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Agenda

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

9:00 a.m.

James R. Mills Building
Board Meeting Room, 10th Floor
1255 Imperial Avenue, San Diego

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Clerk of the Board at least two working days prior to the meeting to ensure availability. Assistive Listening Devices (ALDs) are available from the Clerk of the Board/Assistant Clerk of the Board prior to the meeting and are to be returned at the end of the meeting.

ACTION RECOMMENDED

1. Roll Call
2. Approval of Minutes - July 18, 2013 Approve
3. Public Comments - Limited to five speakers with three minutes per speaker. Others will be heard after Board Discussion items. If you have a report to present, please give your copies to the Clerk of the Board.

Please SILENCE electronics
during the meeting



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Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

CONSENT ITEMS

- | | | |
|-----|--|--------------------|
| 6. | <u>San Diego and Arizona Eastern (SD&AE) Railway Company Quarterly Reports and Ratification of Actions Taken by the SD&AE Board of Directors at its Meeting on July 16, 2013</u>
Action would receive the San Diego and Imperial Valley Railroad (SD&IV), Pacific Southwest Railway Museum Association (Museum), and Pacific Imperial Railroad, Inc. (PIR) quarterly reports for information; (2) ratify actions taken by the SD&AE Board at its quarterly meeting on July 16, 2013; and (3) ratify and appoint Erin Dunn as Treasurer replacing Linda Musengo who is retiring. | Receive/
Ratify |
| 7. | <u>Investment Report – May 2013</u>
Action would receive a report for information. | Receive |
| 8. | <u>Upgrade of Existing Server Room Heating, Ventilation and Air Conditioning System at the Imperial Avenue Division</u>
Action would authorize the Chief Executive Officer (CEO) to execute Work Order No. MTSJOC1431-10 with ABC Construction, Inc. under MTS Doc No. PWL135.0-12, for the installation of a new Server Room Heating, Ventilation and Air Conditioning System at the Imperial Avenue Bus Division. | Approve |
| 9. | <u>IAD/KMD Revenue Camera System Replacement - Work Order</u>
Action would authorize the CEO to execute Work Order No. MTSJOC1431-09 with ABC Construction, Inc., under MTS Doc No. PWL135.0-12, for the installation of a new revenue-processing surveillance system and construction of secure data rooms at the Imperial Avenue and Kearny Mesa bus fuel and service buildings. | Approve |
| 10. | <u>Updated Salary Ranges - MTS, SDTI and SDTC</u>
Action would approve and adopt the MTS Salary Ranges, effective July 1, 2013 to comply with CalPERS regulations. | Approve/
Adopt |
| 11. | <u>Investment Report - June 2013</u>
Action would receive a report for information. | Receive |
| 12. | <u>State Transit Assistance (STA) Claims</u>
Action would adopt Resolution No. 13-18 approving fiscal year (FY) 2014 State Transit Assistance (STA) claims. | Adopt |
| 13. | <u>East County Bus Maintenance Facility Project - Funding Transfer</u>
Action would approve the transfer of funds from the San Diego Association of Governments' (SANDAG's) East County Bus Maintenance Facility Project to MTS for the procurement of compressed natural gas (CNG) facilities at the East County Bus Maintenance Facility. | Approve |
| 14. | <u>FY 2014 Capital Improvement Program Amendment</u>
Action would approve the amended fiscal year 2014 Capital Improvement Program (CIP). | Approve |
| 15. | <u>Proposed Revisions to MTS Policy No. 44 - Travel Expense Policy</u>
Action would approve the proposed revisions to MTS Policy No. 44 - Travel Expense Policy. | Approve |

CONSENT ITEMS CONTINUED

- | | | |
|-----|---|---------|
| 16. | <u>Unallocated Transportation Development Act Funds for Transit-Related Projects</u>
Action would approve the use of unallocated Transportation Development Act (TDA) funds currently held by the County of San Diego for transit-related expenses for the City of El Cajon. | Approve |
| 17. | <u>Semiannual Uniform Report of Disadvantaged Business Enterprise Awards or Commitments and Payments</u>
Action would receive the Semiannual Uniform Report of Disadvantaged Business Enterprise (DBE) Awards or Commitments and Payments. | Receive |
| 18. | <u>Operations and Maintenance Services for Compressed Natural Gas Fueling Facilities</u>
Action would authorize the CEO to execute MTS Doc. No. B0522.1-09 with Trillium USA LLC for projected usage increases in compressed natural gas (CNG) operations and maintenance services. | Approve |
| 19. | <u>Audit Report - Business Process Review of Token Management Operations</u>
Action would receive an internal audit report on token management operations governed by San Diego Trolley, Inc. (SDTI) Revenue Management. | Receive |
| 20. | <u>Enterprise Server Infrastructure Project</u>
Action would authorize the CEO to execute MTS Doc. No. G1656.0-14 with Nth Generation for the purchase of a HP c7000 BladeSystem, associated network and storage interconnect modules, software, 5-year 24/7 support agreement, and professional services. | Approve |

CLOSED SESSION

- | | | |
|-----|--|--------------------|
| 24. | a. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to California Government Code section 54957.6
<u>Agency-Designated Representative</u> - Jeff Stumbo
<u>Employee Organization</u> - International Brotherhood of Electrical Workers, Local 465 (IBEW) | Possible
Action |
| 24. | b. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL Existing
Litigation Pursuant to California Government Code Section 54956.9(a):
<u>Rodney L. Maxwell v. Metropolitan Transit System, et al.</u> (SDSC Case No. 37-2012-00101898-CU-PA-CTL; MTS Claim No. TS-27411) | Possible
Action |

Oral Report of Final Actions Taken in Closed Session

NOTICED PUBLIC HEARINGS

- | | |
|-----|-------|
| 25. | None. |
|-----|-------|

DISCUSSION ITEMS

- | | | |
|-----|---|---------|
| 30. | <u>San Diego Vintage Trolley, Inc. Assets and PCC/U-2 LRV Exchange (Wayne Terry)</u>
Action would approve: (1) the transfer of San Diego Vintage Trolley, Inc. (SDVTI) assets to MTS; (2) the exchange of 2 surplus Siemens U-2 light rail vehicles for 1 PCC car from United Transportation Corporation (UTC)/Rail Air Sources (RAS) (former New Jersey Transit [NJT] #10); and (3) restoration expenses for the PCC car. | Approve |
|-----|---|---------|

REPORT ITEMS

- | | | |
|-----|---|-------------|
| 45. | <u>East County Bus Maintenance Facility (Elliot Hurwitz)</u>
Action would receive a report for information. | Receive |
| 46. | <u>Comic-Con Operations and Advertising Results (Rob Schupp)</u>
Action would receive a report on the operations, ridership, advertising and marketing results of the 2013 Comic-Con International convention. | Receive |
| 47. | <u>Mobile Ticketing Pilot Program (Devin Braun)</u>
Action would receive a report on the launch of a pilot program to provide mobile ticketing for special events. | Receive |
| 48. | <u>Operations Budget Status Report for June 2013 (Mike Thompson)</u>
Action would receive the MTS operations budget status report for June 2013. | Receive |
| 60. | <u>Chairman's Report</u> | Information |
| 61. | <u>Audit Oversight Committee Chairman's Report</u> | Information |
| 62. | <u>Chief Executive Officer's Report</u> | Information |
| 63. | <u>Board Member Communications</u> | |
| 64. | <u>Additional Public Comments Not on the Agenda</u>
If the limit of 5 speakers is exceeded under No. 3 (Public Comments) on this agenda, additional speakers will be taken at this time. If you have a report to present, please furnish a copy to the Clerk of the Board. Subjects of previous hearings or agenda items may not again be addressed under Public Comments. | |
| 65. | <u>Next Meeting Date:</u> October 10, 2013 | |
| 66. | <u>Adjournment</u> | |

MEETING OF THE BOARD OF DIRECTORS FOR THE
METROPOLITAN TRANSIT SYSTEM (MTS)
AND
FINANCE WORKSHOP

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

July 18, 2013

MINUTES

BOARD MEETING

1. Roll Call

Chairman Mathis called the Board meeting to order at 9:00 a.m. A roll call sheet listing Board member attendance is attached.

ADDITIONAL AGENDA ITEM

Mr. Mathis advised there was a matter of urgency to bring to the Board's attention and it is the addition of a Closed Session item. Action must be taken to include it on the agenda as it was not on the previously noted agenda.

Karen Landers, General Counsel explained that pursuant to Government Code section 54954.2(b)(2) MTS staff requests that the Board add the following agenda item to today's agenda which is: Conference with Legal Counsel - anticipated litigation and initiation of litigation pursuant to Government Code section 54956.9(g)(4) - one potential case. In order for this item to be added to today's agenda, the Board must make two findings; 1) there is a need to take immediate action; and 2) the need for action came to the attention of MTS subsequent to the posting of today's agenda. This potential Closed Session item relates to litigation that may need to be initiated before the next Board meeting scheduled for August 15, 2013 and there were recent developments in the matter this case relates to that were not known to Ms. Landers and others until after the agenda for today's meeting was posted. To add this Closed Session item to the agenda the Board has to make the findings by a two thirds vote which is 10 of the 15 Board members. If there are less than 10 members present it has to be approved by a unanimous vote of those Board members in attendance.

Action Taken

Mr. Minto moved to receive a report for information. Mr. Ovrom seconded the motion, and the vote was 9 to 0 in favor with Meses Emerald, Salas and Messrs. Alvarez, Gastil, Gloria and Roberts absent.

2. Approval of Minutes

Mr. Minto moved to approve the minutes of the June 20, 2013, MTS Board of Directors meeting. Ms. Bragg seconded the motion, and the vote was 9 to 0 in favor with Meses Emerald, Salas and Messrs. Alvarez, Gastil, Gloria and Roberts absent.

3. Public Comments

None.

CONSENT ITEMS

6. Unallocated Transportation Development Act Funds for Transit-Related Projects

Action would approve the use of unallocated Transportation Development Act (TDA) funds currently held by the County of San Diego (County). These TDA funds would pay for the installation of communications equipment that would show trolley-arrival information on the City of Santee's Clock Tower display panels at the Santee Station.

7. ARC of San Diego Interior Bus Cleaning - Sole-Source Contract Award

Action would authorize the Chief Executive Officer (CEO) to: (1) execute MTS Doc. No. B0602.0-13 with the ARC of San Diego (ARC) for deep cleaning the interiors of San Diego Transit Corporation (SDTC) buses for a three-year base period with 2 one-year options for a total of five years; and (2) exercise each option year at the CEO's discretion.

8. Audit Report - Business Process Review of Token Management Operations

Action would receive an internal audit report on token management operations governed by San Diego Trolley, Inc. (SDTI) Revenue Management staff.

9. Audit Report - Special Event Revenue Operations

Action would receive an internal audit report on special event revenue operations governed by San Diego Trolley, Inc. (SDTI) Revenue Management staff.

10. Upgrade of Existing Heating, Ventilation, and Air-Conditioning System in Building A - Work Order

Action would authorize the CEO to execute Work Order No. MTSJOC1431-06 with ABC Construction, Inc. (under MTS Doc. No. PWL135.0-12) for the installation of a new heating, ventilation, and air-conditioning system (HVAC) in Building A.

11. Fiscal Year 2014 Internal Audit Plan

Action would approve the MTS Internal Auditor's Audit Plan for fiscal year 2014.

12. Increased Authorization for Legal Service Contracts to Pay Projected Expenses in FY 14

Action would: (1) approve increasing the dollar amount of 12 legal services contracts to cover FY 14 expenses; and (2) ratify 2 legal services contract amendments with approved firms.

13. Traction Power Substations for the San Diego Trolley, Inc. System - Contract Amendments

Action would: (1) ratify Amendment Nos. 1-6 to MTS Document No. L1032.0-12 with Siemens Industry, Inc., which were previously approved under the CEO's approval authority; and (2) authorize the CEO to execute MTS Doc. No. L1032.7-12 with Siemens Industry, Inc. to increase the total contract spending authority to cover previously unknown site-access constraints and San Diego Gas and Electric's (SDG&E's) stricter passage requirements during installation.

14. Monument Signs at Orange Line Stations - Approve Work Order

Action would authorize the CEO to execute Work Order No. MTSJOC1431-05 with ABC Construction, Inc. (under MTS Doc. No. PWL135.0-12) for the installation of new monument signs at the 47th Street, Encanto/62nd Street, Euclid Avenue, Massachusetts Avenue, and Spring Street Stations on the Orange Line.

15. Taxicab Advisory Committee Election

Action would approve the Taxicab Advisory Committee's (TAC's) recommendation to: (1) defer a decision about if and when to hold an election of TAC members until such time that either (a) the City of San Diego assumes administration of taxicab regulation in San Diego or (b) the City of San Diego requests an additional extension to the existing contract with MTS for taxicab administration; and (2) retain the current membership of the TAC into calendar year 2014 (assuming the current members are willing) pending a decision by the TAC on when to hold the next election.

BOARD MEMBER COMMENTS

Ms. Zapf commented in regard to Consent Item 7 that she thinks it is a terrific idea and is thrilled to see that ARC was awarded the contract as they give jobs to the disabled. Any business should take a look if they can use their various services as it is a great way to help our community. Mr. Mathis added that they have been with MTS for quite a while and provide excellent service.

Action on Consent Item 6 through 15

Mr. Ewin moved to approve Consent Items 6 through 15. Mr. Gastil seconded the motion, and the vote was 11 to 0 in favor with Meses Emerald, Salas and Messrs. Alvarez and Roberts absent.

The Board convened to Closed Session at 9:05 a.m.

CLOSED SESSION

24. a. **CLOSED SESSION - CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Pursuant to California Government Code Section 54956.8;
Property: 9805 and 9808 Prospect Avenue, Santee, CA 92071 (APNs 384-161-26-00 and 384-190-74-00);
Agency Negotiators: Paul Jablonski, Chief Executive Officer; Karen Landers, General Counsel; and Tim Allison, Manager of Real Estate Assets;
Negotiating Parties: City of Santee;
Under Negotiation: Price and Terms of Payment
- b. **CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION**
Pursuant to California Government Code Section 54956.9(a):
L. C. Douglas v. SDTC (WCAB Case Number SDO 0287607)
- c. **CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION** Pursuant to California Government Code Section 54956.9(b):
(One Potential Case)

The Board reconvened to Open Session at 10:01 a.m.

Oral Report of Final Actions Taken in Closed Session

Karen Landers, General Counsel, reported the following:

- a. The Board received a report and gave directions to negotiators.
- b. The Board received a report and authorized a settlement with a vote of 12 to 0 in favor with Meses Emerald, Salas and Mr. Alvarez, absent.
- c. The Board received a report and gave direction to legal counsel.

NOTICED PUBLIC HEARINGS

25. None.

DISCUSSION ITEMS

30. None.

REPORT ITEMS

45. Customer Satisfaction Survey (2011 and 2013) (Rob Schupp)

Rob Schupp, Director of Marketing discussed the Customer Satisfaction Survey and the RFP process. The first survey was completed in 2011 and the second in 2013 for which results have been received. The final survey will likely be conducted in 2015. He introduced Dr. Becky Wu and Shannon Knott of Luth Research, a San Diego based firm. Ms. Wu discussed the research project and gave background on Luth's expertise. Ms. Knott provided the key findings and highlighted improvements and changes over the years. She explained the objectives and methodology of the survey and the interviewing process. She provided a map with regard to the sample, a respondent profile chart, the consumer's overall satisfaction with MTS's service, the consumer's feedback, respondent comments and suggestions and bus service and trolley service feedback. She discussed the satisfaction with customers and the implemented projects and initiatives. Lastly she provided the reasons consumers take public transit and a slide on the implications.

Mr. Schupp advised the report gives MTS the means to hone in on the areas it needs to improve upon and next steps are to thoroughly analyze the data and meet with department heads and match what is found in the survey to MTS's 2014 performance goals.

Paul Jablonski, Chief Executive Officer stated that MTS is going to use this information to identify the areas the public focuses on and to improve them.

Mr. Mathis stated the survey was contained extremely useful information to use as guidelines to move forward.

Action Taken

Mr. Minto moved to receive a report for information. Mr. Ovrom seconded the motion, and the vote was 12 to 0 in favor with Meses Rios, Emerald and Mr. Alvarez absent.

46. Student Pass Pilot Program (Sharon Cooney)

Sharon Cooney, Chief of Staff gave a report on activities which MTS has been engaged in relative to a school pass program that is being funded by the City and the San Diego Unified School District. She introduced Janelle Carey, Associate Transportation Planner who will be helping Ms. Cooney with a research project related to the program. Ms. Cooney discussed the discounted fares that would be offered to the students, the benefits that would affect a number of initiatives going on in schools and cities, the City's and school's budgets, targeted cities and truancy rates. She explained the particulars of the card relating to identification and tracking. She stated the schools would be responsible for administration of the card to the eligible students. She said this program could eventually be a program all school districts would be interested in as they are compensated based on daily student attendance.

Mr. Gloria said it was represented to the City Council that when the City funded the program for \$200K that the differential between the school district and the City would be made up through grant funding that the school district was going to go after, roughly \$50K and asked if there had been any additional discussion. Ms. Cooney responded it was not raised by the school district but Mid-City CAN advised they would try to obtain grants, to expand the program, not offset the costs.

Mr. Gloria asked if there was some value in the program not being free, but with diminished cost. Ms. Cooney answered that Cindy Martin the new Superintendent, said there was no possible way for the schools at the local level to collect cash from the students and stated that for this pilot she does not want the students to be charged. Mr. Gloria responded that pilots often become permanent programs and his main interest is sustainability. The idea is to prove it in San Diego and implement in the surrounding schools. The School District takes this on as an obligation, but this could be assisted with minor contributions from the students which would also cut down on fraud and use by those who do not need them.

Mr. Gloria questioned if the program was on track to launch in the fall. Ms. Cooney answered that they would like to have the program launch at the beginning of the school year. He asked if this was a doable timeline. Ms. Cooney responded it would be easy for MTS to do it, but it depends on the school districts themselves whether they can administer on time and MTS would meet with them weekly to make sure the program is still on track.

Mr. Gloria stated that when it was brought to the City Council they pushed back that the proponents of the project also are the evaluators of the project and they want to see an independent evaluation and if this was happening. Ms. Cooney advised MTS would evaluate based on absentee information received from the schools that are in favor. Mid-City CAN has decided they want an independent study and they want to look at crimes, greenhouse gases, etc. They have partnered with a professor at SDSU to do this, but because these are public funds MTS wants to make sure it is done in a scientific way. Mr. Jablonski stated that MTS wants to do the analysis on the attendance and the effectiveness of the program as it is a great program if it can be funded by the schools and it returns revenue to the schools that is self-sufficient, but it is not MTS's job to do and it should be proven. If it is proven that it is not effective, then the program should not continue. Mr. Gloria stated the main motive of the program is reduction in truancy then this is what we want to know in order to decide if this is a successful program the City would want to invest in.

Mr. Gloria asked who the representatives are MTS is interfacing with regarding the program on

the school district side and the City of San Diego side.

Mr. Mullin asked if the program includes existing routes and if there would be increased costs. Mr. Jablonski stated the only cost would be underwriting for the \$10K differential in the cost of the passes and the revenue, and staff time to analyze the data and write the report, and the cost of the cards.

Mr. Minto advised he has concerns over this collection of data as he has been involved in truancy issues for many years and factors for why kids were being truant and trying to determine which programs got them back in school. It is pretty impossible to do a blind survey or report. He asked how MTS is obtaining the names of the students to give the passes to. Ms. Cooney stated the schools will choose based on need and will look at students who are already in the free lunch program and those who currently have absentee problems and there will be a form signed by the students and their parents that will hold them accountable. Mr. Minto stated that this is a concern as it puts the student on notice that they have to go to school if you get the bus pass and how would you determine whether it makes a real difference. Ms. Cooney advised MTS will take that into account as they structure the research study to see if MTS can control for that. Mr. Roberts responded the program either works or it does not and if it works it means the school district gets their average daily attendance up and will have the money to pay for it and if it does not work the program will not continue. It is a modest expense. If it is shown the program works after the study is completed it ends up becoming the school district's responsibility.

Ms. Zapf stated it was a truancy issue. Ms. Zapf said that there was a misunderstanding about the reasons to have a free pass, but if the program's primary purpose is to cut down on truancy this is where the focus has to be. The City is the largest contributor of this program and it comes from other services in dire need of being restored. If the program is successful it needs to be the school's responsibility.

Mr. Jablonski said Mid-City CAN's objectives are broader than just the school district's, and is something to keep in mind as the process goes on. The best case scenario is for the school districts to improve truancy and to pay for the program and it becomes the school's responsibility.

Mr. Mathis said that with regards to attendance the teachers know who is truant and if that could create an avenue to contact the parents who are in favor of the program who feel that their child needs it in order for their child to get to school and so you would hopefully receive assistance from the families of these truant students. Ms. Cooney said MTS would express this to the schools. Mr. Mathis said there must be some follow up as just giving them a pass is not a guarantee on attendance.

Action Taken

Mr. Roberts moved to receive an update on the proposed pilot program to supply free or reduced fare transit passes to students in the San Diego Unified School District. Mr. Gloria seconded the motion, and the vote was 11 to 1 in favor with Mr. Minto opposed and Meses Emerald, Rios and Mr. Alvarez absent.

60. Chairman's Report

None.

61. Audit Oversight Committee (AOC) Chairman's Report

Mr. Ewin advised in terms of the Audit Oversight report everything is moving forward with regard to the outside auditors work and the staff's responsibilities in preparation of the annual report. They will provide an interim report in September.

Mr. Ewin advised he attended LOSSAN meeting the prior day. There were many pending actions and the amended JPA was approved by the agency. They will be selecting an overall managing agency. With the approval of the JPA, the managing proposal screening committee will meet on July 22nd and will forward a recommendation for the LOSSAN August meeting and at that time action will be taken. MTS, Orange County and LA Metro are bidding for Managing Agency. Part of motion to accept and approve each of these agencies proposals will be provided to the other agencies prior to the vote. Mr. Ewin advised the MTS proposal is exceptional and commended MTS and is in hopes MTS will be selected. Mr. Mathis discussed the other proposals.

63. Board Member Communications (TAKEN OUT OF ORDER)

Mr. Gloria advised the City Council adopted a bike sharing program for the City and explained the particulars of the program. There would be bike sharing stations throughout uptown, downtown, beach and bay communities. The City is working with affected communities to select stations and is in hope service will be live approximately 6 months from now. It will be complimentary to mass transit and they are focusing on putting stations near transit stations. The program is at no cost to tax payers and will generate revenue over the contract term.

Ms. Salas advised the Board of a complaint received from a constituent in Chula Vista that there is a horrible flow of buses on 1100 block of Melrose Avenue in Chula Vista and he seems to feel the buses there are running more frequently and they are very nosy and speed through neighborhood. He has invited Ms. Salas to his neighborhood to observe and asked for information regarding service along that corridor. Mr. Mathis advised staff would be happy to provide Ms. Salas with the requested information.

Ms. Zapf advised that in addition to the bike sharing program, the City Council was working to make the city more bike-friendly and one of the things they hear consistently is that the trolleys are not bike friendly. The City is trying to push the bike sharing program and improve bike infrastructure near colleges, beaches and bay and are hoping the trolleys would be made more bike-friendly in the future.

Mr. Ewin advised for those traveling on Amtrak they only accommodate seven bikes per train, but are working to enable more bikes and make sure to reserve for your bike as well as yourself when traveling on Amtrak.

62. Chief Executive Officer's Report (TAKEN OUT OF ORDER)

Mr. Jablonski reported of his recent trip to Washington, DC as he serves on the Transit Cooperative Research Program ("TCRP") Board TOPS committee that decides on transit research throughout the US for the upcoming year. He attended the recent sessions for a couple days with expenses being paid for by TCRP.

64. Additional Public Comments on Items Not on the Agenda

Dorothy Lazenby – Ms. Lazenby discussed several issues with regard to the trolley. She said MTS needs additional restrooms at their stations particularly at Fashion Valley as passengers

are urinating in the elevator due to the lack of facilities. She discussed issues with bicycles and strollers explaining that passengers park their bicycles and strollers where wheelchairs get on and off making it difficult for the disabled passengers to board and exit the trolley. She said passengers should not leave their babies in their strollers and they should take the children out and fold up the stroller when riding the trolley. She complained these problems are due to lack of enforcement by security and that security needs to advise passengers of these rules. She suggested that MTS staff and Board members should take a bus to Escondido to see how the trip is for those passengers and to experience the impact due to the lack of restrooms.

Lorraine Leighton – Ms. Leighton discussed an incident on a bus on Route 833. She stated the driver let a male passenger take the cover off the wheel chair ramp and got hostile with her and stated that it was not his job. The driver then got violent and threw Ms. Leighton into a seat. She stated the buses need cameras; it is bad First Transit runs these buses and they do not have the proper paperwork to make a report. The supervisor that came out due to the incident was not helpful. She feels MTS discriminates against disabled passengers. She said the passengers were promised cameras and she would take all of these issues to the District Attorney.

65. Next Meeting Date

The next regularly scheduled Board meeting is August 15, 2013.

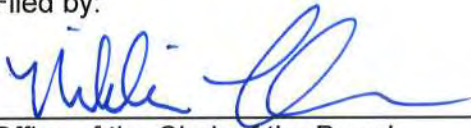
66. Adjournment

Chairman Mathis adjourned the meeting at 11:09 a.m.



