr}, Chief Executive Officer

Subject: Agreement for Public Outreach Consultant to Support Environmental Review Phase of San Diego Freeway (Interstate 405) Project Development

Overview

Improvements on the San Diego Freeway (Interstate 405) are identified as Project K in the Renewed Measure M Early Action Plan. Consultant services are needed to support the public outreach effort during the environmental review phase of the project. Proposals have been received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1369 between the Orange County Transportation Authority and Consensus Planning Group, in an amount not to exceed \$385,000 over a four-year term, for a comprehensive public outreach program in support of the environmental review phase of project development of Renewed Measure M improvements on the San Diego Freeway (Interstate 405).

Background

In October 2005, following completion of a major investment study (MIS), the Orange County Transportation Authority (OCTA) Board of Directors selected a locally preferred strategy (LPS) for improvements to the San Diego Freeway (Interstate 405) between the Costa Mesa Freeway (State Route 55) and the San Gabriel River Freeway (Interstate 605). The LPS, consisting of the addition of general-purpose lane capacity (generally within existing right of way), also was included in the voter approved Renewed Measure M.

Currently, the project is in the conceptual engineering phase. This phase entails development of a project study report (PSR) to determine options to

bring forward through the environmental review phase. An environmental impact report/statement (EIR/EIS) is anticipated to be the appropriate environmental document to analyze impacts resulting from the proposed project. The EIR/EIS will be prepared pursuant to the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA)

Consultant services are required to develop and conduct a comprehensive public outreach program throughout the EIR/EIS phase of the project. Outreach will be designed to fully engage and inform area stakeholders, offer communications about the general scope and impacts of alternatives, and provide information about the status of project development.

The consultant will expand the existing Interstate 405 (I-405) corridor database from the MIS and identify additional key stakeholders and/or their constituents in order to gauge community perceptions about the proposed improvements. A variety of methods and tools will be used for the public outreach program including one-on-one meetings with elected officials and interested stakeholders, city council and speakers bureau presentations, newsletters, neighborhood meetings, scoping meetings, and a project website.

Discussion

This procurement was handled in accordance with OCTA's procedures for professional and technical services. The project was advertised on November 20, 2007 and November 26, 2007, in a newspaper of general circulation, and on CAMM NET. A pre-proposal meeting was held on November 27, 2007 and was attended by thirteen consultants.

On December 7, 2007, six offers were received. An evaluation committee composed of staff from Marketing, Development, Public Communications, and Contracts Administration and Materials Management was established to review all offers submitted. The offers were evaluated based on the following criteria:

- Qualifications of the Firm 25 percent
- Staffing and Project Organization 25 percent
- Work Plan 30 percent
- Cost and Price 20 percent

Due to the environmental requirements associated with this procurement, the work plan criteria was weighted at 30 percent. For this reason, the price criteria was reduced to 20 percent to accommodate the increase in the work plan.

The evaluation committee interviewed the two highest scoring firms. The scores of the remaining four firms were significantly lower, which reflected the firms' limited CEQA and NEPA experience as well as less comprehensive work plan. If the evaluation committee interviewed the third ranked firm, it would have needed to interview the fourth and so on because the remaining firms' scores were fairly close. Based on its findings, the evaluation committee recommends the following firm based on its exemplary environmental phase community outreach experience and in-depth knowledge of CEQA/NEPA:

Firm and Location

Consensus Planning Group
Irvine, California

The following is a discussion of the four evaluation criteria categories.

Qualifications of Firm

Consensus Planning Group (CPG) has designed and implemented transportation related public involvement programs for numerous public agencies such as the City of Anaheim, California Department of Transportation, District 7, and the California High-Speed Rail Authority and was highly recommended by each of these entities. CPG assisted OCTA with community outreach on the South Orange County MIS and the Riverside County-Orange County MIS. CPG has experience with eight projects developing and executing legally defensible public involvement programs that meet the requirements of CEQA/NEPA. In addition, CPG is in excellent financial condition with no pending bankruptcy or litigation issues.

Staffing and Project Organization

The staffing section of the proposal established the methods that the firms will use to manage the project and identified key project staff assigned.

The evaluation committee highly rated the proposal from CPG for its key personnel's collective experience in government relations, community relations, and policy planning for transportation and environmental issues. CPG has prior experience working with OCTA and has the ability to fulfill all elements of the work plan without the use of subconsultants. The proposed CPG project manager has relevant environmental outreach experience from managing the California High-Speed Rail Authority's Anaheim to Los Angeles Corridor Project EIR. All key personnel proposed for this contract will be available for

the duration of the project and the current client commitment is at an acceptable level.

Work Plan

The work plan is intended to provide a comprehensive description of how the services will be performed.

The work plan proposed by CPG recommended a multi-faceted approach customized to allow for different levels of interest and time availability. The plan is designed to reach an expansive and diverse audience to convey information, obtain feedback, answer questions, and address concerns. Given the diverse interests of the stakeholders with the I-405 corridor, CPG has identified potential challenges along with strategies to resolve potential issues.

The firm outlined an inclusive and documented public outreach process with multiple opportunities for the public, elected officials, and key stakeholders to participate. CPG provided specific objectives for each milestone in the environmental phase and activities recommended to achieve each objective. The labor distribution among the tasks is appropriate, enabling CPG to meet the project deadline while maintaining flexibility to adapt to potential adjustments with the technical schedule.

Cost and Price

CPG provided the lowest fully burdened rates for all key personnel in relation to other offers received. Although URS ranked closely with CPG on qualifications of firm, staffing and project organization, and work plan, its rates were higher, leading to a lower overall rating. CPG allocated an appropriate number of hours per task in a "cost by job description" matrix and included direct costs as a specific line-item.

Fiscal Impact

The project was approved in the OCTA's Renewed Measure M Early Action Plan Fiscal Year 2007-2008 Budget, External Affairs/Public Communications, Account 0017-FK10-1N317-519, and is funded through Renewed Measure M funds. Staff anticipates spending \$85,000 in fiscal year 2007-2008. In subsequent fiscal years, \$300,000 will be budgeted and project continuance will be contingent on Board of Director's approval.

Summary

Based on the information provided, staff recommends award of a time and materials Agreement No. C-7-1369 to Consensus Planning Group, in an amount not to exceed \$385,000 over a four-year term, for public outreach assistance leading up to and through the EIR/EIS phase of the I-405 project.

Attachments

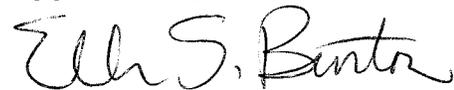
- A. Proposal Evaluation Criteria Matrix RFP 7-1369 I-405 Environmental Phase Community Outreach Project
- B. I-405 Environmental Phase Community Outreach Project Review of Proposals RFP 7-1369

Prepared by:



Christina L. Byrne
Community Relations Officer
(714) 560-5717

Approved by:



Ellen S. Burton
Executive Director, External Affairs
(714) 560-5923

PROPOSAL EVALUATION CRITERIA MATRIX							
RFP 7-1369 I-405 ENVIRONMENTAL PHASE COMMUNITY OUTREACH PROJECT							
Firm: Consensus Planning Group						Weights	Criteria Score
Evaluation Number	1	2	3	4	5		
Qualifications of Firm	5.00	4.00	5.00	5.00	5.00	5	24.00
Staffing/Project Organization	4.00	4.50	4.00	4.00	4.00	5	20.50
Work Plan	5.00	4.00	4.00	5.00	4.00	6	26.40
Cost and Price	5.00	5.00	5.00	5.00	5.00	4	20.00
Overall Score	95.00	86.50	89.00	95.00	89.00		90.90
Firm: URS						Weights	Criteria Score
Evaluation Number	1	2	3	4	5		
Qualification of Firm	5.00	4.00	5.00	5.00	5.00	5	24.00
Staffing/Project Organization	4.00	4.00	5.00	4.00	4.00	5	21.00
Work Plan	4.00	4.00	4.00	4.00	4.00	6	24.00
Cost and Price	3.00	3.00	3.00	3.00	3.00	4	12.00
Overall Score	81.00	76.00	86.00	81.00	81.00		81.00

RFP 7-1369 I-405 Environmental Phase Community Outreach Project

Review of Proposals

PRESENTED TO THE LEGISLATIVE & COMMUNICATION COMMITTEE - MARCH 20, 2008

6 proposals were received, 2 firms interviewed and 1 firm recommended for award

Overall Ranking	Proposal Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments	Proposal Amount
1	90.90	Consensus Planning Group Irvine, CA	None	Excellent proposal Excellent work plan with an approach to public involvement Good transportation and outreach experience Good understanding of the I-405 issues (right-of-away and community issues)	Project Manager: \$128.36 Senior Consultant: \$168.48 Administrative Support: \$72.19
2	81.00	URS Santa Ana, CA	None	Excellent proposal Experience working with controversial projects Good transportation experience Work plan acknowledged project challenges Proposed higher labor rates Environmental outreach experience	Project Manager: \$175.00 Senior Consultant: \$140.00 Administrative Support: \$100.00

<u>Evaluation Panel</u>	<u>Proposal Criteria</u>	<u>Weight Factors</u>
Marketing	Qualification of the Firm	25%
Development	Staffing and Project Organization	25%
Public Communications	Work Plan	30%
Contracts Administration and Material Management	Cost and Price	20%



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy ^{WK} Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Amendment to Cooperative Agreement with Southern California Regional Rail Authority for the Metrolink Service Expansion Program

Overview

On April 23, 2007, the Board of Directors approved a cooperative agreement with the Southern California Regional Rail Authority, in the amount of \$87,873,000, for design and construction of rail infrastructure improvements required to support 30-minute Metrolink service in Orange County. An amendment is requested to provide additional funding and to approve a revised list of required improvements.

Recommendations

- A. Approve the revised project elements and budget for the rail infrastructure improvements required to support 30-minute Metrolink service in Orange County.
- B. Approve Amendment No.1 to Agreement No. C-6-0820 and authorize the use of \$7,127,000 in Measure M transit funds for the program.
- C. Authorize the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-6-0820 between the Orange County Transportation Authority and the Southern California Regional Rail Authority, in an amount not to exceed \$7,127,000, for design and construction of rail infrastructure improvements.

Background

On November 14, 2005, the Orange County Transportation Authority (Authority) Board of Directors (Board) adopted the Metrolink Service Expansion Program (MSEP), which authorized staff to begin the implementation of 30-minute rail service between the Fullerton Transportation Center and the

Laguna Niguel/Mission Viejo Station in Orange County. The adopted program included a list of rail infrastructure improvements necessary to support the service and was reaffirmed as part of the Comprehensive Funding Strategy and Policy Direction approved by the Board on November 28, 2005.

On April 23, 2007, the Board approved a cooperative agreement between the Authority and the Southern California Regional Rail Authority (SCRRA) to proceed with design and construction of rail infrastructure improvements necessary to support implementation of the MSEP. Based on a conceptual level of design, the improvements were estimated to cost \$87,873,000. The required improvements can be categorized into three general areas.

- **Turnback/Terminal Facility:** provides a pocket track that allows trains to enter a terminal station and return on the same track in the other direction. Switches are installed to accommodate train movements transitioning from the pocket track to a main line. A passing track is sometimes constructed to allow trains to go around the turnback/terminal facility without being impacted.
- **Layover Facility:** the trains used for passenger service need to be stored overnight and serviced at a location along the corridor.
- **Reliability Improvements:** A number of track, signal, and communications infrastructure improvements are planned to help the system operators to reliably dispatch the proposed high-frequency operation and ensure a high level of on-time performance.

Discussion

At the time the Board approved the project budget and improvements, project definition reports and an initial operations analysis had been completed in order to develop the projects and costs. Since then, the MSEP has progressed to 30 percent design and engineering. As the detailed planning and engineering has progressed, a number of scope and costs changes have been identified, which has resulted in a cost increase. Some of the infrastructure improvements have been modified and/or relocated. Reliability improvements have been expanded or added. The Authority and SCRRA have incorporated project features for a more functional, reliable service, which will result in a high-quality, frequent, and on-time passenger rail service in Orange County.

The locations of several projects have changed, and a far more extensive series of reliability projects are now being recommended. The additional reliability projects are needed to ensure that the planned 30-minute service operates successfully on what is already a relatively congested two-track railroad.

The status of the three categories of improvements, cost revisions, and changes from the original plan submitted to the Board in 2007 are presented below.

Turnback/Terminal Facilities

The original design concept included adding a third station track in Irvine to allow more trains to meet or pass at this station, since it appeared that the Laguna Niguel/Mission Viejo Station would not be able to accommodate both a third station track and the turnback facility. However, the Irvine site has severe physical constraints, including the need to relocate a high number of underground utilities, making it both very costly and time-consuming to advance for further consideration. The station track is now proposed to be included at the Laguna Niguel/Mission Viejo Station. Relocation of the third station track and other revisions provide an operationally superior improvement.

The Fullerton turnback facility has been refined and modified, resulting in a decreased cost estimate; however, this project requires access through property owned by the Burlington Northern Santa Fe (BNSF) Railway. Staff is currently in discussions with BNSF Railway to gain access through its territory. If access is not granted, an alternate strategy or design may be required.

The cost estimates for the turnback/terminal facility projects has been reduced from \$61 million to \$52 million, resulting in a net savings of \$9 million (Attachment B).

Layover Facility

The layover facility was originally proposed in Irvine, between the Alton Parkway and Bake Parkway railroad overpasses. The site has severe physical constraints, including the need to relocate a high number of underground utilities. It was also determined that the layover facility should be located closer to a terminal point to minimize deadhead time, making it more cost effective for daily operations of rail service. These factors caused the project team to seek an alternate location. An alternate site was proposed along the

railroad right-of-way in Anaheim, where the facility can be accommodated and can fulfill the requirements for overnight train storage. Authority and SCRRA staff have met with City of Anaheim staff and reviewed the concept plan. City of Anaheim staff is willing to work with the Authority to facilitate the implementation of the proposed layover facility at this location. The facility will need to accommodate mid-day refueling of trains, an inspection pit to perform daily equipment inspections, a sign-on facility for train crews, and overnight storage of train equipment. Mid-day fueling and inspections were not included in the original project scope. The cost estimate for the proposed facility is \$16 million, which is a \$5.5 million increase from the original project (Attachment B).

Reliability Improvements

As previously noted, the major change in the program is the expansion of the number and scale of reliability projects. The intent of these projects is to improve reliability and to insure a high level of on-time performance. The original plan was to provide several short emergency storage tracks, additional crossovers, and to re-space some of the signals to improve train movements and spacing through the corridor.

Authority program management consultant staff and SCRRA's signal engineers identified an upgraded signalized siding to replace the relief siding concept. This track, proposed as the rehabilitation and upgrade of the existing Orange siding, will provide the relief siding function and will also facilitate operation of the Inland Empire-Orange County trains. The cost of relief sidings was originally estimated at \$2,873,000; however, it was determined that the siding needed to have power switches at each end, which increased the cost as well as the efficiency and reliability of the siding. The proposed costs for the siding is now estimated at \$7,800,000, an increase of \$4,927,000 million.

Additional crossovers, control points, and signal upgrades were also identified, including the need to power the switches where freight spur lines join with the Metrolink tracks. The total cost estimate for reliability improvements is \$27,000,000, representing an increase of \$10,627,000 for sidings, crossovers, and signal improvements (Attachment B).

The revised program budget estimate is \$95,000,000, which is 8.1 percent over the Board-approved budget of \$87,873,000, requiring an additional \$7,127,000. Staff requests that the Board approve the project revisions and updated cost estimates and set this as the new baseline for the MSEP.

Related Projects

A systemwide program has been proposed by SCRRA to replace and upgrade the existing communications system with fiber optics on all rail lines used by Metrolink trains. This program had been proposed to be implemented over a multi-year period; however, due to the rapid increase in rail service planned in Orange County, SCRRA has proposed to initiate this program in concert with the MSEP projects. Authority staff concurs with this proposal. The fiber optic system will be capable of handling an improved railroad communications system and still have considerable capacity to be used for future improvements including security, passenger information systems, ticket vending machines, and the grade crossing enhancement and quiet zone program.

The fiber optic program is proposed to be delivered as part of SCRRA's annual capital rehabilitation program. The annual rehabilitation program is funded with Federal Section 5309 formula funds, which must be used to modernize or improve existing fixed-guideway systems. These funds require a 20 percent local match and are budgeted each year as part of the Authority contribution to SCRRA under the requirements of the joint powers agreement. The fiber optic program in Orange County is estimated to cost \$15 million and is expected to take approximately two years to construct. It is not included in Cooperative Agreement No. C-6-0820.

Fiscal Impact

The additional work described in Amendment No. 1 to Cooperative Agreement No. C-6-0820 has been included in the proposed Authority Fiscal Year 2008-09 Budget, Development Division, accounts 0010-7831/T5400-GHA and 0093-7831/D4815-GHA.

Next Steps

Design is proceeding on the program elements, and SCRRA expects to complete design by the end of 2008. The MSEP, fiber optics, and grade crossing and quiet zone enhancements are all planned to be under construction during 2009. A plan is being developed by SCRRA that will address a series of issues associated with construction, including construction packages, construction sequencing, early procurement of materials, construction work windows on the railroad, and potential track closures. This information will also be provided to cities, passengers, and residents along the corridor.

Amendment to Cooperative Agreement with Southern California Regional Rail Authority for the Metrolink Service Expansion Program

Page 6

Authority and SCRRA staff have established a monthly steering committee meeting to resolve issues in a timely manner and ensure the successful rollout and start up of the MSEP. In addition, staff will provide monthly briefings to the Transit Committee as well as quarterly reports to the Board.

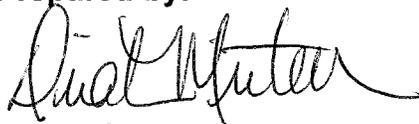
Summary

Staff recommends approval of Amendment No. 1 to Cooperative Agreement No. C-6-0820, in the amount of \$7,127,000, with SCRRA for rail infrastructure improvements needed for implementation of the MSEP.

Attachments

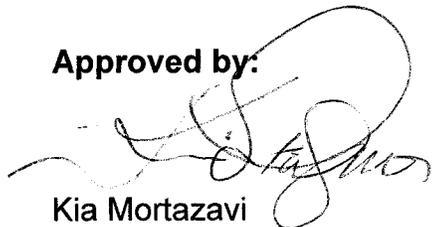
- A. Southern California Regional Rail Authority, Cooperative Agreement No. C-6-0820 Fact Sheet
- B. Metrolink Service Expansion Program Elements
- C. Metrolink Service Expansion Program Funding Analysis

Prepared by:



Dinah Minter
Manager, Metrolink Expansion Program
(714) 560-5740

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**Southern California Regional Rail Authority
Cooperative Agreement No. C-6-0820 Fact Sheet**

1. April 23, 2007, Cooperative Agreement No. C-6-0820, \$87,873,000, approved by Board of Directors.
 - Construction of rail infrastructure improvements necessary to support 30-minute rail service between Laguna Niguel/Mission Viejo Station and Fullerton Station in Orange County.
2. April 28, 2008, Amendment No. 1 to Cooperative Agreement No. C-6-0820, \$7,127,000, pending approval by the Board of Directors.
 - To revise the project list and line item costs and establish a new baseline for the Metrolink Service Expansion Program infrastructure improvements.

Total committed to the Southern California Regional Rail Authority after approval of Amendment No. 1 to Cooperative Agreement No. C-6-0820: \$95,000,000.

Metrolink Service Expansion Program Elements

Location/Project	Original Scope	Cost (in thousands)	Current Scope	Cost (in thousands)
<i>Turnback/Terminal Facilities</i>				
Fullerton	Connecting tracks, turnback tracks, station improvements	\$29,200	Minor revisions	\$25,000
Laguna Niguel	Connecting tracks, turnback tracks	\$12,300	Connecting tracks, turnback tracks, third station track, platform, mile-long connecting track	\$27,000
Irvine	Third station track and platform, 8,000 ft track	\$19,500	None	\$0
Total Cost		\$61,000		\$52,000
<i>Layover Facility</i>				
Irvine	Storage tracks, service areas, small building	\$10,500	None	
Anaheim	None		New location, similar project elements	\$16,000
Total Cost		\$10,500		\$16,000
<i>Reliability Improvements</i>				
Siding/Setout Track	Non-signaled short track	\$2,873	Signalized siding	\$7,800
Crossovers	Added crossovers	\$9,800	Some additional	\$14,200
Signal Upgrades		\$3,700	Minor revisions	\$5,000
Total Cost		\$16,373		\$27,000
TOTAL COST		\$87,873		\$95,000

**Metrolink Service Expansion Program
Funding Analysis**

Source of Funds	Approved Budget	Additional Request	Proposed Budget
Measure M- Transit	\$87,873,000	\$7,127,000	\$95,000,000
MSEP Project Total	\$87,873,000	\$7,127,000	\$95,000,000

Use of Funds by Project Categories	Approved Budget	Additional Funds	Proposed Budget
Turnback Facilities	\$61,000,000	(\$9,000,000)	\$52,000,000
Layover Facility	\$10,500,000	\$5,500,000	\$16,000,000
Reliability Improvements	\$16,373,000	\$10,627,000	\$27,000,000
MSEP Project Total	\$87,873,000	\$7,127,000	95,000,000



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Amendment to Cooperative Agreement with the California Department of Transportation for Pavement Rehabilitation at the Garden Grove Boulevard and Goldenwest Street Intersection

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-7-0411 between the Orange County Transportation Authority and the California Department of Transportation. This amendment will terminate the pavement rehabilitation at the Garden Grove Boulevard and Goldenwest Street intersection and remove this work from the Garden Grove Freeway (State Route 22) Improvement Project.



April 21, 2008

To: Highways Committee

From: Arthur T. Leahy, Chief Executive Officer

Subject: Amendment to Cooperative Agreement with the California Department of Transportation for Pavement Rehabilitation at the Garden Grove Boulevard and Goldenwest Street Intersection

Overview

On February 26, 2007, the Board of Directors approved a cooperative agreement with the California Department of Transportation to incorporate state funded pavement rehabilitation work at the intersection of Garden Grove Boulevard and Goldenwest Street into the existing Garden Grove Freeway (State Route 22) Improvement Project for a lump sum amount of \$400,000. The cost proposal from the contractor to perform this work was higher than anticipated and the work was deferred. An amendment is required to terminate the cooperative agreement and release each agency from any liability or claims under the agreement.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-7-0411 between the Orange County Transportation Authority and the California Department of Transportation. This amendment will terminate the pavement rehabilitation at the Garden Grove Boulevard and Goldenwest Street intersection and remove this work from the Garden Grove Freeway (State Route 22) Improvement Project.

Background

On September 24, 2004, the Orange County Transportation Authority (Authority) began construction of the Garden Grove Freeway (State Route 22) Improvement Project between the Costa Mesa Freeway (State Route 55) and Valley View Street, in the cities of Santa Ana, Orange, Garden Grove, and Westminster.

**Amendment to Cooperative Agreement with the
California Department of Transportation for Pavement
Rehabilitation at the Garden Grove Boulevard and
Goldenwest Street Intersection**

Page 2

During the construction of the State Route 22 project, various enhancements and additions have been requested by other agencies to be incorporated into the project construction contract. One of the requested project enhancements was from the California Department of Transportation (Caltrans) to perform pavement rehabilitation work at the intersection of Garden Grove Boulevard near Goldenwest Street, in the City of Westminster. On February 26, 2007, the Board of Directors approved a cooperative agreement to incorporate this rehabilitation work into the project. Under the terms of this cooperative agreement, the Authority would develop a contract change order with the joint venture of Granite-Myers-Rados (GMR) to perform the pavement rehabilitation, and Caltrans would reimburse the Authority a lump sum amount of \$400,000.

Discussion

A price proposal was received from GMR for pavement rehabilitation work for the Garden Grove Boulevard and Goldenwest Street intersection that was much higher than the budgeted amount. After multiple discussions and negotiations, the cost proposal from GMR was rejected by Caltrans due to the high cost provided. It is Caltrans' belief that the current pavement overlays provided by GMR in this area of Garden Grove Boulevard should be sufficient for now. In the future, Caltrans may implement full-depth pavement improvements at this location.

Staff of the Authority and Caltrans propose to terminate Cooperative Agreement No. C-7-0411 and release each agency from any liability or claims under the cooperative agreement.

Fiscal Impact

There will be no fiscal impact. The Authority will not invoice Caltrans the \$400,000 lump sum amount agreed upon in the original cooperative agreement.

Summary

Staff requests Board of Directors' approval for the Chief Executive Officer to execute Amendment No. 1 to Cooperative Agreement No. C-7-0411 between the Orange County Transportation Authority and the California Department of Transportation for the termination of the cooperative agreement for pavement rehabilitation at the Garden Grove Boulevard and Goldenwest Street intersection,

**Amendment to Cooperative Agreement with the
California Department of Transportation for Pavement
Rehabilitation at the Garden Grove Boulevard and
Goldenwest Street Intersection**

Page 3

and remove this work from the Garden Grove Freeway (State Route 22) Improvement Project.

Attachment

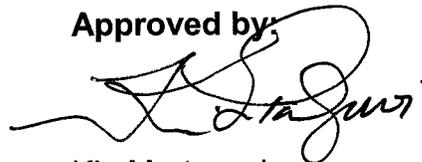
- A. Amendment No. 1 to Cooperative Agreement No. C-7-0411 (District Agreement No. 12-561)

Prepared by:



M. Joseph Toolson
Program Manager
(714) 743-6717

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**Amendment No. 1 to Cooperative Agreement
No. C-7-0411 (District Agreement No. 12-561)**

12-ORA-22 KP 4.0/R4.7 (PM 2.5/R2.9)
State Route 22/West Orange County Connection
12207-0F8901

District Agreement No. 12-561 A-1

AMENDMENT NO.1 TO AGREEMENT

This AMENDMENT NO. 1 to AGREEMENT 12-561, entered into and effective on _____, 2008 is between the STATE of CALIFORNIA, acting by and through its Department of Transportation, referred herein as "STATE", and the

ORANGE COUNTY TRANSPORTATION AUTHORITY
a Public Corporation of the State of California,
referred to herein as "AUTHORITY."

RECITALS

1. The STATE and AUTHORITY, hereinafter collectively referred to as the "PARTIES", hereto entered into Agreement No. 12-561, effective June 12, 2007 defining the terms and conditions of a project to rehabilitate pavement on Garden Grove Boulevard from the eastbound Goldenwest/Knott Avenue off-ramp to the westbound Goldenwest/Knott Avenue off-ramp, which is within the SHS right of way, in the City of Westminster.
2. Pursuant to Section III, Article 7 of the Agreement, the PARTIES desire to rescind the Agreement and release each other from any liability or claims in the Agreement.

IT IS THEREFORE MUTUALLY AGREED:

1. In consideration of the mutual promises stated herein, the PARTIES do hereby unconditionally terminate the Cooperative Agreement dated June 12, 2007, identified as Department District Agreement No. 12-561, and release and forever discharge each other, and their agents, contractors, officers, and employees from any and all claims, demands, costs, expenses, and rights to compensation whatsoever, which it now has or which may hereafter accrue on account of or in any way as the result of entering into the Agreement.
2. The above-mentioned mutual release is accepted by both PARTIES as settlement for all such loss, expenses, damage, or compensation arising out of Agreement and is accepted for damages past, present, or future, both anticipated and unanticipated, and due to causes both known and unknown. In the event of any such future damage, such damage shall be deemed to have been fully compensated by the exchange of mutual promises releasing the PARTIES from the Agreement.
3. This is a full and final release and settlement of any and all claims arising out of said Agreement and expressly includes, but is not limited to, all-unknown and unanticipated injuries and damages resulting from entering into the Agreement.
4. AUTHORITY will indemnify and save harmless STATE from any and every claims or demands of every kind or character which may ever be asserted by a contractor, subcontractor or other third party as a result of terminating the Agreement. STATE will indemnify and save harmless AUTHORITY from any and all claims or demands of every kind or character which may ever be asserted by a contractor, subcontractor, or other third party as a result of terminating the Agreement.
5. AUTHORITY will not invoice STATE the amount of \$400,000, which figure represents the agreed upon amount between the PARTIES in Agreement No. 12-561.

6. By the execution of this Amendment, the Parties hereby expressly waive the provisions of California Civil Code section 1542 which reads as follows:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of the release, which if known by him must have materially affected his settlement with the debtor.”

7. This Amendment to Agreement is hereby deemed to be part of District Agreement No.12-561.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

**ORANGE COUNTY TRANSPORTATION
AUTHORITY**

WILL KEMPTON
Director of Transportation

By: _____
JIM BEIL, Deputy District Director
Capital Outlay Program

By: _____
ARTHUR T. LEAHY
Chief Executive Officer

Approved as to form and procedure:

Approved as to form and procedure:

Attorney
Department of Transportation

KENNARD R. SMART, Jr.
General Counsel

Certified as to Funds:

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and the purpose of payment to STATE stated in the Agreement:

District Budget Manager

Certified as to Financial Terms and Policies:

KIA MORTAZAVI
Executive Director, Development

Accounting Administrator

Date: _____



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Cooperative Agreement with the Garden Grove Sanitary District for the Thunderbird Sewer Improvement Project

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-7-1176 between the Orange County Transportation Authority and the Garden Grove Sanitary District, in an amount not to exceed \$1,624,600, for the final design, construction, construction management, operation, and maintenance of the Thunderbird Sewer Improvement Project.