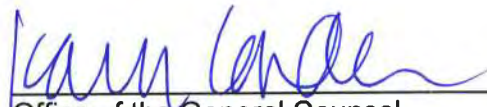
Chairperson
San Diego Metropolitan Transit System

Filed by:



Office of the Clerk of the Board
San Diego Metropolitan Transit System

Approved as to form:



Office of the General Counsel
San Diego Metropolitan Transit System

- Attachments: 1. Roll Call Sheet
2. Request to Add Agenda Items to July 18, 2013 Board Meeting Agenda
3. MTS | LOSSAN Managing Agency Proposal

METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS
ROLL CALL

MEETING OF (DATE): July 18, 2013

CALL TO ORDER (TIME): 9:00 a.m.

RECESS: N/A

RECONVENE: N/A

CLOSED SESSION: 9:05 a.m.

RECONVENE: 10:01 a.m.

PUBLIC HEARING: N/A

RECONVENE: N/A

ORDINANCES ADOPTED: N/A

ADJOURN: 11:09 a.m.

BOARD MEMBER	(Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ALVAREZ	<input type="checkbox"/> (Faulconer) <input type="checkbox"/>		
BRAGG	<input checked="" type="checkbox"/> (Bilbray) <input type="checkbox"/>	9:00 a.m.	11:09 a.m.
CUNNINGHAM	<input type="checkbox"/> (Mullin) <input checked="" type="checkbox"/>	9:00 a.m.	11:01 a.m.
EMERALD	<input type="checkbox"/> (Faulconer) <input type="checkbox"/>		
EWIN	<input checked="" type="checkbox"/> (Arapostathis) <input type="checkbox"/>	9:00 a.m.	11:09 a.m.
GASTIL	<input checked="" type="checkbox"/> (Jones) <input type="checkbox"/>	9:03 a.m.	11:09 a.m.
GLORIA	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:04 a.m.	11:09 a.m..
MATHIS	<input checked="" type="checkbox"/>	9:00 a.m.	11:09 a.m.
MCCLELLAN	<input type="checkbox"/> (Ambrose) <input checked="" type="checkbox"/>	9:00 a.m.	11:09 a.m.
MINTO	<input checked="" type="checkbox"/> (McNelis) <input type="checkbox"/>	9:00 a.m.	11:09 a.m.
OVROM	<input checked="" type="checkbox"/> (Denny) <input type="checkbox"/>	9:00 a.m.	11:09 a.m.
RIOS	<input checked="" type="checkbox"/> (Sotelo-Solis) <input type="checkbox"/>	9:00 a.m.	10:02 a.m.
ROBERTS	<input checked="" type="checkbox"/> (Cox) <input type="checkbox"/>	9:05 a.m.	11:09 a.m.
SALAS	<input checked="" type="checkbox"/> (Ramirez) <input type="checkbox"/>	9:10 a.m.	11:09 a.m.
ZAPF	<input checked="" type="checkbox"/> (Faulconer) <input type="checkbox"/>	9:00 a.m.	11:09 a.m.

SIGNED BY THE CLERK OF THE BOARD: 

CONFIRMED BY THE GENERAL COUNSEL: 

**REQUEST TO ADD AGENDA ITEMS
TO JULY 18, 2013 BOARD MEETING AGENDA**

Pursuant to Government Code section 54954.2(b)(2), MTS staff requests that the Board of Directors add the following agenda items to its July 18, 2013 meeting agenda:

Closed Session Item 24c: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(4) (1 Potential Case)

Proposed Action: Provide Instructions to MTS Legal Counsel

The basis for adding these items to the Board of Director's July 18, 2013 agenda is:

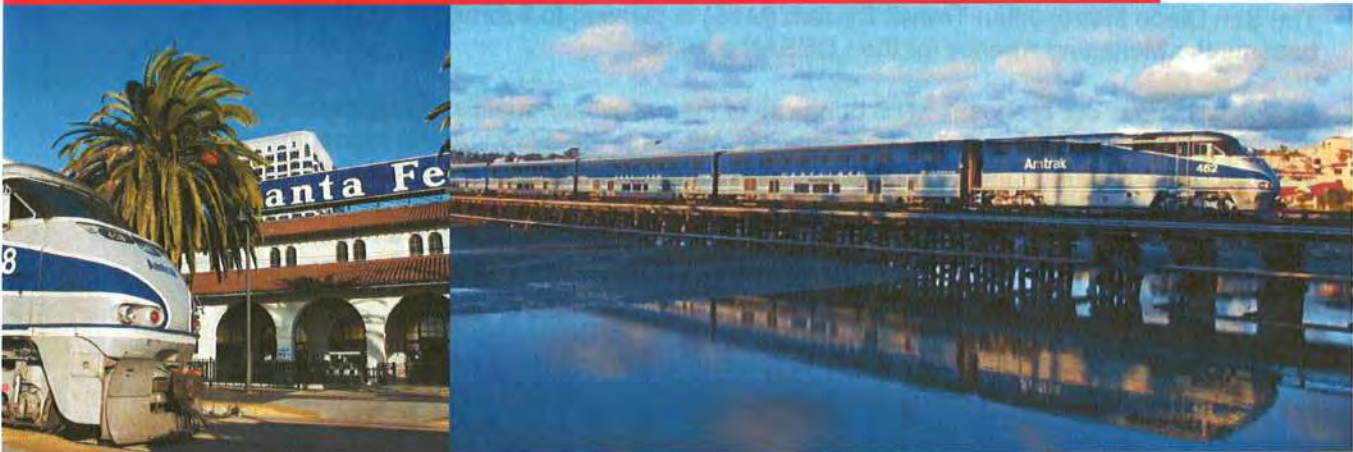
- a. There is a need to take immediate action. This relates to litigation that may need to be initiated before the Board's next scheduled meeting on August 15, 2013.
- b. The need for action came to the attention of MTS subsequent to the agenda being posted. Recent developments in the matter this case relates to were not known to legal counsel until after the July 18, 2013 agenda was posted.

The Board of Directors must make the findings listed in A and B above by a two-thirds vote. Therefore, 10 of the 15 Board members must approve adding Item 24c to the agenda.

PROPOSAL



**Managing Agency to Oversee State-Supported
Intercity Passenger Rail Service in the
Los Angeles – San Diego – San Luis Obispo
(LOSSAN) Rail Corridor**



Name: San Diego Metropolitan Transit System
Address: 1255 Imperial Avenue
San Diego, CA 92101
Contact Person: Sharon Cooney
Chief of Staff
(619) 557-4513
sharon.cooney@sdmts.com

June 14, 2013



1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

June 14, 2013

The Honorable Fred Strong
Chair of the LOSSAN Joint Powers Authority Board of Directors
401 B Street, Suite 800
San Diego, CA 92101

Dear Chair Strong:

The San Diego Metropolitan Transit System (MTS) is pleased to submit our application to become the Managing Agency for the LOSSAN corridor.

As you will see in our proposal, MTS brings all of the necessary qualities to successfully manage the corridor. We are free from conflicts. We have the experience in managing rail services and coordinating with multiple agencies for rail operations and capital improvements. We have potential storage capacity at the southern terminus of the corridor. MTS is highly regarded nationally for its cost-efficient service. Most importantly, we have a highly motivated staff, the organizational structure and the facilities to immediately begin work as the Managing Agency.

Thank you in advance for taking the time to review our proposal and we look forward to presenting the strengths of MTS to the LOSSAN Board of Directors on Wednesday, June 19.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Jablonski', is written over a circular stamp.

Paul Jablonski
Chief Executive Officer

LMARQUIS-L
L-HONFSTRONG.LOSSAN.JPABD.BBOYD.061313





INTRODUCTION

The San Diego Metropolitan Transit System (MTS) is pleased to submit its application to become the managing agency for the LOSSAN corridor and Amtrak's Pacific Surfliner service.

With 2.7 million passengers annually riding the Pacific Surfliner, and another 4.5 million passengers riding its commuter lines, the LOSSAN rail corridor is an extremely important transportation link for all of Southern California. With track owned by seven different entities and connecting service provided by an array of different transit operators, it is essential that the planning and administration of this valuable corridor be managed expertly.

MTS is committed to improving, expanding, and fostering the growth of intercity rail service in Southern California in a manner that is equally beneficial to all corridor member agencies.

MTS possesses the following advantages for being selected as the managing agency:

- Proven effective and efficient operation and management of a functioning railroad.
- Long history of right-of-way ownership and maintenance.
- Recognized commitment to provide high quality services and increase ridership.
- Healthy long-standing relationships with corridor agencies, including the California Public Utilities Commission (CPUC), Federal Railroad Administration (FRA), and passenger and freight railroad companies.
- The lead negotiator of the Interagency Transfer Agreement (ITA) will be MTS's CEO, who has experience with negotiations on a wide variety of transportation issues and who will be supported by a very experienced team of transit and rail experts.
- Lack of a conflict of interest: MTS does not operate or fund heavy passenger rail. Consequently, MTS will maintain a fair and balanced perspective of the corridor.

This introduction will describe the following: 1) summary of MTS services, 2) MTS's proven efficiency of service operation, 3) MTS's rail operation and management experience, 4) MTS's relationships with other corridor agencies, and 5) MTS's understanding regarding the role of the managing agency. The conclusion is that MTS is best positioned to help achieve the operational goals of the LOSSAN corridor.

Summary of MTS Services

MTS is the public transportation provider for the southern and central portions of San Diego County and is situated at the southern terminus of the LOSSAN corridor. MTS serves 10 cities and a population in excess of two million, and is governed by a 15-member board of elected officials. MTS currently manages an operating budget of \$249 million and carried over 88 million passengers in FY12. Its transportation network includes the following:

- **Light Rail (Trolley):** Operates three lines on 102 miles of track; over 30 million passengers per year.
- **Bus:** Operates 93 bus routes; over 55 million passengers per year.
- **Freight Rail:** Owns 108 miles of freight track and contracts with San Diego & Imperial Valley (SD&IV) Railroad and Pacific Imperial Railroad, Inc. (PIR) to provide service on portions of the line.
- **Paratransit:** Provides door-to-door access service for passengers within 3/4-mile of a bus route or Trolley station.
- **Taxi:** Licenses and regulates taxicabs, jitneys, and other private for-hire passenger transportation services for seven cities in the region (including San Diego).

MTS is well-known throughout the industry for its efficient service management and was named the American Public Transportation Association's (APTA) Outstanding Public Transit System in 2009 for its high ridership, low costs, customer satisfaction, and exceptional safety record.

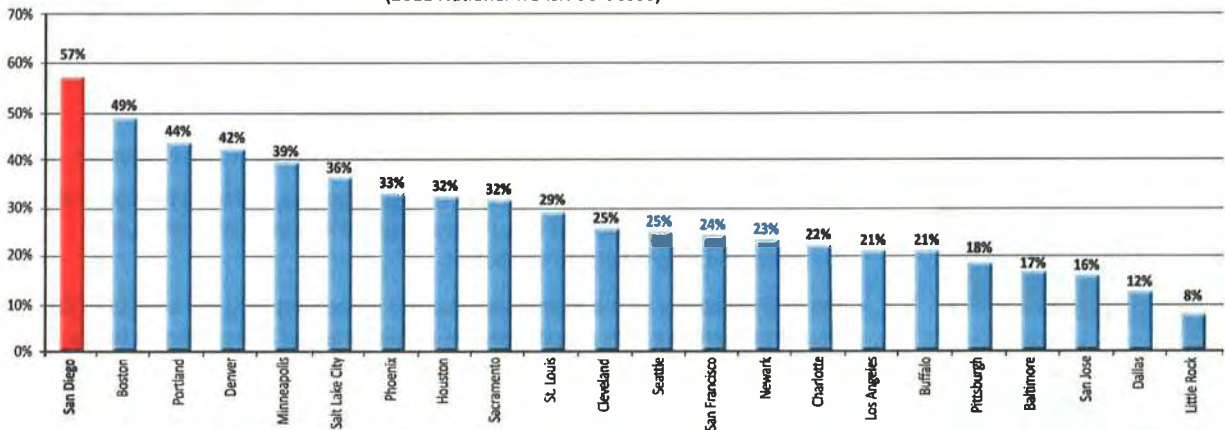


MTS's Proven Efficiency of Service Operation

MTS is one of the most efficient transit operators in the nation. According to the 2011 release of the National Transit Database (NTD), MTS's farebox recovery rate was 42%, compared to the national average of 33% and a 36% average for the 50 largest agencies nationwide. No agencies in California with both bus and rail operations had higher farebox recovery rates. In terms of light rail transit (LRT) operation, MTS had the highest farebox recovery rate in the country, at 57%, and was the only LRT operation in the nation to recover more than half of its operating costs with fare revenues (see Figure 1).

Figure 1

Farebox Recovery Rate of LRT systems (2011 National Transit Database)



MTS's high farebox recovery rate is due to its ability to efficiently manage its services and keep costs to a minimum. MTS operated its three lines with an average operating cost of \$142.85 per revenue hour and \$8.03 per revenue mile, compared to figures nationally of \$248 per hour and \$16 per mile. Accordingly, its \$1.91 cost per passenger and \$0.81 subsidy per passenger figures are substantially lower than the nationwide figures and all other California agencies that operate LRT (see Figures 2-4).

Figure 2

Cost per Revenue Hour of LRT Systems (2011 National Transit Database)



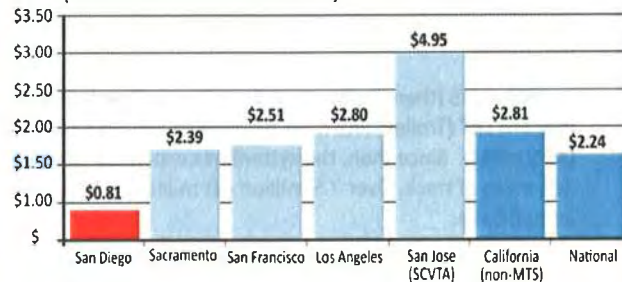
Figure 3

Cost per Passenger of LRT systems (2011 National Transit Database)





Figure 4
Subsidy per Passenger of LRT systems
(2011 National Transit Database)



Consistent with the above analysis, a year earlier (2010), San Diego Association of Governments' (SANDAG) TransNet Independent Taxpayers Oversight Committee (ITOC) found MTS to be the most efficiently operated transit agency among nine peer systems in the nation. The comparisons, which included farebox recovery rate, operating cost per boarding, subsidy per boarding, and operating cost per revenue mile, were made for both LRT and fixed-route bus operations. The ITOC found that MTS's system-wide performance surpassed the peer average in all categories. Table 1 summarizes its findings.

Table 1
Trolley and Bus Operating Performance
(TransNet Independent Taxpayers Oversight Committee Findings 2010)

	Farebox Recovery Rate		Operating Cost per Boarding		Subsidy per Boarding		Operating Cost per Revenue Mile	
	Rail	Bus	Rail	Bus	Rail	Bus	Rail	Bus
MTS	54.3%	38.1%	\$2.00	\$2.66	\$0.91	\$1.65	\$7.87	\$7.62
Los Angeles	18.3%	26.5%	\$3.62	\$2.58	\$2.96	\$1.90	\$17.41	\$10.86
Dallas	12.6%	11.5%	\$6.29	\$6.52	\$5.50	\$5.77	\$22.66	\$9.00
Denver	31.1%	26.6%	\$3.56	\$3.71	\$2.45	\$7.43	\$8.96	\$7.43
Minneapolis	40.3%	31.0%	\$2.46	\$3.59	\$1.47	\$2.48	\$12.78	\$10.53
Phoenix	28.1%	16.9%	\$2.72	\$5.35	\$1.96	\$4.45	\$12.43	\$6.35
Portland	34.7%	22.8%	\$2.51	\$3.95	\$1.64	\$3.05	\$13.06	\$11.28
Sacramento	30.2%	21.9%	\$3.12	\$4.27	\$2.18	\$3.34	\$11.75	\$10.68
Salt Lake	37.2%	17.2%	\$2.09	\$4.89	\$1.31	\$4.02	\$8.62	\$6.42
San Jose	15.2%	13.9%	\$5.81	\$6.29	\$4.93	\$5.41	\$18.77	\$13.22
Peer Average	27.5%	21.3%	\$3.58	\$4.48	\$2.71	\$3.59	\$14.05	\$9.52



In 2012, for the second consecutive Triennial Audit, the Federal Transit Administration (FTA) found no deficiencies in MTS's compliance with federal requirements. In this review, the FTA examined 24 areas of grant management practices and program implementation. Areas audited included legal, financial, technical, maintenance, procurement, project planning and programming, Title VI, and safety and security.

A contributing factor in MTS's efficiency has been its ability to negotiate and manage service contracts. More than half of MTS's bus service is contracted to private operators at a considerable savings to the agency. The contractors operate and maintain MTS vehicles from four MTS-owned maintenance facilities. In addition, MTS contracts with private operators for freight rail service as well as system security. MTS's commitment to contract management has been critical to ensure a seamless service delivery under optimum safety standards.

MTS expects that it can absorb the responsibilities and staff dedicated to LOSSAN with little difficulty and strongly believes that it can achieve levels of operational efficiency as the LOSSAN managing agency on par with its current successes.



MTS's Rail Operations and Management Experience

MTS and its staff have a lengthy history of rail operations, both in passenger rail and heavy freight rail.

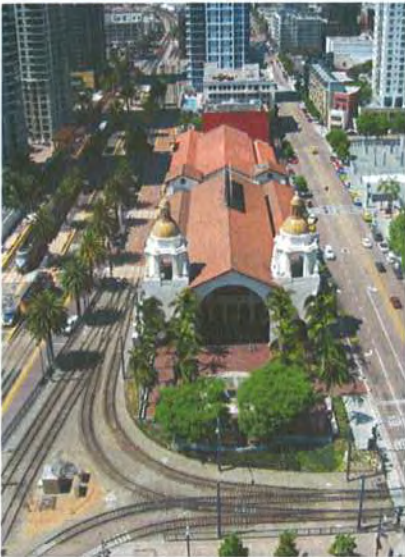
In 1981, MTS (then the Metropolitan Transit Development Board) started the nation's first modern LRT (Trolley) line from downtown San Diego to the US-Mexico International Border (15.9 miles). Since then, the system has expanded to three lines, serving 53 stations on 102 miles of track. Over 7.5 million car miles and 400,000 train hours are operated on an annual basis.

The service has proven to be of high quality and attractive to passengers. For the most recent year, the Trolley's on-time performance was 90% and, with the exception of the economic decline in 2009-2010, the Trolley has continually increased ridership. Its ridership has increased seven percent in only two years and 28% in the last decade, to its 2012 total of 32.5 million passengers. Additionally, to date in FY13 the Trolley has only received 4.33 complaints for every 100,000 passengers, confirmation of customer satisfaction.

While many of the same fundamental principles apply to LRT and intercity rail, MTS is acutely aware of the differences, both in terms of target markets and actual operation. Where LRT passengers mainly expect quality service, on-time performance, and reasonable fares, intercity rail passengers are more discretionary and are willing to pay higher fares. In turn, however, intercity travelers expect additional amenities such as reserved seats, refreshment options, and upgraded accommodations. While MTS does not currently offer services with such amenities, it does operate premium express bus routes in over-the-road coaches that cater to the discretionary commuter market. These routes are similar to Amtrak Thruway bus services. MTS's experience in rail operations and premium services will allow it to not only maintain, but surpass, the high standards to which Amtrak and Pacific Surfliner patrons are accustomed.

MTS staff has significant heavy rail experience in the areas of risk management and legal support for Class I railroads, and operational management of freight rail, commuter rail, and intercity rail through partnerships, operating agreements, and staff's previous employment. MTS is an owner of a freight railroad and has negotiated contracts with SD&IV and PIR for use of track segment. MTS's most recent negotiation resulted in an investment agreement for the upgrade of MTS-owned tracks through eastern San Diego County in exchange for the right to operate along the improved alignment. Operation of freight service over MTS track has been successful on many fronts, the most recent of which required coordination of heavy construction efforts nightly during a temporal separation operating window. In March 2000, the FRA negotiated with MTS and approved the temporal separation waiver (the first of its kind nationally) for the day-to-day operation of the SD&IV freight line on MTS LRT segments, dispatched from the MTS Operations Control Center (OCC). SD&IV has been in operation and controlled in this manner for over 32 years. To date, several agencies throughout the country have followed MTS's lead and have FRA-approved temporal separation agreements for their shared-use rail transit and freight operating corridors.

MTS is also committed to a state of good repair with its rail infrastructure. It is currently halfway through work on the Trolley Renewal Project. This \$600 million project is meant to modernize and improve MTS's existing rail infrastructure. As part of the project, 33 station platforms will be raised to eight inches to accept low-floor LRT vehicles and each station will receive new shelters, benches, and next-train information signs. Additionally, MTS will essentially rebuild the entire 15-mile Blue Line. Blue Line service was implemented more than 30 years ago and some of the existing track was over 100 years old. The Blue Line rehabilitation project will result in the replacement of all overhead catenary and components, all 90-pound rail (to be replaced with 115-pound rail), grade crossing surfaces at 22 locations, and deteriorated track structure. New crossovers and signaling will also be installed throughout the line and transit centers will be reconfigured to better meet the needs of transferring passengers. Throughout this project a great deal of effort has been



put into making certain that MTS maintained operations and met the needs of the traveling public. The result has been a high level of customer satisfaction with the upgrades to the system and few complaints about the inconvenience.

Finally, MTS has also proven that it can successfully negotiate for the purchase of rolling stock. Within the past decade, MTS has negotiated for and purchased 76 LRT vehicles at a total cost of \$312.2 million.

MTS's experience in the Trolley Renewal Project, and the procurement of the vehicles, exemplifies the agency's skill in using creative approaches to finance large-scale capital projects. MTS was able to put together a complete financial package at a time when resources were significantly reduced. As managing agency, MTS can assist the LOSSAN management team in identifying ways to finance new rolling stock and leverage resources to accomplish corridor improvements.

MTS's Relationships with Other Corridor Agencies

MTS has significant familiarity, experience, and established relationships with the FRA, CPUC, and Caltrans Division of Rail (DOR), as well as Amtrak and other agencies along the LOSSAN corridor. MTS also has contracts with Genesee & Wyoming, Inc./RailAmerica, Inc. to provide service on MTS-owned track and a shared-use agreement with the North County Transit District (NCTD), who controls the dispatching rights on the corridor over which the BNSF freight, Pacific Surfliner and NCTD Coaster commuter trains operate.

The MTS/NCTD shared-use agreement provides for storage of Coaster commuter rail trains at the MTS facility, Coaster operation over MTS-owned track south of Del Mar, and maintenance of the corridor by NCTD. Coaster commuter trains stop at three MTS transit facilities (Santa Fe Depot, Old Town, and Sorrento Valley) and the agencies coordinate to provide a positive customer experience and to ensure appropriate safety protocols are in place.

MTS has a long-established relationship with the FRA, as the FRA regulates the hours of service for signal maintainers and OCC personnel, as well as track, signaling and grade crossing requirements on segments of track on which SD&IV trains operate. In June 2000, MTS traveled with representatives from the FRA and the FTA to observe European "mixed discipline" shared track operating systems to learn about mitigation measures adopted to ensure that signal system safeguards effectively protect crossings. The Trolley has 83 grade crossings and MTS continues to work closely with the FRA and CPUC to ensure that each crossing meets all applicable state and federal safety requirements. Most recently, MTS obtained a waiver for 6-inch cant deficiency from the FRA on track over which the FRA has joint jurisdiction with the CPUC.

The strong, 32-year relationship that MTS and the CPUC have developed has involved operating and administrative aspects from audits and inspections to collaborating on General Orders (GOs). For example, MTS played a critical role in the revision of GO 143-B, which involves design standards, reporting, maximum hours of service, regulatory oversight, and procedures related to LRT operation in California. Additionally, the agencies worked together to develop, and subsequently modify, GOs involving LRT power and wayside functions. MTS has also proudly provided input on GO 164-D, the safety certification process for rail transit in California.

While MTS and Amtrak do not have a shared-use agreement with one another, Amtrak operations are included within the MTS/NCTD shared-use agreement. MTS and Amtrak also have a shared-operating arrangement at downtown San Diego's Santa Fe Depot and at Old Town and the two agencies work with one another to ensure positive customer experience and proper safety protocols. Over the last year, MTS has undertaken a facelift of the Santa Fe Depot as part of the Trolley Renewal Project. Throughout the process, MTS took into consideration the effects of construction and dynamics of passenger flow

on all modes that serve the station. MTS worked closely with NCTD and Amtrak during the construction efforts to ensure that the planned Green Line extension, which effectively turned the Santa Fe Depot/America Plaza complex into a regional transit hub, yielded the optimum benefit for all involved parties.

As a long-time member of the LOSSAN Board of Directors and Technical Advisory Committee (TAC), MTS also has familiarity with Caltrans DOR staff. Most recently, the two agencies worked together to implement a signage plan at Old Town Transit Center and MTS has collaborated with Caltrans Highway and Planning staff on freeway and rapid transit projects throughout San Diego County. Additionally, MTS believes that the managing agency should seek assistance from an outside consultant that has worked for Caltrans DOR and/or Amtrak to help lead its ITA efforts (see *Task 3*).

Furthermore, MTS has taken a lead in regional coordination in San Diego. MTS currently houses the countywide telephone information center (trip-planning assistance), the Regional Transit Management System (real-time tracking of transit vehicle location), and HASTUS scheduling software. MTS also produces the Regional Transit Map, routinely assists on region-wide transit information requests from SANDAG, and will soon house Compass Card staff (the regional fare system).