April 21, 2008

To: Highways Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Cooperative Agreement with the Garden Grove Sanitary District for the Thunderbird Sewer Improvement Project

Overview

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the Garden Grove Sanitary District to define the specific terms, conditions, and funding responsibilities for the timely completion of the Thunderbird Sewer Improvement Project related to the Garden Grove Freeway (State Route 22) Improvement Project.

Recommendation

Authorize the Chief Executive Officer to execute Cooperative Agreement No. C-7-1176 between the Orange County Transportation Authority and the Garden Grove Sanitary District, in an amount not to exceed \$1,624,600, for the final design, construction, construction management, operation, and maintenance of the Thunderbird Sewer Improvement Project.

Background

On August 23, 2004, the Orange County Transportation Authority (Authority) Board of Directors (Board) awarded a design-build contract to the joint venture of Granite-Myers-Rados (GMR). On September 22, 2004, the contract for improvements of 12 miles of the Garden Grove Freeway (State Route 22), from Valley View Street to the Costa Mesa Freeway (State Route 55) interchange, began. The Authority required the execution of various cooperative agreements for the implementation of the State Route 22 Improvement Project.

On September 24, 2007, Authority staff notified the Board that there were a number of State Route 22 project features that had not been fully incorporated into the GMR contract and that the Authority was looking for alternatives for completing this work. Included within these items was the Thunderbird Sanitary Sewer and Lift Station relocation. Currently the sewer line is located

within a flood control channel and this project will re-route the sewer line and eliminate any potential future conflicts. Authority staff recommended that the sewer lift and lift station be transferred to the Garden Grove Sanitary District (District) for construction administration because of the expected lengthy construction schedule and the need to close the contract with GMR.

Discussion

The Authority and the District have conceptually agreed to the terms, conditions, and funding responsibilities for the Thunderbird Sewer Improvement Project. The Authority will reimburse the District for the final design, construction, construction management, operation, and life-time maintenance of the Thunderbird Sewer Improvement Project, in an amount not to exceed \$1,624,600. In the proposed Cooperative Agreement No. C-7-1176, the Authority agrees to:

- Provide the District preliminary design plans for the Thunderbird Sewer Improvement Project previously prepared by GMR.
- Reimburse the District for the costs, in the amount of \$824,600, for the final design, construction, and construction management required to complete the Thunderbird Sewer Improvement Project.
- Release a lump sum, in the amount of \$800,000, to the District after the completion of the construction for the long-term maintenance costs of the Thunderbird Sewer Improvement Project.

The District agrees to:

- Act as the lead agency for the Thunderbird Sewer Improvement Project.
- Obtain all necessary approvals and permits.
- Construct the Thunderbird Sewer Improvement Project by June 30, 2009, and operate and maintain the facility thereafter.

Fiscal Impact

This project is included in the proposed Authority's Fiscal Year 2008-09 Budget, Development Division, Account 0010-7831-F7100-KQ8, and is funded through Local Transportation Authority funds.

Summary

Staff recommends the Board of Directors approval for the Chief Executive Officer to execute a cooperative agreement between the Orange County Transportation Authority and the Garden Grove Sanitary District, in an amount not to exceed \$1,624,600, for the final design, construction, construction management, operation, and maintenance of the Thunderbird Sewer Improvement Project.

Attachment

- A. Cooperative Agreement No. C-7-1176 between Orange County Transportation Authority and Garden Grove Sanitary District

Prepared by:



M. Joseph Toolson
Program Manager
(714) 743-6717

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

COOPERATIVE AGREEMENT NO. C-7-1176

BETWEEN

ORANGE COUNTY TRANSPORTATION AUTHORITY

AND

GARDEN GROVE SANITARY DISTRICT

THIS AGREEMENT, is made and entered into this ___ day of _____, 2008, by and between the Orange County Transportation Authority, 550 South Main Street, P.O. Box 14184, Orange, California 92863-1584, a public corporation of the State of California (hereinafter referred to as "AUTHORITY"), and the Garden Grove Sanitary District, 13802 Newhope Street, Garden Grove, California 92843, a municipal corporation (hereinafter referred to as "DISTRICT").

RECITALS:

WHEREAS, AUTHORITY, in cooperation and partnership with the California Department of Transportation (Caltrans), the Federal Highways Administration, the joint venture design builder, Granite-Meyers-Rados, the AUTHORITY is implementing capacity and operational improvements on State Route 22 (SR-22) between State Route 55 (SR-55) in the City of Orange and the Valley View Street interchange in the City of Garden Grove.

WHEREAS, AUTHORITY had requested and DISTRICT agreed to construct, operate and maintain a sewer lift station near Garden Grove Boulevard and Partridge Street as shown in Exhibit A (herein referred to as the "PROJECT").

WHEREAS, this Cooperative Agreement defines the specific terms, conditions and funding responsibilities between the AUTHORITY and DISTRICT for the final design, construction, construction management, operation, and maintenance of the PROJECT.

NOW, THEREFORE, it is mutually understood and agreed by AUTHORITY and DISTRICT as follows:

ARTICLE 1. COMPLETE AGREEMENT

This Agreement, including all exhibits and documents incorporated herein and made applicable by reference, constitutes the complete and exclusive statement of the terms and conditions of the Agreement between AUTHORITY and DISTRICT and supersedes all prior representations, understandings and communications. The invalidity in whole or in part of any term or condition of this Agreement shall not affect the validity of other terms or conditions hereof.

ARTICLE 2. RESPONSIBILITES OF AUTHORITY

AUTHORITY agrees to the following responsibilities for the PROJECT:

- A. To provide DISTRICT preliminary design plans for the PROJECT developed by Granite-Myers-Rados (GMR).
- B. To reimburse DISTRICT for actual costs, within 30 calendar days of receipt of invoices reasonably acceptable to AUTHORITY, for the final design, construction, and construction management required for the satisfactory completion of the PROJECT, in a total not to exceed amount of Eight Hundred Twenty-Four Thousand Six Hundred Dollars (\$824,600). This amount will not be exceeded without a written Amendment to this Agreement.
- C. To pay to the DISTRICT after the completion of the construction as certified by the District Engineer, within 30 calendar days of receipt of invoice to AUTHORITY, a lump sum amount of Eight Hundred Thousand Dollars (\$800,000), for the operation and maintenance costs of the PROJECT.

ARTICLE 3. RESPONSIBILITIES OF DISTRICT

DISTRICT agrees to the following responsibilities for the PROJECT:

- A. DISTRICT to complete the design in accordance with DISTRICT requirements, and construct the PROJECT set forth in Exhibit B, entitled "Scope of Work," attached to and, by this reference, incorporated in and made part hereof, on or before June 30, 2009, and operate and maintain the facility thereafter.
- B. To act as the lead agency for the PROJECT and to ensure compliance with all terms and conditions set forth in any applicable federal, state, and local regulations, which govern the performance of work necessary to complete the PROJECT, including without limitation of obtaining all required reviews, clearances, permits, licenses, and approval from all applicable agencies
- C. DISTRICT shall conduct all of its activities in association with the PROJECT in a good and competent manner and in compliance with all applicable federal, state, and local rules and regulations.
- D. Each party shall indemnify, defend and hold harmless the other, their respective officers, directors, employees and agents from and against any and all claims (including attorney's fees and reasonable expenses for litigation or settlement) for any loss or damages, bodily injuries, including death, damage to or loss of use of property caused by the negligent acts, omissions or willful misconduct by such party, its officers, directors, employees or agents in connection with or arising out of the performance of this Agreement.

ARTICLE 4. IT IS MUTUALLY UNDERSTOOD AND AGREED

All parties agree to the following mutual responsibilities regarding the PROJECT:

A. The PROJECT is exclusive of the SR-22 Improvement Project.

B. The cost estimate for the PROJECT as provided in Exhibit C, represents the agreed upon final costs.

C. This Agreement shall continue in full force and effect through completion of construction of the PROJECT and payable in full of all monies due hereof. This Agreement may be extended upon mutual written agreement by both parties.

D. This Agreement may be amended in writing at any time by the mutual consent of both parties. No amendment shall have any force or effect unless executed in writing by both parties.

E. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that, by so executing this Agreement, the parties hereto are formally bound to the provisions of this Agreement.

F. All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of said notices in person or by depositing said notices in the U.S. mail, registered, or certified mail and addressed as follows:

To DISTRICT:	To AUTHORITY:
Garden Grove Sanitary District	Orange County Transportation Authority
13802 Newhope Street	550 South Main Street
P.O. Box 3070	P. O. Box 14184
Garden Grove, CA 92843	Orange, CA 92863-1584
Attention: Bill Murray	Attention: Kathleen Murphy-Perez
City Engineer	Department Manager-Contracts and Procurement
714-741-5184	714-560-5743

G. The headings of all sections of this Agreement are inserted solely for the convenience of reference and are not part of and not intended to govern, limit or aid in the construction or interpretation of any terms or provision thereof.

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H. The provision of this Agreement shall bind and inure to the benefit of each of the parties hereto and all successors or assigns of the parties hereto.

I. If any term, provision, covenant or condition of this Agreement is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder to this Agreement shall not be affected thereby, and each term, provision, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

J. This Agreement may be executed and delivered in any number of counterparts, each of which, when executed and delivered shall be deemed an original and all of which together shall constitute the same agreement. Facsimile signatures will not be permitted.

This Agreement shall be made effective upon execution by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement No. C-7-1176 to be executed on the date first above written.

GARDEN GROVE SANITARY DISTRICT

**ORANGE COUNTY TRANSPORTATION
AUTHORITY**

By: _____

By: _____

William Dalton
President

Arthur T. Leahy
Chief Executive Officer

ATTEST:

APPROVAL RECOMMENDED:

By: _____

By: _____

Kathleen Bailor
Secretary

Kia Mortazavi
Executive Director, Development

Date: _____

SCOPE OF WORK

THUNDERBIRD SEWER IMPROVEMENT PROJECT

The Garden Grove Sanitary District will act as lead agency for the final design, construction, construction management, operation and maintenance of the Thunderbird Sewer Improvement Project.

The work includes the following:

1. Constructing a new 8-inch SDR 26 PVC sewer from a new manhole in the existing sewer in the Thunderbird Mobile Home Park to a new pump station located north of the mobile home park on the east side of the Partridge Street cul-de-sac.
2. Constructing a new lift station, complete with wet well, valve vault, emergency generator and control enclosure.
3. Constructing a new 4-inch PVC force main from the new pump station to a new manhole at the existing sewer in Garden Grove Boulevard.
4. Constructing a new connection for the laterals on the south edge of the Thunderbird Mobile Home Park to the new manhole at the existing sewer.
5. Abandoning the existing sewer from the new manhole in the existing sewer to the existing manhole south of State Route 22. Such abandonment includes plugging the existing sewer and installing a cleanout on the south side of SR-22.

COST ESTIMATE

THUNDERBIRD SEWER IMPROVEMENT PROJECT

	AUTHORITY	DISTRICT	TOTAL
Final Design, Construction, and Construction Management	\$824,600	\$0	\$824,600
Operation and Maintenance	\$800,000	\$0	\$800,000
TOTAL	\$1,624,600	\$0	\$1,624,600

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BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Renewed Measure M Progress Report

Transportation 2020 Committee Meeting of April 21, 2008

Present: Directors Amante, Brown, Buffa, Campbell, Cavecche, and Pringle
Absent: Director Dixon

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendation

Receive and file as an information item.



April 21, 2008

To: Transportation 2020 Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Renewed Measure M Progress Report

Overview

Staff has prepared a Renewed Measure M progress report for January 2008 through March 2008 for review by the Orange County Transportation Authority Board of Directors. The report is also updated online each quarter and highlights progress on Renewed Measure M projects and programs.

Recommendation

Receive and file as an information item.

Background

Measure M Ordinance No. 3 requires quarterly status reports regarding the major projects detailed in the Renewed Measure M (M2) Transportation Investment Plan be filed with the Orange County Transportation Authority (OCTA) Board of Directors (Board). All M2 progress reports are posted online.

Discussion

Considering that voter safeguards have been a critical success factor for public acceptance of Measure M, the quarterly report is an opportunity to show progress in implementing the M2 Transportation Investment Plan. In order to be cost-effective and improve the accessibility of information to stakeholders and the public, all M2 progress reports will be web-based; however, hard copies can be mailed upon request. Additionally, a new and improved "sitelet" (web portal) is being considered to maximize the availability of easily accessed information to the public. The report reflects progress being made on Board-approved Early Action Plan (EAP) projects and programs. Each item features a brief paragraph that provides an overview of significant progress for the time period, with a web link to more information including staff reports and project descriptions (Attachment A).

Highlights of the M2 progress report include:

- Work with all 34 cities to achieve 100 percent participation in the Go Local program
- Progress on freeway improvements with over 45 miles of the freeway improvements anticipated to be underway in 2008
- A tax-exempt commercial paper program to provide as much as \$400 million to fund EAP projects
- Consultant selected to prepare a feasibility study for improvements to the Riverside Freeway (State Route 91)
- Inaugural meetings held for the Environmental Cleanup Allocation and Environmental Oversight Committees

To encourage public review of the quarterly report online, information will be placed in the existing "Transportation Update" advertisement that appears approximately every three weeks in the Orange County Business Journal, Orange County Register, Excelsior, The Korean Daily, The Chinese Daily News, and Nguoi Viet Daily News. Staff will also notify all Orange County cities and use other existing communication tools such as project newsletters and Board action updates to notify the public about the online availability of the progress report. Because the public sees both the original Measure M and M2 as one program, the original Measure M annual report also includes an update on the progress of M2.

Summary

As required by Measure M Ordinance No. 3, a quarterly report is provided to update progress in implementing the M2 Transportation Investment Plan. To facilitate accessibility and transparency of information available to stakeholders and the public, the M2 progress report is presented on the OCTA website.

Attachment

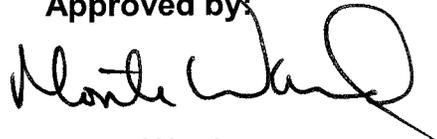
A. M2 Progress Report: January 2008 – March 2008

Prepared by:



David Simpson
Principal, Local Government Relations
(714) 560-5570

Approved by:



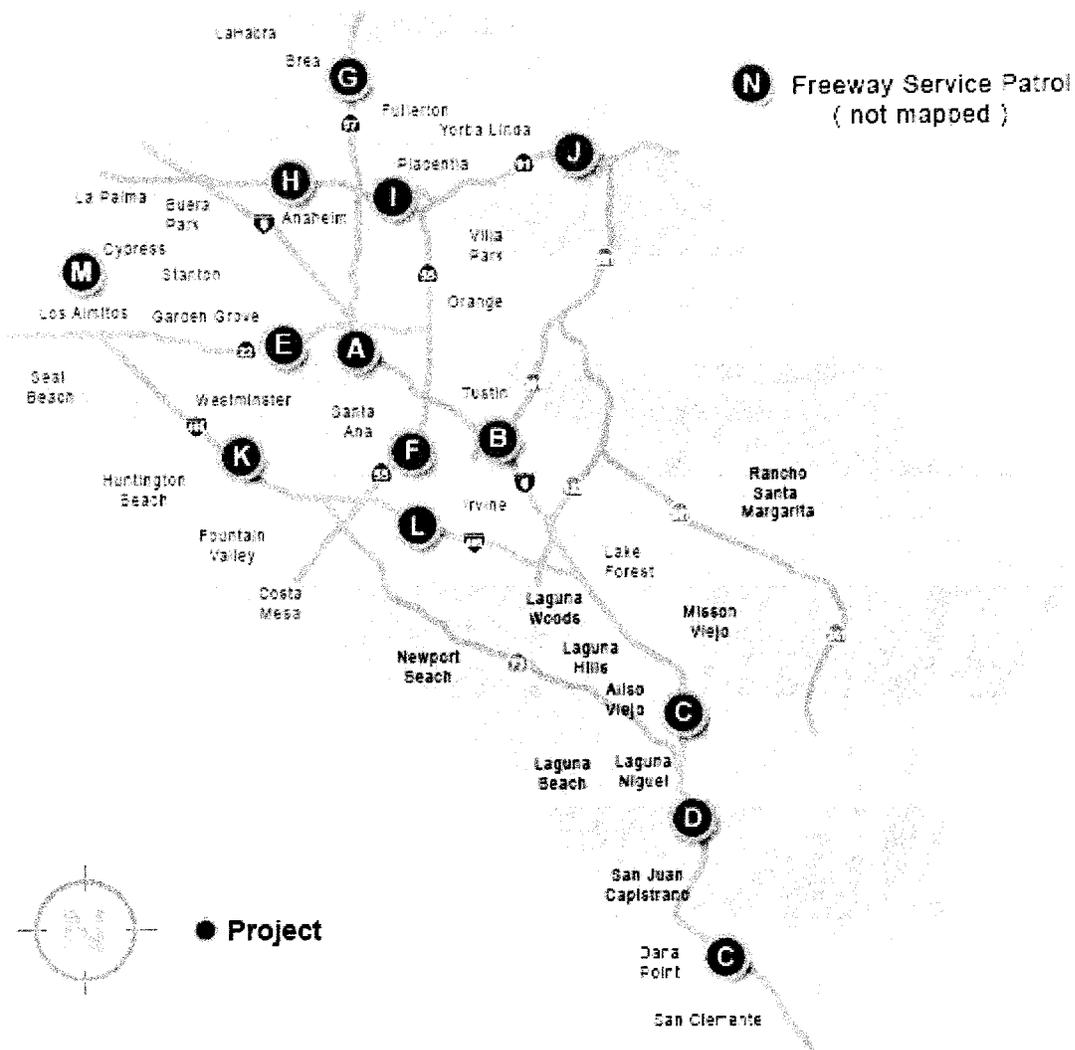
Monte Ward
Director, Special Projects
(714) 560-5582

M2 Progress Report: January 2008 – March 2008

The following is a summary of the progress made on the Renewed Measure M (M2) Early Action Plan covering the period of January 2008 – March 2008.

Highway Projects

The 1st Quarter of 2008 was a very active period in the development of Renewed Measure M highway projects in Orange County. Work was underway on all nine freeway corridors that were targeted for immediate action under the M2 Early Action Plan. The work included the advancement of four conceptual design reports, four environmental documents, and three final designs. This work will set the stage for the eventual construction of 40 miles of freeway improvements, costing over \$1.5 billion, over the next ten years.



The projects underway in the 1st Quarter of 2008 were:

Project C – Caltrans is preparing a Project Study Report to identify options to increase capacity of the Interstate 5 corridor between the San Diego county line and the Pacific Coast Highway interchange, through communities of San Clemente and Dana Point. This study will evaluate the benefits of extending the current HOV lanes, which presently end at the PCH interchange, all the way down to the county line.

Project D – The City of San Juan Capistrano is in the final stages of completing an environmental analysis of proposed improvements to the Interstate 5/Ortega Highway interchange. Currently, the Ortega interchange is one of the most congested local interchanges in Orange County. The City has identified five alternatives to improve traffic flow through the interchange. The City has released the draft environmental document for agency and community review before finalizing their options.

Project F – OCTA is preparing a feasibility study to look into options to improve State Route 55 between Interstate 405 and Interstate 5, passing through the communities of Santa Ana and Irvine. The study is look at the feasibility of lane additions within this corridor and possible improvements to the freeway interchanges to improve system performance.

Project G – OCTA has started final design for adding a new northbound lane on State Route 57 from Orangethorpe Avenue to Lambert Avenue through the communities of Fullerton and Brea. The first step in the design will be to identify any right of way needed to fit the new lane into the existing freeway. It is expected that most of the widening can be accommodated within the existing freeway right of way. In addition, the OCTA has just started an environmental analysis for adding a new northbound lane on State Route 57 between Katella Street and Lincoln Avenue in the Anaheim area. This study will identify any potential environmental impacts of the project and will propose mitigation measures to minimize any unavoidable impacts.

Project H – OCTA is advancing an environmental document to add a new westbound lane to State Route 91 between Interstate 5 and State Route 57 in Anaheim. This effort is looking at the environmental and design issues related to adding the new lane and will identify the best approach that has the least impact on existing properties along the freeway.

Project I – OCTA has just begun a feasibility study to look into options for improving the State Route 91/State Route 55 interchange and to add capacity along State Route 91 between State Route 57 and State Route 55. This feasibility study will evaluate previous studies done in the area and pick some of the best options to advance into conceptual design.

Project J – Three projects are being advanced along State Route 91 to relieve traffic congestion in the corridor connecting Orange County and Riverside County. Caltrans is advancing the final design of a new westbound lane between State Route 241 and State Route 71 in Riverside County. This project will extend the westbound auxiliary lane that currently terminates before Green River Road all the way to the State Route 71 interchange. Caltrans has also started an environmental analysis for adding one new lane each way along State Route 91 from State Route 55 to State Route 241. This project will add significant new capacity through the cities of Anaheim and Placentia. The third project is being advanced by the Riverside County Transportation Authority (RCTC) to add a lane in each direction between State Route 241 in Orange County to Interstate 15 in Corona. The RCTC is currently developing an environmental analysis of these proposed improvements.

Project K – OCTA is advancing the conceptual design for the addition of one new lane in each direction on Interstate 405 between State Route 55 and Interstate 605. These improvements will add capacity and improve the local interchanges along the corridor that serves the communities of Santa Ana, Fountain Valley, Huntington Beach, Westminster, Seal Beach, and Los Alamitos.

Moulton Parkway Smart Street Project Update

The OCTA Board approved a request from the City of Laguna Niguel for \$3.8 million in additional funding to complete the final segment of the Moulton Parkway Smart Street Project. Included in the original Measure M, the goal of the Smart Street Program is to improve travel time and traffic flow by constructing high-capacity, high-volume corridors along Beach Blvd., Katella Ave., Imperial Hwy., and Moulton Pkwy. [Click here](#) for more information.

Orange Transportation Center Pedestrian Undercrossing

Over \$100,000 in Commuter Urban Rail Endowment (CURE) funding was made available in order to make final revisions to the design of a pedestrian undercrossing planned for the Orange Transportation Center. Constructing a pedestrian

underpass will improve safety and provide easier access from the parking lot to the station platform and bus transfer facilities. With the design phase completed, construction on the project is scheduled to begin in April 2008. [Click here](#) for more information on the project.

Traffic Light Synchronization Projects

OCTA has submitted a list of ten projects to compete for \$100 million in Proposition 1B funds which will be made available under the Traffic Light Synchronization Program. The purpose of the program is to provide funding to be used for traffic light synchronization and other technologies to improve the effective capacity of local streets and roads. If the list of projects is approved, it would result in an additional 158 miles of synchronized corridors within Orange County. [Click here](#) for more information.

Agreement for M2 Website Consultant

Civic Resource Group was awarded a three year contract to develop and maintain a completely redesigned Renewed Measure M website. This new resource will provide members of the public with easy access to information on all Renewed Measure M projects, including interactive street-level maps, along with details on project scope, length, and cost. Visitors to the site will be able to participate in online surveys and can also sign up to receive personalized project updates on a regular basis. [Click here](#) for more information.

CTC Makes Recommendations on Proposition 1B Funding

California Transportation Commission (CTC) staff has recommended that OCTA receive \$218 million for local goods movement projects, including:

- SR-91WB Lane Addition (From I-5 to SR-57)
- State College Blvd (Fullerton)
- Placentia Avenue Undercrossing (Placentia & Fullerton)
- Orangethorpe Avenue Overcrossing (Placentia & Anaheim)
- Kraemer Blvd. Undercrossing (Placentia)
- Lakeview Avenue Overcrossing (Placentia & Anaheim)
- Tustin Avenue/Rose Dr Overcrossing (Placentia & Anaheim)

The CTC is expected make a final decision in April on allocating the Proposition 1B bond money, which was approved by voters in 2006. OCTA will provide \$263 million in Renewed Measure M matching funds, bringing the total funding available for the projects to \$481 million. Construction on the projects is scheduled to begin in the next two to five years.

I-405 Policy Working Group Meeting

The San Diego Freeway (I-405) Policy Working Group, which consists of elected officials representing the I-405 corridor between the Costa Mesa Freeway (SR-55) and the San Gabriel River Freeway (I-605), met in January to discuss the I-405 preliminary engineering effort. The group also reviewed design concepts for freeway interchanges and ramps. Preliminary engineering documents have been submitted to Caltrans for review and comments and once the review has been completed, the environmental phase will begin. Community and stakeholder outreach plans are also scheduled to begin in mid-2008.

Orange County Cities Participate in Go Local

Since the inception of the Go Local program, Orange County cities have worked to develop concepts either individually or in partnership with adjacent cities. To date, the Board has approved Go Local concepts from all 34 cities, most recently including the Cities of Los Alamitos, Seal Beach, Westminster, Fountain Valley, Costa Mesa and Newport Beach. With the first of four steps of the program complete, cities will now compete for additional funding to further develop the top-ranked projects. There will be a total of \$25.4 million available for this phase of the program. [Click here](#) to learn more about the Go Local program.

SR-91 Feasibility Study

The Renewed Measure M Early Action Plan calls for the preparation of a conceptual engineering study for the segment of the Riverside Freeway (SR-91) between the Costa Mesa Freeway (SR-55) and the Orange Freeway (SR-57). In February, the Board approved the selection of consulting firm RMC, Inc. to prepare a technical feasibility study for improvements to the SR-91. [Click here](#) to learn more about the project.

Freeway Program Update

At the end of 2008, improvements to 45 miles of the county's freeway system will be underway. In addition to the projects outline by the Early Action Plan, the Board has approved a revised implementation plan for the San Diego Freeway (I-405) West County Connectors projects. Work is also underway on the Santa Ana Freeway (I-5) Gateway project and two other state funded projects on the I-5 in south Orange County. [Click here](#) for more information on the freeway program.

M2 Commercial Paper Program

As part of the plan of finance approved by the Board in 2007, OCTA has obtained financing for Early Action Plan projects through a Tax-Exempt Commercial Paper program, which is secured by Renewed Measure M sales tax revenues. This program will provide OCTA with as much as \$400 million for highway project development, design, right-of-way, and construction. Approximately \$211.1 million will be used for freeway improvements and \$71.1 million will be used for transit projects. [Click here](#) to learn more about the Commercial Paper Program

Environmental Programs

The Environmental Cleanup Allocation Committee and the Environmental Oversight Committee both began meeting on a monthly basis starting in January 2008. The purpose of the Environmental Oversight Committee is to make recommendations to the Board of Directors on the allocation of environmental freeway mitigation funds and monitor the implementation of a master agreement between OCTA and state and federal resource agencies. The Environmental Cleanup Allocation Committee is designed to make recommendations to the Board of Directors on the allocation of funds for water quality improvements. [Click here](#) to learn more about each committee.

Progress was made on the following projects which could be eligible for Renewed Measure M funding:

SOCMIS Public Outreach Meetings

The South Orange County Major Investment Study (SOCMIS) is designed to identify the transportation challenges and potential solutions for southern Orange County. A key component to the Study's success is the development of a Locally Preferred Strategy for which there is overall consensus. For the SOCMIS, OCTA has developed a program to provide proactive communication and engage stakeholders throughout the study process. A series of open houses have been held to gather stakeholder feedback and provide understandable technical information.

ARTIC Request for Expressions of Interest

The City of Anaheim and OCTA recently received responses to the ARTIC Request for Expressions of Interest (RFEI) from 14 private firms representing a variety of industries and market sectors, including:

- Arup and Transmetrics
- Cherokee
- CIM Group
- Citigroup Global Markets, Inc.
- Forest City Development
- Hill International
- Hines
- IBI Group and AREP Group
- Lehman Brothers

- Newport Real Estate Services, Inc., and Focus Real Estate Group, LP
- Opus West Corporation
- Parsons Transportation Group, Inc.
- PB Americas, Inc. and Arlington Group
- WoodStone Capital Group LLC

The RFEI is intended to assist OCTA in determining the availability, magnitude, and timing of private funds, the public private partnership structure, and project delivery mechanisms. These responses were voluntary on the part of the development community and will be used to advance a formal procurement process to select a private partners to undertake ARTIC and the associated development. The City of Anaheim, together with OCTA, will be releasing a Request for Qualifications document later this spring.

U.S. Secretary of Transportation Tours ARTIC

The U.S. Secretary of Transportation, Mary Peters, visited Orange County in February to tour various local projects including the Anaheim Regional Transportation Intermodal Center (ARTIC). The Secretary provided very positive comments about the project and noted she does not know of a better example of a multimodal, public-private partnership transportation project in the country. The Secretary commended Orange County for its efforts in establishing public-private partnerships to deliver traffic relief to residents quickly and without raising taxes. [Click here](#) to see a copy of the Secretary's speech.

Placentia Metrolink Station

The OCTA Board approved a cooperative agreement with the City of Placentia for the design and construction of a new Metrolink station in the city. The Board also approved releasing a request for proposals seeking a design consultant to provide plans, specifications and estimates for the project. The station would be Orange County's 12th and consists of platforms, a parking structure, surface parking, pedestrian access and widening of the existing Melrose Street structure to accommodate new platforms. The proposed Placentia Metrolink Station is on the Metrolink 91 Line serving Riverside, Fullerton, Buena Park and downtown Los Angeles. This line has experienced the most dramatic ridership growth of all the passenger rail lines in Orange County over the past three years.



BOARD COMMITTEE TRANSMITTAL

April 28, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: Katella Avenue Smart Street – Ninth Street to Humor Drive Project Update

Highways Committee Meeting of April 21, 2008

Present: Directors Amante, Cavecche, Glaab, Green, Norby, and Pringle
Absent: Directors Dixon, Mansoor, and Rosen

Committee Vote

This item was passed by all Committee Members present.