In terms of other LOSSAN member agencies, MTS and SANDAG have continuous interaction in a number of areas including financial programming, capital work, and planning. MTS has also been a member of the LOSSAN Board of Directors and TAC since its inception and has worked with other LOSSAN member agencies to amend the LOSSAN Joint Powers Authority (JPA) agreement and bring intercity rail operation under local control. MTS CEO Paul Jablonski was instrumental in working with NCTD to gain its approval of the amended JPA. MTS has worked with LOSSAN agencies on an individual basis as well, including peer reviews and collaboration on initiatives such as fare collection system implementation.

With seven different track owners and transit connections at the vast majority of the 41 stations along the corridor, it is imperative that coordination be a top priority of the managing agency, and MTS's history shows that it can work well with other entities. MTS will strive to increase cooperation among member agencies through the development of schedules, an emphasis on regional connectivity, and unified fare media.

MTS's Understanding Regarding the Role of the Managing Agency

The role of the managing agency will change after the ITA is negotiated. Initially, if chosen, MTS will be involved extensively in day-to-day administrative support of the negotiations with the state and with the day-to-day functions of the JPA. During this period MTS will be responsible to the LOSSAN Board of Directors in all of the activities it engages in as the managing agency. However, once the ITA is established, MTS's role will primarily be to house the Intercity Rail Management Team (IRMT) and provide administrative support to the team and to LOSSAN under the direction of the Managing Director and the LOSSAN Board of Directors.

MTS understands that the Pacific Surfliner will not be an MTS service; rather it will be a service of the JPA. While MTS has vast rail and transit operating experience and will be ready and willing to provide any guidance and support, it recognizes that it will not be the decision maker for the service. Employees that are dedicated to the IRMT will report directly to the Managing Director, who will report directly to the LOSSAN Board of Directors. MTS CEO Paul Jablonski was a member of the LOSSAN CEO team that determined the degree of separation that should be maintained to ensure LOSSAN's autonomy in operating the Pacific Surfliner service.

MTS is in a unique position in that it does not operate or help fund any competing heavy passenger rail systems, freeing it of any conflicts of interest. Consequently, while MTS is knowledgeable regarding the corridor and has a stake in its success as an owner, it will be able to maintain an impartial perspective and make fair decisions that will benefit the entire corridor.





Location

Positioned at the southern terminus of the corridor, MTS is ideally situated to become the managing agency. MTS's rail yard is located just over one mile by rail from the Santa Fe Depot terminal, which positions it to potentially provide Amtrak services extra storage space and another location to store trains overnight. As managing agency, MTS could facilitate these types of discussions.



Conclusion

MTS is excited about the possibility of being selected as the LOSSAN managing agency and having an opportunity to assist in the improvement of the Pacific Surfliner service. With its location, experience of its existing staff, an organizational structure that promotes operational efficiencies, a history of healthy relationships with other corridor agencies, and no conflict of interest, MTS believes that it is the perfect agency to help start the era of locally-managed intercity rail in Southern California.

As such, in the following sections MTS will explain its proposed approach to accomplish various tasks in the establishment of a successful managing agency. In Task 1, MTS details its planned use of upper management staff to negotiate the Administrative Services Agreement (ASA). The LOSSAN staff transition and interim work plan will be accomplished with the use of current MTS staff, as described in Task 2. In Task 3, MTS explains its proposal of using upper management staff, with support of consultant staff, and the advice of both the LOSSAN Board of Directors and a Strategic Advisory Committee comprised of member agency CEOs, to negotiate the ITA. Next a proposed staffing plan is presented (Task 4) that is a combination of the proposed staffing plan in the Strategic Implementation Plan and one that is currently in place at the Capitol Corridor JPA (CCJPA). The approach to the establishment of the annual agency budget is presented in Task 5 and MTS's strategies to increase ridership along the corridor are presented in Task 6.



Task 1: ADMINISTRATIVE SERVICES AGREEMENT (ASA)

The ASA between LOSSAN and MTS will be negotiated by a small team of current MTS leadership, using the existing ASA between Bay Area Rapid Transit (BART) and the CCJPA as a guide.

Among other items to be negotiated, the ASA will include all managing agency responsibilities and powers identified in Sections 8.0 through 10.0 of the LOSSAN amended JPA, will identify certain positions to serve as dual roles for the JPA, will specify that the budget for LOSSAN business shall be the budget allocated by the state, will specify parameters for invoices and audits, will set the duration of the agreement (three years from the beginning of intercity rail service), and will set up terms for arbitration.



Since the CCJPA's ASA already provides a template and a solid basis for negotiations MTS does not expect negotiations with the LOSSAN Board of Directors to be prolonged. Upon being awarded the managing agency at the August 23 LOSSAN Board Meeting, MTS will be prepared to bring draft agreements to the LOSSAN Board of Directors on September 25 and to the MTS Board on October 10 for initial feedback. Finalized agreements will be presented to the LOSSAN Board of Directors on October 16 and the MTS Board on October 24, well ahead of the proposed November 20 timeline in the Request for Proposals. If a third round of meetings is required, the agreement could be approved by the MTS Board on November 14, in advance of the LOSSAN Board of Directors meeting on November 20.



The lead negotiator for MTS will be **Karen Landers**, General Counsel. Since joining MTS in 2011, Landers has negotiated several multi-agency and private agreements to coordinate public projects and allocate risk and financial responsibility. Examples of previous projects include a long-term operating agreement to rehabilitate MTS's 70-mile Desert Line freight railroad and an amended and restated shared-use agreement for track usage between MTS, NCTD and BNSF. Before being named as MTS General Counsel, Landers worked as a Senior Deputy County Counsel for the County of San Diego, where she negotiated agreements between the county and various public agencies and private entities for public works projects, real estate transactions and development projects. She also represented the county in negotiations with the State of California to finance projects and advised county departments on procurement and contracting issues. Landers will be supported by Paul Jablonski, Chief Executive Officer (CEO), and Sharon Cooney, Chief of Staff. Jablonski and Cooney's experience is detailed in *Task 3*.



Task 2: STAFF TRANSITION PLAN AND INTERIM WORK PLAN

While the ASA is being negotiated, MTS staff will work with SANDAG and Caltrans DOR staff to develop a detailed transition plan and interim work plan for the administrative responsibilities that are currently performed by both SANDAG and Caltrans DOR to ensure a seamless transition and to provide a solid foundation upon which the IRMT staff will be built.

SANDAG provided an outline of functions that are primarily support functions for the LOSSAN Board of Directors and TAC, but also includes web page development and maintenance, annual reporting, and regular joint advocacy activities with other intercity rail corridors. Within 30 days of the effective date of the ASA, MTS will submit a complete interim workplan to the LOSSAN Board of Directors which will include recommendations for work during the start-up period, any additional start-up funding needs, and sources of funding. An abbreviated plan is presented here.

CEO **Paul Jablonski** will assume the role of Interim executive director. He will lead the ITA negotiation team and will have executive oversight over LOSSAN business during the interim period. Jablonski's qualifications are further detailed in *Task 3*.

It is anticipated that MTS staff will handle the additional duties that are currently carried out by two SANDAG staff members, with an estimated 50% of their time dedicated to LOSSAN.

In consultation with SANDAG, **Brent Boyd** and **Rebecca Zelt** will staff the duties related to the Board and TAC, including setting meeting schedules, preparing agendas, conducting meetings, processing minutes, and coordinating the submission of Conflict of Interest forms (Form 700).

Boyd is a Senior Transportation Planner and Rail Operations Analyst with 12 years of transit experience. He is currently MTS's LOSSAN TAC representative and has been involved in briefing the MTS Board of Directors and staff leadership on all LOSSAN issues, including the development of the amended JPA. Boyd has extensive experience and technical expertise in service planning, scheduling, and performance monitoring for both bus and rail. He has experience planning and implementing transit service during capital projects in existing right-of-way and transit facilities. Most recently he was responsible for design and coordination of bus bridge service during the Trolley Renewal Project, which included over 40 weekend closures on the 15-mile Blue Line.

Zelt is the Executive Assistant to the Chief Operating Officer of MTS Rail and has been working on LRT projects for MTS since 1998. She has certifications in FTA Procurement Practices, Transit and Paratransit Management, and Project Management.

Boyd and Zelt will serve under the direction of **Sharon Cooney**, Chief of Staff. Cooney's experience is detailed in *Task 3*. Cooney will also oversee the joint advocacy functions and legislative issues.





Rob Schupp, Director of Marketing and Communications, will lead the bi-monthly joint marketing staff conference calls. Schupp has more than 30 years of marketing experience, which is detailed in *Task 4*.

LOSSAN will have its own dedicated web page (linked from the main MTS page) that will include meeting agendas and minutes, published reports, and general information about the corridor. The MTS Marketing department will handle web page development, while the MTS Information Technology department will handle web page maintenance. Nara Lee, MTS's Digital Design and Content Specialist, will be the designer of the website. Lee is currently in the process of leading a re-design of MTS's website.

The MTS Finance Department will develop the LOSSAN budgets in the interim years and handle all accounting and invoicing issues. The MTS Finance Department's capabilities are detailed in *Task 4*.

In all cases, LOSSAN work will be led by CEO Paul Jablonski. While Jablonski will not be involved in all day-to-day functions, he will have oversight and responsibility for any work performed for LOSSAN business.

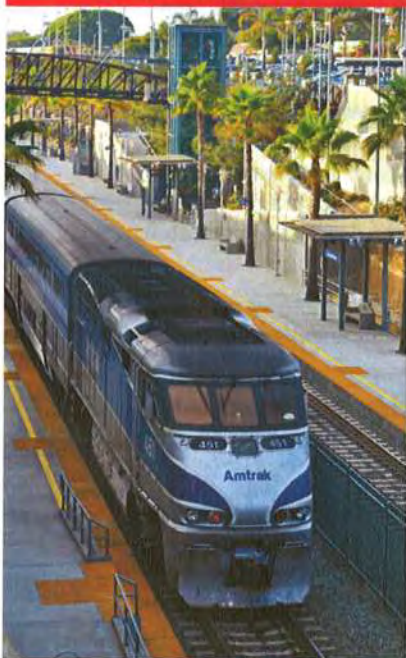
During the transition period it is anticipated that meetings, particularly Board of Directors and TAC meetings, will continue to be held in Los Angeles. Alternate meeting locations may be determined by the LOSSAN Board of Directors, and MTS staff will travel for the convenience of other member agencies. As appropriate, meetings may be conducted as conference calls or may be rotated among other member agencies. If it is desired that meetings to take place in San Diego, MTS will make conference rooms available (including the MTS Board Room).

The most important aspect of the interim/start-up period, however, is the negotiation of the ITA with the state. MTS envisions that the ITA negotiation team will be comprised of key upper management personnel, with the assistance of contracted legal, facilitation, and technical staff. MTS also envisions forming a Strategic Advisory Committee of other LOSSAN CEOs to use as a sounding board and for assistance with negotiations. The specifics of the ITA negotiations are discussed in *Task 3*.

Toward the end of the interim/start-up period, as the ITA is nearing finalization, MTS will begin the process of hiring the Managing Director, with consultation and approval from the LOSSAN Board of Directors. The desire would be to hire the Managing Director a few months prior to the beginning of operations, allowing the Managing Director to become familiar with critical issues and to assemble the IRMT staff prior to the start-up date. The process of hiring a Managing Director is detailed in *Task 4*.

It is expected that MTS will rely heavily on SANDAG's guidance during the transition. MTS understands that SANDAG staff has extensive experience with LOSSAN issues and positive working relationships with other member agencies that MTS hopes to use to its advantage. MTS's offices are conveniently located in downtown San Diego, only one mile from SANDAG's offices. MTS staff members regularly attend to business in SANDAG's offices and the staffs work extremely well with one another. With such close proximity and good working relationships, it is expected that the transition will be smooth.

To be conservative, MTS is planning for a 19-month interim/start-up period (from December 2013 through June 2015). However, once the ASA is signed, MTS will immediately begin work on the ITA. If those negotiations proceed quickly, MTS is willing to start the service at an earlier date.



Task 3: INTERAGENCY TRANSFER AGREEMENT (ITA)

The ITA will be the most important part of the interim/start-up period for the managing agency. Section 5 of Senate Bill 1225 states that the ITA should accomplish the following:

1. Specify the date and conditions for the transfer of responsibilities and identify the annual level of funding for the initial three years following the transfer.
2. Identify the funds to be transferred to the Board of Directors.
3. Specify the level of service to be provided, the respective responsibilities of the Board of Directors and the department, the methods that the department will use to assure the coordination of services, the annual review of the business plan and annual proposals on funding and appropriations.
4. Describe the terms of use of rolling stock and other equipment and property required for the intercity service.
5. Describe auditing responsibilities and process requirements, reimbursement and billing procedures, the responsibility for funding shortfalls, an operating contract oversight review process, performance standards and reporting procedures, the level of rail infrastructure maintenance, and other relevant monitoring procedures.

MTS also reviewed the existing ITA between CCJPA and the State of California to determine the proper expertise required to negotiate the ITA on behalf of LOSSAN.

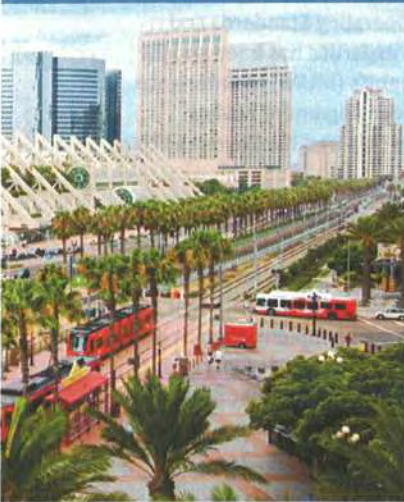
An issue that will need to be resolved in the LOSSAN ITA, that was not required in the CCJPA agreement, is how to ensure that non state-owned rolling stock will remain on the LOSSAN corridor. All of the CCJPA's rolling stock are owned and controlled by the state, while the vast majority of the rolling stock on the LOSSAN corridor is controlled by Amtrak. Consequently, an agreement will need to be reached among LOSSAN, Caltrans, and Amtrak regarding the deployment of rolling stock on the corridor.

MTS is prepared to negotiate the ITA with a combination of current staff, contracted help, and the expertise of fellow LOSSAN members. The negotiations will be led by CEO Paul Jablonski with support from MTS staff and contracted technical, legal, and facilitation assistance. The negotiations, as a whole, will be guided by a proposed Strategic Advisory Committee (comprised of the CEOs of other LOSSAN member agencies) and the LOSSAN Board of Directors. Moreover, the San Joaquin Joint Powers Authority (SJPA) is expected to negotiate an ITA with the state simultaneously with LOSSAN. MTS anticipates that a collaborative effort with SJPA would be beneficial and aid in more productive negotiations.

Lead Negotiation Team

The negotiation team will be led by CEO **Paul Jablonski**. Jablonski has been the CEO of MTS since 2004, has 42 years of transit experience, and currently oversees a budget of nearly \$250 million and 2,500 MTS employees and contracted personnel. Jablonski is highly respected in the public transit industry. He currently chairs the Executive Committee of the California Transit Association (CTA), the APTA Rail CEO Committee, and the APTA Rail Transit Committee. Additionally, he is co-chair of the weekly LOSSAN CEO conference calls and is intimately familiar with the advantages and challenges of both amending the JPA and assuming the role of the managing agency.

In Jablonski's time at MTS he has reorganized the agency and, with his foresight, has helped MTS avoid the drastic service cuts that many transit agencies experienced in the last five years despite the elimination of \$30 million of annual state funding. He has helped turn MTS into one of the most efficient transit operators in the country (as detailed in the introduction); has led the restructure of nearly all bus services through a comprehensive operational analysis; opened a 6-mile, \$500 million Trolley extension; and is currently implementing the



rehabilitation of the 15-mile Blue Line, expanding freight capacity, and introducing low-floor cars system-wide as part of the overall \$600 million Trolley Renewal Project.

Jablonski has experience with contracted service models, including a five-year, \$55 million annual private-sector service contract, which saved \$19.2 million in the procurement process, held expense growth to three percent annually, and obtained 26 new over-the-road coaches for express bus service. He has experience working with both the FRA and CPUC, has experience operating a freight railroad line through the SD&IV, and is experienced in railroad construction and fare collection.

Jablonski is well-versed in negotiations and has negotiated with public entities, universities, cities, counties, state governments, and transit authorities. He has negotiated many labor contracts, service agreements, management contracts, the procurement of rolling stock (most recently a 65-car, \$265 million contract), right-of-way purchases with both Conrail and Norfolk Southern, and has overseen the negotiations of a lease to a short-line railroad on MTS-owned track.

Technical Assistance of Intercity Rail Expert

While Jablonski has a strong background in transit operations and negotiations, he has not worked extensively with intercity rail, and it is important to have someone with intercity rail expertise to assist with the negotiations.

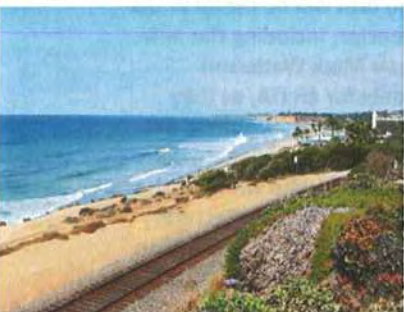
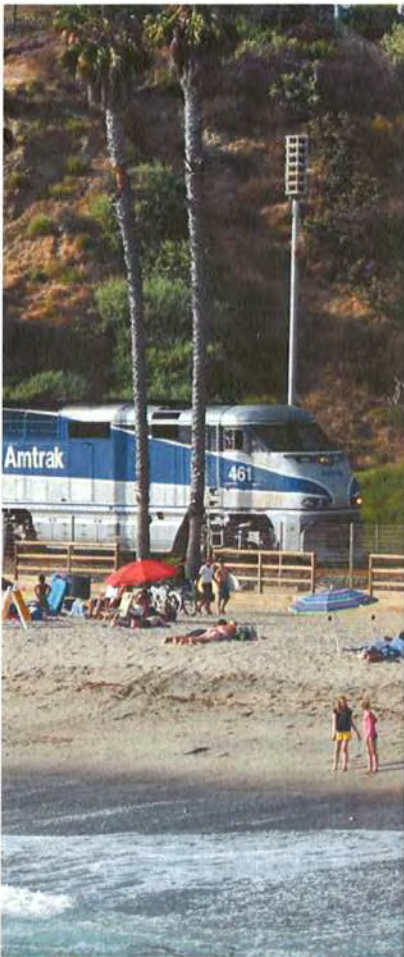
For the ITA negotiations, MTS will retain a part-time intercity rail expert experienced with freight and passenger railroad operations. The intercity rail expert's background will ideally include experience at Amtrak and/or Caltrans DOR, experience with both increasing revenue and ridership on intercity routes, and reducing costs through staffing efficiencies and other methods. Additionally, the intercity rail expert will ideally have experience with contract negotiations, capital rail program management, federal grants, transportation program management, multi-agency coordination, capital project development, and strategic planning.

Negotiation Support Team

In addition to Jablonski and the intercity rail expert, MTS has assembled a strong negotiation support team filled by MTS and contracted experts in legal, transportation, procurement, right-of-way and financial issues and will reinforce that team with its on-call legal and facilitation consultants. The MTS support team will include the following personnel:

Contracted Legislative Representative (Smith, Watts, & Martinez) – LOSSAN and the MTS negotiating team will be assisted in its efforts by MTS's Sacramento legislative representative. MTS has had a long-standing contractual relationship with Smith, Watts & Martinez. It is anticipated that from time to time the firm will be useful in the development of strategy and coordination with key state agencies, including the new transportation agency, Caltrans DOR, and the CPUC. Principals Mark Watts and D.J. Smith have a long history with the underlying requirements for an ITA, as they were each instrumental in the creation of the original transfer legislation, Senate Bill 457. Watts also participated in the advocacy surrounding the passage of Senate Bill 1225. Both men have strong working relationships with individuals who will lead the negotiation of the ITA on behalf of the state, including Brian Annis (Deputy Secretary for Transportation Policy), William Bronte (Division Chief for Caltrans DOR), Kome Ajise (Deputy Director for Planning and Modal Programs), and Brian Kelly (Acting Secretary, Business, Transportation and Housing Agency).

Sharon Cooney, Chief of Staff – Cooney will be providing general assistance with the negotiations. Cooney has provided strategic and governmental support to the MTS CEO and Board of Directors since 2005. Cooney manages the government affairs, planning, scheduling, and performance monitoring functions for the entire agency. She is also responsible



for Taxicab Administration, a department that coordinates taxicab regulation for seven cities, including San Diego. She has extensive experience working with external agencies and Boards of Directors, and has been involved in a variety of inter-agency negotiations. Transportation financing is also an area of expertise.

Karen Landers, General Counsel – Landers will lend support on all legal issues in regard to the negotiations. Landers will be the lead negotiator of the ASA and more information on her background is presented in *Task 1*.

On-call legal consultants will assist Landers as-needed. Currently, MTS has four legal firms on call that have rail experience. Those firms are:

- **Best Best & Krieger** (Multiple offices, including San Diego and Sacramento)
- **Hanson Bridgett** (Multiple offices in Northern California, including Sacramento)
- **Nossaman LLP** (Multiple offices throughout California, including Sacramento)
- **Baker & Miller** (Federal Railroad Counsel; Offices in Washington, DC)

Wayne Terry, Chief Operating Officer, MTS Rail – Terry is responsible for all rail operations for MTS and will be assisting in all facets of the negotiation regarding issues directly related to rail transportation. He has held leadership positions at MTS Rail for over 30 years and became the COO in 2008. Terry has spent his 41-year career in transportation working all facets of light and heavy rail operations and brings a broad range of industry knowledge to the negotiations. He worked at the Atchison Topeka & Santa Fe Railroad (AT&SF) until joining MTS.

At MTS, he has played a leading role in the design and implementation of nine LRT service expansions and has assisted in the development of the Trolley Renewal Project that is replacing/upgrading the aging infrastructure, including catenary, grade crossings, stations, track, and signaling. He also coordinated the development of a regional multimodal railway terminal, maximizing connectivity and scheduling efficiencies. During his time at AT&SF, Terry supervised train crews, locomotive power, freight tonnage, and general train operations.

Terry is well-known in the transportation industry and has served on numerous committees, including the California Transit Association's (CTA) Rail Operations and Regulatory Committee (developed in partnership with the CPUC), APTA's Operating Standards and Practices Committee and the Rail Transit CEOs Committee. His expertise has been sought out on projects such as San Francisco Municipal Railway Company's (MUNI) Maintenance Facility Expansion, Minneapolis Metro Transit's Hiawatha Corridor Alignment Review, Sound Transit's Tunnel Cost Overruns, Hudson-Bergen's LRT Start-Up and the Bayonne Flyer Express Service.

Fred Byle, Superintendent of Wayside Maintenance, MTS Rail – Byle will be assisting in all facets of the negotiation related to transportation and maintenance. He has nearly thirty years of light and heavy rail experience and has extensive signaling, traction power, track, right-of-way, and facilities expertise. Byle is credited with the creation of the MTS Rail Standard Operating Procedures for signals and the development and implementation of the Roadway Worker Safety training program. He was instrumental in the design review and start-up of an extension of the Trolley's Green Line and in the development of upgrade strategies and replacement needs for the Trolley Renewal Project.

Prior to his career at MTS, he was responsible for safety, operations, marketing and financial performance of two short-line railroads (SD&IV and Salt Lake City Southern). His tasks during that time included management of daily railroad operations, development of service strategies, federal and state regulatory compliance, instruction in train handling, air brake, and operating rules, and coordination of daily train crew assignments. Byle also has expertise in freight car inspection and repair, track structure design, track maintenance and inspection, locomotive maintenance and inspection, and the general code of operating rules.

Ernesto DeGuzman, Manager of Procurement – DeGuzman will be aiding the negotiations regarding issues dealing with procurement. DeGuzman has been Manager of Procurement for two years at MTS and has experience with Class I railroads. His experience is detailed in *Task 4*.



Larry Marinesi, Director of Financial Planning and Analysis – Marinesi will be aiding the negotiations with regard to financial issues. Marinesi is responsible for the development and financial reporting of the MTS operating and capital budgets valued at nearly \$250 million and \$60 million, respectively. He is the financial lead in the negotiation of large organizational agreements and also participates in the financial aspects of negotiations with the four labor unions whose members are employed at MTS.

Tim Allison, Manager of Real Estate Assets – Allison will be aiding the negotiations with regard to real estate issues. Allison is responsible for over 150 miles of railroad right-of-way, office and maintenance facilities, and approximately \$1.6 million in real estate revenue. He manages the real estate asset management and development, third party engineering permits and approvals, capital property acquisitions, third party agreements affecting real estate, and the Transit Oriented Development Program.

Other than time required by the CEO, General Counsel, and Chief of Staff, support staff will be provided at no cost.



Strategic Advisory Committee

MTS proposes the establishment of a Strategic Advisory Committee. The Strategic Advisory Committee would be comprised of the CEO or designate for each LOSSAN member agency. Meetings would be held bi-weekly (or as frequently as agreed upon) throughout the negotiation of the ITA for the purpose of updating member agencies on the negotiations as well as receiving feedback. Agencies would be encouraged to bring technical staff to provide further input. Furthermore, MTS recommends that **David Kutrosky**, the executive director of the highly-successful Capitol Corridor be asked to join the committee. Kutrosky has over a decade of experience in intercity rail operations at the CCJPA under an ITA negotiated with Caltrans DOR.

It is anticipated that these meetings would be held via conference call, but would occasionally be held in person in either San Diego or Los Angeles (or elsewhere), depending on the preference of the committee.



LOSSAN Board of Directors

MTS recognizes that the LOSSAN Board of Directors will have the final approval of the ITA, so it is important to keep the Board of Directors involved and informed at all stages of the negotiation. Each month, MTS will provide an update on the negotiations to the Board of Directors. MTS will detail the status of the negotiations and the discussions that have taken place during the Strategic Advisory Committee meetings, and will request feedback from the Board of Directors.

MTS will also provide updates to the TAC on a monthly basis.

Timeline

MTS has conservatively planned to use the entire 19-month window provided for the interim/start-up period. However, MTS will make every effort to expedite the negotiations. While it is important not to rush the negotiation, MTS agrees with LOSSAN that it is important to implement local control of the Pacific Surfliner service as soon as possible, and every effort will be made to ensure that time is not wasted. The regular meetings with the Strategic Advisory Committee, LOSSAN Board of Directors, and TAC will ensure that progress is occurring at a reasonable rate.



Task 4: MANAGING AGENCY FACILITIES AND STAFFING

MTS proposes a two-pronged staffing plan. There will be a main ITA negotiation team, as detailed in *Task 3*. This team's primary focus will be to negotiate the agreement with the state. As the negotiating team works, the hiring process for the IRMT staff will begin.

The transition to the initial period will be seamless since much of MTS's upper management will be involved in the negotiations. The staffing plan will be detailed as follows:

1. Staff Team for Negotiation of ITA and Managing Agency Set-up
2. Managing Director
3. Intercity Rail Management Team Structure and Hiring Process
4. MTS Staff Supporting Roles (Shared Positions)
5. Facilities



Staff Team for Negotiation of ITA and Managing Agency Set-up

As described in *Task 3*, the ITA negotiating team will be led by MTS CEO Paul Jablonski and a contracted intercity rail expert and will be supported by MTS staff and on-call consultants. Combined, this team will have expertise in rail operations and maintenance, legal, financial, procurement, and right-of-way issues. The negotiation team of the ITA will be assisted by other LOSSAN member agencies with the establishment of a Strategic Advisory Committee and will provide regular updates to the LOSSAN Board of Directors and TAC.

As the negotiations near conclusion, the foundation of the Managing Agency's rail staff will begin to take form. Until that time, the existing MTS staff will absorb the LOSSAN responsibilities currently borne by SANDAG, including meeting support, maintenance of the LOSSAN website, annual reporting, and joint advocacy functions.



Managing Director

As negotiation of the ITA proceeds, MTS will begin the hiring process for the Managing Director. The Managing Director will oversee all LOSSAN day-to-day operations and will report directly to the LOSSAN Board of Directors for all policy and service-related issues.

The Managing Director will oversee and direct rail and Thruway bus service delivery for the LOSSAN corridor; develop and implement budgets, goals, and business plans; direct and support all rail operations functions to ensure LOSSAN objectives and state performance standards are met; coordinate rail operations activities to ensure peak performance and productivity, as well as conform with external regulations and policies; develop and implement strategic business plans focusing on rail transportation needs in cooperation and coordination with all LOSSAN corridor member agencies; develop and implement programs to improve service quality, reduce costs, and increase revenue and ridership; monitor operating performance, facilitate problem resolution, and direct efforts to achieve continual improvement in service quality; obtain support resources from the managing agency; work cooperatively with member agencies to maintain the integrity of regional transportation; represent LOSSAN before public agencies, the business community, and the public; meet with officials on programs, proposals, and related issues; and adhere to budget, goals, and schedules.

MTS recommends that the Managing Director will have a bachelor's degree in business administration, public administration or a closely-related field from an accredited college or university and a minimum of 10 years of director-level public or private transportation experience. Related work experience may be substituted for the educational requirement.



Since the Managing Director will report to the LOSSAN Board of Directors, the Board of Directors will be involved throughout the entire process, and will ultimately make the final decision. Before the selection process begins, MTS will encourage the Board of Directors to form a selection committee. This selection committee would set criteria and desired attributes for the Managing Director position.

Using the criteria set forth by the selection committee, MTS's Human Resources department will undertake a nationwide search, using social/professional media websites, nationwide and niche job boards, and other recruiter networks and contacts. If the internal search effort is not successful, an executive search firm will be retained.

Ideally, the initial field of applications would be narrowed down to 3-5 finalists through the assistance of the selection committee, and would then be interviewed by the selection committee. The LOSSAN Board of Directors would make the final decision from those 3-5 candidates.

MTS envisions the Managing Director to be hired four months prior to the beginning of intercity rail service. This will give the Managing Director time to hire the remainder of the IRMT staff and allow that staff to begin work roughly 1-2 months before locally-controlled service commences.



Intercity Rail Management Team Structure and Hiring Process

After consulting the LOSSAN Strategic Implementation Plan and interviewing CCJPA staff, MTS is proposing a 12-person team dedicated to the operation of the Pacific Surfliner and other LOSSAN business. The team will be supported by many MTS departments. The 12-member IRMT compares to an 11-member team proposed in the LOSSAN Strategic Implementation Plan and a slightly larger team than employed by the CCJPA. While the 12-member team is larger than that identified in the LOSSAN Strategic Implementation Plan, MTS's overall budget is on par with that specified in the plan due to its lower estimated overhead and shared staff expenses.

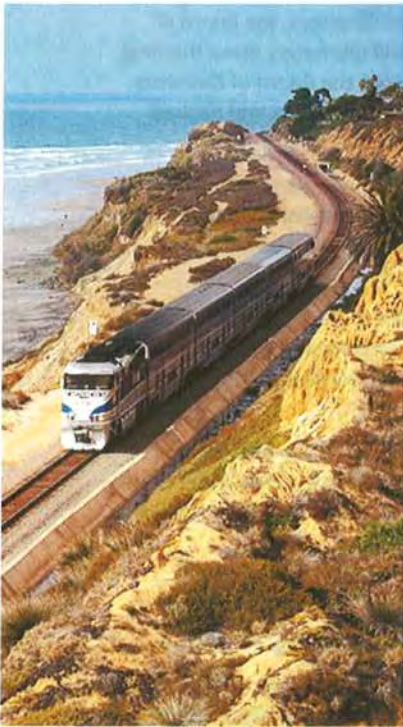
The IRMT staff will become part of the MTS organizational structure as MTS Rail employees. The IRMT staff will report to the Managing Director, who will report directly to the LOSSAN Board of Directors, while administrative support functions would be handled in consultation with the MTS CEO. MTS has experience with this type of arrangement, as its General Counsel and Internal Auditor have a direct relationship with the MTS Board of Directors.

HIRING PROCESS

The MTS hiring process is a detailed and fair process. Complying with all laws and agency policies, the Human Resources department is responsible for the recruiting, processing and hiring for management, non-management and union positions.

It is recommended that the Managing Director be hired four months before the start of service, with the Executive Assistant/Clerk of the Board hired soon thereafter, the direct reports to the Managing Director hired two months prior to the service start-up date and the remaining staff hired approximately one month before the start of service. The hiring process for the Managing Director is discussed above. The hiring process for the remaining IRMT positions will be a collaborative effort between the MTS Human Resources department and the Managing Director.

The typical MTS hiring process begins with advertising on relevant online job boards and sourcing qualified candidates through social media sites, including LinkedIn. The recruitment team reviews resumes and conducts job-specific testing and selects the most qualified applicants to send to the hiring manager. The hiring manager then selects a smaller group for the recruiter to interview by phone. From there, in-person interviews are typically conducted by a panel comprised of the hiring manager, the recruiter, and any other invested parties. After the panel decides on a top candidate, the recruiter initiates a background screening that includes a criminal, civil and reference check.



Most positions also require a pre-employment physical and drug screen. The recruiter ends the process by negotiating a salary, coordinating a start date and conducting a new hire orientation on the hire date.

The IRMT staff will receive a competitive compensation package, including health insurance, annual leave, retirement investment opportunities, and other benefits.¹ The positions will be based in the San Diego office (see Facilities section), with the transportation and mechanical positions based in both San Diego and at the Amtrak facilities in Los Angeles.

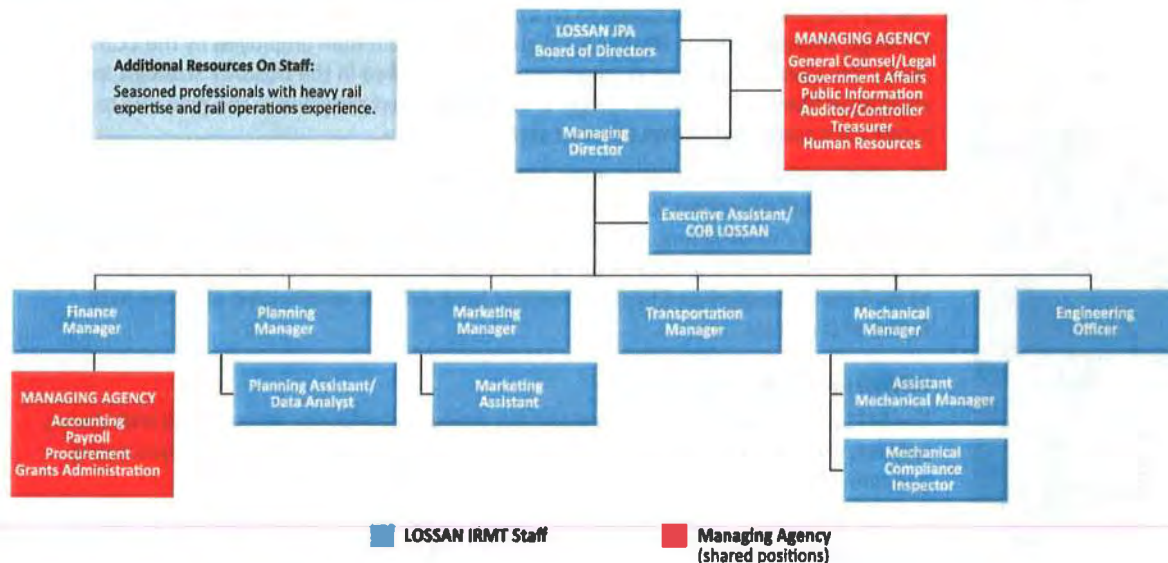
IRMT PERSONNEL STRUCTURE AND RESPONSIBILITIES

The Managing Director will have the following direct reports: Planning Manager, Marketing Manager, Finance Manager, Transportation Manager, Mechanical Manager, Engineering Officer, and Executive Assistant/Clerk of the Board. Other IRMT staff positions will include the Planning Assistant/Data Analyst, Marketing Assistant, Assistant Mechanical Manager, and Mechanical Compliance Inspector. Current MTS staff will provide support for the following activities/positions: General Counsel/Legal, Government Affairs, Public Information Officer (PIO), Auditor, Treasurer, Accounting, Human Resources, Procurement, Grants Administration, and other miscellaneous activities. MTS Rail operations staff will be available for support, but will not have official LOSSAN responsibilities. The proposed organization chart is presented below.

While the organization chart is MTS's recommendation, MTS is flexible and is willing to alter the organization chart based on future discussions with other LOSSAN member agencies and at the direction of the Managing Director.

Figure 5

Proposed LOSSAN Personnel Structure



The main differences between MTS's proposed staffing plan and the staffing plan presented in the LOSSAN Strategic Implementation Plan are:

1. **Change Deputy Director/Director of Finance to Finance Manager and have both the Planning Manager and Marketing Manager report directly to the Managing Director** – It was important to MTS to reduce as many layers in the organization chart as possible to create more open lines of communication and additional efficiencies.

¹ Benefits will include CalPERS pension at 2% at 62 (with employees contributing 6.25% each pay period); nine paid holidays; four floating holidays; 144 hours of annual leave (184 hours after three years and 224 hours after 10 years); medical coverage through HMO or PPO through Anthem Blue Cross or Kaiser; dental coverage through a self-insured PPO dental plan administered by Employee Benefits Association (EBA); vision reimbursement through EBA; short-term disability, long-term disability, and basic life insurance; basic accidental death and dismemberment through Prudential Insurance; free transit pass for employee and dependents; computer reimbursement (up to 25%); tuition reimbursement (up to \$1,000); deferred compensation plans (ICMA 457, ICMA 457(b) Roth, ICMA 401(a), and ICMA Roth IRA), flexible benefit plans (health expenses up to \$2,500 and dependent care expenses up to \$5,000); and voluntary life insurance offered through Prudential. MTS Rail employees do not contribute to Social Security.

2. **Addition of Planning Assistant/Data Analyst** – The Planning Assistant/Data Analyst will assist with data collection and analysis for all facets of the organization. While not necessarily restricted to a planning position, it will report to the Planning Manager.
3. **Combine Administrative Assistant with Board Secretary** – MTS believes the tasks required of those two positions can be completed by one employee.

The CCJPA staff is larger than the proposed staff in the LOSSAN Strategic Implementation Plan. However, CCJPA started off with a smaller staff and expanded over time. It is MTS's expectation that a similar pattern will occur in Southern California. The staff will start relatively small, and expand as necessary through negotiations with the state, though MTS is anticipating that this will not be required in the initial three-year term. CCJPA also oversees rolling stock maintenance on the San Joaquin line, so fewer staff will be required of the LOSSAN rail management team.

The general duties and qualifications for each position are detailed below. Additional duties and responsibilities will be added during the recruitment process at the direction of the Managing Director and through further discussion with the LOSSAN Board of Directors and other LOSSAN member agencies.

EXECUTIVE ASSISTANT / CLERK OF THE LOSSAN BOARD OF DIRECTORS

The Executive Assistant/Clerk of the Board will be responsible for a variety of complex executive support work requiring specialized knowledge and experience and will coordinate/manage meetings; act as Clerk of the LOSSAN Board of Directors, prepare board reports, attend all meetings, and transmit meeting minutes; provide executive support for the Managing Director and administrative support for other agency staff; publish and post all meeting notices within prescribed legal requirements to ensure that the agency meets Brown Act requirements; and maintain all Board-related information.

Qualifications: Associate's degree in a business-related field from an accredited college or university; minimum of 10 years of increasingly responsible experience providing administrative support to executive or management staff. Related work experience may be substituted for the educational requirement.

FINANCE MANAGER

The Finance Manager will be responsible for all facets of financial oversight for LOSSAN and will coordinate with MTS staff to seek, obtain, and administer grants; prepare and submit internal and external financial reports, the annual business plan, fare analyses, and capital and operating budgets; track all fund sources; manage all accounting and financial functions; develop, implement and manage the internal control environment for all financial functions; coordinate financial closing processes and reporting; and coordinate audits.

Qualifications: A bachelor's degree in business administration, with a concentration in accounting, finance or a closely related field from an accredited college or university; CPA certification strongly preferred; minimum of six years of professional public or private transportation and three years of management responsibility. Related work experience may be substituted for the educational requirement.

PLANNING MANAGER

The Planning Manager will be responsible for a variety of issues related to the short- and long-range planning of the corridor and will develop and implement goals, objectives, policies and priorities for planning and capital programs; monitor and evaluate existing service and staffing levels and recommend necessary changes; recommend schedule adjustments; prepare corridor strategic plans; prepare ridership projections; manage planning aspects of expansions, extensions, and/or service development; assess future demographic trends, right-of-way issues, and funding alternatives; coordinate services among all corridor transportation providers; study long-term capital needs of the corridor; prepare operational studies and service/extension planning problem analyses; and present to various stakeholders.





Qualifications: A bachelor's degree in transportation planning, or a related field, from an accredited college or university; with a minimum of eight years of professional experience in transit or rail planning, with increasing responsibilities. Related work experience may be substituted for the educational requirement.

PLANNING ASSISTANT / DATA ANALYST

This position will report to the Planning Manager, but will have responsibilities for data collection and analysis for all IRMT functions, including analyses of ridership trends, on-time performance, food car service, and maintenance issues.

Qualifications: A bachelor's degree in business, planning, or a related field from an accredited college or university; with a minimum of three years of professional experience in public transit. Related work experience may be substituted for the educational requirement.

MARKETING MANAGER

The Marketing Manager will be responsible for providing both customers and the community-at-large with relevant and appropriate communications; coordinate efforts with member agencies; oversee the design and development of public and customer information, marketing materials, and promotions; coordinate outreach and advertising efforts; administer website; promote the benefits of intercity rail travel to corridor communities; develop annual and quarterly regional marketing plans, goals, objectives, and strategies; foster partnerships to expand market and create new revenue streams; produce and distribute media releases and agency information materials; serve as agency media liaison; and manage telephone information center.²

Qualifications: A bachelor's degree in journalism, communications, marketing, or a closely related field from an accredited college or university; with a minimum four years of professional experience in the areas described above. Related work experience may be substituted for the educational requirement.

MARKETING ASSISTANT

The Marketing Assistant will report to the Marketing Manager and will be responsible for planning, coordinating, implementing and supervising a variety of marketing activities; coordinate marketing campaigns with LOSSAN member agencies; coordinate and implement community outreach; serve as key contact and provide direction and assistance to ticketing offices and kiosks; update brochures, fact sheets, timetables and other printed materials; ensure that printed material is fully stocked at places of distribution; plan and implement programs and projects to increase awareness and ridership; and coordinate of group travel.

Qualifications: A bachelor's degree in marketing, communications, public relations, journalism or equivalent from an accredited college or university; with a minimum two years of experience in the areas described above. Related work experience may be substituted for the educational requirement.

TRANSPORTATION MANAGER

The Transportation Manager will be responsible for operational planning and supervision of contracts for train and bus operations, on-board services, and station operations; manage transportation budget; prepare annual near and long range forecasts; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; estimate equipment needs; and recommend appropriate staffing levels. This position will be based primarily in Los Angeles and other operational facilities.

Qualifications: A bachelor's degree in transportation management, engineering or a related field from an accredited college or university; with progressively responsible experience in railroad operations; experience as a high level supervisor/manager of a substantive rail operational function current knowledge and understanding of state-of-the-art rail activities. Related work experience may be substituted for the educational requirement.

² MTS proposes the use of its existing customer telephone information center to address customer concerns regarding Pacific Surfliner service. This is addressed on Page 23.



ENGINEERING OFFICER

The Engineering Officer will manage elements associated with the administration and maintenance of right-of-way, including track, stations, and maintenance facilities; manage and plan capital program; review preliminary engineering and final design; oversee corridor-related construction activities; maintain project control; and develop budgets.

Qualifications: A bachelor's degree in engineering or related field from an accredited college or university with extensive, progressively responsible experience in rapid transit or railroad in all aspects of wayside maintenance management. Related work experience may be substituted for the educational requirement.

MECHANICAL MANAGER

The Mechanical Manager will oversee contracted maintenance and repair of rail cars and locomotives and ensure contractual compliance; develop and administer programs and implement goals, objectives, policies and priorities; monitor and evaluate appropriate maintenance procedures, plans, and schedules for rail cars and locomotives; evaluate work products; and manage division's annual budget, including forecasting funds needed for staffing, equipment, materials and supplies. This position will be based primarily in Los Angeles and will be required to travel to other maintenance and layover locations (Goleta, San Luis Obispo, and San Diego).

Qualifications: A bachelor's degree in business administration, engineering, public administration or a related field from an accredited college or university; with a minimum of five years progressively responsible experience in rail vehicle maintenance management. The candidate must possess a strong technical background, with demonstrated ability and a thorough understanding of applicable regulatory standards. Related work experience may be substituted for the educational requirement.

ASSISTANT MECHANICAL MANAGER

The Assistant Mechanical Manager will report to the Mechanical Manager and will assist in the oversight of contracted maintenance and repair of rail cars and locomotives; assist in the monitoring and evaluation of appropriate maintenance procedures, plans, and schedules for rail cars and locomotives; and evaluate work products. This position will be based primarily in Los Angeles and will be required to travel to other maintenance and layover locations (Goleta, San Luis Obispo, and San Diego).

Qualifications: A bachelor's degree in business administration, engineering, public administration or a related field from an accredited college or university; with a minimum of three years progressively responsible experience in rail vehicle maintenance management. The candidate must possess a strong technical background, with demonstrated ability and a thorough understanding of applicable regulatory standards. Related work experience may be substituted for the educational requirement.

MECHANICAL COMPLIANCE INSPECTOR

The Mechanical Compliance Inspector will ensure that revenue rail cars, locomotives, and contract buses used in LOSSAN corridor service operations meet all federal and state regulatory standards. This position will be based primarily in Los Angeles and other operational facilities.

Qualifications: A high school diploma or high school equivalency certificate and supplemental training in rail vehicle maintenance regulatory compliance; with progressively advanced positions/experience in rail vehicle maintenance. Must know how to operate the special test equipment and instruments utilized, possess a strong technical background with demonstrated ability, and have a thorough understanding of applicable regulatory standards.



MTS Staff Supporting Roles (Shared Positions)

MTS is dedicated to providing the IRMT with financial and administrative support functions, allowing the IRMT to focus their efforts as required by LOSSAN. MTS sets the bar very high with its extremely efficient administrative functions and operating staff, and it is confident that its existing infrastructure can absorb the additional duties that will be required by LOSSAN with minimal costs. The following is a summary of positions/responsibilities that MTS will provide on behalf of LOSSAN.

GENERAL COUNSEL / LEGAL

Legal assistance to LOSSAN will be provided by Karen Landers, General Counsel. Landers will report directly to the LOSSAN Board of Directors in cooperation with the Managing Director. Landers' background is described in *Task 1*. Additionally, MTS has four on-call legal firms that specialize in railroad operations that will be available for assistance. These firms are Best Best & Krieger, Hanson Bridgett, Nossaman LLP, and Baker and Miller. Right-of-way issues will also be handled by the Legal department, and specifically by Tim Allison, Manager of Real Estate Assets. Allison's experience is described in *Task 3*.

RISK MANAGEMENT

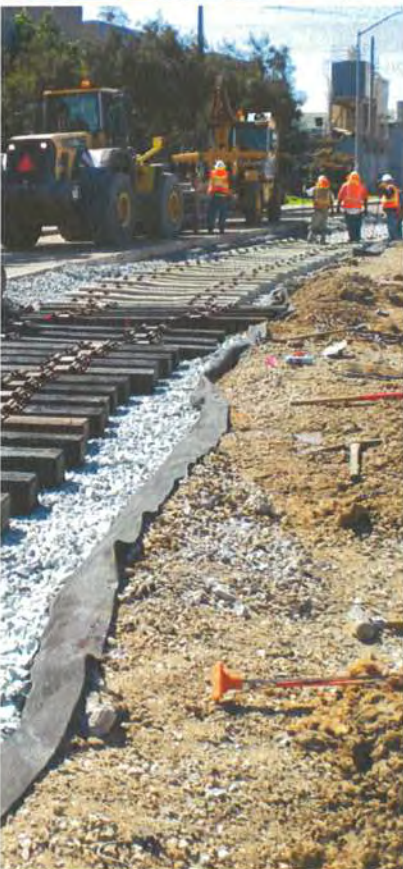
MTS's Risk Management department is staffed by four full-time employees, including a seasoned Risk Manager (Susan Lockwood) with more than 28 years of public entity risk management experience (12 of these years involved working with heavy rail exposures). The department reports to the General Counsel, boosting cohesiveness between legal and risk management issues with skilled claims handling and litigation management. The department will provide thorough analysis of risk-related issues and expert advice. Examples of tasks previously and/or currently coordinated by MTS's Risk Manager include:

- Served as project manager on owner-controlled insurance program contract during the building and close-out of NCTD's Sprinter rail construction project, which involved meeting and conferring on operating issues of freight railroad that shared the track. Also, served as Safety Committee chairperson and on-site claims review chairperson during the five-year process.
- Reviewed shared-use agreements between MTS, NCTD and BNSF from an insurance and indemnification standpoint.
- Reviewed draft positive train control and dispatching control center contracts for insurance and indemnification language while with NCTD.
- Handled all liability claims from start to finish against public transit agencies and commuter and LRT contractors.

A clear understanding of the manner in which LOSSAN corridor agencies have structured risk management and insurance programs will be essential in the establishment of the JPA's program. Given the varied risk profiles of the membership, it is the recommendation of MTS that each corridor agency secure coverage for its own operations (as is currently the practice), indemnifying the JPA for corridor agencies' activities relative to LOSSAN. The Board of Directors will maintain Public Entity liability coverage for its general, automobile, errors and omissions and directors' and officers' exposures. A thorough analysis of risk management opportunities and available insurance program designs will be undertaken.

GOVERNMENT AFFAIRS

One of the advantages of assuming local control over the corridor is the ability to advocate on behalf of the corridor in front of state and federal officials. MTS will assist in this endeavor. Government affairs assistance will be provided by Sharon Cooney, Chief of Staff. Cooney has provided strategic and governmental support to the MTS CEO and Board of Directors since 2005, and her experience is detailed in *Task 3*. Additionally, MTS will use its Sacramento-based legislative representative Smith, Watts, and Martinez in efforts to advocate on behalf of LOSSAN. The experience and abilities of Smith, Watts, and Martinez is also presented in *Task 3*.



AUDITOR

MTS will provide the services of Daniel Madzelan, Internal Auditor, to the LOSSAN Board of Directors. Madzelan is a Certified Public Accountant and a Certified Internal Auditor with roughly 12 years of professional audit experience. Madzelan restructured the MTS audit function by implementing a risk-based audit approach and has made significant improvements to contract management and administration operations.