Committee Recommendations

- A. Approve the transfer of \$800,000 from the construction allocation to the right-of-way allocation for the City of Anaheim Katella Avenue Smart Street Project.
- B. Approve the City of Anaheim's request for an additional \$3,302,969 for the construction phase of the Katella Avenue Smart Street Project.
- C. Authorize staff to increase the Measure M Smart Street Program allocations by \$3,302,969 for the Katella Avenue Smart Street Project from Ninth Street to Humor Drive.



April 21, 2008

To: Highways Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Katella Avenue Smart Street – Ninth Street to Humor Drive Project Update

Overview

The Orange County Transportation Authority has received a request from the City of Anaheim for additional construction funding for the Katella Avenue Smart Street Project. This request is presented for Board of Directors review and approval.

Recommendations

- A. Approve the transfer of \$800,000 from the construction allocation to the right-of-way allocation for the City of Anaheim Katella Avenue Smart Street Project.
- B. Approve the City of Anaheim's request for an additional \$3,302,969 for the construction phase of the Katella Avenue Smart Street Project.
- C. Authorize staff to increase the Measure M Smart Street Program allocations by \$3,302,969 for the Katella Avenue Smart Street Project from Ninth Street to Humor Drive.

Background

In 1990, Orange County voters approved Measure M, the half-cent sales tax for transportation improvements throughout the County. Included in Measure M is the Smart Street Program (SSP), which made funding available for investment in designated high-capacity, high-volume streets. The goal of the SSP is to substantially improve travel time and traffic flow through a coordinated effort across multiple jurisdictions.

The original estimated revenues for the SSP limited the number of smart streets that could be implemented. As a result, the Board of Directors (Board)

directed staff to focus on the completion of four of the originally identified smart street corridors. Those four included Beach Boulevard, Imperial Highway, Katella Avenue, and Moulton Parkway. More detailed project descriptions and current status are included in Attachment A. As the implementation of the four smart streets progressed, it was realized that due to rising cost of property acquisition, construction, and labor, the original smart streets funding would not be adequate to complete the projects. The original program funding was \$158.1 million.

In 1997, the Board set aside an additional \$30 million of revenues from the Measure M Master Plan of Arterial Highways (MPAH) program to complete the implementation of the four corridors. The smart streets are part of the MPAH network, making them eligible to receive these funds. To help ensure the completion of the SSP, the Board again, in 2007, approved the use of an additional \$7.7 million of MPAH funds for the implementation of these four corridors. This action was included in the strategies for the final call for projects for the streets and roads program. The total funds available to implement the SSP include \$158.1 million of SSP revenues and \$37.7 million of MPAH revenues, for a total amount of \$195.8 million. To date, the Orange County Transportation Authority (OCTA) has allocated \$188 million, leaving an unallocated balance of \$7.8 million available to complete the program.

Discussion

The Katella Avenue Smart Street Project corridor runs from the San Gabriel River Freeway (Interstate 605) in Los Alamitos to the Santa Ana Freeway (Interstate 5) in Anaheim, passing through the cities of Los Alamitos, Cypress, Stanton, Garden Grove, Anaheim, and the County of Orange. The City of Anaheim (City) opened bids on February 7, 2008, for construction of the segment from Ninth Street to Humor Drive. The lowest responsible bid with allowable contingencies and construction engineering was \$5,210,970. This amount exceeds the City's smart street allocation for construction by \$2,756,969. Additionally, there is an existing shortfall for the right-of-way phase of approximately \$800,000, resulting in a total project shortfall of \$3,556,969 to fully fund this segment. The City has agreed to fund \$254,000 in utility costs, thereby reducing the shortfall to \$3,302,969.

The City is requesting additional allocations for construction and right-of-way of \$2,756,969 and \$800,000, respectively. Staff recommends that the \$800,000 right-of-way request be funded from the existing construction allocation in accordance with past practice. This transfer does not create a net increase in the City's request, but shifts the entire shortfall to the construction phase.

Staff has reviewed the City's request, including a complete analysis of the bid package, and recommends approval of the transfer request and an additional allocation of \$3,302,969 in smart street funds. This request can be accommodated within the unallocated balance of \$7.8 million for smart streets. With the approval of this request, there will be approximately \$4.5 million remaining in revenues to accommodate future funding requests for the remaining smart street segments. OCTA anticipates that there will be additional funding requests for smart street projects from other agencies as projects' bids are received. Consistent with prior Board direction, the remaining revenues will continue to be programmed on a first-come, first-serve basis based on actual bid amounts.

There are three more smart street-funded projects on Imperial Highway and three on Katella Avenue that will likely be bid within the next one to twelve months. These projects are located in the cities of La Habra (two on Imperial Highway), Brea (one on Imperial Highway), Stanton (one on Katella Avenue), Anaheim (one on Katella Avenue), and the County of Orange (one on Katella Avenue). Funding shortfalls are anticipated in all of these projects.

Summary

The City of Anaheim is requesting an increase in funding for their portion of the Katella Avenue Smart Street Project (from Ninth Street to Humor Drive). Staff reviewed the request and determined it to be a reasonable and consistent with escalation rates since the original estimates were completed. Staff recommends a transfer of funds from the existing construction allocation to right-of-way, in the amount of \$800,000, and an increase to the construction allocation of \$3,302,969.

Attachment

- A. Smart Street Program - Estimated Remaining Projects with Unfunded Needs

Prepared by:



Jennifer Bergener
Manager, Capital & Local Programs
(714) 560-5462

Approved by:



Kia Mortazavi
Executive Director, Development
(714) 560-5741

**Smart Street Program
Estimated Remaining Projects with Unfunded Needs**

Smart Street	Limits	Status
Beach Boulevard	Imperial Highway (La Habra) to Ellis Avenue (Huntington Beach)	Complete
Katella Avenue	San Gabriel Freeway (Interstate 605) to Costa Mesa Freeway (State Route 55)	Three outstanding segments: Humor Drive to Jean Street (Anaheim), Stanton Channel to Jean Street (County), and Knott Avenue to Stanton Channel (Stanton).
Imperial Highway	From Los Angeles County Line to Santa Ana Canyon Road	Two outstanding segments: Los Angeles County Line to Harbor Boulevard (La Habra) and Associated Road Intersection (Brea).
Moulton Parkway	Main Street (Santa Ana to Del Prado (Dana Point))	All Measure M Funded segments completed or under construction.



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 23, 2008

To: Finance and Administration Committee
From: Arthur T. Leahy  Chief Executive Officer
Subject: Operational Review of Farebox Revenue Operations

Overview

The Internal Audit Department has completed an operational review of farebox revenue operations. One recommendation was made to strengthen internal controls over revenue monitoring. Management staff has indicated the recommendation contained in the report will be implemented or otherwise satisfactorily addressed.

Recommendation

Direct staff to implement the recommendation in the Revised Farebox Revenue Operations Operational Review, Internal Audit Report No. 07-018.

Background

The Orange County Transportation Authority (OCTA) collects approximately \$36 million a year through fareboxes that are on-board buses. The fareboxes collect both revenue and ridership data during regular operations. Fareboxes are retrieved at the end of each shift and collections are dropped into cash vaults at the service bays. Ridership and farebox revenue data are collected electronically through the Genfare, Inc. (GFI) system using a "probing" process.

OCTA contracts with Los Angeles Federal Armored Services, Inc. (LA Federal) for counting, transporting, and depositing farebox revenue with OCTA's bank; however, OCTA also utilizes internal staff for a portion of farebox revenue counting. The section manager of accounting operations is responsible for monitoring contract agreements with LA Federal. This includes review of invoices and approval of payments to LA Federal.

The revenue section supervisor in the Accounting and Financial Reporting Department performs a monthly reconciliation of farebox revenue. The

reconciliation involves comparing the farebox revenue recorded by the GFI system to the actual farebox revenue collected, counted, and deposited with OCTA's bank account. Reconciliation variances outside of a predetermined tolerance are investigated further.

Discussion

The objective of the review was to evaluate internal controls over OCTA's farebox revenue operations including an evaluation of the revenue variance monitoring process. The objective also included a contract compliance review of the LA Federal contracts. Internal Audit made a recommendation to strengthen controls over the revenue variance monitoring process.

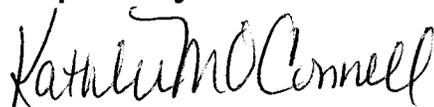
Summary

Based on the review, Internal Audit offered a recommendation for improvement to the revenue reconciliation process, which management staff indicated would be implemented or otherwise satisfactorily addressed.

Attachment

- A. Revised Farebox Revenue Operations Operational Review, Internal Audit Report No. 07-018

Prepared by:



Kathleen M. O'Connell
Manager, Internal Audit
(714) 560-5669



INTEROFFICE MEMO

April 10, 2008

To: James Kenan, Executive Director
Finance, Administration, and Human Resources

From: Ricco Bonelli, Senior Internal Auditor *RTB*
Internal Audit

Subject: **Revised Farebox Revenue Operations Operational Review,
Internal Audit Report No. 07-018**

Attached hereto is the Revised Farebox Revenue Operations Operational Review, Internal Audit Report No. 07-018. The revisions consist of an updated response to the recommendation made and a correction to the Background section. Your response to the recommendation made in the audit has been incorporated into the attached audit report. Internal Audit concurs with the planned corrective action.

We appreciate the cooperation received during this review. Internal Audit will follow up on management's planned corrective action in six months.

Attachment: Revised Farebox Revenue Operations, Operational Review,
Internal Audit Report No. 07-018

c: Ken Phipps
Tom Wulf
Vincent Nguyen
Kathleen O'Connell

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**



**Revised Farebox Revenue Operations
Operational Review**

INTERNAL AUDIT REPORT NO. 07-018

Report Date: February 7, 2008



Audit Team

Kathleen O'Connell, Internal Audit Manager

Ricco Bonelli, Senior Internal Auditor

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

CONCLUSION 1
BACKGROUND 1
PURPOSE AND SCOPE 3
**AUDITOR COMMENTS, RECOMMENDATIONS AND
MANAGEMENT RESPONSES**
Farebox Reconciliation 5

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

CONCLUSION

An operational review has been performed of the Orange County Transportation Authority's farebox revenue operations. The primary objective of the review was to ensure that adequate controls exist over the centralized farebox revenue collection and accounting process.

The review found that policies and procedures have been formally developed as recommended in a 2005 Internal Audit report and that controls over farebox operations are in place and operating as designed. One recommendation is being made to improve monitoring procedures. Internal Audit has suggested that cumulative monthly variances between cash collections and electronic farebox data be monitored and significant trends investigated.

BACKGROUND

Farebox Revenue

With the exception of pre-paid fares (or "pre-paid media"), farebox revenue is generally collected and recorded when a passenger boards a bus and deposits the fare into the farebox. For example, a customer will deposit \$1.25 for a regular fare trip. The farebox electronically records the cash amount deposited and the passenger fare type, as classified by the coach operator. Orange County Transportation Authority (OCTA) service workers remove the cash boxes from the buses, deposit the cash into vaults at the service bays, and extract the fare data from the fareboxes using an electronic "probe". This "probed" data is automatically uploaded into the farebox revenue software system, Genfare Inc. (GFI).

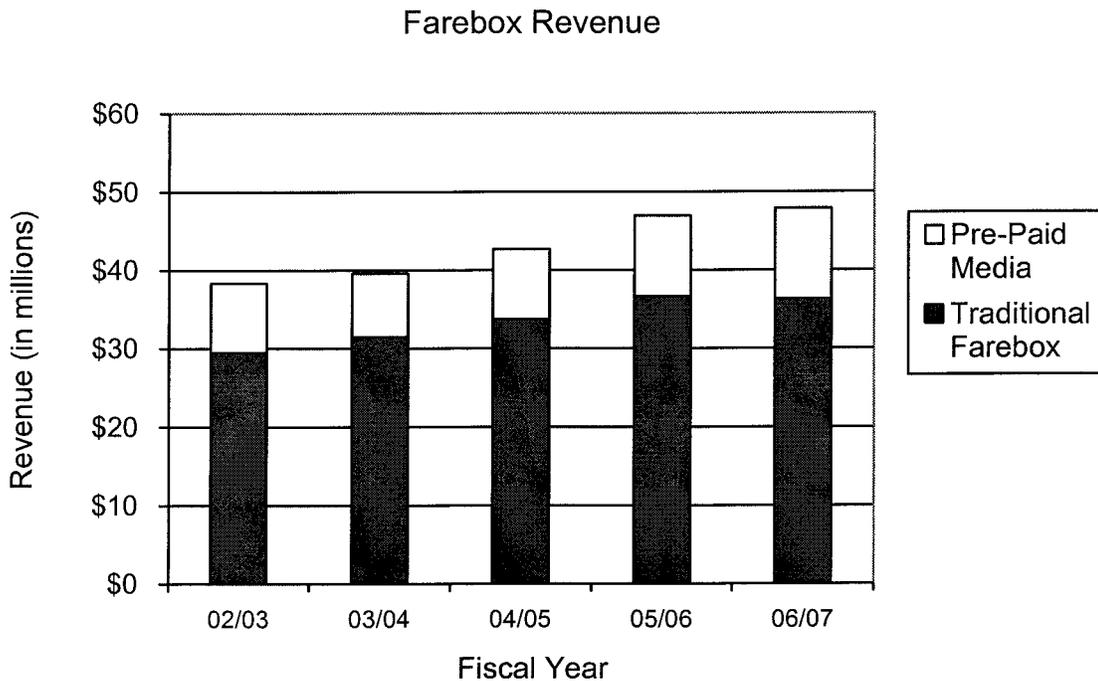
Cash is transported from the bus service bays by contracted armored car service workers. OCTA currently uses Los Angeles Federal Armored Service, Inc. (LA Federal). Both OCTA staff located at an OCTA bus base and LA Federal perform the counting. Once the cash is counted, LA Federal transports and deposits it into a designated OCTA bank account. Both OCTA service workers and LA Federal submit cash count reports to the OCTA Revenue Section reporting the amount of cash counted and deposited. Once agreed to bank deposit information, the Accounts Receivable clerk manually enters the count data into the GFI software system.

Farebox revenue has increased over the past five years. Total farebox revenue has shown a 25 percent increase from fiscal year 2002-03 to fiscal year 2006-07. Over the

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

same period, traditional farebox revenue¹ and pre-paid media revenue have shown a 23 percent and 30 percent increase, respectively. Pre-paid media, as a percentage of total farebox revenue, has risen 4 percentage points in the last four years going from 20 percent in fiscal year 2003-04 to 24 percent in fiscal year 2006-07. The following chart illustrates total farebox revenue, broken down between traditional farebox and pre-paid media, over the past five fiscal years:



Contracted Armored Car Transportation and Cash/Coin Counting Services

OCTA currently has two agreements with LA Federal. Agreement No. C-5-0745, which has recently been extended until November 30, 2008, provides OCTA with coin and currency counting services. Agreement No. C-3-0878 provides armored car transportation services for OCTA and also expires on November 30, 2008. Staff intends to combine these agreements into a combined service agreement to increase competition in the procurement process. The section manager of Accounting Operations is responsible for monitoring these contract agreements including the review of invoices and approval of payments made to LA Federal.

¹ For purposes of this report, farebox revenue collected when a passenger boards an OCTA bus will be referred to as traditional farebox revenue.

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

One stipulation in Agreement No. C-3-0878 states that an audit of cash boxes at the three OCTA bus bases is to be performed on a semi-annual basis. Specific procedures are not called out, responsibility for this audit is not specified, and it is unclear whether the audit has been performed in the past. Staff intends to incorporate cash box audits as part of its control system; however, this stipulation will be removed from the next proposed contract agreement since these audits do not require the assistance of the contractor.

During the course of the review, Internal Audit noted that LA Federal had under-billed OCTA on several consecutive monthly invoices. LA Federal was instructed to retroactively bill OCTA for the under-billed difference of \$18,520, and use the effective billing rates going forward. Internal Audit verified that LA Federal correctly invoiced OCTA for the retroactive payment, and in subsequent invoices, has used the appropriate billing rates.

Accounting and Reconciliations

The Revenue Section Supervisor in the Accounting Department performs a monthly reconciliation of farebox revenue. The reconciliation involves comparing the farebox revenue recorded by the GFI software system to the actual farebox revenue collected, counted, and deposited with OCTA's bank account. Differences outside of a predetermined tolerance are investigated further. Generally, differences can be attributed to mechanical problems with the farebox, problems with the electronic probing process, GFI software problems, timing differences between the collection of data and receipt of cash, defects in cash/coin counting machinery, and/or theft of cash.

PURPOSE AND SCOPE

The Internal Audit Plan for Fiscal Year 2007-08 (Plan) included an operational review of OCTA's farebox revenue operations. The objective of the review was to evaluate the adequacy of existing internal controls, policies and procedures, and the control environment. The Plan also included a contract compliance review of the LA Federal contracts. To improve efficiency and minimize disruption to farebox operations, the contract review was included in the scope of this operational review.

On June 7, 2005, Internal Audit issued Internal Audit Report No. 05-008 - Limited Scope Review of Farebox Revenue Collection and Reporting. The objectives included a limited review of the fare collection and reporting process and related management controls. In that review, Internal Audit recommended that management develop written policies and procedures for the farebox reconciliation and review process. During the current operational review, Internal Audit obtained written policies and procedures for the farebox reconciliation and review process developed by the

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

Accounting Operations Group. These policies and procedures were evaluated and tested for their effectiveness.

Additionally, Internal Audit performed the following procedures:

- Reviewed and documented all significant processes, including farebox collections, farebox counting, and the farebox reconciliation process;
- Analyzed farebox revenue and reconciliation data for the past three years;
- Performed walkthroughs of the LA Federal counting facility; and
- Evaluated the sufficiency of controls and the propriety of contract payments made to LA Federal.

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

**AUDIT COMMENTS, RECOMMENDATIONS AND MANAGEMENT
RESPONSES**

Farebox Reconciliation

During Internal Audit's 2005 review of farebox operations, Internal Audit found that policies and procedures over the farebox reconciliation process had not been formally developed. Since then, management has developed written policies and procedures over the reconciliation process. These procedures also address the frequency for the reconciliation and the OCTA job position responsible for performing the reconciliation. In addition, a standard for a tolerable variance and procedures to address what actions should be taken when the tolerable variance is exceeded were developed as well.

During this review, Internal Audit found that management has adequately developed and implemented policies and procedures over the reconciliation process. However, Internal Audit noted that in the past fiscal year, the variances in the monthly farebox revenue reconciliations demonstrated a trend in which the cumulative farebox cash collections were consistently less than the farebox revenue reported by the GFI software. Under current policy, any variances that exceed an established threshold are investigated in accordance with the established policies and procedures. However, these variances were below the established threshold. Currently, there are no procedures to perform variance analytics or trend analysis of the monthly variances on an ongoing basis to detect unusual cumulative variances. Analytical review is a key control designed to identify risk.

Recommendation: We recommend that management monitor and investigate cumulative farebox variances.

Management Response: Management agrees with the recommendation. On a monthly basis, the accounting department compares actual cash deposits to expected revenue figures generated by the GFI revenue collection system. Variances have consistently been within the tolerable 1 percent level of variance stated in OCTA policy. However, a trend of growing negative variances has raised questions and triggered a number of action items.

The reconciliation of system-generated collection figures to actual cash deposits is a critical internal control component of the revenue collection function. Since revenue is recorded based on actual cash deposits, variances do not impact the financial statements. However, variance trends or spikes are considered important indicators of system or operational issues requiring investigation. In this case, we believe the negative variance trend is due to problems with the collection figures being reported by GFI.

**ORANGE COUNTY TRANSPORTATION AUTHORITY
INTERNAL AUDIT DEPARTMENT**

**Revised Farebox Revenue Operations
Operational Review
February 7, 2008**

Analysis of GFI detail and summary reports found that revenue collection figures are being overstated and that the overstatement is growing over time. The overstatements are the result of duplicate transactions being reported under several different scenarios, none of which are consistent. The software vendor has acknowledged that the version of GFI currently being used at OCTA has a history of reporting duplicate collection figures, although the frequency being experienced at OCTA far surpasses what had been encountered at other agencies. The vendor strongly encourages an upgrade to their newer software version. An upgrade is included in the proposed fiscal year 2008-09 budget and is tentatively scheduled to begin in July 2008.

Until an upgrade is completed, the Accounting and Information System departments are working together to develop internal collection reports with filters that eliminate the duplicate transactions. Internally generated revenue collection reports will be used to calculate the variance between collection figures and actual cash deposits.

Management has also studied the fare system equipment and the environment in which collections are processed. As a result of this investigation, plans are in the works to enhance the preventative maintenance program for the collection equipment, increase surveillance of vaulting process at the service islands, implement random audits of individual fareboxes to monitor the accuracy of GFI reports, and implementation of unannounced audits of the counting function.

To date, management has identified a number of action items. They include:

- Upgrading the GFI system (tentatively scheduled for summer 2008)
- Enhancing the preventative maintenance and testing programs for the collection equipment as well as for the software application
- Directing base service supervisors to spend more time at service islands focusing their attention on vaulting activities
- Inventory all keys, fareboxes and cash boxes no less that annually
- Conducting periodic audits of actual collections to system data on an individual bus basis to validate the GFI data accuracy
- Reconciling detail collection reports to summary reports, filtering out duplicate collection numbers
- Conducting unannounced cash bin audits to monitor collection counting for accuracy and potential shrinkage
- Installing an additional surveillance camera in the money storage room
- Require dual custody when transporting money between the money storage room and the counting room



MEMO

April 23, 2008

To: Members of the Board of Directors
WK

From: Wendy Knowles, Clerk of the Board

Subject: **Board Committee Transmittal for Agenda Item**

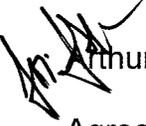
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Thank you.



April 24, 2008

To: Transit Committee

From:  Arthur T. Leahy, Chief Executive Officer

Subject: Agreement with the City of Laguna Beach for Provision of ACCESS Service

Overview

The Orange County Transportation Authority and the City of Laguna Beach have had a contractual relationship since 1998 for the provision of complementary paratransit service within the City of Laguna Beach. The agreement allows the Orange County Transportation Authority to recover the operating cost for ACCESS service provided within the City of Laguna Beach. The current agreement expires June 30, 2008. Board of Directors' approval is requested to execute a new five-year agreement.

Recommendation

Authorize the Chief Executive Officer to execute a new revenue agreement between the Orange County Transportation Authority and the City of Laguna Beach, allowing the Orange County Transportation Authority to recover operating costs, in an amount not to exceed \$138,375, through fiscal year 2012-13.

Background

Section 223 of the Americans with Disabilities Act (ADA) requires that public entities operating fixed route transit services, such as the City of Laguna Beach (City) and the Orange County Transportation Authority (Authority), provide complementary paratransit services for individuals who are unable to use fixed route bus service.

To meet this obligation, the City contracts with the Authority to provide eligibility services and the required ADA service in conjunction with the Authority's ACCESS program. Under the agreement, the Authority is reimbursed for those trips that both begin and end in the City. Trips that begin or end outside of the

City are provided by the Authority as part of the ACCESS program and therefore, are not charged to the City.

Discussion

The Authority has provided ADA service on the City's behalf since 1998. Under this agreement, the City reimburses the Authority on a per trip basis. The current agreement began in July 2003 and will expire June 30, 2008. Under this agreement, the Authority provided approximately 890 trips per year at a rate of \$28.40 per trip. The proposed agreement estimates that the Authority will provide approximately 900 ADA trips within the city per year over the five-year period and includes a new rate of \$30.75 per trip. The new rate is comparable to the projected cost of a trip on ACCESS service in fiscal year 2010-11, and approximately midway through the term of this agreement.

Fiscal Impact

The estimated revenue associated with the agreement will be included in the Authority's revenue projections for fiscal years 2009 to 2013, Transit Division, Community Transportation Services, Account 2131-5245-D4302-F30.

Summary

Staff recommends approval of a new revenue agreement with the City of Laguna Beach for the provision of ACCESS service, in an amount not to exceed \$138,375.

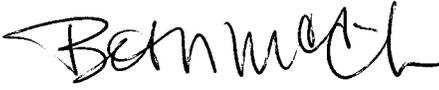
Attachment

- A. Scope of Service City of Laguna Beach OCTA Provided ACCESS Service

Prepared by:


Erin Rogers
Assistant General Manager, Transit
(714) 560-5367

Approved by:


Beth McCormick
General Manager, Transit
(714) 560-5964

SCOPE OF SERVICE
City of Laguna Beach OCTA Provided ACCESS Service

1. Service Guidelines

- 1.1. The Orange County Transportation Authority, hereinafter referred to as OCTA, as the regional transportation provider for Orange County, agrees to provide OCTA ACCESS service, within the operating guidelines and performance standards of the ACCESS service, on behalf of the City of Laguna Beach, hereinafter referred to as "the City", and function as required Americans with Disabilities Act (ADA) complementary service to the City's municipal fixed route system during regular OCTA ACCESS operating hours.
- 1.2. OCTA will invoice the City thirty dollars and seventy five cents (\$30.75) for any trip where the origin and destination are both in Laguna Beach.
- 1.3. ACCESS customers, including those traveling within the City, must maintain continuous ACCESS eligibility in order to be eligible for ACCESS service.
- 1.4. Requested service must comply with all ACCESS service guidelines and requirements including ¾-mile proximity to active OCTA fixed route service, no-show, cancellation, customer conduct, and suspension policies as outlined in the ACCESS Riders Guide and any addendum to the Riders Guide.
- 1.5. ACCESS service may be provided directly by the OCTA or by an OCTA authorized contractor or sub-contractor using OCTA, contractor, or subcontractor owned vehicles. As required, OCTA, its contractor or subcontractor will provide a wheelchair accessible vehicle (should the client utilize a wheelchair).

2. Service Request Process and Scheduling

- 2.1. ACCESS clients, including those living or traveling within the City, will call OCTA's ACCESS service line, (877) 628-2232, between the hours of 7:00 am to 5:00 pm, Monday through Friday or 8:00 am to 5:00 pm on Saturdays, Sundays, or Holidays, or as otherwise stated or amended in the ACCESS Riders Guide.
- 2.2. ACCESS service will be scheduled by OCTA or by an OCTA authorized contractor or subcontractor within the ACCESS service and ADA guidelines.
- 2.3. Requested service must comply with all ACCESS service guidelines and requirements including ¾-mile proximity to active OCTA fixed route service, as outlined in the ACCESS Riders Guide and any addendum to the Riders Guide.

3. Invoicing and Reporting

- 3.1. Invoice – OCTA will submit an invoice summarizing the total trips invoiced, the per unit (per trip) rate, and the total amount due for the service month indicated.
- 3.2. Monthly Trip Summary – the following monthly trip summary will be submitted to the City with the monthly invoice.
 - 3.2.1. Service date
 - 3.2.2. Client name
 - 3.2.3. Trip origin
 - 3.2.4. Trip destination
 - 3.2.5. Status (will be completed trip unless status indicates “No-Show” or “Late Cancel”).
- 3.3. Contract to Date Monthly Operating Statistics – the following monthly operating statistics will be submitted to the City, summarizing activity for the term of the agreement.
 - 3.3.1. Service month
 - 3.3.2. Billable trips
 - 3.3.3. Completed trips
 - 3.3.4. No shows and late cancels
 - 3.3.5. Comments for the month
 - 3.3.6. Contract to date totals
 - 3.3.7. Trips remaining on the contract
 - 3.3.8. Average monthly trips remaining on contract
 - 3.3.9. Percent of contract used to date

4. Contract Liaison

- 4.1. The City shall designate an individual to be the primary contact for the work provided under this agreement.
- 4.2. OCTA and its service contractor shall designate an individual to be the primary contact for the work provided under this agreement.



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board ^{WK}
Subject: **Board Committee Transmittal for Agenda Item**

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April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Carl Moyer Grant Award for Replacement Natural Gas Engines and Contract Amendment with Cummins Cal Pacific, LLC

Overview

The South Coast Air Quality Management District awarded the Orange County Transportation Authority \$4,700,000 in grant funds to purchase natural gas engines for 188 liquefied natural gas buses in the current engine replacement program. Authorization is requested to accept the grant award, execute grant-related agreements, and amend the engine replacement contract with Cummins Cal Pacific, LLC.

Recommendations

- A. Authorize the Chief Executive Officer to enter into an agreement with the South Coast Air Quality Management District to support the purchase of 188 replacement low-emission natural gas engines.
- B. Authorize the Chief Executive Officer to execute Amendment No. 1 to Agreement No. C-6-0453 with Cummins Cal Pacific, LLC, in the amount of \$120,001, bringing the total obligation to \$20,177,453, to accommodate a change in unit quantity and transfer engine core ownership. This change will accommodate the South Coast Air Quality Management District's grant requirements.

Background

On November 13, 2006, the Board of Directors (Board) authorized the replacement of liquefied natural gas (LNG) engines in 232 transit buses using the Cummins ISLG engine which offers significant reduction in oxides of nitrogen (NOx). The lower NOx engine will reduce tail pipe emissions between 600 and 700 pounds per year per bus. The South Coast Air Quality Management District (SCAQMD) representatives expressed support for the

effort and conveyed that the project would be competitive in the upcoming grant program.

The Carl Moyer Memorial Air Quality Standards Attainment Program (CMP), administered by the California Air Resources Board (CARB), provides funding for the advanced implementation of low-emission, heavy-duty engines. Each year the CARB allocates funds for this purpose to SCAQMD, which is responsible for the cost-effective allocation of CMP funds in the South Coast Air Basin. For fiscal year 2007-08, a total of \$25.5 million was allocated to 12 grant programs, which includes the CMP. The funds are made available for competition within the South Coast Air Basin, which spans portions of Los Angeles, Riverside, and San Bernardino counties, and all of Orange County. The Orange County Transportation Authority (Authority) has successfully secured CMP grant funding to offset the cost of replacing engines in the existing fleet of LNG buses. This grant requires the Authority to properly dispose of the removed engines rendering them non-operational. Under the existing contract to replace these engines, the ownership of replaced engines resides with the vendor, Cummins Cal Pacific, LLC (Cummins). The Authority will need to regain ownership by purchasing the engines back from Cummins in order to destroy the engines and be in compliance with the grant program.

Discussion

On December 7, 2007, the SCAQMD governing board awarded the Authority \$4,700,000 to replace 188 LNG bus engines. The award contributes \$25,000 of the \$85,000 total approximate cost for each engine replaced with advanced low emission Cummins ISLG engine, certified to meet the 2010 NOx emission standard of 0.2 grams.

As a condition of grant funds for this project, CARB requires the destruction of the replaced engines to ensure air quality benefits are realized and quantifiable. To comply with the grant, the current contract with Cummins requires an amendment to regain engine ownership for proper disposal. The current contract allows Cummins ownership of the old engines for resale purposes in return for a \$500-per-engine credit to the Authority. Discussions with Cummins have identified the resale value at \$2,000 each, which results in a net cost of \$1,500 to the Authority to regain ownership of the cores. Rather than receive a total credit of \$94,000, the Authority will reimburse Cummins \$282,000 and forego the credit for 188 of the LNG buses in the replacement program.

In addition, the Authority has a need to amend the agreement with Cummins to modify the scope with a reduction in the total number of engines needed by three and allow for the retention of four old/removed engines for training purposes. These details are presented on Attachment B, and as a result, the amount of the necessary amendment to the Cummins contract is only \$120,001 to reconcile retention of the engine cores and the changes in the scope mentioned above.

Fiscal Impact

The original project was approved in the Authority's Fiscal Year 2006-07 Budget, Operations Division/Transit Technical Services, Account 2114-9024-D2108-D2A. The additional funds of \$120,001 are available in the Technical Services Account 2114-9024-D2116-FM5 in the current fiscal year budget.

Summary

Staff recommends that the Orange County Transportation Authority accept and enter into the agreement with the South Coast Air Quality Management District for the Carl Moyer Grant and approve Amendment No. 1 to Agreement No. C-6-0453 with Cummins Cal Pacific, LLC, in the amount of \$120,001, for a new maximum obligation of \$20,177,453.

Attachments

- A. Cummins Cal Pacific, LLC Agreement No. C-6-0453 Fact Sheet
- B. Pricing Itemization

Prepared by:


Antonio P. Chavira, Jr.
Manager, Maintenance
(714) 560-5975

Approved by:


Beth McCormick
General Manager, Transit
(714) 560-5964

**Cummins Cal Pacific, LLC
Agreement No. C-6-0453 Fact Sheet**

1. November 13, 2006, Agreement No. C-6-0453, \$20,057,452, approved by the Board of Directors.
 - To obtain engines (replacement and installation) on the Authority's 232 NABI 40-foot Liquefied Natural Gas (LNG) Buses.
2. April 28, 2008, Amendment No. 1 to Agreement No. C-6-0453, \$120,001, pending approval by Board of Directors.
 - Funding to accommodate retention of engine ownership by the Authority for 188 ISLG engines in accordance with Carl Moyer Grant.
 - Reconcile changes in scope
 - Decrease number of engines needed by three
 - Forego \$500 credit to retain four old engines for Authority training purposes and reimburse Cummins Cal Pacific, LLC to retain engine core ownership.

Total revised maximum obligation to Agreement No. C-6-0453 after approval of Amendment No. 1: \$20,177,453.

PRICING ITEMIZATION

Adjustments to Regain Engine Core Ownership	Quantity	Unit Cost	Extended Cost
Loss of Credit for 188 Engines	188	\$500	\$94,000
Cost to Purchase Back 188 Engines	188	\$1,500	\$282,000
Sub-Total			\$376,000
Adjustments to Quantity of Repower Units			
Reduction in Repower Fleet from 232 to 229 (Credit)	3	(\$85,833)	(\$257,499)
Loss of Engine Core Credit from Fleet Reduction	3	\$500	\$1,500
Sub-Total			(\$255,999)
Total Adjustment			\$120,001
Original Agreement Value			\$20,057,452
New Agreement Value			\$20,177,453



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

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April 24, 2008

To: Transit Committee

From:  Arthur T. Leahy, Chief Executive Officer

Subject: Agreement for Soils and Material Testing and Inspection Services for Orange County Transportation Authority Facility Modification Projects

Overview

Soils and material testing and inspection services are required to support planned bus operations facility modification projects. Offers to perform this work were received in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1347 between the Orange County Transportation Authority and AESCO Technologies, Inc., in an amount not to exceed \$200,000, for soils and material testing and inspection services for Orange County Transportation Authority facility modification projects.

Background

Soils and material testing and inspection services will be required for the upcoming facility modifications projects. The services will be used for permit and project certification. Proposed projects include:

- Asphalt pavement reconstruction at the Garden Grove Base
- Building modifications at the Irvine Sand Canyon Base
- Building modifications at the Irvine Construction Circle Base
- Roof reconstruction at the Santa Ana Transit Terminal
- Heating, ventilation, and air conditioning replacement at the Garden Grove Base annex building
- Parking structure structural modifications and waterproofing at the Anaheim Base

- Compressed natural gas building modifications at the Anaheim, Garden Grove, and Irvine bases.

Soils and material testing and inspection reports are required and submitted to the local jurisdictions in compliance with building code, and for quality control of construction.

Discussion

The procurement was handled in accordance with Orange County Transportation Authority's (Authority's) procedures for professional and technical services. In addition to cost, many other factors are considered in an award for professional and technical service; therefore, the procurement was handled as a competitive negotiated procurement. Award is recommended to the firm offering the most effective overall proposal considering such factors as qualifications and experience of firm, staff and project organization, work plan, and cost and price. The procurement was advertised on November 6 and November 8, 2007, in a newspaper of general circulation and on CAMM NET. A pre-proposal conference meeting was held on November 15, 2007, and was attended by 19 firms. On December 6, 2007, 15 offers were received.

The evaluation criteria were determined by the type of services being purchased in this procurement. Pricing is important since soils and material tests are priced by unit cost. It is necessary that the firm be qualified and have the experience to perform the types of tests required; therefore, the proposals were evaluated on the following criteria prescribed in the request for proposals (RFP):

Qualification and Related Experience of Firm	30 percent
Staff and Project Organization	20 percent
Work Plan	20 percent
Cost and Price	30 percent

An evaluation committee composed of staff from the Contracts Administration and Material Management, Transit Project Delivery, and Facility Maintenance departments was established to review the offers submitted. On December 18, 2007, the evaluation committee reviewed and discussed the 15 proposals based on the criteria in the RFP. In compliance with the Authority's policy for procurements less than \$250,000, interviews were not

required for this procurement, which has a total maximum budget amount of \$200,000, based on upcoming projects and historical testing and inspection costs. The evaluation committee determined the following three firms submitted the best proposals and are listed below in order of rank:

Firm and Location

AESCO Technology, Inc.
Huntington Beach, California

Smith Emery Laboratories
Anaheim, California

Group Delta Consultants, Inc.
Aliso Viejo, California

Based on the evaluation committee's findings, AESCO Technology, Inc., is recommended for consideration of an award.

Qualifications of the Firm

All three firms were close in qualifications; however, AESCO Technology, Inc., provided relevant project experience with other agencies in Southern California, as well as with the Authority. Smith-Emery Laboratories and Group Delta Consultants, Inc., each demonstrated experience in the type of work required in the RFP.

Staffing and Project Organization

AESCO Technology, Inc., presented a qualified staff that demonstrated its experience by working on relevant projects listed in the qualifications of the firm and enumerated its staffs' service record on those projects. Smith-Emery Laboratories presented a highly qualified staff, but only the proposed senior staff had relevant project experience and the inspection staff did not work on projects listed in its proposal. Group Delta Consultants, Inc.'s, staff was qualified, but only some of the staff had relevant experience on projects listed.

Work Plan

The work plan AESCO Technology, Inc., provided was brief, but demonstrated a clear understanding of the project requirements. It presented a sequential

and detailed method of work outlining inspection, testing, quality control, reports, certification, emergency response, and reporting schedule procedures. Smith-Emery Laboratories' work plan was extensive, but did not provide a detailed sequential work plan. The work plan from Group Delta Consultants Inc., was thorough and provided a sequential work plan.

Cost and Price

With 15 proposals, the evaluation committee determined price ranking by ranging the pricing. AESCO Technology Inc.'s, unit cost for laboratory testing was in the low range, but slightly higher for inspection services than Smith-Emery Laboratories. AESCO Technology Inc., was rated in the same range for cost and price as Smith-Emery Laboratories due to the cost and price scoring analysis criteria. Smith-Emery Laboratories presented the lowest pricing in several areas and also received a top ranking. For total cost and price, Group Delta Consultants Inc., was ranked seventh among all the proposals.

Fiscal Impact

The project was approved in the Authority's Fiscal Year 2007-08 Budget, Development, Account 1722-7629-D3107-2BW, and is funded through the Orange County Transit District.

Summary

Based on the information provided, staff recommends award of Agreement No. C-7-1347 to AESCO Technologies, Inc., in an amount not to exceed \$200,000, over a two-year period, for soils and materials testing and inspection services for the Authority's facility modification projects.

Attachments

- A. On-Call Soils and Materials Testing and Inspection Services – Review of Proposals – RFP 7-1347
- B. Proposal Evaluation Criteria Matrix – RFP 7-1347 On-Call Soils and Materials Testing and Inspection Services

Prepared by:


James J. Kramer, P.E.
Principal Civil Engineer
(714) 560-5866

Approved by:


Kia Mortazavi
Executive Director, Development
(714) 560-5741

On-Call Soils and Materials Testing and Inspection Services

Review of Proposals - RFP 7-1347

(Presented to Transit Committee - 3/13/08)

15 proposals were received, Top 3 firms identified

Overall Ranking	Overall Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments	Price*
1	90	AESCO Technologies, Inc. Huntington Beach, California	None	Highest ranked overall proposal. Good knowledge and understanding of scope of work shown in work plan. Excellent related experience working on facilities projects. Very qualified team of inspectors. Excellent testing facilities and quick turn around. Great references.	Structural Steel Testing - \$60 Welding/High Strength Testing - \$60 Registered Engineer - \$135
2	85	Smith-Emery Laboratories Anaheim, California	None	Second highest ranked proposal. Excellent qualifications and some experience on similar projects. Work plan showed a through understanding of scope of work. Great references. Excellent testing facilities and quick turn around.	Structural Steel Testing - \$59 Welding/High Strength Testing - \$59 Registered Engineer - \$90
3	84	Group Delta Consultants, Inc. Aliso Viejo, California	None	Third highest ranked proposal. Excellent staff with relevant experience with facilities projects. Good work plan with an effective approach. Great references. Firm could have explained the process for quality assurance/quality control in more detail.	Structural Steel Testing - \$68 Welding/High Strength Testing - \$68 Registered Engineer - \$120

Evaluation Panel: (3)

OCTA:

- CAMM (1)
- Development (1)
- Transit (1)

Proposal Criteria

- Qualifications of Firm
- Staffing and Project Organization
- Work Plan
- Pricing

Weight Factor

- 30%
- 20%
- 20%
- 30%

* Pricing is a sample. The highest ranked firm proposed the second lowest pricing. The second ranked firm proposed the lowest pricing.

PROPOSAL EVALUATION CRITERIA MATRIX						
		RFP 7-1347 On-Call Soils and Materials Testing and Inspection Services				
Firm: AESCO Technologies, Inc.					Weights	Average Weighted Score
Evaluation Number	1	2	3			
Qualification of Firm	4.5	4.5	4.5	6		27.0
Staffing/Project Organization	4.5	4.5	4.5	4		18.0
Work Plan	3.5	3.5	4.0	4		14.7
Cost and Price	5.0	5.0	5.0	6		30.0
Overall Score	89	89	91			90
FIRM: Smith-Emery Laboratories					Weights	Average Weighted Score
Evaluation Number	1	2	3			
Qualifications of Firm	4.0	4.0	4.0	6		24.0
Staffing/Project Organization	4.0	4.0	3.5	4		15.3
Work Plan	4.0	4.0	4.0	4		16.0
Cost and Price	5.0	5.0	5.0	6		30.0
Overall Score	86	86	84			85
FIRM: Group Delta Consultants, Inc.					Weights	Average Weighted Score
Evaluation Number	1	2	3			
Qualification of Firm	4.5	4.5	4.5	6		27.0
Staffing/Project Organization	4.0	4.5	4.0	4		16.7
Work Plan	4.5	4.0	4.0	4		16.7
Cost and Price	4.0	4.0	4.0	6		24.0
Overall Score	85	85	83			84



MEMO

April 23, 2008

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April 24, 2008

To: Transit Committee

From:  Arthur T. Leahy, Chief Executive Officer

Subject: Agreement for Facility Modifications at the Irvine Construction Circle Base

Overview

In October 2006, the Orange County Transportation Authority purchased a bus operations and maintenance facility located at 16281 Construction Circle West in the City of Irvine. This facility was purchased to increase facility capacity for contractor-operated bus services. The facility requires equipment and improvements to serve this function. Bids were received in accordance with the Orange County Transportation Authority's public works procurement procedures. The project is ready for construction and Board of Directors' authorization is requested.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0190 between the Orange County Transportation Authority and Dalke & Sons Construction, Inc., the lowest responsive, responsible bidder, in an amount not to exceed \$2,546,000, for facility modifications at the Irvine Construction Circle Base.

Background

In October 2006, the Orange County Transportation Authority (Authority) purchased property located at 16281 Construction Circle West in the City of Irvine (Irvine Construction Circle Base). The property was previously owned by Laidlaw Transit Services, Inc., and used as an operations and maintenance base to operate the Authority's ACCESS service. The purchase price included the land and buildings but did not include the maintenance equipment within the facility, fuel tanks and fueling facilities, and bus washing facilities. The facility modifications project is required to prepare the base for operations and to upgrade the facility to meet regulatory requirements.

On July 24, 2007, the Authority executed a contract task order with Miralles Associates, Inc., to provide design and construction support services for facility modifications at the Irvine Construction Circle Base. The planned facility modifications will include upgrading the existing operations and maintenance buildings. Minor modifications are proposed for the operations building including additional heating, ventilation, and air conditioning units. Proposed modifications to the maintenance building include the addition of overhead reels for consumables, such as engine oil, engine coolant and transmission fluid, installation of bus vehicle lifts, and a bus exhaust ventilation system. In addition, a bus steam cleaning area will be constructed adjacent to the maintenance building, and bus wash and water reclamation equipment will be installed in the existing bus wash building. The plans also include the installation of two 10,000-gallon underground gasoline storage tanks, a 6,000-gallon aboveground diesel storage tank, aboveground engine oil and transmission fluid tanks, and a fuel management system. Additional bus parking will also be added.

The future plans for the Irvine Construction Circle Base include moving ACCESS service administrative support functions, such as the call center, radio dispatch, and the driver training staff to the base in July 2008. These functions are currently split between the Irvine Sand Canyon Base and the Authority's administrative offices in Orange. Moving these functions to the Irvine Construction Circle Base will alleviate overcrowding at the Irvine Sand Canyon Base and reduce operating costs at the administration offices in Orange. When the facility modifications are complete in July 2009, the Authority will have the flexibility to move all of ACCESS service operations to the Irvine Construction Circle Base and continue to operate contracted fixed-route services from the Irvine Sand Canyon Base. This will offer the Authority the flexibility to consider awarding more than one contract for these services in future procurements.

Discussion

On February 25, 2008, the Authority's Board of Directors approved the issuance of an invitation for bids for construction of facility modifications at the Irvine Construction Circle Base. This procurement was handled in accordance with the Authority's procedures for public works and construction projects, which conform to state requirements. Public work projects are handled as sealed bids and award is made to the lowest responsive, responsible bidder. The project was advertised on March 3 and March 10, 2008, in a newspaper of general circulation and on CAMM NET. A pre-bid conference was held on March 13, 2008, and was attended by 20 contractors. Addendum No. 1 was issued on March 17, 2008, to address administrative issues and respond to questions. Addendum No. 2 was issued on March 27, 2008, to provide clarification to plans and specifications. On April 3, 2008, six bids were received.

All bids were reviewed by staff from the Transit Project Delivery and Contracts Administration and Materials Management departments to ensure compliance with the terms and conditions, specifications, and drawings. Listed below are the three lowest bids received. State law requires award to the lowest responsive, responsible bidder.

<u>Firm and Location</u>	<u>Bid Price</u>
Dalke & Sons Construction, Inc. Riverside, California	\$2,546,000
Fleming Environmental Inc. Buena Park, California	\$2,981,600
SMC Construction Company Irvine, California	\$3,094,309

Fiscal Impact

The project was approved in the Authority's Fiscal Year 2007-08 Budget, Development Division, Account 1722-9022-D1401-HEH, and is funded through Orange County Transit District.

Summary

Staff has reviewed all bids and recommends the approval of Agreement No. C-8-0190, in the amount of \$2,546,000, with Dalke & Sons Construction, Inc., the lowest responsive, responsible bidder for facility modifications at the Irvine Construction Circle Base.

Attachment

None.

Prepared by:


James J. Kramer, P.E.
Principal Civil Engineer
(714) 560-5866

Approved by:


Kia Mortazavi
Executive Director, Development
(714) 560-5741



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board ^{WK}
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April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Amendment to Agreement for Radio Frequency Engineering Consulting Services

Overview

On June 26, 2006, the Board of Directors approved an agreement with Yoh Services, LLC, in the amount of \$75,000, to provide radio frequency engineering consulting services to assist the in-house radio team. An amendment is required to exercise the second option term to ensure continuity of services provided.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 2 to Agreement No. C-6-0223 between the Orange County Transportation Authority and Yoh Services, LLC, to exercise the second option term, in an amount not to exceed \$75,000, for radio frequency engineering consulting services, bringing the total contract value to \$225,000.

Background

The Orange County Transportation Authority's (OCTA) revenue fleet relies on radio communication between the dispatch locations and the vehicle operators. The OCTA radio systems are maintained by an in-house team consisting of personnel from both the Maintenance and Information Systems (IS) departments. They are assisted in this effort by outside consultants and contractors in various roles. This consultant acts as our expert in the area of radio frequency engineering and is our liaison with the County of Orange and the Federal Communications Commission for licensing issues. The consultant is also on-call for radio system infrastructure issues.

Discussion

This procurement was originally handled in accordance with the OCTA's procedures for professional and technical services. The original agreement was awarded on a competitive basis. It has become necessary to amend the agreement to exercise the second option year.

Fiscal Impact

The agreement renewal provided by Amendment No. 2 to Agreement No. C-6-0223 is proposed in the OCTA's Fiscal Year 2008-09 Budget, Transit Division, Maintenance Department, Account 2185-7519-D1110-CUA, and is funded by Local Transportation Funds.

Summary

Staff recommends approval of Amendment No. 2, in the amount of \$75,000, to Agreement C-6-0223 with Yoh Services, LLC, to exercise the second option year.

Attachment

- A. Yoh Services, LLC, Agreement C-6-0223 Fact Sheet

Prepared by:


Dayle Withers
Section Manager, Maintenance
Support Services
(714) 668-4504

Approved by:


Beth McCormick
General Manager, Transit
(714) 560-5964

ATTACHMENT A

**YOH SERVICES, LLC
Agreement No. C-6-0223 Fact Sheet**

1. June 28, 2006, Agreement No. C-6-0223, \$75,000, approved by Board of Directors.
 - OCTA requires assistance from consultant to provide engineering consulting services for OCTA's radio communication systems.
2. April 12, 2007, Amendment No. 1 to Agreement No. C-6-0223, \$75,000, approved by Board of Directors.
 - Exercise first option year of agreement
3. April 28, 2008, Amendment No. 2 to Agreement No. C-6-0223, \$75,000, pending approval by Board of Directors.
 - Exercise second option year of agreement

Total committed to Yoh Services, LLC, after approval of Amendment No. 2 to Agreement C-6-0223: \$225,000.



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Agreement for Restroom Supplies

Overview

The Orange County Transportation Authority operates from several locations and provides various restroom supplies to employees and the public. The current agreement to provide restroom supplies will expire on June 30, 2008. It has become necessary to procure the services of a qualified vendor to provide restroom supplies.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-8-0281 between the Orange County Transportation Authority and Gale Supply Company, the lowest responsive, responsible bidder, for a maximum obligation of \$100,000, to provide restroom supplies for a one-year period with two one-year options.

Background

The Orange County Transportation Authority (Authority) owned facilities include three directly operated bases and five transportation centers which are located throughout Orange County. Each of the facilities has restrooms that require paper products and consumable supplies used by Authority personnel and the public on a daily basis. The current contract expires on June 30, 2008. A qualified vendor is needed to supply the restroom paper products and consumable supplies.

Discussion

This procurement was handled in accordance with the Authority's procedures for fixed assets which permit either the use of sealed bids or a competitive negotiated procurement depending on the technical requirements of the item being procured. The purchase of restroom supplies was handled as a sealed bid, and award must be made to the lowest responsive, responsible bidder.

The requirement was advertised on February 18, 2008, in a newspaper of general circulation and on CAMM NET. No pre-proposal meeting was held.

On March 11, 2008, four bids were received. The bids were reviewed by staff from Contracts Administration and Materials Management Department to ensure compliance with all terms and conditions and technical specifications. Listed below are the three lowest bids received. Sealed bid procedures require award to the lowest responsive, responsible bidder. Bid pricing was provided by each firm based on the per unit cost of each line item needed. Actual usage will vary up to a budgeted amount of \$100,000. An estimated quantity was provided to each firm for yearly usage to be reflected in its bid.

<u>Firm and Location</u>	<u>Bid Price</u>
Gale Supply Company Los Angeles, California	\$66,016
Waxie Sanitary Supply Santa Ana, California	\$66,791
Unisource Worldwide, Inc. La Palma, California	\$69,436

Fiscal Impact

The project was approved in the Authority's Fiscal Year 2007-08 Budget, Transit Division, Maintenance Department, Account 2166-7799-D3107-9DP, and is funded through the Local Transportation Fund.

Summary

Staff recommends approval of Agreement No. C-8-0281, to Gale Supply Company, the lowest responsive and responsible bidder, for a maximum obligation of \$100,000, for a one-year period with two one-year options, to provide restroom supplies.

Attachment

None.

Prepared by:



Ryan Erickson
Section Manager, Facilities Maintenance
714-560-5897

Approved by:



Beth McCormick
General Manager, Transit
714-560-5964



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy ^{WK} Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee

From:  Arthur T. Leahy, Chief Executive Officer

Subject: Amendment to Agreement for Americans with Disabilities Act
ACCESS Eligibility Determination Services

Overview

On May 22, 2006, the Board of Directors approved an agreement with Comprehensive Assessments Restorative Evaluation, in the amount of \$897,000, to provide an eligibility determination process for Americans with Disabilities Act complementary paratransit services for two years. An amendment is necessary to exercise the first two-year option term of the agreement.

Recommendation

Authorize the Chief Executive Officer to execute Amendment No. 3 to Agreement No. C-5-3039 between the Orange County Transportation Authority and Comprehensive Assessments Restorative Evaluation, to exercise the first option term, in the amount of \$1,116,000, for a maximum obligation of \$2,013,000, for ACCESS eligibility determination services from July 1, 2008 through June 30, 2010.

Background

Section 223 of the Americans with Disabilities Act (ADA) requires that public entities operating fixed route transit services also provide complementary paratransit services for individuals unable to use the fixed route service. The regulations issued by the United States Department of Transportation specify to whom and under what circumstances service is to be provided. In addition, the regulations require that public providers of complementary paratransit services develop and administer an eligibility process to determine whether individuals who request the service meet the regulatory criteria for eligibility.

In October 2004, the Orange County Transportation Authority (Authority) Board of Directors approved the Paratransit Growth Management Plan, which

included changes in the Authority's ADA eligibility determination procedures. As of July 1, 2005, all individuals who apply for ADA eligibility certification, including all being recertified for eligibility, are required to participate in an in-person functional assessment. This assessment evaluates an individual's physical and/or cognitive disabilities that may prevent them from using fixed route bus services. Conducting an in-person assessment provides an opportunity to clarify information on the application and better determine a person's eligibility for the services based on ADA guidelines.

Currently, there are approximately 26,000 individuals who are eligible to use the ADA ACCESS service, of which approximately 6,500 are active riders using the service at least two trips per month. The Authority's ACCESS program currently receives an average of 500 applications each month. Of these, approximately 70 percent are new, and 30 percent are for recertification, as all ACCESS eligible customers must be evaluated every five years. Under contract to the Authority, Comprehensive Assessments Restorative Evaluation (CARE), conducted 4,806 in-person assessments during fiscal year 2006-07 and 4,322 assessments were conducted from July 1, 2007 through March 31, 2008. Details about the contract are included in Attachment A.

The maximum obligation of \$897,000 for the two-year initial term was based on a projection of 9,600 assessments, an average of 400 per month, at a cost of \$89 per assessment. The Authority must process all applications received and the number of completed assessments has steadily increased since 2006 (Attachment B). Currently, CARE is completing an average of 485 assessments per month. In order to accommodate the increase in the number of assessments, the maximum obligation for the first option term is based on a projected average of 500 assessments per month, or 12,000 for the two-year option, at a cost of \$93 per assessment, for a total estimated cost of \$1,116,000 (Attachment C).

Discussion

This procurement was originally handled in accordance with Authority's procedures for professional and technical services and was awarded on a competitive basis. Staff has been satisfied with the work performed by CARE and it has become necessary to exercise the first option term to extend the agreement from July 1, 2008 through June 30, 2010. The cost per individual assessment for the first option term is \$93. The original agreement, awarded on May 22, 2006, was in the amount of \$897,000. Amendment No. 3, in the amount of \$1,116,000, will increase the total contract value to \$2,013,000 for services provided through June 20, 2010.

CARE has also implemented an automatic renewal procedure which identifies individuals whose eligibility determination is not expected to change. Upon eligibility expiration, these individuals will be contacted to review and update information for renewal, in some cases eliminating the need for another in-person assessment. Since the initiation of this contract, a total of 2,416 individuals have received this designation, which will reduce future eligibility costs when recertification is required.

Fiscal Impact

The option term includes both fiscal years 2008-09 and 2009-10. The first year of the option term in Amendment No. 3 to Agreement No. C-5-3039, in the amount of \$558,000, is included in the proposed Authority's Fiscal Year 2008-09 Budget, Transit Division, Community Transportation Services, Account 2131-7519-D1208-8T7, and is funded through the Local Transportation Fund. Funds in the amount of \$558,000 for the second year of the first option term will be included in the proposed Authority's Fiscal Year 2009-10 Budget.

Summary

Staff recommends approval of Amendment No. 3 to Agreement No. C-5-3039, in the amount of \$1,116,000, with Comprehensive Assessments Restorative Evaluation, to exercise the first option term for the provision of ACCESS eligibility determination services.