FINANCIAL

The IRMT Finance Manager will coordinate efforts, such as the annual budget and business plan, with MTS finance functions. The MTS Director of Financial Planning and Analysis, supported by the Finance department, will serve as a resource for LOSSAN financial transactions and reporting.

The MTS Finance department is comprised of an experienced and dedicated staff that is responsible for all accounting, financial planning, budgeting, investments, and grant management functions, including federal capital grant administration. That staff currently manages volumes in excess of 30,000 invoices, 10,000 vendor payments, and 40,000 employee paychecks annually. Finance department staff will also incorporate monthly financial reporting for LOSSAN, perform cash management functions, and conduct financial and compliance audits. The MTS Finance department will also provide a Treasurer who will report to the LOSSAN Board of Directors.

Payroll

The MTS Payroll department is responsible for the accurate and timely overall payroll processing for all employees at MTS. The payroll efforts associated with the IRMT will be easily absorbed by the MTS Payroll department, as the IRMT staff additions are equivalent to less than one percent MTS's employees. The department processes bi-weekly payroll for over 1,500 management and union employees in three different payroll groups (MTS Management, MTS Rail, and MTS Bus).

Procurement

The MTS Procurement department is comprised of eleven employees and processes approximately \$80 million in contracts/projects annually. The department will provide a designated procurement specialist to assist IRMT staff, with oversight by Ernesto DeGuzman, the Manager of Procurement. DeGuzman brings significant heavy rail experience, as he previously served as Manager of Contracts Cost Administration for Caltrain. In that role, he exercised procurement control and administration over a \$170-million annual multi-year commuter rail operations, capital maintenance, and construction support contract. Additionally, he directed procurement activities and enforced the terms of the Caltrain contract.

Federal Capital Grant Administration

MTS has familiarity with a variety of federal, state, and local funding sources and will provide the JPA assistance with finding, applying for, and managing grants. At the federal level, MTS receives funding from the FTA, including the following surface transportation programs.

- **Section 5307** - Urban Area Formula Grants for capital improvements and preventative maintenance
- **Section 5311** - Formula Grants for Rural Areas for capital improvements and to supplement operating costs
- **Section 5337** - State of Good Repair Funding for capital improvements and preventative maintenance
- **Section 5339** - Bus and Bus Facilities Funding for capital improvements

The 2012 FTA Triennial Review found no deficiencies in MTS management of the service operations or the administration of the related federal funds.



MTS also receives funding from state and local sources. State sources include State Transit Assistance (STA), Transit Security Grant Program (TSGP) and Proposition 1B funding, while local sources mainly consist of revenues from TransNet (a sales tax passed by San Diego County voters to fund transportation projects).

MTS aggressively pursues competitive funding opportunities and has been awarded discretionary grant funding from the FTA, California Energy Commission and the California Emergency Management Agency (CalEMA). MTS currently manages twenty-one (21) open grants: four administered by the Caltrans, two from the Federal Emergency Management Administration (FEMA), nine by the FTA, five from CalEMA, and one from the Transportation Security Administration.

CAPITAL PROJECT MANAGEMENT

While many of the capital projects in the region are managed by SANDAG, MTS manages a number of capital projects (and, specifically, rail projects) in house. The Trolley Renewal Project is a collaborative effort between MTS and SANDAG with total funding of \$600 million. MTS also managed the acquisition of over \$300 million in rolling stock over the last decade and annually manages rail replacement, grade crossing, substation, and signal projects. The capital project budget varies from year to year, ranging from \$20 million to \$147 million in the last five years. The following table shows the total funding of MTS's Capital Improvement Program per fiscal year (FY10-14), and funding for rail-specific projects, respectively.

Table 2
MTS Rail-Specific CIP Funding
(Fiscal Years 2010-14)

	FY10	FY11	FY12	FY13	FY14	FY15
Total CIP	\$87,144,960	\$20,497,250	\$36,502,440	\$147,199,220	\$42,948,450	\$334,292,320
Rail Specific	\$56,012,070	\$9,872,000	\$5,715,610	\$108,825,440	\$6,645,450	\$187,071,570

MARKETING/PUBLIC INFORMATION OFFICER (PIO)

While the IRMT will have dedicated marketing staff, the MTS marketing team will be available as needed. The MTS marketing team consists of eight professionals with a wide range of expertise, including creative development, advertising production, advertising planning and buying, customer information brochures and signage, cartography, fare media design and production, timetable design and production, media relations, private-public partnerships, and development and implementation of community relations programs.

The MTS Marketing and Communications department recently launched new rail and bus services, introduced new rail and bus vehicles to the marketplace, produced a series of animated television commercials with original songs, developed and implemented a new station timetable and way-finding system, and initiated ridership partnerships with Amtrak, San Diego Chargers, San Diego Padres, Balboa Park, the San Diego Zoo, and the San Diego Symphony, among others. The department has a history of participating in LOSSAN corridor coordination with SANDAG and the Caltrans DOR and it is well-positioned to support the IRMT marketing efforts to increase ridership through the corridor.

PIO duties will be carried out by Rob Schupp, MTS Director of Marketing and Communications, who also serves as the PIO for MTS. Schupp has more than 30 years of marketing experience, including seven at MTS. His PIO experience includes on-camera interviews, emergency planning, media training, message point development, media relations and more. During his tenure at MTS he has responded to most of the events typical of rail operations, including accidents with pedestrians and vehicles, security and safety, employee relations and service interruptions.



HUMAN RESOURCES

The Human Resources department will assist in the hiring of IRMT staff, will provide an orientation, and will be their contact for benefits and other human resources related issues. The MTS Human Resources department is comprised of 12 professionals and currently handles hiring, labor relations, discipline, compensation and benefits for approximately 1,400 employees.

INFORMATION TECHNOLOGY

The Information Technology department will assist in the set-up and maintenance of IRMT staff computers and network administration. MTS's 17-person IT department includes computer support specialists who provide support for nearly 500 users, systems administrators who support nearly 200 servers and enterprise storage, and a network administrator.

RAIL OPERATIONS

MTS has considerable rail operations experience, as it has been operating LRT service for over 30 years. While MTS does not operate intercity rail, the agency works with intercity rail and commuter rail agencies, and owns freight rail tracks. MTS staff (particularly Wayne Terry and Fred Byle – see Task 3) have decades of experience in the operation of heavy rail.

While specific duties will not be assigned to the current MTS Rail operations staff, the full MTS Rail team will be ready to assist the IRMT at any time. In addition to Terry and Byle's experience, MTS rail staff has expertise in track maintenance, station maintenance, vehicle maintenance, transportation, supervision, training, and safety.

CALL CENTER

As an option, MTS is prepared for its existing telephone information center to handle calls in to LOSSAN. BART's telephone information center currently receives calls regarding CCJPA service – mostly related to schedule information and service delays – and MTS is prepared to provide the same service for LOSSAN, if selected as the managing agency.

The telephone system is getting upgraded, giving MTS a more efficient, effective, and customer-responsive system. Consequently, only a minimal staff increase would be required to handle the additional LOSSAN calls. After discussions with BART/CCJPA staff, MTS estimates that it can meet the demands of the corridor with a three-person extension to the current 17-person staff. Consequently, while LOSSAN call volumes may comprise approximately one third of the calls, MTS is prepared to charge only about \$250,000 per year. MTS will also explore, in the future, other options for efficient delivery of this service, including contracting it out.

Facilities

Headquartered in downtown San Diego, MTS has ample dedicated office space within the MTS corporate complex to accommodate IRMT staff. Offices will be provided for at least five IRMT staff (Managing Director, Finance Manager, Planning Manager, Marketing Manager, and Engineering Officer), while cubicles or offices will be assigned to the Executive Assistant/Clerk of the Board, Marketing Assistant, Planning Assistant/Data Analyst and the four positions that will be located mainly off-site: Transportation Manager, Mechanical Manager, Assistant Mechanical Manager, and Mechanical Compliance Officer. Each office will include standard office equipment such as a phone, computer, desk, chair, and bookcases. Additionally, all MTS conference rooms will be available for LOSSAN use. It is estimated that the monthly usage fees for this office space will be \$4,000 per month. The staff will be located in proximity to MTS staff including the CEO, accounting, procurement, marketing, risk management, auditing, planning, and rail operations.

The complex is served with ample parking and is conveniently located for transit users, as it is located at the intersection of all three LRT lines and a number of bus routes, and is a

short Trolley ride away from Santa Fe Depot, the terminus for the Coaster commuter rail service and Pacific Surfliner.

Similar to the interim period, space for all meetings will be made available at MTS. However, at the preference of the Board of Directors, meetings may be held in Los Angeles or other locations. If meetings are hosted at MTS, technology is available to live-stream all Board meetings online.



Task 5: Agency Budget

The annual budget will be the responsibility of the Finance Manager, with the assistance of MTS Finance department staff. During the interim period, the MTS Finance department will determine the budget with the assistance of MTS upper management staff. The budget will be presented for approval to the LOSSAN Board of Directors annually, and staff anticipates no difficulties with meeting an April 1 due date for subsequent budget years.

While the ultimate annual budget development process will be determined by the IRMT's Managing Director and Finance Manager as directed by the LOSSAN Board of Directors, MTS typically develops its budget in the six-month period prior to the next fiscal year. The operating budgets are developed in a bottom-up fashion, as a series of templates are sent to each manager that is responsible for departmental budgets. The templates provide the detail of personnel and non-personnel budget requests for the coming budget year and include historical results, previous budget projections and areas to include additional requests.

Meetings are held with managers, directors, general managers and finance staff at the agency or department level for review and revision. Within these meetings, the budgets are reviewed at the line-item level, as well as at the departmental and divisional level. The CEO reviews the agency and departmental budgets with the finance staff and directs changes as needed. Upon completion, the operating budget is presented to the Board.

At the MTS Board of Directors meetings, three or four finance workshops and/or discussion items are presented informing the Board of progress on the budget as discussed with the Budget Development Committee. One to two months before the beginning of the fiscal year, the final budget is offered at a public hearing for adoption.

During the interim/start-up period, MTS Finance staff will develop the LOSSAN budget, following current MTS budget procedures, with feedback and direction from the LOSSAN Board of Directors. An April 1 timeframe would be met.

Task 6: Key LOSSAN Initiatives

It is recognized by MTS that the desire of the member agencies is to increase ridership and revenue on the corridor, decrease operating costs, improve on-time performance of the Pacific Surfliner, improve service coordination among the corridor agencies, and continue with the capital improvement plan.

MTS strongly supports all of these initiatives and believes that each of these goals goes hand-in-hand with the others. It's difficult to increase revenue if ridership does not increase, and it's difficult to increase ridership if service coordination is lacking, trains are running late, or it takes too long to get from one destination to another. Recognizing that MTS will not be the operator and will not make service-related decisions, it is ready to assist LOSSAN in achieving those goals.

The future managing agency is fortunate in that analyses and assessments of the corridor's strengths and opportunities for improvement have been already explored in a variety of studies over the last few years, including the 2012 LOSSAN Strategic Implementation Plan, the 2010 Strategic Assessment Study, and the 2008 Quick Improvements Study. Those studies reveal the consensus of the member agencies and MTS looks forward



to working with those member agencies to implement the recommendations. The Strategic Implementation Plan identified the following elements that were shared goals of multiple member agencies:

- Desire to utilize the LOSSAN corridor to its full potential, including better coordination of intercity and commuter rail services, transit connectivity, and provide new travel options for under or un-served markets.
- Develop a rail system that minimizes travel times for each service, yet also provides convenient connection points.
- Synchronize arrivals and departures to provide the maximum benefit to passengers.
- Improve on-time statistics for Pacific Surfliner trains.
- Solidify the Rail-2-Rail Program, or a similar program, that offers travel flexibility to passengers.
- Implement electronic fare collection along the corridor which is integrated with all three existing passenger rail providers.
- Coordinate with member agencies and associated transit systems to provide convenient and common ticketing and transfers between modes of transportation.
- Establish a forum of stakeholders for the development of a cohesive business plan that utilizes all modes of transportation.
- Plan and obtain funding and permits for additional double tracking and multiple tracking project to improve operations.

The overarching goals of the Strategic Implementation Plan included the following:

- Collectively provide the infrastructure to allow more peak period trains, faster through-express trains and additional service improvements that meet current and future conventional and high-speed intercity, commuter, and freight demands both north and south of Los Angeles Union Station.
- Integrate regional fare policy and develop common fare media that are based in part on early implementation lessons in the corridor as appropriate (electronic revenue collection).
- Integrate and/or coordinate operations and develop more efficient operating schedules and dispatching for corridor services.
- Implement a strategy for seamless rail travel in the corridor.
- Collaborate to identify and establish new services for un-served and underserved markets.
- Integrate and improve traveler information, standardized to the extent possible.
- Coordinate with long-distance passenger rail and connecting motor coach services.

Again, MTS is fully in support of these goals and looks forward to working with other member agencies on implementing these improvements in its role as host to the IRMT.

In terms of specific recommendations above and beyond what has already been recommended by various studies and endorsed by the LOSSAN Board of Directors, based on its operating experience, the all-encompassing recommendation is to look at the corridor comprehensively.

The LOSSAN Corridor goes through one of the most populated and destination-rich areas of the nation. Business centers, major universities, major league sports venues, world-renowned theme parks, places of historic interest, beach resorts and residential neighborhoods of every demographic are found along the corridor. Connecting to it are modern public transit systems that make much of Southern California accessible to and from the Pacific Surfliner and other corridor services.

Viewing the corridor comprehensively and developing cooperative strategies among all Southern California stakeholders is the key to increasing ridership on the corridor.



This comprehensive approach will be utilized in a number of ways:

- Coordinate connecting services with all Southern California transportation providers to ensure seamless transfers between modes to the greatest extent possible.
- Integrate fare purchasing with all Southern California transportation providers.
- Develop a coordinated marketing effort among all corridor public transit agencies, as well as others in Southern California with connecting services.
- Develop cross-agency mobile ticketing applications for multi-agency/multi-mode access with a single ticket either purchased online or on smart phones.
- Develop strong business-to-business marketing tools to increase Pacific Surfliner's market share of regular, repeat business travelers.
- Develop marketing partnerships with Southern California destinations to add value and encourage train travel to popular venues.
- Develop a website that allows trip planning across all Southern California modes of travel.
- Establish an integrated telephone customer service center (see Task 4).
- Develop methods to enhance on-time performance.
- Upon renewal of the service contract, MTS would encourage on-time performance, customer satisfaction, and service performance measures to be further analyzed and strengthened.

MTS is well suited to assist in the implementation of these strategies:

- It has built its system around timed connections and will endeavor to lend its expertise to the LOSSAN corridor.
- It has instituted many strategies to increase on-time performance, including looking at on-time performance on a station-by-station basis to provide a picture of the true passenger experience. MTS installed AVL devices to track progress in real time and analyzes the schedules by segment, rather than by the entire route, to determine if time needs to be added or subtracted from the schedule.
- In 2006, MTS completed a comprehensive operational analysis of its entire system and developed a market-based strategy to allocate its resources where needed most. A similar effort of analyzing trip origins and destinations could be utilized on the corridor to thoroughly understand the market and to target strategies to improve service, to better serve existing passengers, and provide the best opportunity to attract new riders.
- MTS is about to pilot a smart-phone ticketing system that may be deployed throughout Southern California to enable single fare/multi-mode ticketing.
- MTS manages a call center that handles both MTS and NCTD service territories. MTS will assume its fare collection system's (Compass Card) call center in FY14 and fully integrate the two. It is also exploring ways to enhance its call center efficiency in the private sector. MTS is proposing incorporating LOSSAN into the regional call center if selected as the managing agency.
- The MTS marketing department has initiated many successful co-marketing programs with San Diego area destinations. It participates regularly in APTA and CTA marketing events. It is confident that this expertise will lead to meaningful partnerships with significant Southern California institutions and to the coordination of marketing efforts with all Southern California transit agencies.
- MTS has conducted marketing programs with local businesses to increase the number of choice riders in its system. The EcoPass program presells tens of thousands of tickets to area business. Additionally, its marketing outreach



efforts to businesses to support commuter express bus service have been highly successful. Programs such as these, in combination with the expertise of other transit agencies, will increase the number of repeat business class riders.

- MTS has contracted out nearly half of its bus services and has included liquidated damages clauses for poor performance and customer complaints.

MTS is committed to working with fellow LOSSAN member agencies to accomplish all of these objectives, resulting in enhanced reliability, increased ridership, and greater revenue. Additionally, these strategies will help achieve the following short-term goals already established by the Strategic Implementation Plan:

- New commuter trains between San Diego and Los Angeles, making all stops.
- A new Pacific Surfliner round trip between Ventura and Santa Barbara.
- Additional limited stop Pacific Surfliner trains.
- Additional mid-day Coaster and Metrolink trips with timed connection at Oceanside.
- Better connectivity with San Joaquin corridor and consistent 7-day intercity schedule.

MTS also believes these strategies set a strong foundation to achieve sufficient ridership increases to support the long-term goal of nearly doubling the train trips on the corridor by 2030 (from 151 to 274) and to integrate the corridor with high speed rail.

ADDITIONAL INFORMATION

Conflicts of Interest

There should be no issues with conflicts of interests in the proper use and allocation of state-supported intercity rail funds. The Conflict of Interest Code of MTS requires all Board Members, officials and designated positions within the agency to file statements of economic interests with the MTS General Counsel on an annual basis in compliance with the Political Reform Act (Government Code Sections 81000, et seq.). This Code will be expanded to include Board Members, officials, and designated positions within the managing agency and LOSSAN JPA.

Per MTS Policy 13.1, a consultant is eligible for award of service contracts as long as the contract in question does not create an actual, potential, or apparent conflict of interest. A prohibited conflict of interest exists when a firm is, or may be, unable to render impartial, objective assistance or advice to MTS or where a firm would receive an unfair competitive advantage.

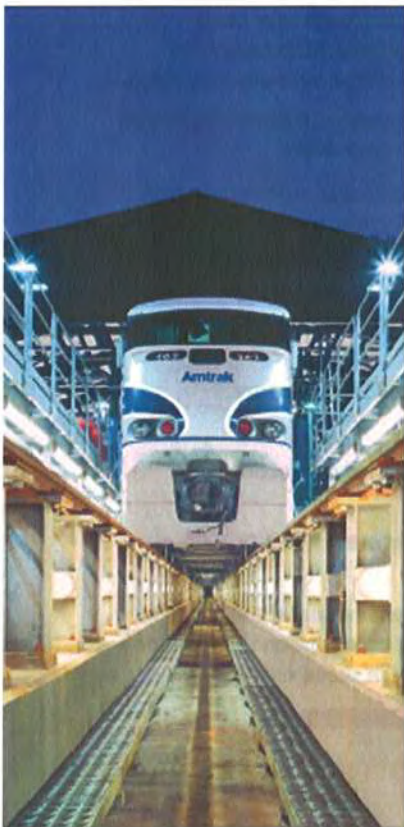
Additionally, as mentioned previously, since MTS does not operate or fund competing operations, MTS will be able to provide a fair and balanced perspective of the corridor. While MTS is knowledgeable and has a stake in the success of the entire corridor, it does not have any competing financial interests.

Exceptions

MTS takes no exceptions to the RFP.

Budget

The total budget for the interim/start-up period is \$1.18 million, based on the assumption that locally-managed intercity rail service would begin on July 1, 2015. Those costs include the negotiation of the ITA, the interim staffing plan, and the hiring and employment of



IRMT staff in preparation for the beginning of service. The Managing Director is anticipated to be hired four months prior to the service start date, with the remainder of the staff hired between one and three months in advance of the beginning of service. Costs include a three percent annual escalation on all wage rates and other direct costs (based on FY13 figures).

The budget for the initial three-year period is \$8.3 million, which includes full-time IRMT staff, shared MTS staff, consultants, and other direct costs. A three-percent escalation rate has been applied to all costs after FY13. The budgets do not include the extra costs associated with the telephone information services, which would be approximately \$250,000 annually (see *Task 4*). It is understood that the budget for the initial period will be subject to negotiations of the ITA with the state.

All salaries were calculated using median personnel costs of similar MTS positions and analysis of comparable CCJPA positions. If a specific MTS employee is named as part of the ITA negotiating team, the interim/start-up team, or as shared staff in support of the IRMT, their current salary was used in place of the mid-point. The salaries for MTS shared staff positions include a 40% benefits/fringe factor plus a 22% overhead rate. The salaries for the full-time IRMT include a 35% benefits/fringe factor (see *Task 4* for benefit details). The reduced benefits/fringe factor is the result of a lower pension level (due to the Public Employees' Pension Reform Act of 2013) and no overhead is applied to IRMT staff because the direct costs should capture all of their overhead.

Assumptions for travel during the initial period are based on the LOSSAN Board of Directors's expressed interest in a stronger advocacy effort and include monthly trips to Sacramento, three trips annually to Washington, DC, and regular travel for meetings within the LOSSAN Corridor. During the interim/start-up period, four monthly trips to Sacramento are planned as well as regular travel to meetings within the LOSSAN Corridor.

The budget also includes the lease of two pool cars dedicated for IRMT staff and agency officials working on LOSSAN business.

The details of the budgets are presented in the attached Program Cost Worksheets.

Glossary of Abbreviations

APTA	American Public Transportation Association	ITOC	SANDAG's Independent Taxpayers Oversight Committee
ASA	Administrative Services Agreement	JPA	Joint Powers Authority
ATSF	Atchafalaya, Topeka and Santa Fe Railway	LOSSAN	Los Angeles-San Diego-San Luis Obispo Rail Corridor
AVL	Automatic Vehicle Location	LRT	Light Rail Transit
BART	Bay Area Rapid Transit	MOU	Memorandum of Understanding
CalEMA	California Emergency Management Agency	MTS	San Diego Metropolitan Transit System
CCJPA	Capitol Corridor Joint Powers Authority	NCTD	North County Transit District
CIP	Capital Improvement Program	NTD	National Transit Database
CPUC	California Public Utilities Commission	OCC	Operations Control Center
CTA	California Transit Association	PIO	Public Information Officer
DOR	Division of Rail (Caltrans)	PIR	Pacific Imperial Railroad, Inc.
FEMA	Federal Emergency Management Agency	SANDAG	San Diego Association of Governments
FRA	Federal Railroad Administration	SD&IV	San Diego & Imperial Valley Railroad
FTA	Federal Transit Administration	SJPA	San Joaquin Joint Powers Authority
GO	General Order (CPUC)	STA	State Transit Assistance (funding)
IRMT	Intercity Rail Management Team	TAC	Technical Advisory Committee (LOSSAN)
ITA	Interagency Transfer Agreement	TSOP	Transit Security Grant Program

Worksheet 1
LOSSAN Managing Agency RFP
Cost Proposal for Start-up Period

Estimated Timeframe of December 2, 2013 - June 30, 2015

RFP	LOSSAN Managing Agency
Proposing Agency	San Diego Metropolitan Transit System

Combined Overhead for Dedicated LOSSAN Staff (%)	35.00%
Combined Overhead for Shared Positions (%)	70.80%
Annual Escalation on Base Hourly Rates	3.00%

Dedicated LOSSAN Staff													
Name	Classification/Title	Year	Actual Hours**	Share	Base Rate/Hr			Loaded Rate/Hr***			Labor Amount		
					Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Staff #1	Managing Director	FY 14		0%	\$ 80.07	\$ 103.99	\$ 127.91	\$108.10	\$140.39	\$172.68	\$0	\$0	\$0
		FY 15	693	33%	\$82.48	\$107.11	\$131.75	\$111.34	\$144.60	\$177.06	\$77.198	\$100.258	\$123.317
			693								\$77.198	\$100.258	\$123.317
Staff #2	Executive Asst/Asst/Clerk of the Board	FY 14		0%	\$ 26.42	\$ 34.30	\$ 42.18	\$35.67	\$46.30	\$56.94	\$0	\$0	\$0
		FY 15	520	25%	\$27.21	\$35.33	\$43.44	\$36.74	\$47.69	\$58.65	\$19.103	\$24.800	\$30.498
			520								\$19.103	\$24.800	\$30.498
Staff #3	Finance Manager	FY 14		0%	\$ 34.64	\$ 44.97	\$ 55.30	\$46.76	\$60.71	\$74.66	\$0	\$0	\$0
		FY 15	347	17%	\$35.68	\$46.32	\$56.96	\$48.17	\$62.53	\$76.90	\$16.697	\$21.677	\$26.657
			347								\$16.697	\$21.677	\$26.657
Staff #4	Manager of Marketing	FY 14		0%	\$ 34.64	\$ 44.97	\$ 55.30	\$46.76	\$60.71	\$74.66	\$0	\$0	\$0
		FY 15	347	17%	\$35.68	\$46.32	\$55.30	\$48.17	\$62.53	\$74.66	\$16.697	\$21.677	\$25.681
			347								\$16.697	\$21.677	\$25.681
Staff #5	Marketing Asst/Asst	FY 14		0%	\$ 17.81	\$ 22.67	\$ 27.52	\$24.04	\$30.60	\$37.15	\$0	\$0	\$0
		FY 15	173	8%	\$18.34	\$23.35	\$28.35	\$24.78	\$31.52	\$38.27	\$4.292	\$5.464	\$6.633
			173								\$4.292	\$5.464	\$6.633
Staff #6	Manager of Planning	FY 14		0%	\$ 34.64	\$ 44.97	\$ 55.30	\$46.76	\$60.71	\$74.66	\$0	\$0	\$0
		FY 15	347	17%	\$35.68	\$46.32	\$56.96	\$48.17	\$62.53	\$76.90	\$16.697	\$21.677	\$26.657
			347								\$16.697	\$21.677	\$26.657
Staff #7	Planning Asst/Asst/Data Analyst	FY 14		0%	\$ 20.56	\$ 26.16	\$ 31.75	\$27.75	\$35.32	\$42.87	\$0	\$0	\$0
		FY 15	173	8%	\$21.18	\$26.95	\$32.71	\$28.59	\$36.38	\$44.18	\$4.955	\$6.306	\$7.654
			173								\$4.955	\$6.306	\$7.654
Staff #8	Transportation Manager	FY 14		0%	\$ 45.41	\$ 58.96	\$ 72.50	\$61.31	\$79.59	\$97.88	\$0	\$0	\$0
		FY 15	347	17%	\$46.78	\$60.73	\$74.68	\$63.15	\$81.98	\$100.81	\$21.891	\$28.420	\$34.949
			347								\$21.891	\$28.420	\$34.949
Staff #9	Mechanical Manager	FY 14		0%	\$ 34.64	\$ 44.97	\$ 55.30	\$46.76	\$60.71	\$74.66	\$0	\$0	\$0
		FY 15	347	17%	\$35.68	\$46.32	\$56.96	\$48.17	\$62.53	\$76.90	\$16.697	\$21.677	\$26.657
			347								\$16.697	\$21.677	\$26.657
Staff #10	Mechanical Asst/Asst Manager	FY 14		0%	\$ 30.25	\$ 39.27	\$ 48.30	\$40.84	\$53.02	\$65.20	\$0	\$0	\$0
		FY 15	173	8%	\$31.16	\$40.45	\$49.75	\$42.06	\$54.61	\$67.16	\$7.291	\$9.466	\$11.640
			173								\$7.291	\$9.466	\$11.640
Staff #11	Mechanical Compliance Officer	FY 14		0%	\$ 30.25	\$ 39.27	\$ 48.30	\$40.84	\$53.02	\$65.20	\$0	\$0	\$0
		FY 15	173	8%	\$31.16	\$40.45	\$49.75	\$42.06	\$54.61	\$67.16	\$7.291	\$9.466	\$11.640
			173								\$7.291	\$9.466	\$11.640
Staff #12	Engineering Officer	FY 14		0%	\$ 45.41	\$ 58.96	\$ 72.50	\$61.31	\$79.59	\$97.88	\$0	\$0	\$0
		FY 15	347	17%	\$46.78	\$60.73	\$74.68	\$63.15	\$81.98	\$100.81	\$21.891	\$28.420	\$34.949
			347								\$21.891	\$28.420	\$34.949
Subtotal, Dedicated Staff			3,987								\$230,702	\$299,308	\$367,132

Shared Staff													
Name	Classification/Title	Year	Actual Hours**	% Share	Base Rate/Hr			Loaded Rate/Hr***			Labor Amount		
					Min	Mid (100% rate)	Max	Min	Mid (100% rate)	Max	Min	Mid (100% rate)	Max
Paul Jablonski	Interim Executive Director (CEO)	FY 14	207	15%	\$ 103.00	\$ 160.24	\$ 265.23	\$175.92	\$273.68	\$453.00	\$36,390	\$56,612	\$93,704
		FY 15	312	15%	\$108.09	\$165.04	\$273.18	\$181.20	\$281.90	\$468.50	\$56,535	\$87,951	\$145,577
			519								\$92,925	\$144,563	\$239,281
Karen Landers	Legal / General Counsel	FY 14	138	10%	\$61.71	\$87.16	\$101.69	\$105.40	\$148.87	\$173.69	\$14,534	\$20,529	\$23,952
		FY 15	208	10%	\$63.56	\$89.77	\$104.74	\$108.56	\$153.33	\$178.90	\$22,580	\$31,893	\$37,211
			346								\$37,114	\$52,422	\$61,163
Sharon Cooney	Government Affairs / Chief of Staff	FY 14	138	10%	\$56.09	\$73.07	\$92.45	\$95.81	\$124.80	\$157.91	\$13,212	\$17,210	\$21,776
		FY 15	208	10%	\$57.78	\$75.26	\$95.23	\$98.88	\$128.54	\$162.85	\$20,526	\$26,737	\$33,831
			346								\$33,738	\$43,947	\$55,606
Brent Boyd	Interim Staff / Senior Transportation Planner and Rail Operations Analyst	FY 14	517	38%	\$30.25	\$43.06	\$48.30	\$51.67	\$73.59	\$82.49	\$26,719	\$38,055	\$42,558
		FY 15	780	38%	\$31.16	\$44.38	\$49.75	\$53.22	\$75.80	\$84.97	\$41,511	\$59,121	\$66,273
			1,297								\$68,230	\$97,176	\$108,931
Rebecca Zell	Interim Staff / Executive Assistant of MTS Rail	FY 14	517	38%	\$20.56	\$29.91	\$31.75	\$35.11	\$51.09	\$54.24	\$18,159	\$26,419	\$28,047
		FY 15	780	38%	\$21.18	\$30.81	\$32.71	\$36.17	\$52.82	\$56.88	\$28,211	\$41,044	\$43,574
			1,297								\$46,369	\$67,463	\$71,622
Nara Lee	Web Site Development / Digital Design & Content Specialist	FY 14	69	5%	\$23.54	\$29.72	\$36.37	\$40.20	\$50.75	\$62.12	\$2,772	\$3,499	\$4,283
		FY 15	104	5%	\$24.24	\$30.81	\$37.48	\$41.40	\$52.28	\$63.98	\$4,306	\$5,437	\$6,654
			173								\$7,078	\$8,936	\$10,937
Rob Schupp	Marketing / Director of Marketing and Communications	FY 14	69	5%	\$51.00	\$72.34	\$84.05	\$87.10	\$123.55	\$143.55	\$6,006	\$8,519	\$9,898
		FY 15	104	5%	\$52.53	\$74.51	\$86.37	\$89.71	\$127.26	\$147.86	\$9,330	\$13,235	\$15,378
			173								\$15,336	\$21,754	\$25,276
MTS Staff	Finance / Finance Manager	FY 14	104	8%	\$34.64	\$44.97	\$55.30	\$59.18	\$76.81	\$94.45	\$8,153	\$7,988	\$9,823
		FY 15	104	5%	\$35.68	\$46.32	\$56.98	\$60.94	\$79.11	\$97.29	\$8,338	\$8,228	\$10,118
			208								\$12,491	\$16,216	\$19,941
MTS Staff	IT Support / Computer Support Specialist	FY 14	96	0%	\$17.81	\$22.67	\$27.52	\$30.42	\$38.72	\$47.01	\$0	\$0	\$0
		FY 15	96	5%	\$18.34	\$23.35	\$28.35	\$31.33	\$39.88	\$48.42	\$3,008	\$3,829	\$4,648
			96								\$3,008	\$3,829	\$4,648
Jeff Stumbo	HR / Director of HR and Labor Relations	FY 14	104	0%	\$56.09	\$85.47	\$92.45	\$95.81	\$145.98	\$157.91	\$0	\$0	\$0
		FY 15	104	5%	\$57.78	\$88.03	\$95.23	\$98.68	\$150.38	\$162.85	\$10,263	\$15,638	\$18,915
			104								\$10,263	\$15,638	\$18,915
Kelly Marrs	HR / Human Resources Supervisor	FY 14	128	0%	\$26.42	\$34.06	\$42.18	\$45.12	\$59.71	\$72.04	\$0	\$0	\$0
		FY 15	128	6%	\$27.21	\$35.01	\$43.44	\$46.48	\$61.50	\$74.20	\$5,949	\$7,872	\$9,498
			128								\$5,949	\$7,872	\$9,498
MTS Staff	HR / Human Resources Representative II	FY 14	238	0%	\$23.54	\$29.95	\$36.37	\$40.20	\$51.16	\$62.12	\$0	\$0	\$0
		FY 15	238	11%	\$24.24	\$30.85	\$37.48	\$41.40	\$52.00	\$63.98	\$9,854	\$12,541	\$15,228
			238								\$9,854	\$12,541	\$15,228
Subtotal, Shared Staff			4,925								\$ 342,355	\$ 492,357	\$ 639,046

*NOTE: "Mid" was replaced by salary figures of current positions.

Other Direct Costs			
Type	Year	Amount	Notes
Office Space	FY 14	\$0	
	FY 15	\$52,480	Four months of office space (\$4,000/month), plus \$3,000/person for furniture and fixtures.
		\$52,480	
Travel (mileage, train, other travel)	FY 14	\$21,120	Assumed six train trips to Los Angeles, four round trip flights to Sacramento, four hotel room nights, and eight days of per diem per month.
	FY 15	\$32,630	escalated 3% annually.
		\$53,750	
Consultant Services (specify)	FY 14	\$95,167	Negotiator @ \$200/hr * 10 hrs per week, eight months FY14, 20 hrs per week, 8 months in FY15
	FY 15	\$187,118	Legal @ \$25,000/year
		\$282,284	Legislative Representative @ \$250/hr * 10 hrs annually General consultant (Rail Operations, etc.) fees of \$10,000/year if needed All escalated 3% annually
Other Direct Costs (specify)	FY 14	\$3,333	Telephones/Conference calls, escalated 3% annually, plus \$10,650 in hiring costs (background checks, drug tests, recruitment advertising - for
	FY 15	\$15,800	FY15 only).
		\$19,133	
Subtotal, Other Direct Costs		\$387,648	

Total Start-up Costs	Min	Mid	Max
Total Start-up FY 14	\$243,564	\$298,451	\$353,761
Total Start-up FY 15	\$717,140	\$880,862	\$1,040,065
Total, Start-up Period	\$960,704	\$1,179,312	\$1,393,826

* Includes Labor Overhead, Fringe Benefit and General Administrative Expenses (% of Total Direct Labor Cost)

** For calculating purposes, 2080 hours per year equals a full time staff position. In FY14, the Start-up Period will begin on 11/1 therefore the maximum annual hours in FY 14 will be 1379

*** Loaded Hourly Rate Calculation: \$ Actual Hourly Rate X (1 + Combined of Overhead & Fringe%) x escalation rate (1 + escalation %)

Paul Jablonski / Chief Executive Officer

Name/Title of Authorized Representative

Signature

Date

Worksheet 2
LOSSAN Managing Agency RFP
Cost Proposal for Initial Period under ITA
 Estimated Timeframe of July 1, 2015 - June 30, 2018

RFP	LOSSAN Managing Agency
Proposing Agency	San Diego Metropolitan Transit System

Combined Overhead for Dedicated LOSSAN Staff (%) =	35.00%
Combined Overhead for Shared Positions (%) =	70.80%
Annual Escalation of Rate/Hr (%) =	3.00%

Dedicated LOSSAN Staff													
Name	Classification/Title	Year	Actual Hours**	%	Base Rate/Hr			Loaded Rate/Hr***			Labor Amount		
					Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Staff #1	Managing Director	FY 16	2,080	100%	\$84.95	\$110.33	\$135.70	\$114.68	\$148.94	\$183.20	\$238,543	\$309,797	\$381,050
		FY 17	2,080	100%	\$87.80	\$113.84	\$138.77	\$118.12	\$153.41	\$188.69	\$245,700	\$319,090	\$392,481
		FY 18	2,080	100%	\$90.12	\$117.05	\$143.97	\$121.87	\$158.01	\$194.35	\$253,071	\$328,663	\$404,256
			6,240								\$737,314	\$957,550	\$1,177,787
Staff #2	Executive Assistant/Clerk of Board	FY 16	2,080	100%	\$28.03	\$38.39	\$44.73	\$37.84	\$49.12	\$60.41	\$78,704	\$102,177	\$125,850
		FY 17	2,080	100%	\$28.87	\$37.48	\$46.09	\$38.97	\$50.60	\$62.22	\$81,065	\$105,242	\$129,420
		FY 18	2,080	100%	\$29.74	\$38.60	\$47.47	\$40.14	\$52.12	\$64.09	\$83,497	\$108,400	\$133,302
			6,240								\$243,266	\$315,819	\$388,372
Staff #3	Finance Manager	FY 16	2,080	100%	\$36.75	\$47.71	\$58.67	\$49.61	\$64.41	\$79.20	\$103,190	\$133,985	\$164,741
		FY 17	2,080	100%	\$37.85	\$48.14	\$60.43	\$51.10	\$66.34	\$81.58	\$106,285	\$137,984	\$169,683
		FY 18	2,080	100%	\$38.99	\$50.81	\$62.24	\$52.63	\$68.33	\$84.03	\$109,474	\$142,124	\$174,774
			6,240								\$318,949	\$414,074	\$509,199
Staff #4	Manager of Marketing	FY 16	2,080	100%	\$36.75	\$47.71	\$58.67	\$49.61	\$64.41	\$79.20	\$103,190	\$133,985	\$164,741
		FY 17	2,080	100%	\$37.85	\$48.14	\$60.43	\$51.10	\$66.34	\$79.20	\$106,285	\$137,984	\$164,741
		FY 18	2,080	100%	\$38.99	\$50.81	\$60.43	\$52.63	\$68.33	\$81.58	\$109,474	\$142,124	\$169,683
			6,240								\$318,949	\$414,074	\$494,367
Staff #5	Marketing Assistant	FY 16	2,080	100%	\$18.89	\$24.05	\$29.20	\$25.51	\$32.47	\$39.42	\$53,052	\$67,535	\$81,987
		FY 17	2,080	100%	\$19.48	\$24.77	\$30.07	\$28.27	\$33.44	\$40.80	\$46,844	\$60,561	\$84,447
		FY 18	2,080	100%	\$20.04	\$25.52	\$30.98	\$27.06	\$34.45	\$41.82	\$56,283	\$71,648	\$86,980
			6,240								\$163,979	\$208,744	\$253,414
Staff #6	Manager of Planning	FY 16	2,080	100%	\$36.75	\$47.71	\$58.67	\$49.61	\$64.41	\$79.20	\$103,190	\$133,985	\$164,741
		FY 17	2,080	100%	\$37.85	\$48.14	\$60.43	\$51.10	\$66.34	\$81.58	\$106,285	\$137,984	\$169,683
		FY 18	2,080	100%	\$38.99	\$50.81	\$62.24	\$52.63	\$68.33	\$84.03	\$109,474	\$142,124	\$174,774
			6,240								\$318,949	\$414,074	\$509,199
Staff #7	Planning Assistant/Data Analyst	FY 16	2,080	100%	\$21.81	\$27.76	\$33.98	\$29.44	\$37.47	\$45.48	\$61,245	\$77,937	\$94,598
		FY 17	2,080	100%	\$22.47	\$28.59	\$34.70	\$30.33	\$38.59	\$46.84	\$63,082	\$80,275	\$97,436
		FY 18	2,080	100%	\$23.14	\$29.45	\$35.74	\$31.24	\$39.75	\$48.25	\$64,975	\$82,663	\$100,359
			6,240								\$189,302	\$240,895	\$292,393
Staff #8	Transportation Manager	FY 16	2,080	100%	\$48.18	\$62.55	\$76.92	\$65.04	\$84.44	\$103.84	\$135,285	\$175,634	\$215,983
		FY 17	2,080	100%	\$49.82	\$64.42	\$79.22	\$66.99	\$88.97	\$108.95	\$139,343	\$180,903	\$222,463
		FY 18	2,080	100%	\$51.11	\$66.38	\$81.60	\$69.00	\$90.58	\$110.16	\$143,524	\$186,330	\$229,136
			6,240								\$418,152	\$542,867	\$667,582
Staff #9	Mechanical Manager	FY 16	2,080	100%	\$36.75	\$47.71	\$58.67	\$49.61	\$64.41	\$79.20	\$103,190	\$133,985	\$164,741
		FY 17	2,080	100%	\$37.85	\$48.14	\$60.43	\$51.10	\$66.34	\$81.58	\$106,285	\$137,984	\$169,683
		FY 18	2,080	100%	\$38.99	\$50.81	\$62.24	\$52.63	\$68.33	\$84.03	\$109,474	\$142,124	\$174,774
			6,240								\$318,949	\$414,074	\$509,199
Staff #10	Mechanical Assistant Manager	FY 16	2,080	100%	\$32.09	\$41.67	\$51.24	\$43.33	\$56.25	\$69.17	\$90,118	\$116,997	\$143,876
		FY 17	2,080	100%	\$33.06	\$42.92	\$52.78	\$44.63	\$57.94	\$71.25	\$92,822	\$120,507	\$148,193
		FY 18	2,080	100%	\$34.05	\$44.20	\$54.38	\$45.98	\$59.67	\$73.38	\$95,606	\$124,122	\$152,638
			6,240								\$278,546	\$361,627	\$444,707
Staff #11	Mechanical Compliance Officer	FY 16	2,080	100%	\$32.09	\$41.67	\$51.24	\$43.33	\$56.25	\$69.17	\$90,118	\$116,997	\$143,876
		FY 17	2,080	100%	\$33.06	\$42.92	\$52.78	\$44.63	\$57.94	\$71.25	\$92,822	\$120,507	\$148,193
		FY 18	2,080	100%	\$34.05	\$44.20	\$54.38	\$45.98	\$59.67	\$73.38	\$95,606	\$124,122	\$152,638
			6,240								\$278,546	\$361,627	\$444,707
Staff #12	Engineering Officer	FY 16	2,080	100%	\$48.18	\$62.55	\$76.92	\$65.04	\$84.44	\$103.84	\$135,285	\$175,634	\$215,983
		FY 17	2,080	100%	\$49.82	\$64.42	\$79.22	\$66.99	\$88.97	\$108.95	\$139,343	\$180,903	\$222,463
		FY 18	2,080	100%	\$51.11	\$66.38	\$81.60	\$69.00	\$90.58	\$110.16	\$143,524	\$186,330	\$229,136
			6,240								\$418,152	\$542,867	\$667,582
Subtotal, Dedicated Staff			74,880								\$4,003,051	\$5,188,289	\$6,358,507

Shared Staff													
Name	Classification/Title	Year	Actual Hours**	%	Base Rate/Hr			Loaded Rate/Hr***			Labor Amount		
					Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Paul Jablonick	Chief Executive Officer	FY 16	104	5%	\$109.27	\$170.00	\$281.38	\$186.64	\$299.35	\$480.59	\$19,410	\$30,197	\$49,982
		FY 17	104	5%	\$112.55	\$175.10	\$289.82	\$192.24	\$299.08	\$495.01	\$19,993	\$31,103	\$51,481
		FY 18	104	5%	\$115.93	\$180.35	\$298.51	\$198.00	\$308.03	\$509.88	\$20,592	\$32,038	\$52,025
			312								\$59,995	\$93,335	\$154,488
Karen Landers	Legal / General Counsel	FY 16	208	10%	\$85.47	\$92.47	\$107.88	\$111.81	\$157.93	\$184.27	\$23,257	\$32,850	\$38,328
		FY 17	208	10%	\$87.43	\$95.24	\$111.12	\$115.17	\$162.67	\$190.80	\$23,955	\$33,856	\$39,477
		FY 18	208	10%	\$89.45	\$98.10	\$114.48	\$118.82	\$167.55	\$195.49	\$24,674	\$34,851	\$40,662
			624								\$71,886	\$101,536	\$118,467
Sharon Cooney	Government Affairs / Chief of Staff	FY 16	208	10%	\$59.51	\$77.52	\$98.08	\$101.64	\$132.40	\$167.53	\$21,142	\$27,539	\$34,845
		FY 17	208	10%	\$61.30	\$79.84	\$101.03	\$104.69	\$136.37	\$172.55	\$21,776	\$28,388	\$35,891
		FY 18	208	10%	\$63.13	\$82.24	\$104.08	\$107.83	\$140.46	\$177.73	\$22,429	\$29,217	\$36,968
			624								\$65,347	\$86,121	\$107,704
Susan Lockwood	Risk Management / Manager of Risk & Claims	FY 16	416	20%	\$35.68	\$48.11	\$58.98	\$60.94	\$82.17	\$97.29	\$25,350	\$34,185	\$40,471
		FY 17	416	20%	\$36.75	\$49.56	\$58.67	\$62.77	\$84.04	\$100.21	\$26,111	\$35,210	\$41,886
		FY 18	416	20%	\$37.85	\$51.04	\$60.43	\$64.65	\$87.18	\$103.21	\$26,894	\$36,287	\$43,036
			1,248								\$78,355	\$105,682	\$125,993
Daniel Madzelan	Auditor	FY 16	208	10%	\$35.68	\$48.11	\$58.98	\$60.94	\$82.17	\$97.29	\$25,350	\$34,185	\$40,471
		FY 17	208	10%	\$36.75	\$49.56	\$58.67	\$62.77	\$84.04	\$100.21	\$26,111	\$35,210	\$41,886
		FY 18	208	10%	\$37.85	\$51.04	\$60.43	\$64.65	\$87.18	\$103.21	\$26,894	\$36,287	\$43,036
			624								\$78,355	\$105,682	\$125,993
Tom Lynch	Treasurer / Controller	FY 16	208	10%	\$46.78	\$61.98	\$74.88	\$79.89	\$105.88	\$127.55	\$16,618	\$22,018	\$26,530
		FY 17	208	10%	\$48.18	\$63.84	\$78.92	\$82.29	\$109.03	\$131.37	\$17,116	\$22,679	\$27,326
		FY 18	208	10%	\$49.82	\$65.73	\$79.22	\$84.76	\$112.30	\$135.32	\$17,630	\$23,359	\$28,146
			624								\$51,363	\$68,057	\$82,001

Shared Staff													
Name	Classification/Title	Year	Actual Hours**	Share	Base Rate/Hr			Loaded Rate/Hr***			Labor Amount		
					Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Larry Marini	Finance / Director of Financial Planning & Analysis	FY 16	208	10%	\$46.78	\$53.61	\$74.68	\$79.89	\$91.58	\$127.55	\$16,618	\$19,045	\$26,530
		FY 17	208	10%	\$46.18	\$55.22	\$76.92	\$82.29	\$94.31	\$131.37	\$17,116	\$19,616	\$27,328
		FY 18	208	10%	\$46.82	\$56.87	\$79.22	\$84.78	\$97.14	\$135.32	\$17,630	\$20,205	\$28,146
			624								\$51,363	\$58,865	\$82,001
Ernesto DeGuzman	Procurement / Procurement Manager	FY 16	208	10%	\$46.78	\$61.21	\$74.68	\$79.89	\$104.55	\$127.55	\$16,618	\$21,747	\$26,530
		FY 17	208	10%	\$46.18	\$63.05	\$76.92	\$82.29	\$107.60	\$131.37	\$17,116	\$22,400	\$27,328
		FY 18	208	10%	\$46.82	\$64.94	\$79.22	\$84.78	\$110.92	\$135.32	\$17,630	\$23,072	\$28,146
			624								\$51,363	\$67,218	\$82,001
MTS Staff	Procurement / Procurement Specialist	FY 16	1,580	75%	\$27.21	\$36.33	\$43.44	\$46.48	\$60.34	\$74.20	\$72,506	\$94,131	\$115,795
		FY 17	1,580	75%	\$28.03	\$38.36	\$44.75	\$47.87	\$62.16	\$76.43	\$74,681	\$96,855	\$119,228
		FY 18	1,580	75%	\$28.67	\$37.48	\$46.08	\$49.31	\$64.01	\$78.72	\$76,922	\$98,863	\$122,805
			4,680								\$224,109	\$290,948	\$357,788
Nancy Dell	Grants / Grants Administrator	FY 16	624	30%	\$27.21	\$36.33	\$43.44	\$46.48	\$66.39	\$74.20	\$29,002	\$41,429	\$49,302
		FY 17	624	30%	\$28.03	\$40.04	\$44.75	\$47.87	\$68.38	\$76.43	\$29,672	\$42,672	\$47,601
		FY 18	624	30%	\$28.67	\$41.24	\$46.08	\$49.31	\$70.44	\$78.72	\$30,769	\$43,952	\$48,122
			1,872								\$89,644	\$128,052	\$145,115
MTS Staff	Payroll / Payroll Coordinator	FY 16	208	10%	\$18.94	\$23.35	\$28.35	\$31.33	\$39.88	\$48.42	\$8,517	\$8,296	\$10,071
		FY 17	208	10%	\$18.89	\$24.05	\$29.20	\$32.27	\$41.08	\$49.87	\$8,712	\$8,544	\$10,373
		FY 18	208	10%	\$19.46	\$24.77	\$30.07	\$33.24	\$42.31	\$51.37	\$8,913	\$8,801	\$10,684
			624								\$26,142	\$25,641	\$31,128
MTS Staff	Accounting / Accounting Assistant	FY 16	1,580	75%	\$18.98	\$20.31	\$24.64	\$27.25	\$34.68	\$42.09	\$42,514	\$54,104	\$65,865
		FY 17	1,580	75%	\$18.43	\$20.91	\$25.38	\$28.07	\$35.72	\$43.36	\$43,790	\$55,727	\$67,635
		FY 18	1,580	75%	\$18.93	\$21.54	\$26.15	\$28.91	\$38.79	\$44.66	\$45,103	\$57,399	\$69,664
			4,680								\$131,407	\$167,230	\$202,965
Rob Schupp	Public Information Officer	FY 16	208	10%	\$54.10	\$78.74	\$98.17	\$92.40	\$131.08	\$152.30	\$19,220	\$27,284	\$31,678
		FY 17	208	10%	\$55.72	\$79.04	\$91.84	\$95.18	\$135.01	\$156.87	\$19,707	\$28,082	\$32,828
		FY 18	208	10%	\$57.40	\$81.42	\$94.80	\$98.03	\$139.08	\$161.57	\$20,391	\$28,924	\$33,907
			624								\$59,407	\$84,270	\$97,912
Nara Lee	Website Development / Digital Design & Content Specialist	FY 16	104	5%	\$24.97	\$31.53	\$38.58	\$42.85	\$53.84	\$65.90	\$4,435	\$5,600	\$6,854
		FY 17	104	5%	\$25.72	\$32.47	\$39.74	\$43.93	\$55.46	\$67.88	\$4,568	\$5,768	\$7,059
		FY 18	104	5%	\$26.49	\$33.45	\$40.93	\$45.24	\$57.12	\$69.92	\$4,705	\$5,941	\$7,271
			312								\$13,709	\$17,309	\$21,184
MTS Staff	Graphics / Communications Designer II	FY 16	624	30%	\$24.24	\$30.85	\$37.46	\$41.40	\$52.69	\$63.98	\$25,836	\$32,881	\$39,925
		FY 17	624	30%	\$24.97	\$31.78	\$38.58	\$42.85	\$54.27	\$65.90	\$26,812	\$33,867	\$41,123
		FY 18	624	30%	\$25.72	\$32.73	\$39.74	\$43.93	\$55.90	\$67.88	\$27,410	\$34,893	\$42,356
			1,872								\$79,858	\$101,631	\$123,404
MTS Staff	IT Support / Computer Support Specialist	FY 16	208	10%	\$18.89	\$24.05	\$29.20	\$32.27	\$41.08	\$49.87	\$8,712	\$8,544	\$10,373
		FY 17	208	10%	\$19.46	\$24.77	\$30.07	\$33.24	\$42.31	\$51.37	\$8,913	\$8,801	\$10,684
		FY 18	208	10%	\$20.04	\$25.52	\$30.98	\$34.23	\$43.58	\$52.91	\$9,121	\$9,055	\$11,005
			624								\$26,746	\$26,410	\$32,062
MTS Staff	HR / HR Representative II	FY 16	208	10%	\$24.97	\$31.78	\$38.58	\$42.85	\$54.27	\$65.90	\$8,871	\$11,288	\$13,708
		FY 17	208	10%	\$25.72	\$32.73	\$39.74	\$43.93	\$55.90	\$67.88	\$9,137	\$11,628	\$14,119
		FY 18	208	10%	\$26.49	\$33.71	\$40.93	\$45.24	\$57.58	\$69.92	\$9,411	\$11,977	\$14,542
			624								\$27,418	\$34,893	\$42,369
MTS Staff	Administrative / Office Clerk II	FY 16	624	30%	\$13.88	\$17.05	\$21.43	\$23.70	\$30.15	\$36.60	\$14,790	\$18,815	\$22,840
		FY 17	624	30%	\$14.29	\$18.18	\$22.07	\$24.41	\$31.06	\$37.70	\$15,233	\$19,379	\$23,525
		FY 18	624	30%	\$14.72	\$18.73	\$22.74	\$25.14	\$31.99	\$38.83	\$15,690	\$19,961	\$24,231
			1,872								\$45,713	\$58,155	\$70,597
Subtotal, Shared Staff			23,088								\$1,181,004	\$1,570,263	\$1,936,827