Attachment

- A. Comprehensive Assessments Restorative Evaluation Agreement No. C-5-3039 Fact Sheet
- B. ACCESS Certification Assessments Conducted – October 2006 through March 2008
- C. Comprehensive Assessments Restorative Evaluation Agreement No. C-5-3039 Cost Summary

Prepared by:



Gracie A. Davis
ADA Eligibility Administrator
(714) 560-5641

Approved by:



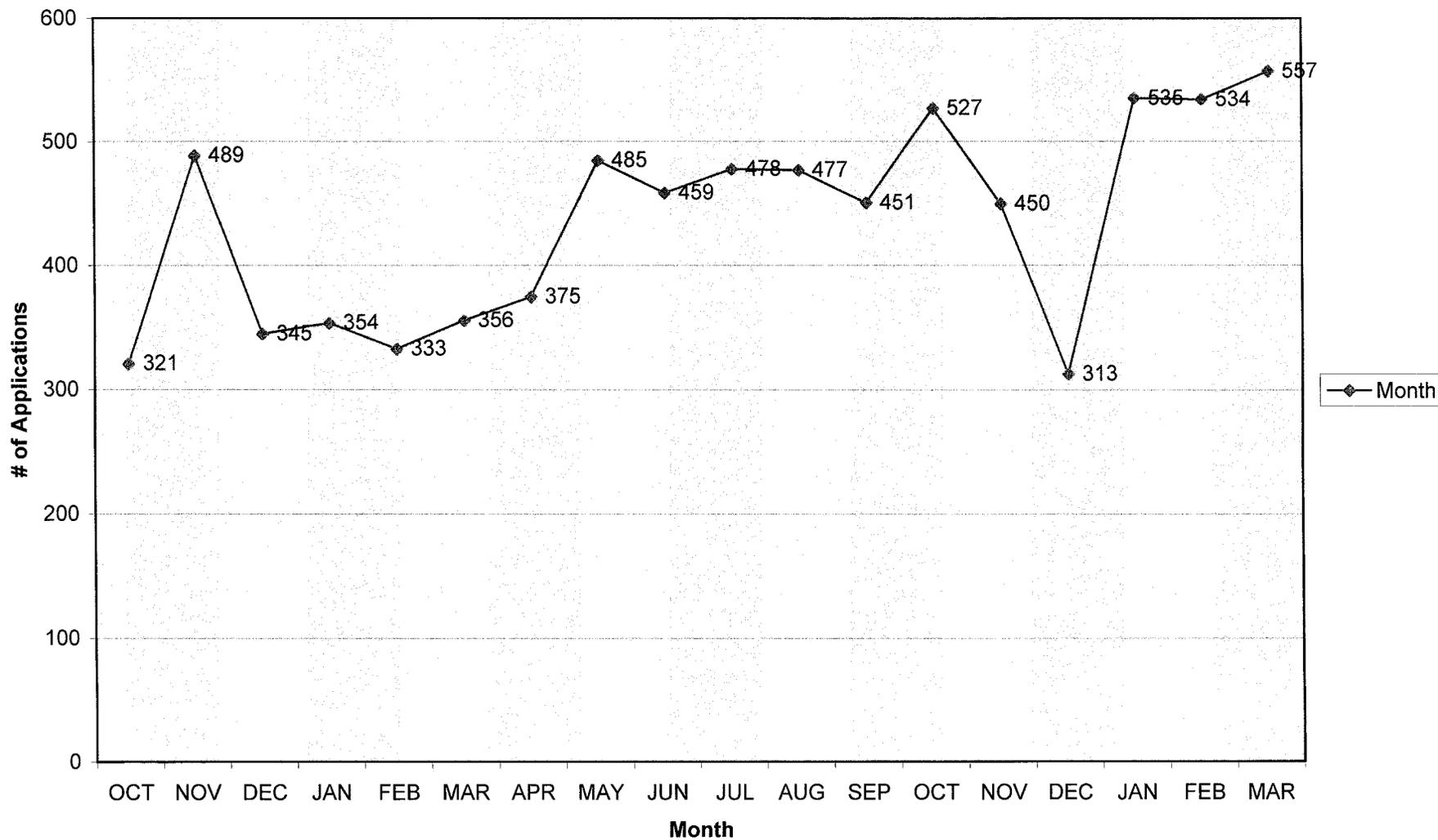
Beth McCormick
General Manager, Transit
(714) 560-5964

**Comprehensive Assessments Restorative Evaluation
Agreement No. C-5-3039 Fact Sheet**

1. May 22, 2006, Agreement No. C-5-3039, \$897,000, approved by Board of Directors.
 - ACCESS eligibility determination services, a federally-required function for providing Americans with Disabilities Act complementary paratransit services
 - Initial term October 1, 2006 through June 30, 2008.
2. September 25, 2006, Amendment No.1 to Agreement No. C-5-3039, approved by procurement staff.
 - Reduce the number of in-person assessment facilities from a minimum of eight to a minimum of three
3. April 23, 2007, Amendment No. 2 to Agreement No. C-5-3039, approved by procurement staff.
 - Revise Exhibit A, Scope of Work, to reduce the number of site locations from a minimum of three to a minimum of two.
 - Offer a more efficient method of evaluating individuals at no increase in the maximum cumulative payment obligation.
4. May 12, 2008, Amendment No. 3 to Agreement No. C-5-3039, \$1,116,000, pending approval by Board of Directors.
 - Exercise the first option term to extend contract from July 1, 2008 through June 30, 2010.

Total committed to Comprehensive Assessments Restorative Evaluation Agreement No. C-5-3039: \$2,013,000.

**ACCESS Certification Assessments Conducted
October 2006 - March 2008**



**Comprehensive Assessments Restorative Evaluation
Agreement No. C-5-3039
Cost Summary**

	Initial Term 10/1/06 - 6/30/08	First Option Term 7/1/08 - 6/30/10	Second Option Term 7/1/10 - 6/30/11
Cost per Completed Assessment	\$ 89	\$ 93	\$ 112
Projected Assessments	9,600	12,000	6,600
Subtotal	\$ 854,400	\$ 1,116,000	\$ 739,200
Start Up Cost	\$ 33,565		
Total Cost	\$ 887,965	\$ 1,116,000	\$ 739,200

**Note: Projected assessments and total cost for the second option term will be re-evaluated and may require a revision prior to exercising the option.*



MEMO

April 23, 2008

To: Members of the Board of Directors
From: ^{WK} Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: ACCESS Performance Measurements Update

Overview

As directed by the Board of Directors, staff has provided monthly updates regarding ACCESS service provided by Veolia Transportation Services, Inc., including a report on contractual performance measurements. This report provides ACCESS performance measurement data through March 2008 and an overview of the recent ACCESS Customer Satisfaction Survey.

Recommendation

Receive and file as an information item.

Background

Veolia Transportation Services, Inc. (Veolia) assumed management and operation of the Orange County Transportation Authority's (Authority) ACCESS service in July 2006. In response to continued service quality issues experienced after the start of the contract, the Authority Board of Directors (Board) put Veolia on formal notice for lack of performance. The Board also required Authority staff to provide regular updates to the Transit Committee and the Board. ACCESS service quality began to stabilize and show improvement beginning in March 2007. A review of the contractual performance measurements indicate that service has either improved and/or remained consistent throughout the previous 12 months.

Discussion

Veolia and Community Transportation Services (CTS) staff have continued to work closely to monitor ACCESS service quality and address issues that cause the quality of service to fall below contractual performance standards. The standards monitored on a daily basis include on-time performance, service delivery failure, and customer comments. All three indicators continued to show

positive trends during November and December 2007, and in January 2008; however, performance standard totals showed a slight decrease in February 2008.

Several key factors were identified as contributors to February's results. During much of the month, two of the five radio channels used by Veolia were completely out of service. This reduction in available radio channels impacted the ability to communicate real-time service status information with drivers. As a result, all communication regarding real-time route change information was transferred to the remaining functioning radio frequencies, resulting in heavier than usual radio traffic. The radio channels have since been repaired and voice communication has been restored to previous levels.

Veolia has experienced staff turn-over and made several staff changes during the month of February. The call center manager position, which was vacated in January, was successfully filled during the last week of February. During the time the position was vacant, a decline in call center staff performance occurred. The call center is the first point of contact for ACCESS service customers; therefore, any decrease in efficiency can impact service quality. Several policies and procedures have been implemented during the past month which have shown positive results. Veolia also created two new supervisory positions in an effort to improve service quality. Supervisory positions have been filled in both the radio dispatch and scheduling centers to reinforce procedures implemented to increase efficiency and improve service quality.

Veolia's on-time performance has increased over the past five months, exceeding the 94 percent level each month since September 2007. During this period, on-time performance improved each month, with January 2008 exceeding the 95 percent level (95.09 percent). Although on-time performance for February decreased slightly, the total remained over the 94 percent level, averaging 94.09 percent for the month. Validation of March on-time performance data is currently underway, with a preliminary total for the month at 93.72 percent (Attachment A).

Service delivery failures, or trips in excess of 120 minutes late, continued to decrease each of the last five months, with an average of approximately 11 per week during October, November, and December. This positive trend has continued into January and February 2008, with weekly service delivery failure averages of 8.5 for January and 8.0 for February. The monthly total for February was 33, which was an improvement compared to the 35 service delivery failures during the month of January. Preliminary totals for the month

of March show a considerable improvement, with an unverified total of 19 for the month (Attachment B).

Although customer comment trends have improved overall since November 2007, totals for February show a marked increase when compared to January 2008 (Attachment C). The most common customer complaints have been buses running behind schedule, driver no-show, driver judgment, schedule error, and reservation operator error. Customer comments for the month of March have been validated, showing a decrease of 34 comments when compared to February (Attachment D). While there has been significant improvement since the beginning of the year, the number of complaints still exceeds the contractual performance standard of one per 1,000 passengers.

ACCESS Customer Satisfaction Survey

In the Fall of 2007, the Authority contracted with Rea and Parker Research to conduct a survey of ACCESS customers. Although service quality is also monitored through the customer comments received from ACCESS customers, this survey provides a more comprehensive view of overall customer satisfaction and service use involving a much greater sample size. The survey was distributed to the entire database of eligible riders, which is approximately 26,000 persons; of this number, approximately 6,500 are regular users of the service. The Authority received 1,984 completed surveys which were tabulated and summarized.

The survey results were divided into the following six components: demographic statistics and respondent characteristics; ACCESS usage characteristics; overall satisfaction with ACCESS services; use and satisfaction with taxis providing ACCESS trips; satisfaction with the in-person functional assessment eligibility process; and customer interest in training programs to familiarize ACCESS customers with the use of fixed route services.

ACCESS Service

The survey results show that overall satisfaction with ACCESS transportation was reported by 85 percent of the respondents, with 41 percent believing the quality of the service had improved over the past year. Customers who use the service at least once per week were more likely to say the service had improved. Customers were most satisfied with the safety and cleanliness of the bus. Service elements receiving the lowest satisfaction ratings were the 30-minute pick up window, on-time performance, and the three-quarter mile corridor restriction (Attachment E).

Taxicabs Used for Providing ACCESS Trips

The most prominent distinction between this survey and the previous satisfaction survey conducted in 2005 were questions related to the introduction of taxi vehicles used to provide ACCESS trips. The survey showed that 70 percent of all respondents have taken an ACCESS trip in a taxicab with the highest satisfaction reported for the travel time and safety. Although only 23 respondents reported to have used the Same-Day Taxi Service, 70 percent of the riders were highly satisfied with the service (Attachment F).

In-Person Functional Assessment Process

On July 1, 2005, the eligibility program was modified to require all applicants participate in an in-person functional assessment. More than half (52 percent) of the survey respondents had participated in the in-person functional assessment process to determine eligibility for ACCESS service. Overall, those respondents were highly satisfied with various characteristics of the assessment process, including the application, interactions with staff, the assessment facility, and the evaluation tests.

Customer Interest in Training Programs for the Use of Fixed-Route Service

The survey included questions designed to determine customer interest in training programs designed to familiarize ACCESS customers with the use of OCTA's fixed-route service. A large proportion of respondents (77 percent) stated no interest in a training program which would orient ACCESS riders to using fixed-route service. The primary reason given by customers was difficulty in walking and physical disabilities which would inhibit the customers from gaining access to fixed route bus stops. Those who were in favor of such programs were men, younger customers, and customers who more recently became users of ACCESS service.

Frequency of Use and Primary Purpose of ACCESS Trips

Nearly half of all survey respondents use ACCESS service at least one day per week, with 74 percent having used the service for one to six years. Forty-five percent of all respondents use the service for doctor visits or other health related trips, while 34 percent of riders use the service for shopping, recreation, and personal business/errands (Attachment G).

Overall, the results of this survey are quite consistent with the results of the survey conducted in 2005, when the service provider for ACCESS service was Laidlaw Transit Services. Noticeable differences between the two surveys

included questions regarding ACCESS taxicabs used to provide ACCESS service and the in-person assessment process. It is the intention of CTS to continue to conduct the ACCESS Customer Satisfaction Survey every two years.

Summary

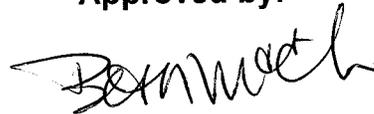
From November 2007 through January 2008, ACCESS service quality continued to improve. Performance measurements for February 2008 indicate that service levels have showed a slight decline in the areas of on-time performance and monthly customer comments. Staff will continue to monitor service quality and report to the Board of Directors as directed. Results to the ACCESS Customer Satisfaction Survey, conducted in the Fall of 2007, show that the majority of survey respondents feel that service has improved over the last 12 months.

Attachments

- A. On-Time Performance
- B. Service Delivery Failure
- C. Monthly Customer Comments
- D. Top Five Comments
- E. Mean Ratings of ACCESS Service Characteristics
- F. Mean Ratings of Taxicab Characteristics
- G. Primary Purpose of ACCESS Trips

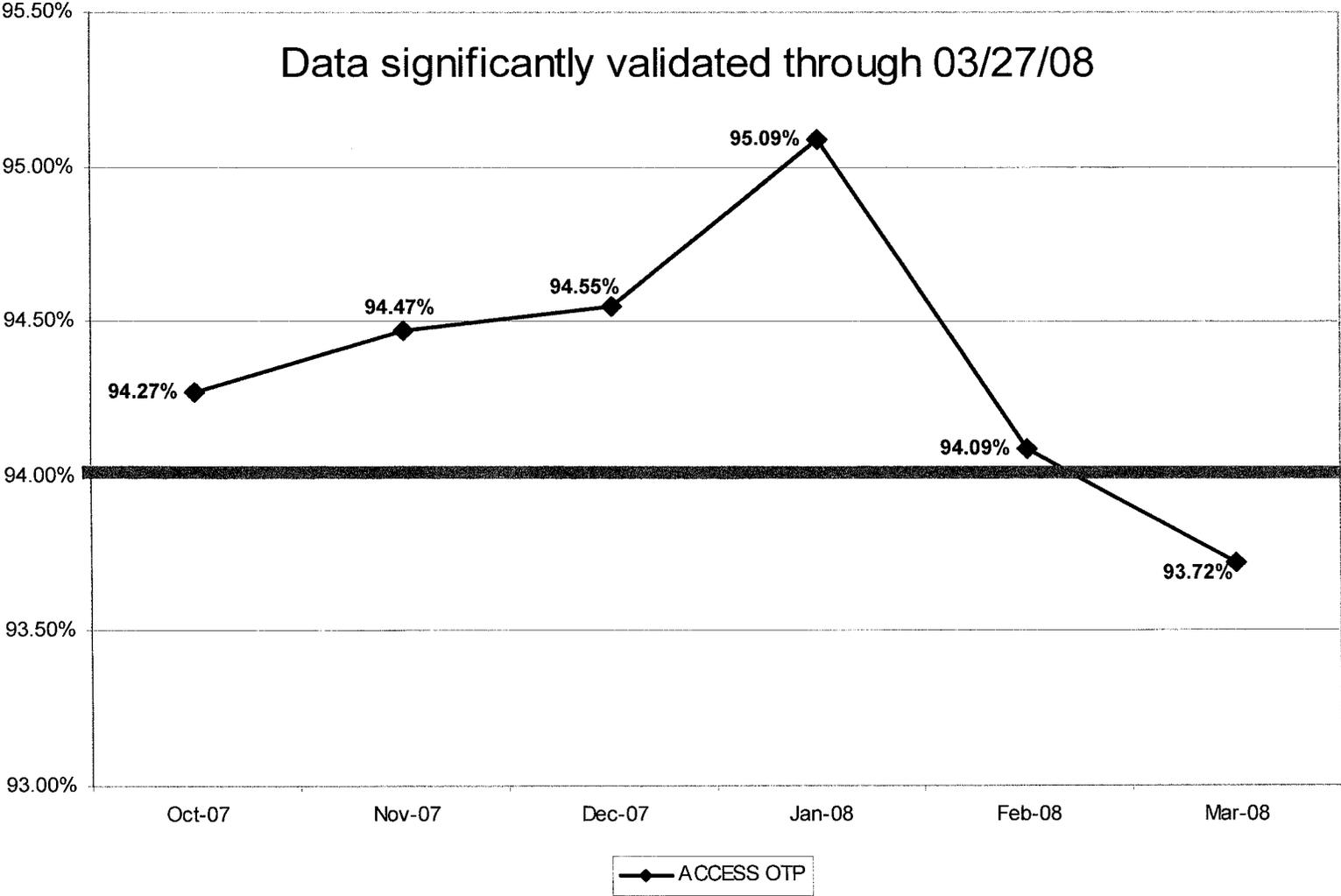
Prepared by:

Curt Burlingame
Section Manager
Community Transportation Services
714-560-5921

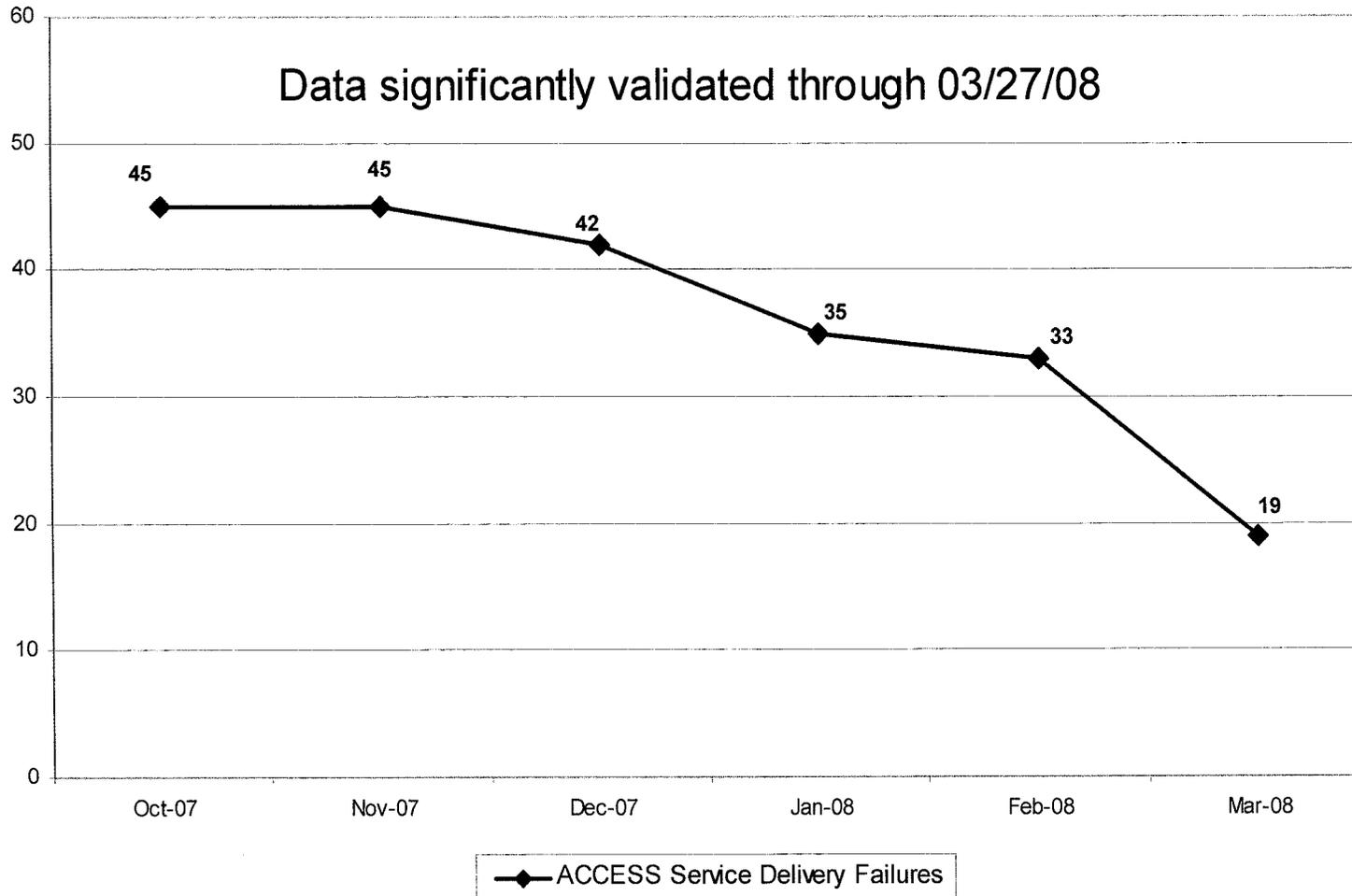
Approved by:

Beth McCormick
General Manager, Transit
714-560-5964

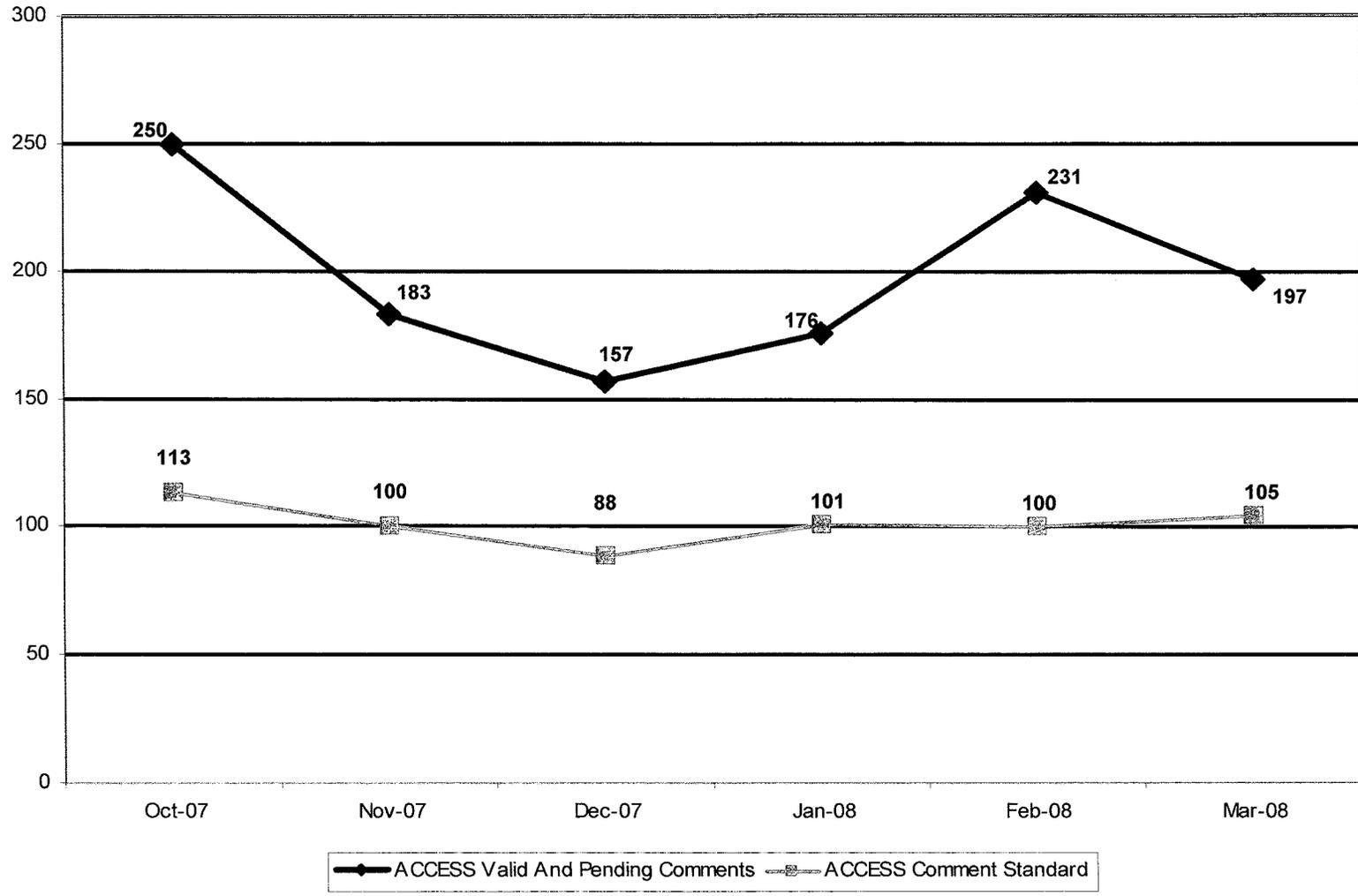
On-Time Performance



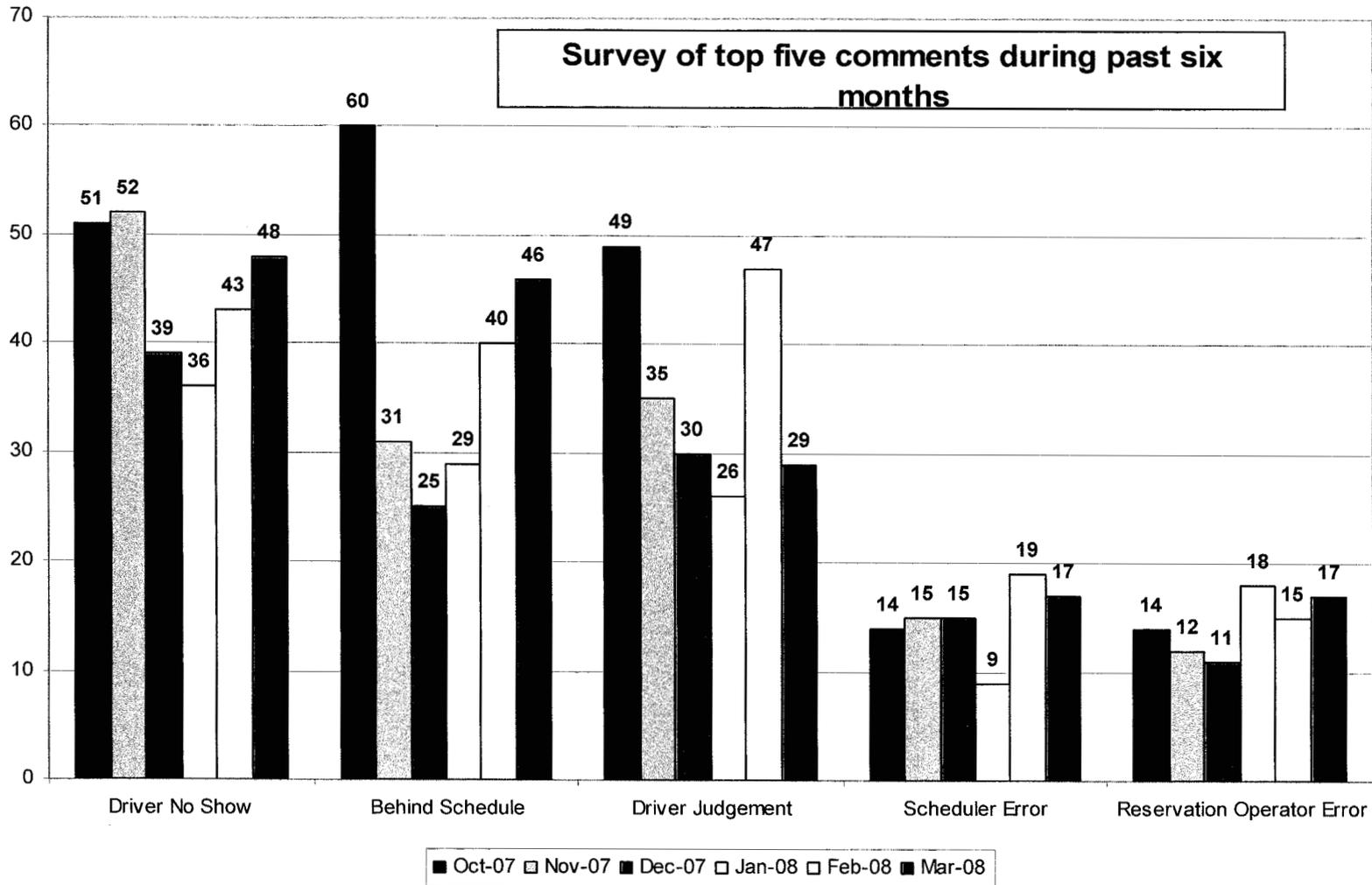
Service Delivery Failure



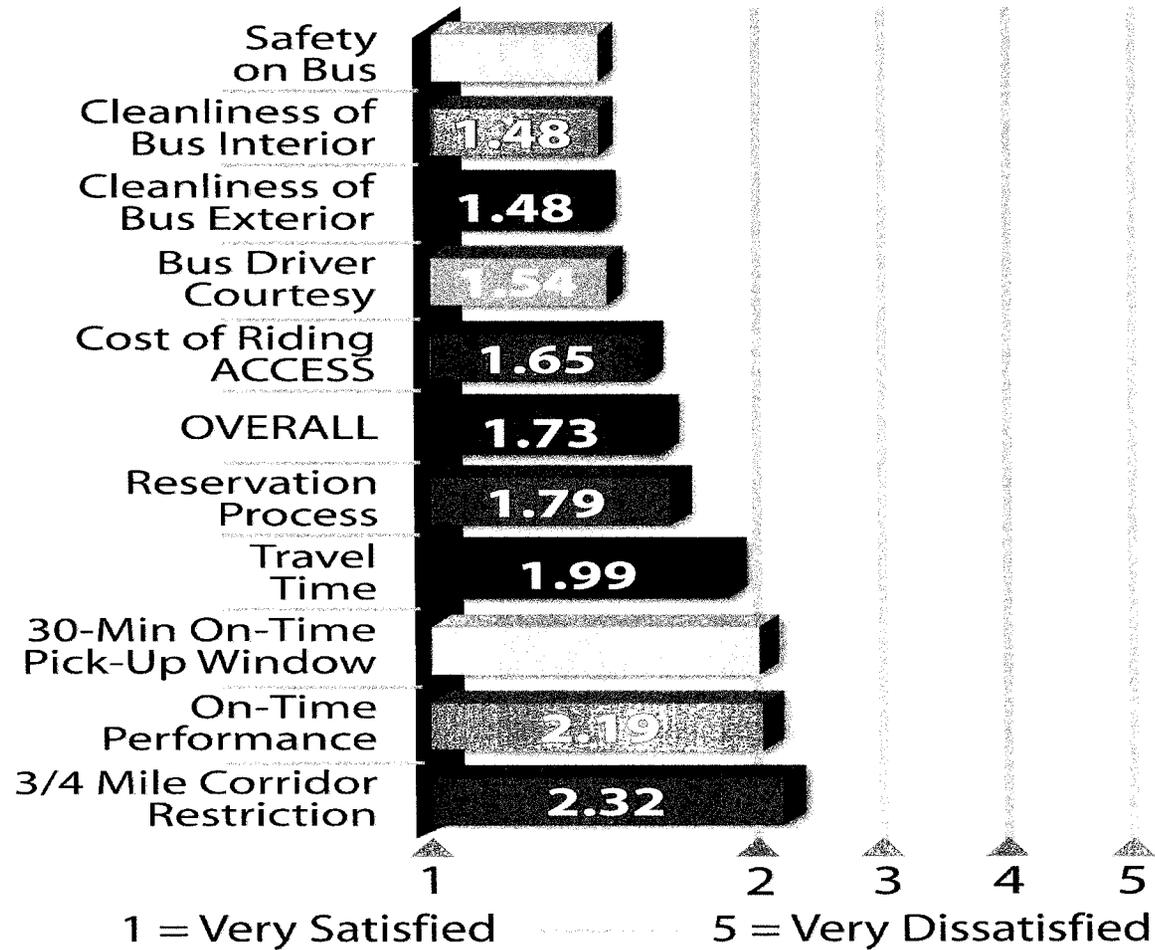
Monthly Customer Comments



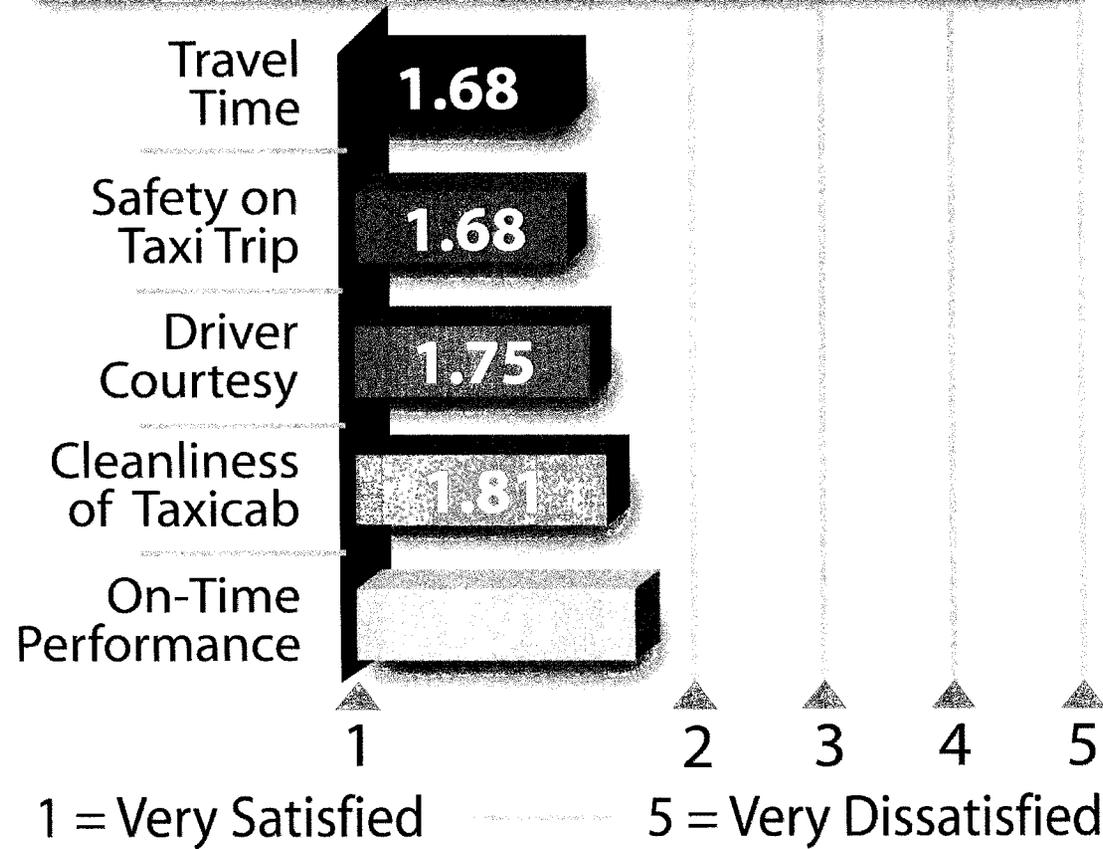
Top Five Comments



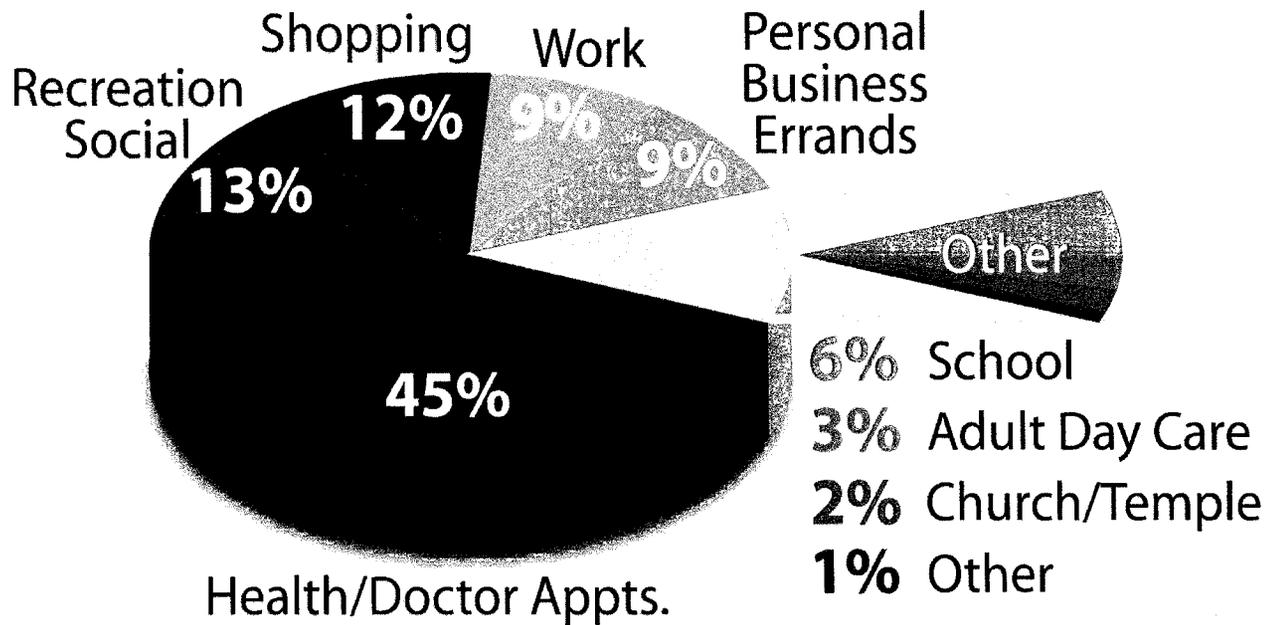
Mean Ratings of ACCESS Service Characteristics



Mean Ratings of Taxicab Characteristics



Primary Purpose of ACCESS Trips





April 28, 2008

To: Members of the Board of Directors
From: Arthur T. Leahy, Chief Executive Officer
Subject: Agreement to Purchase Non-Revenue Hybrid Electric Vehicles

Overview

The Orange County Transportation Authority currently operates 90 automobiles used to relieve coach operators in the field. In addition, nine support vehicles are required to provide transportation for staff at the operations bases and the administration building. The lease of these 99 vehicles will end on August 31, 2008. A new contract is needed in order to provide uninterrupted service.

Recommendation

Authorize the Chief Executive Officer to execute Agreement No. C-7-1389 between the Orange County Transportation Authority and Longo Toyota, in an amount not to exceed \$2,381,559, to purchase 93 company equipment assigned vehicles and provide maintenance for a period of up to five years or 100,000 miles.

Background

On April 10, 2008, the Transit Committee approved the staff recommendation to authorize the Chief Executive Officer to execute Agreement No. C-7-1389 between the Orange County Transportation Authority (Authority) and Longo Toyota, in an amount not to exceed \$2,381,559, for the purchase of 93 non-revenue hybrid electric vehicles. The Board of Directors (Board) considered this item at the April 14, 2008, Board meeting and requested staff respond to several questions and bring the item back to the Board meeting on April 28, 2008.

One question raised was how many Orange County car dealers received the solicitation. Of the 145 vendors who received a solicitation, 45 of the vendors are located in Orange County. Of those 45, seven are car dealers. All of the dealers were contacted to see why dealers did not respond to the request for

proposals. Several of the dealers said the dealerships do not carry hybrid vehicles and others said the dealerships would not be able to deliver the quantity of vehicles the Authority requested.

Other questions were raised regarding the availability of hybrid vehicles from dealerships in the Orange County area and regarding price comparisons for hybrid vehicles sold in the area. Staff called fleet managers from selected dealerships in Orange County, and the following responses were received.

Toyota of Orange

The fleet manager said that fleets consisting of 93 cars could not be furnished by local dealers, and staff was referred to Toyota's corporate office in Torrance.

Toyota Motor Sales, Corporate Office

Staff spoke to the fleet representative. The representative said that all Toyota dealers have the option of selling large fleets; however, the dealerships either do not know how or choose not to participate in large fleet sales. The representative provided a list of "fleet-minded dealers" in Southern California: Toyota of Huntington Beach, Longo Toyota, and Moss Brothers in Moreno Valley.

Toyota of Garden Grove, Harbor Boulevard

The fleet manager said Toyota of Garden Grove does not handle large orders nor does the dealership have the personnel to respond to a formal request for proposals.

Toyota of Garden of Grove, Trask Avenue

The fleet manager said the dealership can only sell as many cars as the dealership has in inventory, which would be approximately 10 cars.

Power Toyota, Irvine

The dealership gave the same response as Toyota of Garden of Grove, Trask Avenue.

Toyota of Huntington Beach

This dealership could provide 93 cars over a six month period.

Weseloh Honda, San Juan Capistrano

The fleet manager said the dealership could provide 20 Civic hybrids per month.

Honda, Piercey Automotive Group, Santa Ana

The fleet manager cannot provide large fleet orders. The dealership would have to order from a neighboring dealer's inventory.

The Board also asked the following questions:

1. What is the mileage on the existing fleet? (Attachment A)
2. Does it fall within the existing contract mileage? Yes, 100,000 miles.
3. What is the expiration date of the existing lease agreement? Half in August 2008 and half in October 2008.
4. At lease expiration for the current lease agreement, will the monthly charges increase? The monthly rate will remain at \$56,820.06, the cost of the current lease. The Authority will also be charged an additional \$0.035 per mile for all miles traveled over 100,000 (estimated to amount to \$6,000 per month), plus the full cost of maintaining the vehicles.
5. Does the proposed price include vehicle registration? Yes.
6. Does the proposed price include sales tax and at what percentage? Yes, 7.75 percent. Staff received a clarification regarding the breakdown of pricing. Taxes were a separate line item.
7. In what city do we register our vehicles? Orange, California.
8. Was the distance between the Authority and Longo Toyota considered in the cost? Yes, a price comparison analysis was done, and the costs were reflected in the price of the vehicles. This was considered in the work plan, which was given a 12.5 percent weight.

Attachments

- A. 2004 Prius Vehicles Mileage and Expiration Dates
- B. Staff Report Agreement to Purchase Non-Revenue Hybrid Electric Vehicles

Prepared by:



Connie Raya
Section Manager,
Maintenance Resource Management
(714) 560-5962

Approved by:



Beth McCormick
General Manager, Transit
(714) 560-5964

**2004 Prius Vehicles
Mileage and Expiration Dates**

Unit #	Odometer	Delivery Date	Expiration Date
9301	77285	08/05/04	08/05/08
9326	76788	09/17/04	09/17/08
9325	76660	09/09/04	09/09/08
9322	75956	09/17/04	09/17/08
9320	74684	09/02/04	09/02/08
9307	74334	09/09/04	09/09/08
9302	73586	08/05/04	08/05/08
9310	73151	09/14/04	09/14/08
9327	72449	09/10/04	09/10/08
9324	72083	08/25/04	08/25/08
9308	71846	09/16/04	09/16/08
9312	71554	08/23/04	08/23/08
9321	70957	09/09/04	09/09/08
9305	70811	09/09/04	09/09/08
9304	70663	08/05/04	08/05/08
9318	70386	09/16/04	09/16/08
9323	70266	09/09/04	09/09/08
9306	70060	09/14/04	09/14/08
9311	69922	09/16/04	09/16/08
9364	69572	09/15/04	09/15/08
9314	69362	08/23/04	08/23/08
9328	69260	08/25/04	08/25/08
9315	69233	09/01/04	09/01/08
9316	69233	09/14/04	09/14/08
9365	67402	09/03/04	09/03/08
9330	67356	09/07/04	09/07/08
9362	66331	09/07/04	09/07/08
9319	66282	08/24/04	08/24/08
9363	65752	09/15/04	09/15/08
9329	65628	09/17/04	09/17/08
9303	65386	08/05/04	08/05/08
9317	65215	09/16/04	09/16/08
9333	64740	09/17/04	09/17/08
9331	64686	09/01/04	09/01/08
9309	64418	09/03/04	09/03/08
9350	63872	09/20/04	09/20/08
9361	63806	09/02/04	09/02/08
9332	63770	09/01/04	09/01/08
9367	63691	09/10/04	09/10/08
9366	63477	09/21/04	09/21/08
9348	63261	09/03/04	09/03/08
9349	63197	09/20/04	09/20/08
9335	63076	08/31/04	08/31/08
9347	62965	08/24/04	08/24/08
9336	62157	09/20/04	09/20/08
9342	61908	08/24/04	08/24/08
9344	61876	09/20/04	09/20/08
9313	61755	09/16/04	09/16/08
9338	61684	09/03/04	09/03/08
9346	61546	09/10/04	09/10/08

Unit #	Odometer	Delivery Date	Expiration Date
9340	61507	09/02/04	09/02/08
9360	61435	09/21/04	09/21/08
9370	61086	09/10/04	09/10/08
9359	61044	09/10/04	09/10/08
9334	60921	09/17/04	09/17/08
9337	60918	09/14/04	09/14/08
9355	60874	09/02/04	09/02/08
9357	60774	09/01/04	09/01/08
9341	60757	08/23/04	08/23/08
9358	60750	09/01/04	09/01/08
9339	60534	09/20/04	09/20/08
9345	59904	09/07/04	09/07/08
9371	59889	09/13/04	09/13/08
9352	59869	09/07/04	09/07/08
9369	59847	09/22/04	09/22/08
9353	59547	08/25/04	08/25/08
9368	59421	09/22/04	09/22/08
9354	59414	08/25/04	08/25/08
9356	58839	09/21/04	09/21/08
9351	58563	09/21/04	09/21/08
9372	58223	09/21/04	09/21/08
9390	57858	09/23/04	09/23/08
9343	57437	09/14/04	09/14/08
9387	56683	09/13/04	09/13/08
9388	56641	09/13/04	09/13/08
9375	56557	08/25/04	08/25/08
9374	55016	09/15/04	09/15/08
9379	54923	08/23/04	08/23/08
9389	54835	08/24/04	08/24/08
9376	53748	08/31/04	08/31/08
9383	53160	09/02/04	09/02/08
9384	52047	08/31/04	08/31/08
9380	51870	09/22/04	09/22/08
9382	50783	09/15/04	09/15/08
9373	50586	09/13/04	09/13/08
9385	50472	08/31/04	08/31/08
9381	50076	09/22/04	09/22/08
9377	50067	09/07/04	09/07/08
9378	49613	08/24/04	08/24/08
9386	49075	09/22/04	09/22/08
9397	33590	08/23/04	08/23/08
9393	31517	09/23/04	09/23/08
9394	26577	08/31/04	08/31/08
9391	23211	09/03/04	09/03/08
9398	21902	09/15/04	09/15/08
9395	21416	09/13/04	09/13/08
9399	21332	09/23/04	09/23/08
9392	19150	09/23/04	09/23/08
9396	16766	09/23/04	09/23/08



April 10, 2008

To: Transit Committee

From: *ATL* Arthur T. Leahy, Chief Executive Officer

Subject: Agreement to Purchase Non-Revenue Hybrid Electric Vehicles

Overview

The Orange County Transportation Authority currently operates 90 automobiles used to relieve coach operators in the field. In addition, nine support vehicles are required to provide transportation for staff at the operations bases and the administration building. The lease of these 99 vehicles will end on August 31, 2008. A new contract is needed in order to provide uninterrupted service.

Recommendations

Authorize the Chief Executive Officer to execute Agreement No. C-7-1389 between the Orange County Transportation Authority and Longo Toyota, in an amount not to exceed \$2,381,559, to purchase 93 company equipment assigned vehicles and provide maintenance for a period of up to five years or 100,000 miles.

Background

Under the terms of the Coach Operator Collective Bargaining Agreement between the Orange County Transportation Authority (Authority) and Teamsters Local 952, all coach operator work assignments must begin and end at the bus operations base to which the coach operator is assigned. Typically, the first assigned coach operator in the morning will drive a bus to an assigned location to begin scheduled revenue service. Most Authority bus schedules span 12 hours or more, requiring the morning coach operator to be relieved enroute.

To ensure uninterrupted bus service, coach operators assigned to operate the afternoon schedule must relieve coach operators assigned to the morning schedule. There are several methods used to accomplish the coach operator relief process, which include walking from the assigned bus operations base to the relief point, riding an in-service revenue bus to the relief point, or driving a

company equipment assigned (CEA) vehicle from the assigned base to the relief point.

The Authority requires a fleet of 85 CEA vehicles to accomplish necessary relief activities. In addition, eight support vehicles are required to address the day-to-day transportation needs for staff at the operations bases and administration building. Support vehicles provide transport between Authority locations and off-site business obligations. In addition, these vehicles serve as "guaranteed ride home" cars as part of the Authority rideshare program.

In keeping with the Authority's commitment to clean air, the CEA vehicles are hybrid electric vehicles (HEV). HEV combine the internal combustion engine of a conventional vehicle with the battery and electric motor of an electric vehicle, resulting in twice the fuel economy of conventional vehicles. This combination offers the extended range and rapid refueling with a significant portion of the energy and environmental benefits of an electric vehicle. The practical benefits of HEV include improved fuel economy and significantly lower emissions compared to conventional vehicles. Staff proposes to continue to use HEV technology for CEA requirements.

Staff has considered other options including compressed natural gas (CNG) sedans and plug-in hybrids. In conclusion, CNG vehicles were not considered at this time, but would be as additional Authority CNG fueling facilities are constructed and become operational over the next two years. Moreover, plug-in vehicles are not available in the quantities needed to support the CEA requirements. However, staff is in the process of developing a proposal to acquire a smaller number of plug-in vehicles (i.e., six) and two or three charging stations using grant funds to gain some practical experience and evaluate the use of these vehicles in support of operations. Other elements under consideration include use of CNG vehicles in field supervision, and the possible purchase of additional HEV for use by other Authority staff, allowing the agency to retire high-mileage Ford Crown Victorias running on regular unleaded gasoline.

Under the now-expiring agreement, five options were considered: purchase, lease, lease with full maintenance, purchase with full maintenance, and maintenance. The four-year lease agreement for the existing CEA fleet ends on September 1, 2008. In order to ensure uninterrupted service relief for the Authority's coach operators and guarantee delivery of new vehicles by September 1, 2008, the replacement vehicles must be ordered by the first week of May 2008.

Discussion

The procurement for the CEA vehicles was handled in accordance with the Authority's procedures for professional and technical services. Due to the nature of the technology involved, the Authority used a competitive negotiated procurement method. The criteria for selecting a firm are based on meeting the Authority's technical requirements at the most competitive cost.

On February 14, 2008, staff took the request for the release of the request for proposals (RFP) and approval of the evaluation criteria to the Board of Directors (Board). The Board approved the following weighted criteria to evaluate the proposals:

- Qualifications of the Firm: 25 percent
- Staffing: 12.5 percent
- Work Plan: 12.5 percent
- Cost and Price: 50 percent

In addition to cost, other factors are considered in an award in a competitive negotiated procurement. Award is recommended to the firm offering the most effective overall proposal considering such factors as staffing, prior experience with similar engagements, approach to the requirement, and expertise in the field.

The procurement was advertised on January 29, 2008 and February 5, 2008, in the Orange County Register. On January 29, 2008, an electronic notice of the RFP was sent to 145 firms registered on CAMM NET. A pre-proposal meeting was held on February 12, 2008, and was attended by three firms.

On March 3, 2008, two firms, Longo Toyota (Longo) and Enterprise Fleet Management (Enterprise) responded. An evaluation committee was established with staff from Contracts Administration and Materials Management, Transit, and Finance, Administration and Human Resources to review the proposals submitted by each firm. Phone interviews were conducted on March 24, 2008, and attended by the evaluation committee and representatives of the two short-listed firms. Each firm was given the opportunity to ask questions related to the requirements and hear the questions and concerns of the committee. The scores of the evaluation committee are included as Attachment A.

After the phone interviews, the Operations Analysis Section completed a lease versus buy price analysis (Attachment B). The price analysis reflects the total costs over the life of each option. The analysis indicates that the lowest priced option is option three, purchase with full maintenance of the 93 hybrid-electric vehicles for \$2,381,559. The next lowest option is option one, a four-year lease

with full maintenance for \$2,697,060. The difference between these two options is \$315,501.

The analysis also considered the option of bringing the maintenance service in-house. However, as shown in Attachment B, the in-house maintenance cost is estimated to be \$1.4 million, while the maintenance cost under the recommended option is \$91,605, a difference of \$1,362,408. Staff recommends the purchase of the 93 hybrid-electric vehicles with a full-service maintenance agreement for up to five years or 100,000 miles.

Based on the evaluation committee findings, the evaluation committee recommends the following firm for consideration of an award:

Firm and Location

Longo Toyota
El Monte, California

Longo employs approximately 400 people and retailed over 20,000 new Toyota vehicles last year. Longo has been in business for nearly 40 years and is the largest Toyota franchise in the United States.

Longo has supplied government agencies and municipalities automotive vehicles and service for several years. Longo currently has ongoing contracts with the counties of Los Angeles, Orange, San Diego, Riverside, San Bernardino, the Metropolitan Water District, the City of San Antonio, Texas, and the state of Kansas.

Fiscal Impact

Funds for this project are in the Authority's Fiscal Year 2008-09 Proposed Budget, Transit Division, Maintenance, Account 2159-9025-D2108-EMY, and funded through the Local Transportation Fund.

Summary

Staff recommends approval of Agreement No. C-7-1389 with Longo Toyota, in an amount not to exceed \$2,381,559, to purchase 93 company equipment assigned vehicles and provide maintenance for a period of up to five years or 100,000 miles.

Attachments

- A. Proposal Evaluation Criteria Matrix RFP-7-1389 Non-Revenue Hybrid Electric Vehicles Short-list Firms
- B. CEA Vehicle Fleet Lease vs. Buy Comparison
- C. RFP-7-1389 Non-Revenue Hybrid-Electric Vehicles Review of Proposals

Prepared by:



Connie Raya
Section Manager,
Maintenance Resource Management
(714) 560-5962

Approved by:



Beth McCormick
General Manager, Transit
(714) 560-5964

**PROPOSAL EVALUATION CRITERIA MATRIX
RFP 7-1389 NON-REVENUE HYBRID-ELECTRIC VEHICLES
Short-listed Firms**

PURCHASE: LONGO TOYOTA - SCION						Wts.	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm	4.00	4.00	4.00	5.00	4.00	5	21.00
Staffing & Project Organization	3.00	2.00	3.00	2.50	3.00	2.5	6.75
Work Plan	4.00	4.00	4.00	4.00	4.00	2.5	10.00
Cost & Price	5.00	5.00	5.00	5.00	5.00	10	50.00
Overall Score	87.50	85.00	87.50	91.25	87.50		87.75

LEASE: ENTERPRISE FLEET MANAGEMENT						Wts.	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm	4.00	5.00	5.00	5.00	5.00	5	24.00
Staffing & Project Organization	4.00	5.00	4.00	5.00	4.00	2.5	11.00
Work Plan	4.00	5.00	4.00	4.00	4.00	2.5	10.50
Cost & Price	4.00	4.00	4.00	4.00	4.00	10	40.00
Overall Score	80.00	90.00	85.00	87.50	85.00		85.50

LEASE: LONGO TOYOTA - SCION						Wts.	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm	4.00	3.00	4.00	5.00	4.00	5	20.00
Staffing & Project Organization	3.00	2.00	3.00	2.50	2.00	2.5	6.25
Work Plan	2.00	1.50	1.50	2.50	2.00	2.5	4.75
Cost & Price	4.00	4.00	4.00	4.00	4.00	10	40.00
Overall Score	72.50	63.75	71.25	77.50	70.00		71.00

**CEA Vehicle Fleet
Lease vs. Buy Comparison**

	<u>Lease (48 months) / Buy</u>	<u>Total Cost</u>	<u>Total Months Included</u>	<u>Cost / Month</u>	
1 Lease Hybrid (Enterprise Fleet Services) Toyota Prius	Lease Cost	\$ 2,106,785			
	Contracted Maintenance	\$ 590,275			
	Sub-total	\$ 2,697,060			
	Estimated Equity Owed ^a	\$ 53,509			
	Total	<u>\$ 2,750,569</u>	\$ 2,781,941	48	\$ 57,957
2 Lease Hybrid (Longo Toyota) Toyota Prius or Honda Civic	Lease Cost	\$ 2,251,061			
	Contracted Maintenance	\$ 91,605			
	Sub-total	\$ 2,342,667			
	Estimated Equity Owed ^a	\$ 453,409			
	Total	<u>\$ 2,796,076</u>	\$ 2,807,980	48	\$ 58,500
3 Purchase Hybrid (Longo Toyota) Toyota Prius	Purchase Price	\$ 2,289,954			
	Contracted Maintenance	91,605			
	Sub-total	\$ 2,381,559			
	Interest Income Loss	202,105			
	Salvage Value ^b	(457,991)			
	Total	<u>\$ 2,125,673</u>	\$ 2,155,805	48	\$ 44,913
4 In-house Maintenance	In-house Maintenance Cost ^c	1,454,013			
	Total	\$ 1,454,013	\$ 1,454,013	48	\$ 30,292

a. Based on residual values provided by the vendors

b. Based on a straightline depreciation method for a five-year asset

c. Based on a fully burdened rate for four auto mechanics and parts for 93 vehicles

**RFP 7-1389 NON-REVENUE HYBRID-ELECTRIC VEHICLES
Review of Proposals**

PRESENTED TO THE TRANSIT COMMITTEE MEETING APRIL 10, 2008

(2) proposals were received, two (2) firms were interviewed, and one (1) firm is recommended to provide the Authority with 93 company equipment assigned vehicles.

Overall Ranking	Prop. Score	Firm & Location	Subcontractors	Evaluation Committee Comments	Total Pricing
1	88	Longo Toyota (Purchase)	None	Well organized and professional proposal Dealership was well prepared for the interview Low maintenance rates for 48 months Dealer offered extended service without increasing maintenance rate Lowest overall pricing	See Attachment B "CEA Vehicle Fleet, Lease vs. Buy Comparison"
2	86	Enterprise Fleet Management (Lease)	None	Proposal was well done and provided a good work plan Dealer was knowledgeable of the Authority's needs and requirements The dealer provided quality staff to respond to interview questions Aggressive lease rates	See Attachment B "CEA Vehicle Fleet, Lease vs. Buy Comparison"
3	71	Longo Toyota (Lease)	None	Well organized and professional proposal Work plan was suited for car purchase rather than a lease	See Attachment B "CEA Vehicle Fleet, Lease vs. Buy Comparison"

Evaluation Panel

Contracts Administration and Materials Management
Transit
Finance Planning and Analysis

Proposal Criteria

Qualifications of the Firm
Staffing and Project Organization
Work Plan
Cost and Price

Wts.

25%
12.5%
12.5%
50%



MEMO

April 23, 2008

To: Members of the Board of Directors
From: Wendy Knowles, Clerk of the Board
Subject: **Board Committee Transmittal for Agenda Item**

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.



April 24, 2008

To: Transit Committee
From: Arthur T. Leahy, Chief Executive Officer
Subject: Final Report on Public Hearing - Proposed Service Changes

Overview

On April 14, 2008, the Board of Directors conducted a public hearing to receive public input on proposed bus service changes during calendar year 2008. This report summarizes the comments received and the staff responses to them. The report also presents staff's recommendations for consideration by the Board of Directors. Based on the recommendations, the program would require approximately 3,600 annual revenue vehicle hours at a net cost of approximately \$210,000 and is estimated to generate about 51,000 additional annual boardings.

Recommendations

- A. Approve staff's proposals to reroute Stationlink routes 470 (Tustin Station to John Wayne Airport) and 471 (Tustin Station to Irvine) and renumber to Route 472 (Tustin Station to Irvine via Red Hill Avenue and MacArthur Boulevard) and Route 473 (Tustin Station to University of California at Irvine via Harvard Avenue); approve staff's recommendation to modify the original proposal for the Route 473 alignment in the vicinity of the Irvine campus; with changes effective June 9, 2008.
- B. Approve staff's proposal to implement an additional service to the Orange County Fair, new Route 671 Orange County Fair Flyer, between the cities of Orange, Anaheim, and the Orange County Fairgrounds, for four consecutive weekends from July 12 through August 3, 2008.
- C. Approve staff's proposal to discontinue Route 686 (Irvine Transportation Center to Irvine Spectrum) effective June 8, 2008.