Other Direct Costs			
Type	Year	Amount	Notes
Office Space	FY 16	\$50,923	\$4,000/month rent (in FY14 value), escalated 3% annually.
	FY 17	\$52,451	
	FY 18	\$54,024	
		\$157,399	
Travel (mileage, train, other travel)	FY 16	\$54,361	Assumed four train trips to LA/month, one flight to Sacramento per month, three flights to DC annually, 8 hotel room nights per month, 16 days of per diem per month, and 1,000 miles of driving per month, escalated 3% annually.
	FY 17	\$56,091	
	FY 18	\$57,871	
		\$168,323	
Consultant Services (specify)	FY 16	\$363,677	16 hours per week of legal assistance (\$400/hr), with 3% annual escalation rate. \$10,000 per year in legislative advocacy, escalated 3% annually.
	FY 17	\$374,587	
	FY 18	\$385,824	
		\$1,124,088	
Other Direct Costs (specify)	FY 16	\$20,369	Two vehicles at \$7,100/each annually for leasing, maintenance, and insurance; conference calls (\$5,000/yr); escalated 3% annually.
	FY 17	\$20,980	
	FY 18	\$21,610	
		\$62,959	
Subtotal, Other Direct Costs		\$1,512,469	

Total Initial Period Costs	Min	Mid	Max
Total FY 16	\$2,166,529	\$2,675,926	\$3,173,122
Total FY 17	\$2,231,525	\$2,756,204	\$3,268,315
Total FY 18	\$2,298,470	\$2,838,890	\$3,366,365
Total, Initial Period	\$6,696,523	\$8,271,020	\$9,807,802

OPTIONAL: Telephone Information Staff at an additional \$248,664 for first year (FY16), with 3% escalation rate.

* Includes Labor Overhead, Fringe Benefit and General Administrative Expenses (% of Total Direct Labor Cost)

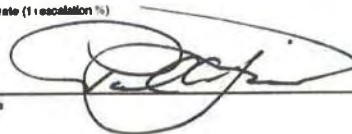
** For calculating purposes, 2080 hours per year equals a full time staff position.

*** Loaded Hourly Rate Calculation: \$ Actual Hourly Rate X (1 + Combined of Overhead&Fringe%) x escalation rate (1 + escalation %)

Paul Jablonski / Chief Executive Officer

Name/Title of Authorized Representative

Signature



6/14/13 Date

Worksheet 3
LOSSAN Managing Agency RFP
Cost Proposal Summary

RFP	LOSSAN Managing Agency
Proposing Agency	San Diego Metropolitan Transit System

Cost Proposal for Start-up Period		Min	Mid	Max
Estimated Timeframe of November 1, 2013 - June 30, 2015	Managing Agency Dedicated Staff	\$230,702	\$299,308	\$367,132
	Managing Agency Shared Staff	\$342,355	\$492,357	\$639,046
	Managing Agency Other Direct Cost	\$387,648	\$387,648	\$387,648
	Managing Agency Start-up Cost	\$960,704	\$1,179,312	\$1,393,826
Managing Agency Initial Period under ITA July 1, 2015 - June 30, 2018	Managing Agency Dedicated Staff	\$4,003,051	\$5,188,289	\$6,358,507
	Managing Agency Shared Staff	\$1,181,004	\$1,570,263	\$1,936,827
	Managing Agency Other Direct Cost	\$1,512,469	\$1,512,469	\$1,512,469
	Managing Agency Initial Period Cost	\$6,696,523	\$8,271,020	\$9,807,802
MANAGING AGENCY TOTAL COST		\$7,657,228	\$9,450,333	\$11,201,628

Annual Costs	Year	Min	Mid	Max
Managing Agency Start-up Cost	FY 14	\$243,564	\$298,451	\$353,761
	FY 15	\$717,140	\$880,862	\$1,040,065
Managing Agency Initial Period under ITA	FY 16	\$2,166,529	\$2,675,926	\$3,173,122
	FY 17	\$2,231,525	\$2,756,204	\$3,268,315
	FY 18	\$2,298,470	\$2,838,890	\$3,366,365
Total		\$7,657,228	\$9,450,333	\$11,201,628

Paul Jablonski / Chief Executive Officer

Name/Title of Authorized Representative

Signature

Date

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

1. INSTRUCTIONS

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(PLEASE PRINT)

DATE	SEP. 12, 2013				
Name	JOHN L. WOOD				
Address					
Telephone					
Organization Represented					
Subject of Your Remarks					
Regarding Agenda Item No.	3				
Your Comments Present a Position of:	<input type="checkbox"/>	<input type="checkbox"/>	SUPPORT	<input type="checkbox"/>	OPPOSITION

2. TESTIMONY AT NOTICED PUBLIC HEARINGS

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

3. DISCUSSION OF AGENDA ITEMS

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED



2

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(PLEASE PRINT)

DATE	9-12-13		
Name	Pemberton, Parks concern		
Address			
Telephone			
Organization Represented			
Subject of Your Remarks			
Regarding Agenda Item No.			
Your Comments Present a Position of:	<input type="checkbox"/>	SUPPORT	<input type="checkbox"/> OPPOSITION

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REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

43

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(PLEASE PRINT)

DATE	9/12/13		
Name	DONN BLEAU		
Address	701 Ketter Blvd #14A S.D.		
Telephone	619-787-6170		
Organization Represented	Concerned Resident		
Subject of Your Remarks	Quiet Zone		
Regarding Agenda Item No.			
Your Comments Present a Position of:	<input type="checkbox"/>	SUPPORT	<input type="checkbox"/> OPPOSITION

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REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

4

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(PLEASE PRINT)

DATE	4/12/13
Name	Donald Crawford
Address	650 Columbia St., Unit 115, S.D.
Telephone	241-5835
Organization Represented	
Subject of Your Remarks	Quiet Zone? - Safety Issues
Regarding Agenda Item No.	
Your Comments Present a Position of:	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSITION

2. TESTIMONY AT NOTICED PUBLIC HEARINGS

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3. DISCUSSION OF AGENDA ITEMS

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REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

45

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(PLEASE PRINT)

DATE	4-12-2013		
Name	Melissa Blackburn-Jonix		
Address			
Telephone			
Organization Represented			
Subject of Your Remarks	QUIET ZONE		
Regarding Agenda Item No.			
Your Comments Present a Position of:	<input type="checkbox"/>	SUPPORT	<input type="checkbox"/> OPPOSITION

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1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 6

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

SAN DIEGO AND ARIZONA EASTERN RAILWAY COMPANY (SD&AE) QUARTERLY REPORTS AND RATIFICATION OF ACTIONS TAKEN BY THE SD&AE BOARD OF DIRECTORS AT ITS MEETING ON JULY 16, 2013

RECOMMENDATION:

That the Board of Directors:

1. receive the San Diego and Imperial Valley Railroad (SD&IV), Pacific Southwest Railway Museum Association (Museum), and Pacific Imperial Railroad, Inc. (PIR) quarterly reports (Attachment A) for information;
2. ratify actions taken by the SD&AE Board at its quarterly meeting on July 16, 2013; and
3. ratify and appoint Erin Dunn as Treasurer replacing Linda Musengo who is retiring.

Budget Impact

None.

DISCUSSION:

Quarterly Reports

Pursuant to the Agreement for Operation of Freight Rail Services, SD&IV, Museum, and PIR have provided operations reports during the second quarter of 2013 (Attachment A).

SD&AE Property Matters

Under its adopted policy for dealing with the SD&AE Railway, the MTS Board of Directors must review all property matters acted on by the SD&AE Board. At its meeting of July 16, 2013, the SD&AE Board considered and approved:

- S200-13-559: Right of Entry Permit to SD&AE for a transformer removal at the Lemon Grove Depot in the City of Lemon Grove.
- S200-13-562: Right of Entry Permit to Navy Region Southwest for the Bay Bridge Run/Walk.



- S200-13-563: Easement to SDG&E for power service to a new traction power substation at Seaward Avenue in the City of San Diego.
- S200-13-564: Easement to SDG&E for power service to a new traction power substation at 27th Street in the City of San Diego.
- S200-13-565: Easement to SDG&E for power service to a new traction power substation at Market Creek Plaza in the City of San Diego.
- S200-13-567: Easement to SDG&E for power service to a new traction power substation at 13th Street in the City of San Diego.
- S200-13-568: Right of Entry Permit to PAR Electrical Contractors Inc. for electric facilities removal at 24th Street in the City of San Diego.
- S200-13-569: Right of Entry Permit to the City of La Mesa for the La Mesa Flag Day Parade.
- S200-13-570: Right of Entry Permit to COMM22 Family Housing L.P to construct residential housing at 24th Street in the City of San Diego.
- S200-13-571: Easement to SDG&E for power service to a new traction power substation at Palm Avenue in the City of San Diego.
- S200-13-572: Right of Entry Permit to Flatiron West, Inc. to construct the Blue Line Low-Floor Station Improvements project.
- S200-13-577: Right of Entry Permit to Aguirre Engineering for general land surveying on SD&AE right-of-way.
- S200-13-578: Right of Entry Permit to the San Diego County Bicycle Coalition for the Bike the Bay fun bike ride.
- S200-13-579: Right of Entry Permit to SDG&E for pole removal and overhead wire transfer at Moss Street in the City of Chula Vista.

Appointment of SD&AE Corporate Officer

On July 16, 2013, the SD&AE Board of Directors learned that Linda Musengo (SD&AE Treasurer) will soon be retiring. During that meeting, the SD&AE Board approved forwarding a recommendation to the MTS Board of Directors to appoint Erin Dunn, MTS Assistant Finance Manager, as SD&AE Treasurer replacing Linda Musengo. Ms. Dunn, who is a Certified Public Accountant (CPA), will be promoted to MTS Finance Manager once Ms. Musengo retires.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, Karen.Landers@sdmts.com

Attachment: A. SD&AE Meeting Agenda & Materials (**Board only due to volume**)



**SAN DIEGO & ARIZONA
EASTERN RAILWAY
COMPANY**

A NEVADA NONPROFIT
CORPORATION

1255 IMPERIAL AVENUE,
SUITE 1000
SAN DIEGO, CA
92101-7490
(619) 231-1466

BOARD OF DIRECTORS

BRAD OWITT, CHAIRPERSON
MATT DOMEN
PAUL JABLONSKI

OFFICERS

PAUL JABLONSKI, PRESIDENT
MATT DOMEN, SECRETARY
LINDA MUSENGO, TREASURER

LEGAL COUNSEL

KAREN LANDERS

AGENDA

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

9:00 a.m.

**Executive Committee Room
James R. Mills Building
1255 Imperial Avenue, 10th Floor**

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Clerk of the Board at least five working days prior to the meeting to ensure availability. Assistive Listening Devices (ALDs) are available from the Clerk of the Board prior to the meeting and are to be returned at the end of the meeting.

**ACTION
RECOMMENDED**
Approve

1. Approval of the Minutes of April 16, 2013
Action would approve the SD&AE Railway Company Minutes of April 16, 2013.
2. Statement of Railway Finances (Linda Musengo)
Action would: (1) receive a report for information; and (2) forward a recommendation to the MTS Board of Directors to elect Erin Dunn as SD&AE Treasurer to replace the position being vacated by Linda Musengo.
3. Report on San Diego and Imperial Valley (SD&IV) Railroad Operations (Matt Domen)
Action would receive a report for information.
4. Report on Pacific Southwest Railway Museum (Diana Hyatt)
Action would receive a report for information.
5. Report on the Desert Line (Chas McHaffie)
Action would receive a report for information.
6. Real Property Matters (Tim Allison)
 - a. Summary of SD&AE Documents Issued Since April 16, 2013
Action would receive a report for information.
 - b. Easements for an At-Grade Crossing at the U.S./Mexico Border in San Ysidro
Action would approve issuing an easement to the U.S. Department of Homeland Security (DHS) for an at-grade crossing over SD&AE tracks located at the U.S./Mexico border in San Ysidro.
7. Board Member Communications
8. Public Comments
9. Next Meeting Date: October 15, 2013
10. Adjournment

MINUTES

BOARD OF DIRECTORS MEETING OF THE SAN DIEGO & ARIZONA EASTERN RAILWAY COMPANY

April 16, 2013

A meeting of the Board of Directors of the San Diego & Arizona Eastern (SD&AE) Railway Company, a Nevada corporation, was held at 1255 Imperial Avenue, Suite 1000, San Diego, California 92101, on April 16, 2013, at 9:00 a.m.

The following persons, constituting the Board of Directors, were present: Bob Jones, Randy Perry, and Wayne Terry (for Paul Jablonski). Also in attendance were members from:

San Diego Metropolitan Transit System:
San Diego & Imperial Valley Railroad:
Pacific Southwest Railway Museum:
Pacific Imperial Railroad, Inc.:
Burlington Northern Santa Fe:

Tim Allison, Karen Landers, Linda Musengo
Matt Domen, Brad Ovitt
Diana Hyatt
Sheila Lemire, Don Stoecklein
John Hoegemeier

1. Approval of Minutes

Mr. Jones moved to approve the Minutes of the January 15, 2013, SD&AE Railway Board of Directors meeting, and it was unanimously approved.

2. Statement of Railway Finances

Linda Musengo reviewed the financial statement for the first quarter of 2013 (attached to the agenda item).

Action Taken

Mr. Terry moved to receive the report for information. Mr. Jones seconded the motion, and it was unanimously approved.

3. Report on San Diego & Imperial Valley Railroad (SD&IV) Operations

Matt Domen reviewed the report of activities for the first quarter of 2013 (attached to the agenda item). Mr. Domen noted that the first page of the report is missing from the packet (attached).

Action Taken

Mr. Terry moved to receive the report for information. Mr. Jones seconded the motion, and it was unanimously approved.

4. Report on Pacific Southwest Railway Museum Operations

Diana Hyatt reviewed the first quarter of 2013 report (attached to the agenda item). Ms. Hyatt distributed a flyer for a celebration for the Museum's 50-plus years of service (attached).

Action Taken

Mr. Jones moved to receive the report for information. Mr. Terry seconded the motion, and it was unanimously approved.

5. Report on the Desert Line

Chas McHaffie reviewed the first quarter of 2013 report (attached to the agenda item). Mr. McHaffie thanked Mr. Jones and Mr. Perry for their contributions as SD&AE Board members.

Don Stoecklein informed the Board that PIR is moving forward with Union Pacific for trackage/hauling rights on approximately ten miles of track (from Plaster City to El Centro). A proposal has been submitted to counsels for PIR and Union Pacific. Mr. Stoecklein stated that Union Pacific representatives are in town today to discuss logistics issues with PIR. He added that PIR has submitted a reconstruction plan to MTS and is updating that plan at this point. PIR is meeting with consultants (subject to MTS approval) to review their proposals for commencement of construction pursuant to the reconstruction plan.

Karen Landers reminded operators that they must utilize MTS's Right of Entry permit process for any consultants or third parties testing or working on the line to ensure indemnification and proof of insurance. Mr. Stoecklein responded that an inspection team went out and looked at the line for purposes of generating true inspections. He added that inspections will be extensive (bridges tunnels, track, ability to hold freight, condition of the ties, etc.). Right of Entry permits will be obtained before any work commences.

Mr. Stoecklein reported that PIR is continuing to develop its marketing plan. PIR has ordered three locomotives to be in a position to move freight and continues to pursue investment banking. (He noted that a Kinsell Securities representative was present at the meeting.)

Ms. Landers stated that there are ownership issues regarding some old rail cars sitting at Jacumba. Ms. Landers stated that she is not sure about the process to resolve this issue and get equipment not owned by PIR removed from the line. She stated that an inventory of these cars should be created and a certain amount of time given to remove the cars. Ms. Landers added that safe removal of these cars is a priority before operations.

Tim Allison asked Mr. Stoecklein to assign a PIR representative to review and approve or concur with SDG&E's plans for proposed power and underground lines on PIR's behalf. Mr. Stoecklein responded that he would be the representative. Ms. Landers added that she received a call this week from SDG&E's attorney wanting to finalize the East County Substation Project documents that address the wires over the SD&AE tracks being high enough to accommodate double-stacked cars. Mr. Allison added that he has reviewed the documents, and they look fine; he just needs PIR's consent. Mr. Stoecklein will work with Mr. Allison to finalize approval of the documents.

Action Taken

Mr. Terry moved to receive the report for information. Mr. Jones seconded the motion, and it was unanimously approved.

6. Real Property Matters

a. Summary of SD&AE Documents Issued Since January 15, 2013

Since the January 15, 2013, SD&AE Railway Company Board of Directors meeting, the documents described below have been processed by staff.

- **S200-13-558:** Right of Entry Permit to LB Civil Construction, Inc. for 24th Street and Civic Center Drive freeway and ramp improvements in the City of National City.
- **S200-13-561:** Right of Entry Permit to Davey Tree Surgery Company for tree maintenance and wood power-pole inspections along various portions of the SD&AE right-of-way.
- **S200-13-566:** Right of Entry Permit to NX Utilities, LLC for installing fiber-optic cabling at 28th Street in the City of San Diego.

Mr. Jones moved to receive the report for information. Mr. Terry seconded the motion, and it was unanimously approved.

b. **Easement for a Water Pipeline – H Street, Chula Vista**

Mr. Allison informed the Board that the request is to issue an easement to Sweetwater Authority to extend the water line to the west on H Street, and Sweetwater Authority would pay the appraised easement value.

Action Taken

Mr. Terry moved to approve issuing an easement to Sweetwater Authority for a proposed 16-inch water pipeline crossing under SD&AE tracks located on H Street between Bay Boulevard and Marina Parkway in Chula Vista, California. Mr. Jones seconded the motion, and it was unanimously approved.

c. **Ancillary Real Estate Actions for the Trolley Renewal Project – SDG&E Service Easement for Traction Power Substation Power**

Mr. Allison stated that the request presented is to authorize the SD&AE President to issue ancillary real estate actions and agreements for the Trolley Renewal Project. He explained that as part of the project, SDG&E requires easements for service power for signaling, power stations, etc. at 7 or 8 locations along the SD&AE line. Mr. Allison stated that approval of this action would authorize the President to approve upcoming easement requests without having to come back to the SD&AE Board each time.

Action Taken

Mr. Terry moved to authorize the President to execute any and all ancillary real estate documents and agreements that are needed for the MTS Trolley Renewal Project. Mr. Jones seconded the motion, and it was unanimously approved.

7. **Election of SD&AE Chairperson and Board Member**

Ms. Landers stated that this is the last meeting for Mr. Jones and Mr. Perry (due to reorganization within RailAmerica, which was acquired by Genesee & Wyoming). She added that the SD&AE Board needs to discuss proposed replacements and make recommendations to forward to the MTS Board on May 16, 2013, so that the new members will be in place for the next SD&AE meeting (on July 16, 2013).

Mr. Jones introduced Brad Ovitt of Genesee and Wyoming; they have worked together at RailAmerica for the past 11 years. Mr. Jones reviewed Mr. Ovitt's background and experience and added that he feels that Mr. Ovitt would be a good addition as Chairperson due to his experience and savvy in the industry. Mr. Jones added that he also feels that Matt Domen of SD&IV would be a good replacement as Secretary. Ms. Landers requested that curriculum vitae be submitted for Mr. Ovitt and Mr. Domen in time for the recommendation to the MTS Board of Directors on May 16.

Action Taken

Mr. Terry moved to elect Brad Ovitt from Genesee and Wyoming as Chairperson and Matt Domen from SD&IV as Secretary for the SD&AE Board of Directors and forward a recommendation for approval to the MTS Board of Directors at its meeting on May 16, 2013. Mr. Jones seconded the motion, and it was unanimously approved.

8. Board Member Communications

There were no Board member communications.

9. Public Comments

There were no public comments.

10. Next Meeting Date

The next meeting of the SD&AE Railway Company Board of Directors is on Tuesday, July 16, 2013.

11. Adjournment

The meeting was adjourned at 9:19 a.m.



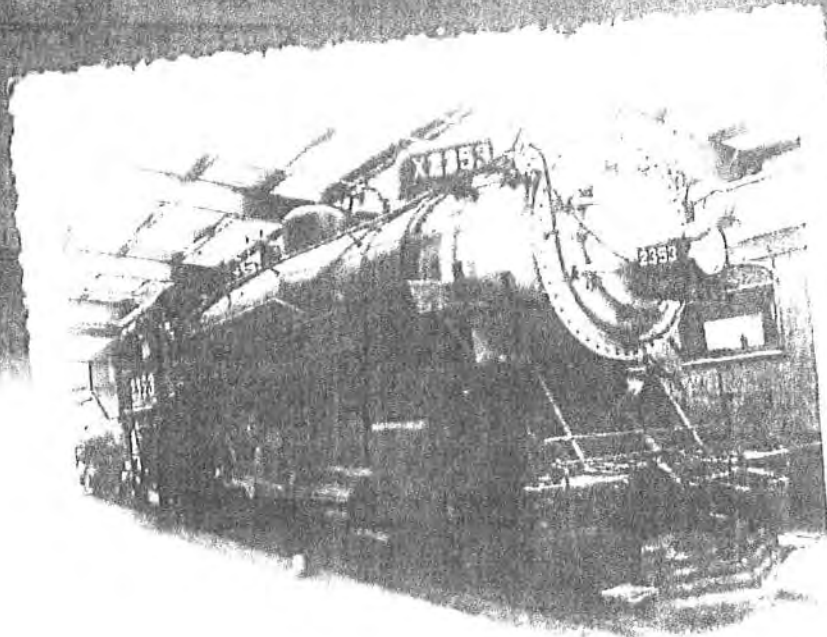
President



General Counsel

2013-4-16 MINUTES-SDAE

Attachments: Flyer "Chefs Fire up the Iron Horse"
SD&IV Quarterly Report (complete)



COME AND ENJOY!

CHEFS FIRE UP THE

APRIL 20, 2012

12:00 - 5:00 PM

IRON HORSE

PRESENTED AT

THE CAMPO RAILROAD MUSEUM

The Chefs de Cuisine & The Campo RR Museum are celebrating
over fifty years of service to the San Diego community
together with The Southern California Vintners Alliance

GOURMET FOOD SAMPLING • WINE TASTING
BEER GARDEN • SILENT AUCTION • LIVE MUSIC

QUESTIONS?