- D. Approve staff's proposal to implement new intercounty express Route 792 (Riverside, Corona to Anaheim Resort Area), subject to the negotiation of a shared cost agreement with the Riverside Transit Agency, with service to start during the third or fourth quarter of calendar year 2008.
- E. Approve an intercounty express fare of \$3.75 for new Route 792.

Background

On April 14, 2008, the Orange County Transportation Authority (Authority) Board of Directors conducted a public hearing to receive public input and comments regarding service proposals involving three existing and two new bus routes to be implemented at various times during calendar year 2008 beginning June 8.

The proposals were geared to improve local and regional connections and to increase transit ridership. Fully executed, the service changes were estimated to add approximately 3,600 annual revenue vehicle hours at an estimated net annual cost of approximately \$210,000.

Discussion

During the public review period, the Authority received comments from five individuals regarding the proposals. Four individuals supported the proposed changes to Route 470, but one asked that the south terminal be changed to Campus Drive and University Avenue.

Two respondents expressed support for the proposals involving Route 471 while one opposed the changes expressing concern regarding the withdrawal of service on Alton Parkway between Red Hill and Von Karman avenues.

Proposed new Route 671 received one comment in support along with the suggestion that some trips be coordinated with Metrolink weekend trains.

The proposal to discontinue Route 686 was opposed by one individual who suggested that service be extended to the Irvine Meadows Theater on weekend event days at that venue and that consideration be given to extending service to Irvine Regional Hospital. The respondent also suggested adding trips to meet AMTRAK service and that a transfer agreement with that agency be negotiated.

Proposed new Route 792 received two comments in support with one of the respondents suggesting that the terminal in Riverside be relocated to the Galleria at Tyler to afford connections to Riverside Transit Agency services. The respondent also suggested that connections be made to other services at the North Main Corona Metrolink Station and that existing Stationlink shuttles at the Anaheim Canyon Station stop be timed to meet proposed Route 792.

Maps for routes 470 and 471, proposed routes 472 and 473, proposed Route 671, Route 686, and proposed Route 792 are shown on Attachments A, B, C, D, and E, respectively.

Based on further analysis of the input received, staff is recommending a minor adjustment to the original routing proposed for Route 473 near the University of California at Irvine (UCI) campus. Respondents supporting the implementation of Route 473 did so because the service would offer a more direct and faster trip to the UCI campus terminal on Campus Drive just east of Bridge Road. The original proposed path to the terminal followed Harvard Avenue to California Avenue, and then turning west on Campus Drive to the terminal. Staff's revised proposal is to operate via Harvard Avenue to Bridge Road and then east to the terminal, a shorter distance to travel with the attendant benefit of an even faster trip to the campus. In addition, the change would, in part, address respondent's request to serve the intersection of Campus Drive and University Drive, which is within reasonable walking distance of Bridge Road, about one-third mile to the west.

Staff recommends adopting the original proposal for Route 472, which would replace Route 471 near Alton Parkway and Red Hill Avenue. While Alton Parkway would not be directly serviced between Red Hill and Von Karman avenues, the three stops served by existing Route 471 are all well within Authority walking distance guidelines as the stops are less than one-third mile from the intersection of Alton Parkway at either Red Hill Avenue or Von Karman Avenue. Riders may use either proposed Route 472 to reach destinations closer to Red Hill Avenue or the City of Irvine's new Shuttle A to reach locations closer to Von Karman Avenue.

As requested by one respondent, staff will investigate the feasibility of matching selected Route 671 trip times with the weekend schedule for Metrolink trains serving the Anaheim Canyon Metrolink Station.

While staff is sympathetic to the concern expressed by the respondent opposing the discontinuation of Route 686, until Metrolink weekend service is expanded, as planned in the next several years, it is believed that demand for connecting bus service between the Irvine Transportation Center and the Irvine

Spectrum will remain low. The suggestion to extend service to Irvine Meadows or Irvine Regional Hospital would add to the operating expense. Given the limited availability of operating funds, staff recommends that Route 686 be discontinued as proposed.

The comments regarding the proposed Route 792 terminal at the Galleria in the City of Riverside are well taken. Accordingly, Authority staff has been working with Galleria management and Riverside County transportation staff to secure a new terminal location with improved security at a nearby parking structure that would be served by existing Route 794 and proposed Route 792. The new terminal should be in use by the time Route 792 is implemented. Finally, the suggestion to serve the North Main Corona Metrolink Station with the Corona branch of proposed Route 792 is not recommended since auto parking at the station is inadequate to accommodate current demand. This condition will persist while a new parking structure is under construction. It is estimated the structure will take two years to complete. At that time, the suggestion can be revisited.

Summary

On April 14, 2008, the Authority's Board of Directors conducted a public hearing regarding proposed service changes involving three existing bus routes and two new bus routes. Based on analysis of the input received through public comment process, staff is recommending minor revisions to the route of proposed Route 473, near the UCI campus. Staff recommends that the proposals for routes 472, 671, 686, and 792 be adopted as presented at the public hearing.

As shown on Attachment F, the proposed service changes would add approximately 3,600 annual revenue vehicle hours at an estimated net cost of approximately \$210,000. It is estimated the changes would generate approximately 51,000 additional boardings annually.

Attachments

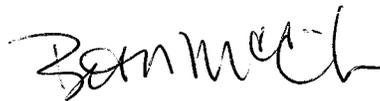
- A. Map of Proposed IBC Shuttle Routes and Routes 470 and 471
- B. Map of Proposed IBC Shuttle Routes and Routes 472 and 473
- C. Map of Proposed Route 671 and Orange County Fair Flyer Routes
- D. Map of Route 686
- E. Map of Proposed Route 792 Express Service
- F. Summary of Resource and Ridership Impacts for Proposed Changes
April 14, 2008 Public Hearing

Prepared by:



Scott Holmes
Manager, Service Planning and
Customer Advocacy
(714) 560-5710

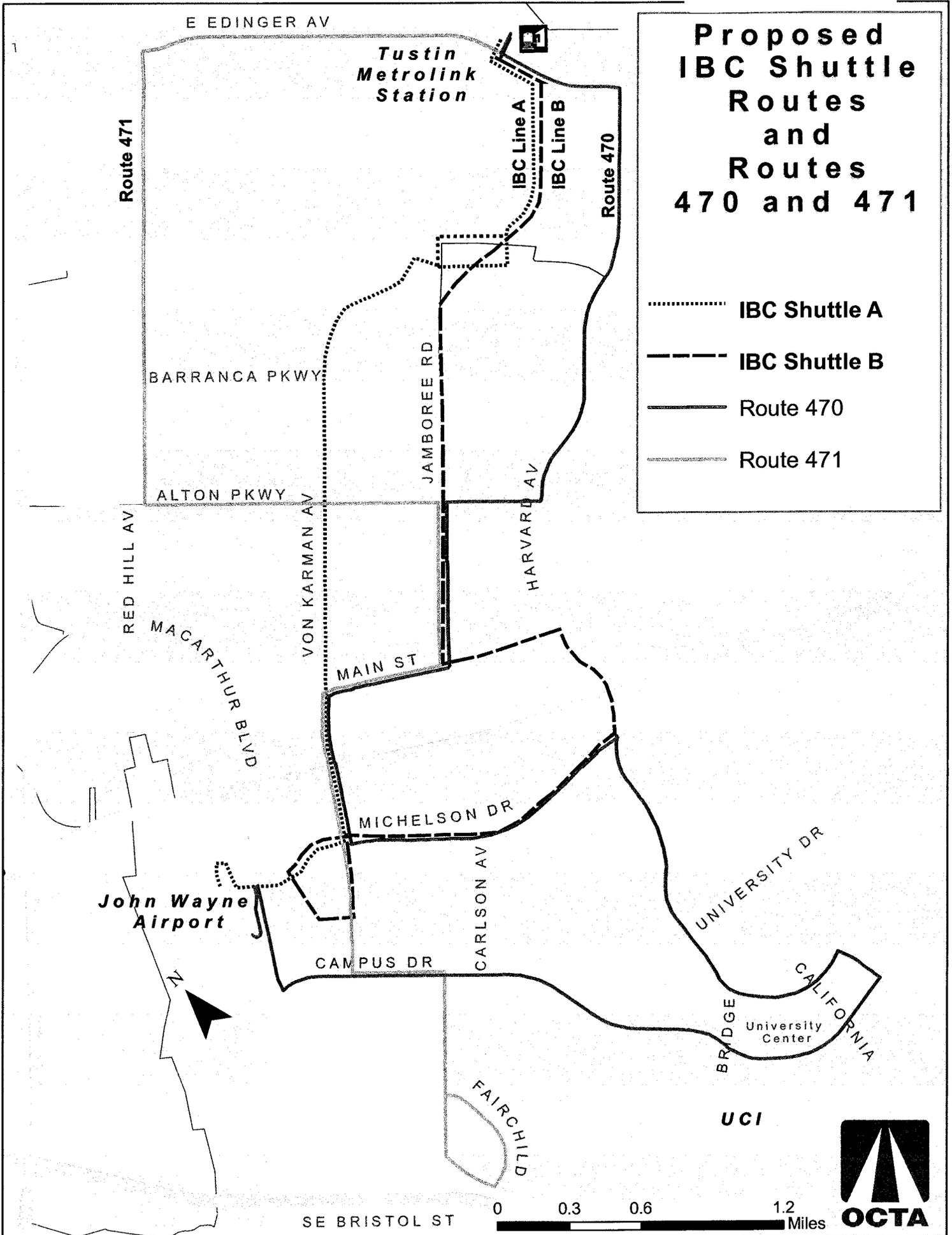
Approved by:



Beth McCormick
General Manager, Transit
(714) 560-5964

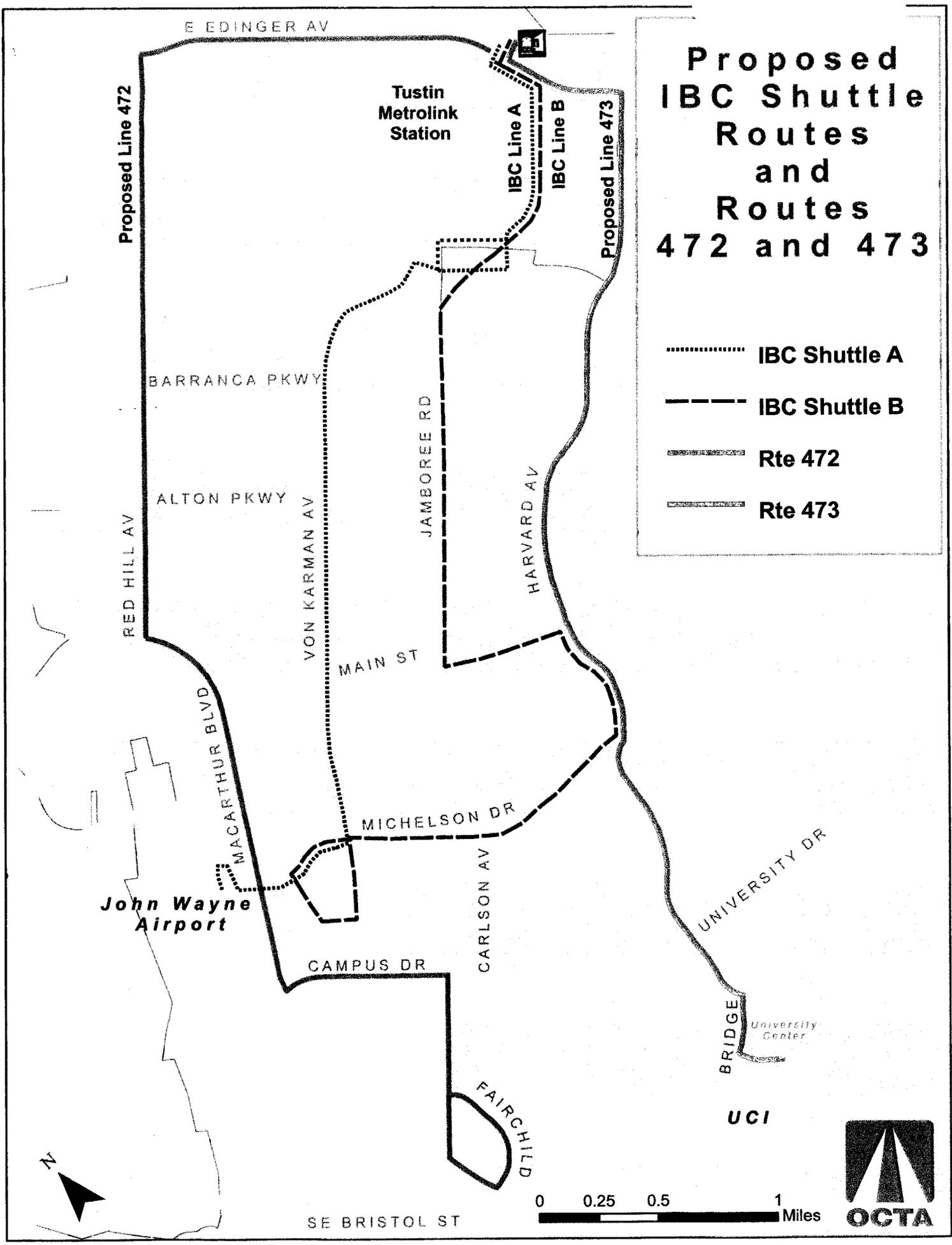
Proposed IBC Shuttle Routes and Routes 470 and 471

- IBC Shuttle A
- IBC Shuttle B
- Route 470
- Route 471

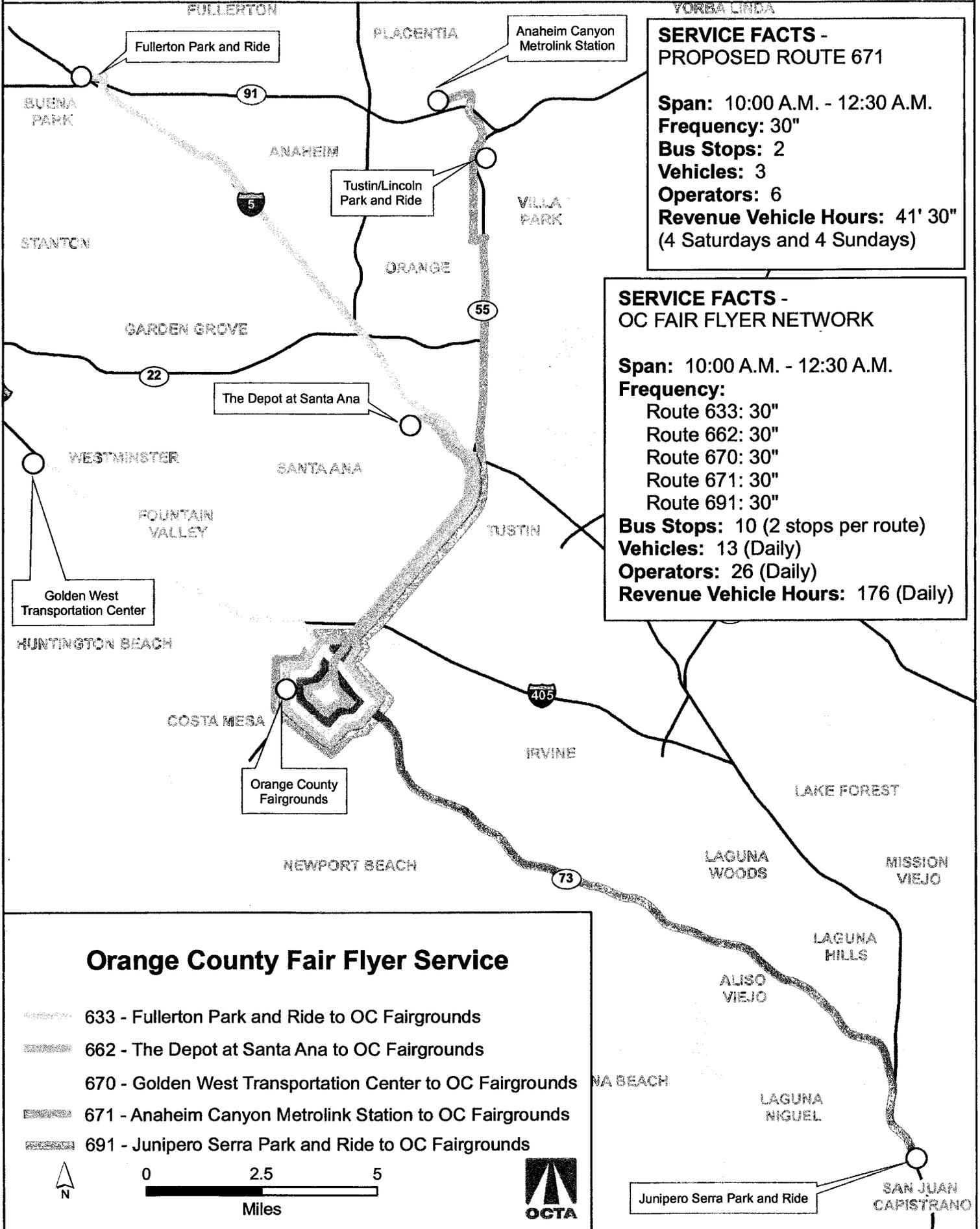


Proposed IBC Shuttle Routes and Routes 472 and 473

- IBC Shuttle A
- IBC Shuttle B
- ===== Rte 472
- ===== Rte 473



Proposed Route 671 and Orange County Fair Flyer Routes



SERVICE FACTS - PROPOSED ROUTE 671

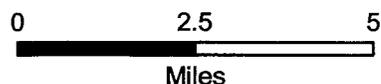
Span: 10:00 A.M. - 12:30 A.M.
Frequency: 30"
Bus Stops: 2
Vehicles: 3
Operators: 6
Revenue Vehicle Hours: 41' 30"
 (4 Saturdays and 4 Sundays)

SERVICE FACTS - OC FAIR FLYER NETWORK

Span: 10:00 A.M. - 12:30 A.M.
Frequency:
 Route 633: 30"
 Route 662: 30"
 Route 670: 30"
 Route 671: 30"
 Route 691: 30"
Bus Stops: 10 (2 stops per route)
Vehicles: 13 (Daily)
Operators: 26 (Daily)
Revenue Vehicle Hours: 176 (Daily)

Orange County Fair Flyer Service

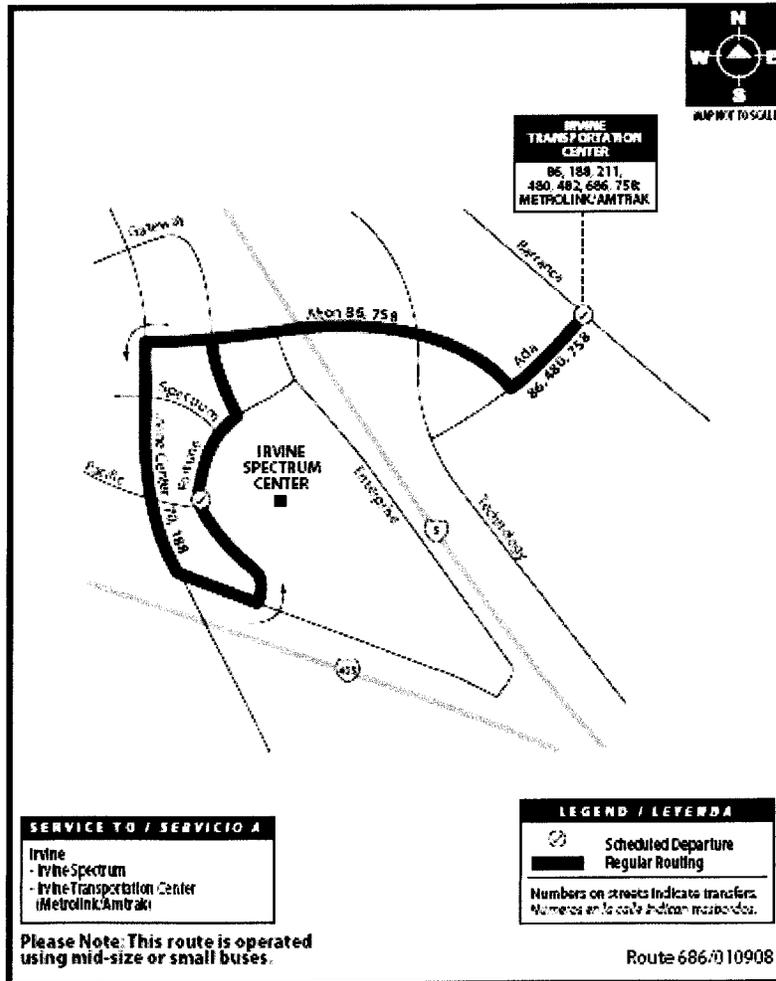
- 633 - Fullerton Park and Ride to OC Fairgrounds
- 662 - The Depot at Santa Ana to OC Fairgrounds
- 670 - Golden West Transportation Center to OC Fairgrounds
- 671 - Anaheim Canyon Metrolink Station to OC Fairgrounds
- 691 - Junipero Serra Park and Ride to OC Fairgrounds



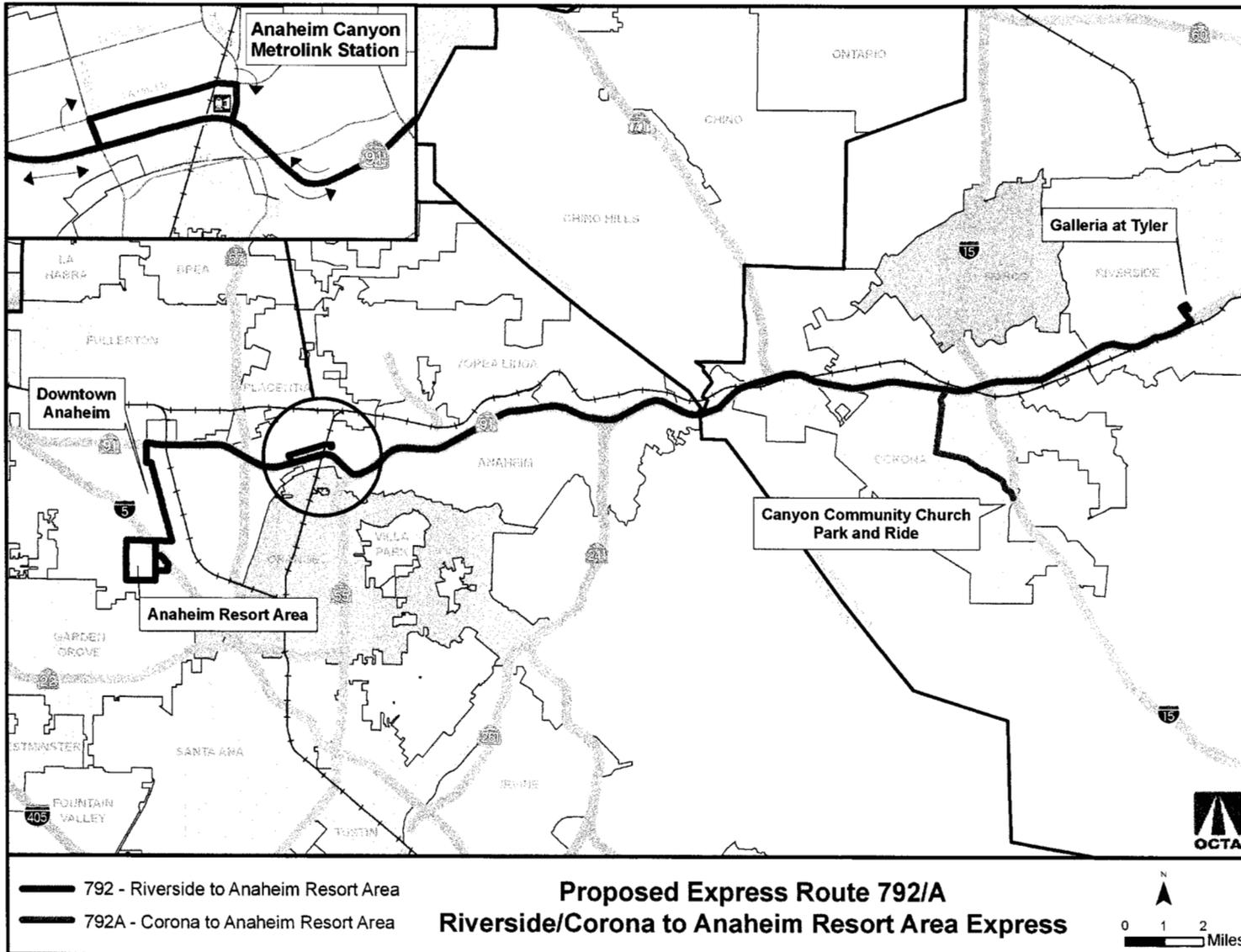
Junipero Serra Park and Ride

Route 686

Irvine Transportation Center to Irvine Spectrum
via Ada / Alton / Irvine Center / Fortune



Proposed Route 792 Express Service



**SUMMARY OF RESOURCE AND RIDERSHIP IMPACTS FOR PROPOSED CHANGES
APRIL 14, 2008 PUBLIC HEARING**

LINE NO.	NAME	ESTIMATED ANNUAL		ESTIMATED RIDERSHIP			COMMENTS
		RVHRS	COST	DAILY	SAT	SUN	
470	Tustin Metrolink - John Wayne Airport	no impact	no impact	205	no service	no service	No impact on resources. Nine riders may have to use connecting service, or walk less than a 1/4 mile. Majority will have improved travel times between Tustin Station and destination via replacement routes 472,473, or IBC Shuttles A or B.
471	Tustin Metrolink - Irvine	no impact	no impact	231	no service	no service	No impact on resources. 25 riders may have to walk less than 1/4 mile to/from current boarding/alighting locations; most riders will enjoy faster travel times between Tustin Station and destinations via replacement routes 472,473, or IBC Shuttles A or B.
671	Anaheim - Orange - OC Fair	330	\$29,400	no service	300	300	Requires 3 buses each on Sat-Sun. To operate four weekends during OC Fair; estimate 600 riders will travel via new route over season.
686	Irvine Transportation Center - Spectrum	-1,045	(\$62,500)	no service	8	6	Will save one bus each on Sat-Sun. Saturday riders can use Route 86; no replacement service on Sunday.
792	Riverside/Corona - Anaheim Resort Area Express Riverside Transit Agency (RTA) cost contribution	4,260	\$379,700 (\$136,600)	200	no service	no service	Requires six buses weekdays only; cost to be shared with RTA. Estimated cost to RTA. Estimate average 200 riders weekday.

Estimated annual cost:	3,545	\$210,000
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Estimated annual ridership:	51,000	300	300	Weekday growth attributed to 792, weekend to 671.
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**A COLOR HAND-OUT
WILL BE PROVIDED
AT THE
BOARD MEETING**



MEMO

April 28, 2008

To: Members of the Board of Directors

From: Arthur T. Leahy,  Chief Executive Officer

Subject: **First Quarter Review of Chief Executive Officer's Goals for 2008**

This is the report on the Chief Executive Officer's goals for the first quarter for calendar year 2008. The goals are comprehensive and address a wide range of key performance areas for the Orange County Transportation Authority (Authority). They also provide a useful instrument for monitoring results during the year.

A few minor modifications have been made to the goals since they were presented to the Board of Directors on March 10, 2008. At the suggestion of Director Patricia Bates, I added goal number 49 to assist with securing funds to advance improvements on Interstate 5 at Oso Parkway. The completion of the Renewed Measure M (M2) Transit Strategic Plan (goal number 17) was moved from the first quarter to the second quarter to allow for consideration of Go Local projects. Finally, the consideration of the bus transit fare adjustment (goal number 24) has been moved from the second quarter to the third quarter to examine our fare structure in light of service integration issues.

The majority of the goals for the first quarter have been completed. Two goals were not completed in the first quarter. A contract has been awarded to implement streaming audio of Board of Directors meetings; however, the implementation is not expected until the second meeting in June. A draft of the Five-year Strategic Transit Plan was submitted; however, changes were recommended and the final draft report is not yet complete. The two goals regarding the development of the Renewed Measure M Water Quality Program and Environmental Mitigation and Resource Protection Master Agreement are well underway and will be ongoing during the year.

Significant accomplishments include the establishment of a commercial paper program to fund the M2 Early Action Plan; completion of the Garden Grove Freeway, including the settlement of claims; adoption of the comprehensive business plan; and ratification of the collective bargaining agreement with the

Transportation Communications International Union representing facilities maintenance, parts, and revenue employees.

The attachment provides an update on the status of each goal. Please let me know if you have any questions.

ATL:psz
Attachment

Chief Executive Officer's Goals
2008

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
1	Begin environmental document for SR-57 project between Katella and Lincoln	First Quarter	This project is part of the Renewed Measure M Early Action Plan to add capacity to SR-57. Technical studies will be performed to evaluate the environmental impact of the project with a goal to prepare the draft environmental document by the end of the year.	<ul style="list-style-type: none"> • Award consultant contract and begin environmental review • Conduct public outreach 	Development	Completed <ul style="list-style-type: none"> • Contract negotiated and signed with HDR Engineering to begin environmental review of the project
2	Complete freeway improvements along SR-22 between Valley View and the SR-55	First Quarter	Complete all construction activities.	<ul style="list-style-type: none"> • Complete construction activities by contract date of January 25, 2008 • Complete construction activities by GMR's anticipated date of March 31, 2008 • Initiate assessment of project delivery method, with completion in Third Quarter 	Development	Completed <ul style="list-style-type: none"> • All roadway, structures, and landscaping items completed. Roadway and structures facilities turned over to Caltrans • Landscaping maintenance and plant establishment will continue by contractor for three-years
3	Support Foothill South Project	First Quarter	Foothill South is an important element of county transportation system and TCA will be seeking approval from California Coastal Commission in February 2008.	<ul style="list-style-type: none"> • Continue to communicate support for completion of the project 	Development & External Affairs	Ongoing <ul style="list-style-type: none"> • Supported TCA at California Coastal Commission hearing • Joint Board leadership meeting planned in May
4	Initiate development of Renewed Measure M Water Quality Program	First Quarter	Start the process of designing guidelines for competitive program; seat oversight committee.	<ul style="list-style-type: none"> • Progress on development of Project X in Renewed Measure M 	Development, External Affairs & Special Projects	Ongoing <ul style="list-style-type: none"> • Formed Program Oversight Committee per the Ordinance • Initiated work with the Committee on program policies and guidelines

Chief Executive Officer's Goals
2008

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
5	Initiate development of the Environmental Mitigation and Resource Protection Master Agreement	First Quarter	Support development of master freeway mitigation plan by seating Environmental Oversight Committee.	<ul style="list-style-type: none"> Progress on development of master agreement between OCTA and resource agencies 	Development, External Affairs & Special Projects	Ongoing <ul style="list-style-type: none"> Formed Program Oversight Committee per the Ordinance Two ad-hoc committees created to develop master agreement and to examine opportunities to mitigate freeway impacts
6	Establish a commercial paper program that funds M2 Early Action Plan (EAP)	First Quarter	The Board of Directors approved a plan of finance using a commercial paper program to fund the EAP projects in November 2007. Funding will become available once all legal documents have been approved by the Board and the commercial paper notes have been sold to investors.	<ul style="list-style-type: none"> Implement commercial paper program to support cash flow requirements of the M2 EAP 	Finance, Administration & Human Resources	Completed <ul style="list-style-type: none"> First tranche of \$25 million issued at 1% interest for 180 days on February 7
7	FY 2008 Comprehensive Business Plan	First Quarter	The Comprehensive Business Plan is a financially constrained 20-year plan that details services levels for OCTA programs and sets the target for the annual budget.	<ul style="list-style-type: none"> Present the 2008 Comprehensive Business Plan to the Board of Directors on January 28, 2008 	Finance, Administration & Human Resources	Completed <ul style="list-style-type: none"> Comprehensive Business Plan was approved by the Board January 28
8	Streaming audio of Board of Directors meetings via the Internet	First Quarter	The Board of Directors has directed staff to implement the technology necessary for the live audio of Board of Directors meetings to be accessible via the Internet.	<ul style="list-style-type: none"> Streaming audio of Board meetings will be available via the Internet 	Finance, Administration & Human Resources	In progress <ul style="list-style-type: none"> Executed contract in March, Project Kick-off April 3 Implementation planned for June 23 Board Meeting

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
9	Support Board review of federal transportation legislation and development of policy recommendation	First Quarter	The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) authorizes the federal surface transportation programs for highways and transit through Sep 2009. OCTA will participate in the authorization of the next act.	<ul style="list-style-type: none"> Conduct a workshop on the reauthorization of the federal transportation program 	Federal Relations	Completed <ul style="list-style-type: none"> On February 25, a presentation on reauthorization was made to the Board which included a history of the federal program, the results of the 1909 Commission and a discussion of the next authorization program
10	Internal Audit Standards	First Quarter	Finalize Internal Audit Policies & Procedures to ensure compliance with professional standards (GAO, AICPA, IIA). Conduct internal department training and adopt report language indicating compliance with standards.	<ul style="list-style-type: none"> Revised Internal Audit Policies & Procedures and report language 	Internal Audit	Completed <ul style="list-style-type: none"> Comprehensive Audit Policies and Procedures were adopted in January and initial staff training was conducted Revisions/additional training will be ongoing
11	Complete collective bargaining agreement negotiations with Transportation Communications International Union (TCU)	First Quarter	The collective bargaining agreement with TCU for the facilities maintenance, parts, and revenue employees will expire on March 31, 2008.	<ul style="list-style-type: none"> The collective bargaining agreement between the OCTA and TCU is negotiated within approved Board of Directors parameters 	Labor & Employee Relations	Completed <ul style="list-style-type: none"> Agreement ratified by the union membership on March 9 Agreement approved by the Board of Directors on March 10
12	Five-Year Strategic Transit Plan	First Quarter	Develop a five-year strategic plan from the Comprehensive Business Plan that considers fleet, facility, and personnel needs.	<ul style="list-style-type: none"> Draft plan is developed 	Transit	Ongoing <ul style="list-style-type: none"> Draft plan has been developed Draft plan has been reviewed by Deputy CEO and CEO Final draft being developed

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
13	Begin construction phase of Orange Metrolink Station pedestrian underpass	Second Quarter	This project will improve passenger safety by constructing a pedestrian tunnel under the tracks at the Orange Metrolink Station.	<ul style="list-style-type: none"> • Construction contract awarded and construction activities underway 	Development	Completed <ul style="list-style-type: none"> • SCRRA awarded the construction contract in March 2008 • Contractor has not yet been issued a notice to proceed, but it is expected in April 2008 • An existing SCE utility must be relocated before the majority of the construction work can begin; this utility relocation is progressing
14	Complete Renewed Measure M Freeway Strategic Plan	Second Quarter	This plan will provide more detailed description of the Renewed Measure M Freeway projects, key considerations, and project benefits.	<ul style="list-style-type: none"> • Complete the final report 	Development	Underway <ul style="list-style-type: none"> • OCTA awarded the contract for this work in March 2008 • Draft report due third quarter 2008
15	Develop project nominations for Proposition 1B Traffic Light Synchronization Program to advance Renewed Measure M traffic signal program	Second Quarter	Proposition 1B provides grants for signal synchronization projects to improve operations and the effective capacity of local streets and roads. Renewed Measure M includes a similar program.	<ul style="list-style-type: none"> • Submit project nominations for Proposition 1B Traffic Light Synchronization Program 	Development	Completed <ul style="list-style-type: none"> • OCTA submitted a Board-approved list of candidate projects in March 2008 • California Transportation Commission action is expected in second quarter 2008
16	Complete organizational readiness review and implement appropriate recommendations to deliver projects	Second Quarter	An organizational readiness review is underway to determine OCTA's ability to deliver Renewed Measure M projects, projects funded by state transportation bonds, and services provided by OCTA.	<ul style="list-style-type: none"> • Complete the final report • Recommend appropriate organizational changes to deliver projects and services 	Executive Office	Underway <ul style="list-style-type: none"> • Work is continuing with completion expected in July 2008

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
17	Complete Renewed Measure M Transit Strategic Plan	Second Quarter	This plan will develop concepts to coordinate transit projects to be funded by Renewed Measure M with existing transit services.	<ul style="list-style-type: none"> • Complete the final report 	Development & Special Projects	Underway <ul style="list-style-type: none"> • Work is continuing and staff is working with T2020 Committee on policies and assumptions
18	Complete SR-55 Access Study	Second Quarter	This project will assess the viability of potential projects to address the terminus of SR-55 at 19th Street and build consensus for solutions.	<ul style="list-style-type: none"> • Complete the final report • Continue to involve public officials and stakeholders 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Purpose and need approved, alternatives created and outreach under way March-April 08 • 250 people completed online survey • 100 residents filled in comment cards from mailers • 300 participants at three open houses in Costa Mesa and Newport Beach • 40 comment cards turned in at open houses • 55 people spoke during public comment period • Completion anticipated in third quarter

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
19	Continue advancement of grade crossing and quiet zone program	Second Quarter	Specific improvements are required to improve safety and implement railroad corridor quiet zones. Thirty-five percent engineering design is a key milestone in the project development process. A companion public awareness program will be launched.	<ul style="list-style-type: none"> • 35% design submitted to SCRRA, OCTA, and local cities for review • Conduct public outreach 	Development & External Affairs	Completed <ul style="list-style-type: none"> • 35% design plans were provided to the cities during late February and March • Eight of nine cities have reviewed and commented on the design • The design team is reviewing City comments and preparing responses • Procurement for rail safety public involvement program under way • Prepared for construction of bridge to begin May with construction notices and news stories
20	Begin Central County Corridor Major Investment Study, including the study of the extension of the Orange Freeway (State Route 57)	Second Quarter	Develop and implement a public participation program in support of Central County Corridor Study.	<ul style="list-style-type: none"> • Begin MIS • Convene Central County Corridor MIS Policy Group in 2nd Quarter • Incorporation of outreach findings in project development activities 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Procurement for professional services was initiated in first quarter 2008 • Outreach consultant selected • Drafting work plan for public involvement program

Chief Executive Officer's Goals
2008

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
21	Advance Metrolink expansion project to support doubling of service by 2010	Second Quarter	Initiate public outreach program to share information about service expansion, track work, parking facilities, and pedestrian bridges and undercrossings (Orange, Irvine, Tustin and Fullerton).	<ul style="list-style-type: none"> • Submit 35% of the plans to SCRRRA for review • Develop survey questions and public involvement program • Incorporate outreach findings in project development activities 	External Affairs & Development	Underway <ul style="list-style-type: none"> • Fact sheets are being finalized, which will be available for public outreach • Draft 30% plans for the Metrolink Service Expansion Program were reviewed in February 2008 • Comments were provided to SCRRRA and updated costs are being developed • Update on Metrolink Service Expansion Program to the Board in late April/early March • Procurements under way for consultant contracts to initiate research advance of development of program • Developing public information materials such as Web site content, fact sheets, etc. • Two scopes of work completed for qualitative focus group research and quantitative survey for proposed integrated rail
22	FY 2008-09 Annual Budget and Personnel & Salary Resolution	Second Quarter	The 2008-09 annual budget balances sources and uses of funds, without an unplanned use of reserves, and is consistent with the CBP and Board approved goals, policies, and procedures. The Personnel and Salary Resolution documents compensation policies and procedures adopted for administrative employees.	<ul style="list-style-type: none"> • Staff will secure Board approval for the 2008-09 annual budget and 2008-09 Personnel & Salary Resolution in June 	Finance, Administration & Human Resources	In progress <ul style="list-style-type: none"> • Budget is being developed, budget workshop scheduled for May 12 and public hearing for June 9 • Personnel and Salary Resolution will accompany budget

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
23	Internal Audit Risk Assessment & Administrative Software	Second Quarter	Implementation of audit software for use in performing annual risk assessment, monitoring audit findings and implementation of recommendations, producing timekeeping and productivity reports, standardizing workpaper templates and reports.	<ul style="list-style-type: none"> • Software installation & implementation 	Internal Audit	In progress <ul style="list-style-type: none"> • Software has been purchased and an implementation plan has been developed with full implementation expected by July 2008
24	Consider Bus Transit Fare Adjustment	Third Quarter	The Comprehensive Business Plan and the fiscal year 2008-2009 proposed budget both include a fare increase in bus transit service effective January 2009.	<ul style="list-style-type: none"> • Develop fare adjustment scenarios • Conduct public outreach and public hearing on proposed bus fares • Secure Board of Directors' action on proposed bus fares 	Finance, Administration & Human Resources and External Affairs	In progress <ul style="list-style-type: none"> • Fare Policy Committee developing recommendations • Drafted communications plan for outreach to bus customers, stakeholders, etc.
25	Advance development of the I-405 Freeway project between SR-55 and I-605	Third Quarter	This project is part of the Renewed Measure M Early Action Plan. Technical studies will be performed to evaluate the environmental impact of the project.	<ul style="list-style-type: none"> • Award consultant contract and begin environmental review • Conduct public outreach 	Development	Underway <ul style="list-style-type: none"> • Procurement for professional service was initiated in first quarter 2008 • Outreach consultant selected in April will begin May or June • Scoping meetings scheduled for fall 2008
26	Complete Oso Parkway signal synchronization demonstration project	Third Quarter	This is the second pilot signal synchronization project and intended to assist OCTA's efforts to develop and implement the Renewed Measure M countywide signal synchronization program.	<ul style="list-style-type: none"> • Implement signal synchronization • Prepare final report on the project including assessment of travel time savings 	Development	Underway <ul style="list-style-type: none"> • Board update planned for summer of 2008

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
27	Finalize last M1 call for Street and Road projects	Third Quarter	This action will allocate the remaining portion of the 1990 Measure M Regional Streets and Roads programs.	<ul style="list-style-type: none"> • Approve allocation of funds to cities 	Development	Underway <ul style="list-style-type: none"> • Call for projects has been issued • City applications were received and are under review
28	Complete installation of CNG fueling station at Anaheim Base	Third Quarter	CNG fueling facilities are required to support the new CNG fleet to be based at Anaheim Base.	<ul style="list-style-type: none"> • Facility is constructed and operational 	Development	Underway <ul style="list-style-type: none"> • Construction is progressing on schedule • Underground gas line and electrical conduits installed • Concrete masonry unit walls erected, and equipment foundation pad constructed • Major equipment pieces (compressors, storage tanks) to be delivered in May
29	Complete construction of CNG fueling station at Irvine Sand Canyon Base	Third Quarter	CNG fueling facilities are required to support the new CNG fleet to be based at Irvine Sand Canyon Base.	<ul style="list-style-type: none"> • Facility is constructed and operational 	Development	Underway <ul style="list-style-type: none"> • Project is in design stage and has been submitted to City of Irvine for plan check • Construction is scheduled to begin in April
30	Complete the Metrolink destination signage pilot program	Third Quarter	This project will provide improved track specific signage for Metrolink stations in Orange County.	<ul style="list-style-type: none"> • Project is complete and in service 	Development	Underway <ul style="list-style-type: none"> • Installation of signage shall begin the first week of May with completion the last week in June

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
31	Begin final design of SR-57 project between Katella and Lincoln	Third Quarter	Authorize consultant to begin work on final design.	<ul style="list-style-type: none"> • Approve contract task order to begin design • Host public scoping meetings 	Development & External Affairs	Planned <ul style="list-style-type: none"> • Work to be initiated in coordination with progress on environmental process • Procurement under way for outreach consultant to support public involvement program
32	Advance development of Anaheim Regional Transportation Intermodal Center	Third Quarter	Advance development of ARTIC through expressions of interest and request for qualifications.	<ul style="list-style-type: none"> • Request for Expressions of Interest submittals • Develop and issue request for qualifications for development of ARTIC 	Development & External Affairs	In progress <ul style="list-style-type: none"> • 14 firms submitted Request for Expressions of Interest • Request for qualifications expected to be released in late spring/early summer
33	Complete Orange County / Los Angeles Intercounty Study	Third Quarter	This study evaluates the major cross county transportation corridors, including the Pacific Electric right-of-way, and will make recommendations on opportunities for improvement.	<ul style="list-style-type: none"> • Elected officials and community workshops conducted in April • Complete the final report 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Board approved the statement of Purpose & Need in March 2008 • Study brochure mailed to 1,400 residents with 85 surveys completed • 70 people participated in online survey • Elected officials workshop scheduled for April 30 and two public open houses to be scheduled in May

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
34	Advance construction of the I-5 Gateway freeway project by completing the Stanton Avenue overcrossing	Third Quarter	Advance construction and open the new bridge over I-5 at Stanton Avenue. Continue outreach program and communicate project status and construction impacts.	<ul style="list-style-type: none"> • Open the new Stanton Bridge to traffic • Conduct outreach, monitor comments, and track issues 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Stanton Avenue bridge opened on March 21, one month early • 75 dignitaries, media and others attended project tour
35	Evaluate benefits of Rubberized Asphalt on the SR-22	Third Quarter	Evaluate noise reduction levels of the rubberized asphalt using scientific methodology and monitor awareness and perception of SR-22 rubberized asphalt project.	<ul style="list-style-type: none"> • Report findings to Board 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Noise readings completed • Report to Board in second quarter
36	Obtain fair share of Trade Corridor Improvement (TCIF) account funding from Proposition 1B	Third Quarter	In cooperation with the Southern California Consensus Working Group and the OCTA Development Division, develop and implement strategy to receive an equitable share of TCIF funds.	<ul style="list-style-type: none"> • If TCIF funds are included in the FY 2008-2009 state budget, Southern California and Orange County should receive an equitable share of funds 	State Relations & Development	In progress <ul style="list-style-type: none"> • CTC approved funding, totaling \$218 million, for eight Orange County projects
37	Obtain fair share of State-Local Partnership Program (SLPP) account funding from Proposition 1B	Third Quarter	In cooperation with the Development Division, develop and implement a strategy to receive an equitable share of SLPP funds.	<ul style="list-style-type: none"> • If SLPP funds are included in the FY 2008-2009 state budget, Orange County should receive an equitable share of funds 	State Relations & Development	Underway <ul style="list-style-type: none"> • No Legislation introduced at this time

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
38	Secure passage of legislation to eliminate the four foot buffer requirement on the SR-55 high occupancy vehicle lane	Third Quarter	In cooperation with the Development Division and OCTA's state legislative advocate, develop and implement a strategy to secure the passage of this bill.	<ul style="list-style-type: none"> • Bill signed by Governor 	State Relations & Development	Underway <ul style="list-style-type: none"> • AB2906 authored by Assembly Member Tran with 10 additional Orange County delegation members listed as authors/co-authors • Passed Assembly Transportation Committee on April 14, 2008 • Will be heard next in Assembly Appropriations Committee
39	Complete environmental document for I-5/Ortega Interchange	Fourth Quarter	Work with City of San Juan Capistrano to complete environmental document.	<ul style="list-style-type: none"> • Approve environmental document 	Development	Underway <ul style="list-style-type: none"> • Draft environmental document released for public review in late-March
40	Initiate I-5 Project Study Report	Fourth Quarter	This project will prepare conceptual engineering for the I-5 (between SR-73 and I-405) improvement recommendations that will be developed as part of the South Orange County Major Investment Study.	<ul style="list-style-type: none"> • Initiate conceptual engineering work 	Development	Underway <ul style="list-style-type: none"> • Procurement for professional services was initiated in first quarter 2008

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
41	Complete South Orange County Major Investment Study	Fourth Quarter	This study will define the scope of major transportation improvements in South Orange County.	<ul style="list-style-type: none"> • Complete the major investment study • Incorporate outreach findings in project development activities 	Development & External Affairs	Underway <ul style="list-style-type: none"> • Reduced set of alternatives approved in March 2008 and detailed technical analysis is in progress • 95 people participated in three open houses in Laguna Hills, Lake Forest and Dana Point • Third survey posted online for public feedback • Policy and stakeholder committee meetings continued
42	Monitor public perception of Signal Synchronization pilots	Fourth Quarter	Gather public responses to Euclid and Oso signal synchronization pilots to determine public perception.	<ul style="list-style-type: none"> • Track public responses • Incorporate findings in final study reports 	External Affairs & Development	Ongoing <ul style="list-style-type: none"> • Initial findings from public responses for Euclid • Developing plan to track responses for Oso pilot

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
43	Advance West County Connectors (SR-22 Phase 2) freeway projects	Fourth Quarter	Complete and submit to Caltrans the final design for the two projects for advertisement of construction in 2009.	<ul style="list-style-type: none"> • Conduct comprehensive public outreach • Submit final design documents to Caltrans 	Development & External Affairs	Ongoing <ul style="list-style-type: none"> • City council briefings were held in March for Westminster, & Garden Grove; Los Alamitos and Seal Beach briefings were held in April • Rossmoor briefing is scheduled for June • 150 responses from e-survey to community • 20 stakeholder briefings conducted with 75 participants • Open houses scheduled in July
44	Prepare to launch Harbor Boulevard Bus Rapid Transit service	Fourth Quarter	Develop marketing and communications program in support of Harbor Boulevard BRT launch.	<ul style="list-style-type: none"> • Marketing and communications plan approved by Board of Directors 	External Affairs & Transit	Ongoing <ul style="list-style-type: none"> • Bravo! brand selected • Finalizing marketing and communications plan
45	Compensation and Classification Study	Fourth Quarter	The purpose of the compensation and classification study is to develop a fair and equitable classification system, a market based pay system and incentive plans (merit based), appropriate job descriptions, as well as establish compensation policies and procedures that are aligned with OCTA's philosophy and strategic objectives.	<ul style="list-style-type: none"> • Present study findings and adopt Board approved recommendations 	Finance, Administration & Human Resources	In progress <ul style="list-style-type: none"> • Proposals received, evaluation committee recommendation moving forward to Finance & Administration Committee and Board for approval

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
46	Comprehensive Annual Financial Reporting	Fourth Quarter	The Comprehensive Annual Financial Report (CAFR) presents the fiscal year-end financial statements for the OCTA.	<ul style="list-style-type: none"> • Earn an unqualified audit opinion and earn the Government Finance Officers Association Certificate of Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) • Earn an unqualified audit opinion for the financial statements of the 91 Express Lanes and the Local Transportation Authority 	Finance, Administration & Human Resources	In progress <ul style="list-style-type: none"> • Audit field work initiated
47	Conduct Peer Review	Fourth Quarter	Schedule a Quality Assurance Program (peer review) audit of the OCTA Internal Audit Department.	<ul style="list-style-type: none"> • Complete self assessment and scheduled peer review 	Internal Audit	
48	Fare Collection System Integration Assessment	Fourth Quarter	Hire a consultant to develop a plan for fare integration among OCTA, Metrolink, and other local operators within the county. Investigate integration strategies and technology availability to support a coordinated approach to establish fare policies and collection methods that promote convenience among transit users.	<ul style="list-style-type: none"> • Release RFP and select consultant to support project - First Quarter • Complete assessment and develop action plan - Fourth Quarter 	Transit	Underway <ul style="list-style-type: none"> • Contract Task Order issued to consultant to write scope of work • Scope of work to be completed by April 9
49	Assist with securing funds to advance improvements on I-5 at Oso Parkway	Yearlong	Work with Caltrans District 12 to secure funding to advance improvements on I-5 at Oso Parkway	<ul style="list-style-type: none"> • Funding is identified to improve the I-5 at Oso Parkway 	Development	Ongoing <ul style="list-style-type: none"> • Sent letters to Caltrans requesting a renewed consideration for advance funding in light of recent Prop 1B STIP funding availability

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
50	LOSSAN Rail Corridor Service Integration	Yearlong	Continue efforts to integrate passenger rail services in the San Diego-Los Angeles-San Luis Obispo rail corridor, including development of a corridorwide strategic plan.	<ul style="list-style-type: none"> • Release RFP and select consultant to support a corridorwide strategic plan for Amtrak, Coaster, and Metrolink - Second Quarter • Develop an integrated passenger timetable - Third Quarter 	Development	Underway <ul style="list-style-type: none"> • Proposals are due April 7, 2008 • Project partners will interview highest ranked firms on April 30, 2008 • Final award and Notice to Proceed scheduled for June 2008 • Initial results by end of 2008
51	Continued participation in five-county transportation coalition	Yearlong	Participate in five-county coalition to address goods movement and issues of regional significance.	<ul style="list-style-type: none"> • Receive fair share of goods movement transportation bond for Southern California and Orange County • Receive fair share of container fee that may be implemented at the ports of Los Angeles and Long Beach for mitigation of goods movement impacts in Orange County • Develop federal surface transportation authorization principles in support of Southern California's needs 	Development	In progress <ul style="list-style-type: none"> • CTC staff has recommended funding, totaling \$218 million, for eight Orange County projects • Work on a container fee bill is ongoing
52	Explore enhancing integration and coordination with Caltrans District 12	Yearlong	Continue to explore ways to refine the working relationship and sharing of responsibilities between Caltrans and OCTA for programming and funding of projects and for accelerating project delivery.	<ul style="list-style-type: none"> • Developing consistent project priorities • Success in awarding of funding requests • Meeting project delivery milestones 	Development	Ongoing <ul style="list-style-type: none"> • Regular monthly meeting have been set up to review project status and resolve inter-agency issues

**Chief Executive Officer's Goals
2008**

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53	Advance Go Local transit projects	Yearlong	Provide support in the development of Go Local projects and develop criteria for the allocation and award of Step 2 funding for further project development.	<ul style="list-style-type: none"> • Approve allocation of funds to cities by second quarter • Provide ongoing support and monitoring 	Development & External Affairs	Underway <ul style="list-style-type: none"> • All 34 cities participating in initial planning stages • First round of Go Local Step 2 funding in April 2008 and to continue through August 2008
54	Advance high occupancy vehicle lanes policy changes	Yearlong	Advance progress on continuous access to HOV lanes on other freeways and implement outreach program to increase awareness of the SR-22 HOV lanes and other freeways if implemented.	<ul style="list-style-type: none"> • Caltrans to complete project study report for continuous access on SR-55 in second quarter • Sufficiency of public notification as reflected by Board of Directors comment, public comment, media information 	Development & External Affairs	Ongoing <ul style="list-style-type: none"> • Caltrans is completing project study report for the SR-55 • Distributed news releases and shared information with numerous news stories • Finalizing scope of work for follow-up survey to measure public support for continuous access
55	Increase bus system marketing to potential riders	Yearlong	Create awareness and trial use of buses through grassroots route promotions and integrated marketing, outreach, media relations, and pass sales program.	<ul style="list-style-type: none"> • Conduct marketing and public information activities with an average of at least one time each week 	External Affairs	Ongoing <ul style="list-style-type: none"> • Conducted 23 marketing outreach events for youths and seniors with 3,500 participants • Participated in Tet Festival and Festival of the Whales • Four meetings with major employers highlighting OCTA services
56	Grow Vanpool Program and file timely National Transit Database reports	Yearlong	Continue to monitor and grow the new Vanpool Program with timely federal report filing to ensure receipt of 5307 federal funding.	<ul style="list-style-type: none"> • Expand program by 10%, increasing number of participating vans from 160 to 176 vans 	External Affairs	Ongoing <ul style="list-style-type: none"> • Exceeded goal with 190 vanpools

**Chief Executive Officer's Goals
2008**

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57	Participate with the Riverside County Transportation Commission to extend the 91 Express Lanes into Riverside County	Yearlong	Consult with Riverside County on proposed 91 Express Lanes extension to I-15.	<ul style="list-style-type: none"> • Monitor progress and conduct follow-up analysis • Legislation enacted to allow extension of the toll lanes 	Finance, Administration & Human Resources and State Relations	Ongoing <ul style="list-style-type: none"> • SB 1316 authored by Senator Correa, and co-authored by Assembly Member Spitzer, passed the Senate Transportation and Housing Committee on April 15 • Will be heard next in the Senate Appropriations Committee
58	Maintain farebox recovery of 20% for fixed route system	Yearlong	Fares are to cover at least 20% of the cost to operate the fixed route transit system.	<ul style="list-style-type: none"> • Recover 20% of operating costs for fixed route system from fares 	Finance, Administration & Human Resources and Transit	Ongoing <ul style="list-style-type: none"> • Fiscal Year 2007-08 farebox recovery rate was 21.16% as of February 29th
59	Bus Rapid Transit	Yearlong	Continue advancement of BRT service through preparation of operations plan.	<ul style="list-style-type: none"> • Complete operations plan - First Quarter • Commence design and technology tasks on bus stop improvements and the information systems that will support the program - Second Quarter • Board approval to release bid documents for public works construction associated with bus stop improvements - Fourth Quarter 	Transit	Ongoing <ul style="list-style-type: none"> • Operations plan has been reviewed by CEO, presented to Transit Committee on April 10, and to be considered by the Board on April 28

**Chief Executive Officer's Goals
2008**

CEO Goal Reference Number	CEO's Goal	Date	Summary	Performance Measurement	Divisional Responsibility	Status
60	Transit - Maintenance Efficiency	Yearlong	Maintain miles between road calls at 12,000.	<ul style="list-style-type: none"> The average number of miles between road calls is at least 12,000 	Transit	Ongoing <ul style="list-style-type: none"> Miles between road calls through February is at 13,428
61	Transit - Fleet Cleanliness	Yearlong	Maintain a fleet that is clean and graffiti free.	<ul style="list-style-type: none"> Fleet is clean with zero tolerance for graffiti 	Transit	Ongoing <ul style="list-style-type: none"> All graffiti incidents logged in were handled prior to pull-out
62	Transit - Delivery of Revenue Vehicles	Yearlong	Continue to provide quality control and assurance to accept 299 compressed natural gas buses from New Flyer.	<ul style="list-style-type: none"> Accept 99 buses from New Flyer during 2008 Final delivery of all buses expected in mid-2009 	Transit	Ongoing <ul style="list-style-type: none"> Through March, OCTA has accepted 139 of 299 buses from New Flyer
63	Transit - Passenger Service	Yearlong	Provide 70 million passenger boardings and increase passenger boardings per hour.	<ul style="list-style-type: none"> Achieve 70 million passenger boardings Achieve an average of 34 passenger boardings per revenue vehicle hour for fixed route Achieve an average of 1.9 passenger boardings per revenue vehicle hour for ACCESS 	Transit	Through February: <ul style="list-style-type: none"> Boardings are down by 0.7% from the prior year period Year-end forecast is at 66.4 million boardings Boardings per revenue vehicle hour for fixed route is at 32.7 Boardings per revenue vehicle hour for ACCESS is at 2