TICKETS \$25 PER PERSON - 30 DAY OF EVENT

\$20 PER PERSON FOR GROUPS OF 12 OR MORE

TICKETS AT WWW.PSRM.ORG 619-465-7776



SCVA
Southern California Vintners Alliance



GOURMET FOOD

Last years selection included:

Seafood Station

Sushi, Seafood Pasta, Ceviche
and much more

Bar-B-Que Station

With Grilled Gourmet Hamburgers
Tiki, Bar-B-Que Chicken

The "Iron Horse" Oven

Carved Roasted Pig
and New York Strip Loin

Salads

Cesar Salad

Potato Salad with
Cherry Wood Smoked Bacon

Tropical Fruit Salad

Spring Caprice Salad

Dessert Station

Assorted Cookies

Brownies

Assorted Pies

BEVERAGES

Wine provided by the members of
**'The Southern California
Vintners Alliance**

Food prepared by
**Chefs de Cuisine
Association of San Diego**
www.sdcchefsdecuisine.com

SPONSORS

Caffé Calabria
Ballast Point Brewery



TRAIN RIDES AVAILABLE

Train fares may be purchased when you place
your Iron Horse ticket order
or at the Campo Depot on the day of the event.





SD&AE Board
C/O MTS
1255 Imperial Avenue, Suite 1000
San Diego, California 92101

April 2, 2013

Periodic Report

In accordance with Section 20 of the Agreement for Operational Freight Service and Control through Management of the San Diego and Arizona Eastern Railway Company; activities of interest for the 1st Quarter of 2013 are listed as follows:

1. Labor

At the end of March 31, 2013 the San Diego & Imperial Railroad had 10 employees:

- 1 General Manager
- 1 Asst. General Manager
- 1 Asst. Trainmaster
- 1 Manager - Marketing & Sales
- 1 Office Manager
- 1 Mechanical Manager
- 1 Roadmaster
- 1 Maintenance of Way Employee
- 2 Train Service Employees

2. Marketing

Volume in the 1st Quarter rose 38% as compared to 2012. Bridge traffic had a 44% increase, primarily driven by a rise in LPG traffic. Traffic terminating or originating on the SDIV rose 7% as compared to this time last year. Primary driver was sand products moving to Kleen Blast.

3. Reportable Injuries/Environmental

Days through year to date, March 31, 2013, there were no FRA Reportable injuries or environmental incidents on the SDIV Railroad.

Days FRA Reportable Injury Free: 4933

4. Summary of Freight

	2013	2012	2011
Total rail carloads that moved by SDIY Rail Service in the quarter.	1227	756	1418
Total railroad carloads Terminating/Originating Mexico in the quarter.	1043	584	1167
Total railroad carloads Terminating/Originating El Cajon, San Diego, National City, San Ysidro, California in the quarter.	184	172	251
Total customers directly served by SDIY in the quarter	10	10	10
Regional Truck trips that SDIY Railroad Service replaced in the quarter	3681	2268	4254

Respectfully,

Randy Perry
General Manager

Agenda Item No. 2

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

**STATEMENT OF RAILWAY FINANCES AND ELECTION TO FILL POSITION OF
SD&AE RAILWAY TREASURER**

RECOMMENDATION:

That the SD&AE Board of Directors: (1) receive a report for information; and (2) forward a recommendation to the MTS Board of Directors to elect Erin Dunn as SD&AE Treasurer to replace the position being vacated by Linda Musengo.

Budget Impact

None.

DISCUSSION:

Linda Musengo will be vacating the position of Treasurer; therefore, staff proposes forwarding a recommendation to the MTS Board of Directors to replace Ms. Musengo with MTS Finance Manager Erin Dunn.

Attachment: Quarterly Report not submitted in time for mail-out – to be provided

Agenda Item No. 2

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

STATEMENT OF RAILWAY FINANCES

RECOMMENDATION:

That the SD&AE Board of Directors receive a financial report for four quarters ended June 30, 2013.

Budget Impact

None.

DISCUSSION:

Attached are the unaudited financial results for four quarters of fiscal years 2013 and 2012, which includes the periods ended June 2013 and 2012. These statements are subject to adjustment for depreciation and other revenue or expense items that may occur during the annual financial audit to be completed before the end of December 2013.

The current year-to-date income is \$638,878 favorable to budget due to sale of property resulting in a \$642,214 unbudgeted gain on sale. Revenue for the SD&IV freight fee was not received during the year but has been accrued as a receivable as of June 30, 2013. SD&AE has received \$500,000 from Pacific Imperial Railroad in payment of the first installment under the Desert Line Lease and Operating Agreement dated December 20, 2012. Additional payments in accordance with the lease schedule will be due semiannually until limited operations begin after which payments will be due quarterly. The initial payment will be recognized as of July 1, 2013. Management, in consultation with the auditors, will analyze the lease terms to determine when the lease payments should be recognized; as a result, subsequent adjustment to the June 30, 2013, financial statements may be required.

Income has increased by \$684,129 compared to the same period last year due to the property sale cited above and a significant increase in Right of Entry permits. Finally, SD&AE received \$683 from the Secretary of State related to checks sent to us in 1995 that were never cashed.

Expenses are \$15,051 unfavorable to budget due to increased personnel costs and fees paid to PGH Wong for engineering services, both related to increased Right of Entry

permits activity; and \$4,733 paid to RL Banks for consulting services related to the Desert Line project.

Expenses have increased by \$28,255 over the same period last year due to a \$20,156 increase in personnel costs and a \$29,728 increase in Outside Services as stated above. Net income for FY13 was \$650,560 compared to a net loss of \$(5,313) for the same period in FY 12.

Attachment: SD&AE Operating Statement 4th Quarter FY 13

	FY 2013							FY 2012	
	Q1 2013	Q2 2013	Q3 2013	Q4 2013	YTD	Budget	Variance	Q1 - Q4	Variance
Right of entry permits	\$ 13,400	\$29,689	\$ (5,040)	\$ 17,850	\$ 55,899	\$50,000	5,899	9,121	46,778
Lease income	19,563	16,497	22,826	14,196	73,081	80,000	(6,919)	78,762	(5,681)
Other income	-	-	683	-	683	-	683	-	683
SD&IV 1% freight fee	-	-	-	32,000	32,000	35,000	(3,000)	31,866	134
Gain on sale of property	-	-	-	642,214	642,214	-	642,214	-	642,214
Total revenue	32,963	46,186	18,469	706,260	803,878	165,000	638,878	119,749	684,129
Personnel costs	25,179	30,410	21,379	27,196	104,164	91,966	(12,198)	84,008	(20,156)
Outside services	-	-	29,740	(13)	29,728	20,000	(9,728)	-	(29,728)
Energy costs	-	-	-	-	-	-	-	-	-
Risk management	5,752	5,752	3,637	3,751	18,892	22,300	3,409	23,543	4,651
Misc operating expenses	534	-	-	-	534	4,000	3,466	431	(103)
Depreciation	-	-	-	-	-	-	-	-	-
Total expense	31,465	36,162	54,757	30,934	153,317	138,266	(15,051)	107,982	(45,335)
Net income/(loss)	\$ 1,498	\$ 10,025	\$ (36,288)	\$ 675,326	\$ 650,560	\$ 26,734	623,826	\$ 11,767	638,794

Reserve balance 2012 **\$ 916,413**

Estimated interest earnings 1,651
Operating profit/(loss) 650,560
Improvement expense 2013 -

Reserve balance 2013-est **\$ 1,568,624**

Agenda Item No. 3

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

REPORT ON SAN DIEGO AND IMPERIAL VALLEY (SD&IV) RAILROAD OPERATIONS

RECOMMENDATION:

That the SD&AE Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

An oral report will be given during the meeting.

Attachment: Periodic Report for the 2nd Quarter of 2013



SD&AE Board

July 3, 2013

C/O MTS
1255 Imperial Avenue, Suite 1000
San Diego, California 92101

Periodic Report

In accordance with Section 20 of the Agreement for Operational Freight Service and Control through Management of the San Diego and Arizona Eastern Railway Company; activities of interest for the 2nd Quarter of 2013 are listed as follows:

1. Labor

At the end of June 30, 2013 the San Diego & Imperial Railroad had 10 employees:

1 General Manager

1 Asst. General Manager

1 Asst. Trainmaster

1 Manager - Marketing & Sales

1 Office Manager

1 Mechanical Manager

1 Roadmaster

1 Maintenance of Way Employee

2 Train Service Employees

2. Marketing

Volume in the 2nd Quarter rose 11% as compared to 2012. Bridge traffic had a 12% increase, primarily driven by a rise in both shipments to the Cuauhtémoc Brewery (malt and corn syrup) and increases in LPG traffic to ConocoPhillips. Traffic terminating or originating on the SDIY was virtually flat compared to this time last year.

3. Reportable Injuries/Environmental

Days through year to date, June 30, 2013, there were no FRA Reportable injuries or environmental incidents on the SDIV Railroad.

Days FRA Reportable Injury Free: 5024

4. Summary of Freight

	2013	2012	2011
Total rail carloads that moved by SDIY Rail Service in the quarter.	1554	1401	1099
Total railroad carloads Terminating/Originating Mexico in the quarter.	1316	1173	805
Total railroad carloads Terminating/Originating El Cajon, San Diego, National City, San Ysidro, California in the quarter.	238	228	294
Total customers directly served by SDIY in the quarter	11	10	11
Regional Truck trips that SDIY Railroad Service replaced in the quarter	4662	4203	3297

Respectfully,

Matt Domen-

General Manager

Agenda Item No. 4

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

REPORT ON PACIFIC SOUTHWEST RAILWAY MUSEUM

RECOMMENDATION:

That the SD&AE Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

A report will be presented during the meeting.

Attachment: Quarterly Report



Pacific Southwest Railway Museum

La Mesa Depot 4895 Nebo Drive La Mesa, CA 91841 619-485-7776

July 8, 2013

SD&AE Board
c/o Metropolitan Transit System
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

Re: Second Quarter, 2013

Dear SD&AE Board:

During the second quarter of 2013, utilizing all volunteer crews, the Pacific Southwest Railway Museum ran 49 passenger trains carrying 1,901 passengers with no FRA reportable accidents or injuries. Total income from SD&AE property for second quarter, 2013 was \$ 18,781.96, a check for \$376.00 is attached to the hard copy of this letter. By comparison, PSRM carried:

2,882 passengers during the second quarter of 2012
2,434 passengers during the second quarter of 2011
1,977 passengers during the second quarter of 2010
1,606 passengers during the second quarter of 2009
2,541 passengers during the second quarter of 2008

The highlight during the second quarter was the 3rd Annual Chefs Fire Up the Iron Horse wine and food pairing held on Saturday, April 20, 2013. This is a collaborative event between ourselves, the Chefs de Cuisine and the Southern California Vintner's Alliance and is held in the museum's Display Building. The event hosted nearly 350 attendees and featured 32 wines from nine local wineries from San Diego and Riverside Counties.

A substantial amount of track work was accomplished during the second quarter of the year as well. On April 3 the right of way from the international border to MP 66.7 received an application of pre-emergent and weed killer. Tie replacement, renewal and rail replacement is nearly complete for the sweeping curves at MP 64.8 and 63.5 and other maintenance was performed at various locations between the border and Campo.

The museum has been operating Saturday summer evening trains since June 22 with departure times at 5:00 and 7:00 p.m. This schedule will continue through August 31, 2013. On Saturday,

September 7, 2013, the museum will resume its regular Golden State train schedule with departures at 11:00 a.m. and 2:30 p.m. every Saturday and Sunday.

Sincerely,


Diana Hyatt

Agenda Item No. 5

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

REPORT ON THE DESERT LINE

RECOMMENDATION:

That the SD&AE Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

A report will be presented during the meeting.

Attachment: Quarterly Report not submitted in time for mail-out – to be provided

Agenda

Item No. 6a

San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting

July 16, 2013

SUBJECT:

SUMMARY OF SD&AE DOCUMENTS ISSUED SINCE APRIL 16, 2013

RECOMMENDATION:

That the SD&AE Railway Company Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

Since the April 16, 2013, SD&AE Railway Company Board of Directors meeting, the documents described below have been processed by staff.

- S200-13-559: Right of Entry Permit to SDG&E for a transformer removal at the Lemon Grove Depot in the City of Lemon Grove.
- S200-13-562: Right of Entry Permit to Navy Region Southwest for the Bay Bridge Run/Walk.
- S200-13-563: Easement to SDG&E for power service to a new traction power substation at Seaward Avenue in the City of San Diego.
- S200-13-564: Easement to SDG&E for power service to a new traction power substation at 27th Street in the City of San Diego.
- S200-13-565: Easement to SDG&E for power service to a new traction power substation at Market Creek Plaza in the City of San Diego.
- S200-13-567: Easement to SDG&E for power service to a new traction power substation at 13th Street in the City of San Diego.
- S200-13-568: Right of Entry Permit to PAR Electrical Contractors Inc. for electric facilities removal at 24th Street in the City of San Diego.
- S200-13-569: Right of Entry Permit to the City of La Mesa for the La Mesa Flag Day Parade.

- **S200-13-570:** Right of Entry Permit to COMM22 Family Housing L.P to construct residential housing at 24th Street in the City of San Diego.
- **S200-13-571:** Easement to SDG&E for power service to a new traction power substation at Palm Avenue in the City of San Diego.
- **S200-13-572:** Right of Entry Permit to Flatiron West, Inc. to construct the Blue Line Low-Floor Station Improvements project.
- **S200-13-577:** Right of Entry Permit to Aguirre Engineering for general land surveying on SD&AE right-of-way.
- **S200-13-578:** Right of Entry Permit to the San Diego County Bicycle Coalition for the Bike the Bay fun bike ride.
- **S200-13-579:** Right of Entry Permit to SDG&E for pole removal and overhead wire transfer at Moss Street in the City of Chula Vista.

Agenda

Item No. 6b

**San Diego and Arizona Eastern (SD&AE)
Railway Company
Board of Directors Meeting**

July 16, 2013

SUBJECT:

**EASEMENTS FOR AN AT-GRADE CROSSING AT THE U.S./MEXICO BORDER IN
SAN YSDIRO**

RECOMMENDATION:

That the SD&AE Railway Company Board of Directors approve issuing an easement to the U.S. Department of Homeland Security (DHS) for an at-grade crossing over SD&AE tracks located at the U.S./Mexico border in San Ysidro.

Budget Impact

Fees would be credited to the SD&AE reserve. SDG&E would also reimburse MTS for processing fees incurred in preparing and processing the easements.

DISCUSSION:

DHS requests the issuance of an easement for an at-grade crossing at the U.S./Mexico border in San Ysidro. The purpose of the easements is to gain access to the fence constructed along the border between the U.S. and Mexico. (The proposed location of the easement is attached.) This location is an existing crossing, which would be used for construction access, maintenance access, and enforcement access.

Attachment: Location of proposed easement



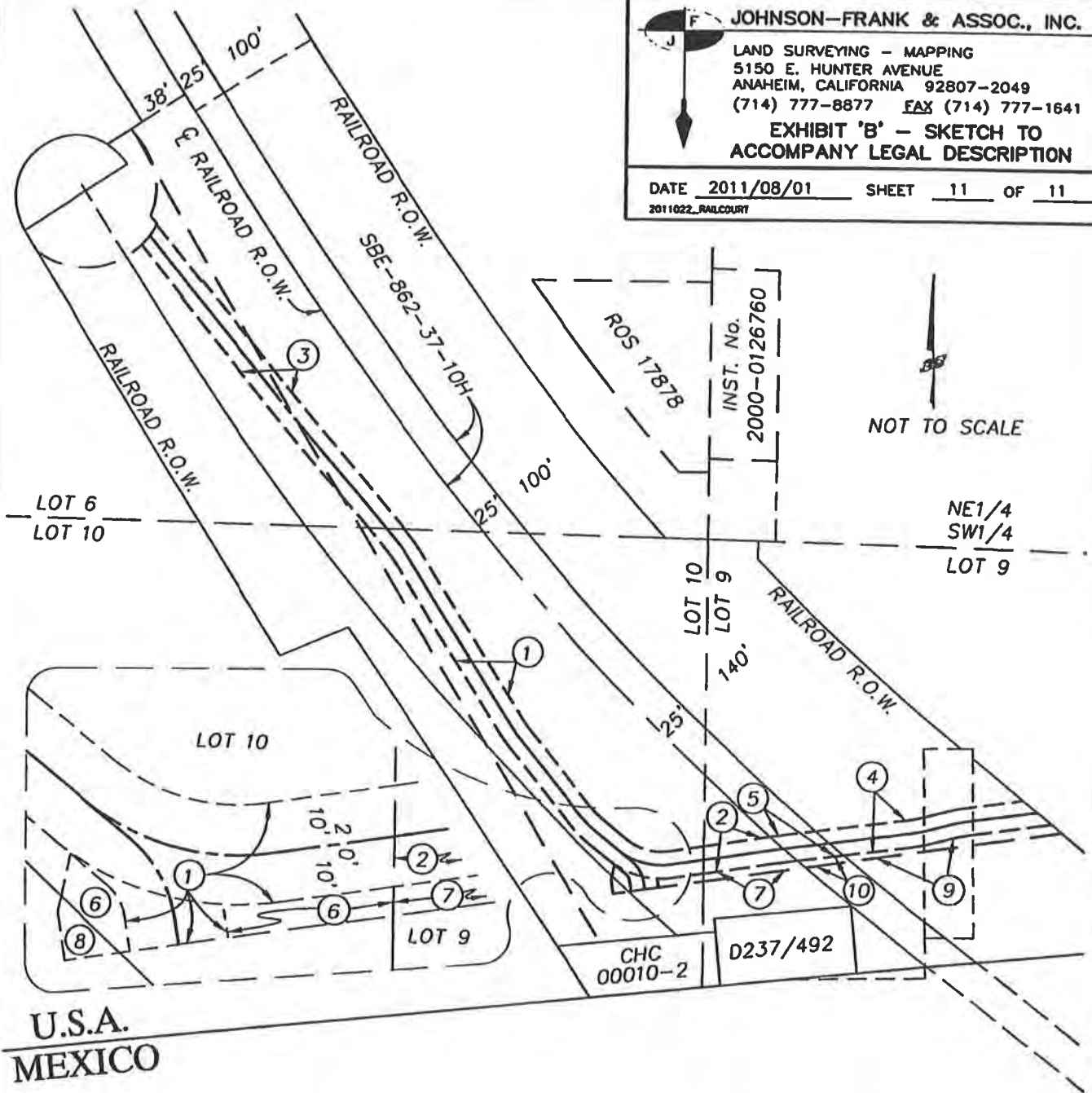
JOHNSON-FRANK & ASSOC., INC.

LAND SURVEYING - MAPPING
 5150 E. HUNTER AVENUE
 ANAHEIM, CALIFORNIA 92807-2049
 (714) 777-8877 FAX (714) 777-1641

EXHIBIT 'B' - SKETCH TO
 ACCOMPANY LEGAL DESCRIPTION

DATE 2011/08/01 SHEET 11 OF 11

2011022_RAILCOURT



U.S.A.
 MEXICO

	ASSESSORS PARCEL / PURPOSE	U.S.A.C.E. PARCEL No.
①	AP 667-020-52 INGRESS/EGRESS	SDC - IMB - 290E
②	AP 667-020-54 INGRESS/EGRESS	SDC - IMB - 291E
③	AP 667-020-60 INGRESS/EGRESS	SDC - IMB - 292E
④	AP 667-020-71 INGRESS/EGRESS	SDC - IMB - 293E
⑤	SBE 862-37-10H INGRESS/EGRESS	SDC - IMB - 294E
⑥	AP 667-020-52 UTILITY	SDC - IMB - 290E - 1
⑦	AP 667-020-54 UTILITY	SDC - IMB - 291E - 1
⑧	AP 667-020-70 UTILITY	SDC - IMB - 295E
⑨	AP 667-020-71 UTILITY	SDC - IMB - 293E - 1
⑩	SBE 862-37-10H UTILITY	SDC - IMB - 294E - 1



1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 7

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

INVESTMENT REPORT – MAY 2013

RECOMMENDATION:

That the Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

Attachment A comprises a report of MTS investments as of May 2013. The combined total of all investments has decreased from \$206 million to \$202.6 million in the current month. This \$3.4 million decrease is attributable to expenditure of \$6.4 million for acquisition of capital assets and \$1.1 million in payments for billings from prior months that vendors submitted late, partially offset by receipt of subsidy funds designated for capital acquisition totaling \$6.3 million, and normal timing differences in other payments and receipts.

The first column provides details about investments restricted for capital improvement projects and debt service, which are related to the 1995 lease and leaseback transactions. The funds restricted for debt service are structured investments with fixed returns that will not vary with market fluctuations if held to maturity. These investments are held in trust and will not be liquidated in advance of the scheduled maturities. During May, MTS transferred \$266,000 in Proposition 1B funding restricted for the acquisition of capital assets from the San Diego County Investment Pool to fund the acquisition of trolley cars and other assets. The second column, unrestricted investments, reports the working capital for MTS operations allowing payments for employee payroll and vendors' goods and services.

A handwritten signature in black ink, appearing to read 'Paul C. Jablonski', is written over a horizontal line.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Investment Report for May 2013

1255 Imperial Avenue, Suite 1000, San Diego, CA 92101-7490 • (619) 231-1466 • www.sdmts.com

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.

**San Diego Metropolitan Transit System
Investment Report
May 31, 2013**

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	Average rate of return
Cash and Cash Equivalents				
Bank of America - concentration account			\$ -	
JP Morgan Chase - concentration account	1,322,629	27,016,775	28,339,404	0.00%
Total Cash and Cash Equivalents	<u>1,322,629</u>	<u>27,016,775</u>	<u>28,339,404</u>	
Cash - Restricted for Capital Support				
US Bank - retention trust account	7,356,063	-	7,356,063	N/A *
San Diego County Investment Pool				
Proposition 1B grant funds	-	88,432	88,432	
Proposition 1B TSGP grant funds	4,655,826	446,124	5,101,951	
Total Cash - Restricted for Capital Support	<u>12,011,890</u>	<u>534,557</u>	<u>12,546,446</u>	
Investments - Working Capital				
Local Agency Investment Fund (LAIF)	-	42,101,485	42,101,485	0.264%
Total Investments - Working Capital	<u>-</u>	<u>42,101,485</u>	<u>42,101,485</u>	
Investments - Restricted for Debt Service				
US Bank - Treasury Strips - market value (Par value \$39,474,000)	39,187,819	-	39,187,819	
Rabobank -				
Payment Undertaking Agreement	80,435,481	-	80,435,481	7.69%
Total Investments Restricted for Debt Service	<u>119,623,300</u>	<u>-</u>	<u>119,623,300</u>	
Total cash and investments	<u>\$ 132,957,819</u>	<u>\$ 69,652,817</u>	<u>\$ 202,610,635</u>	

N/A* - Per trust agreements, interest earned on retention account is allocated to trust beneficiary (contractor)

Agenda Item No. 8

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

UPGRADE OF EXISTING SERVER ROOM HEATING, VENTILATION AND AIR
CONDITIONING SYSTEM AT THE IMPERIAL AVENUE DIVISION

RECOMMENDATION:

That the Board of Directors authorize the Chief Executive Officer (CEO) to execute Work Order No. MTSJOC1431-10 (in substantially the same format as Attachment A) with ABC Construction, Inc. under MTS Doc No. PWL135.0-12, for the installation of a new Server Room Heating, Ventilation and Air Conditioning System at the Imperial Avenue Bus Division.

Budget Impact

The direct cost of this Project is \$134,889.76 (see Pricing Summary, Attachment B). As it will be completed using a SANDAG Job Order Contract, a 6.75% administrative fee (\$9,105.06 for this Project) will be applied. Thus, the total cost of this Project will be a not to exceed amount of \$143,994.82. This project is funded by CIP 11337.

DISCUSSION:

This project will replace the two existing rooftop HVAC units that provide cooling and ventilation for the Server Room located at the Imperial Avenue Division. This Server Room is the Primary Data Center for MTS and it is critical to maintaining all aspects of MTS IT operations. It is critical that the existing HVAC units be replaced as they are no longer large enough to handle the current heat load generated within the data center and the current ducting no longer distributes chilled air efficiently for proper cooling of the data storage and transfer equipment.

Two new 15 ton roof top HVAC units will replace the existing 5 ton and 7.5 ton units and all ducting will be replaced and configured to distribute chilled more effectively within the space. This new HVAC system is sized adequately to ensure that the Data Center



equipment is protected from overheating at all times. Having two 15 ton units in place will also help ensure that should either unit fail or be taken off line for maintenance, the other unit will be fully capable of assuming the load and keep the Data Center at a safe operating temperature.

Due to the critical nature and expense of the equipment installed in the Data Center, it is imperative that an adequately sized HVAC system is installed. This system will provide the operating environment required to maintain the significant investment MTS has made in information technology hardware.

This work will start on September 16, 2013 and will be completed by January 13, 2014.

Therefore, staff recommends that the Board of Directors authorize the Chief Executive Officer (CEO) to execute Work Order No. MTSJOC1431-10.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Draft Work Order No. MTSJOC1431-10
B. Pricing Summary



DRAFT

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

JOB ORDER CONTRACT
WORK ORDER

PWL135.0-12
CONTRACT NUMBER

MTSJOC1431-10
WORK ORDER NUMBER

THIS AGREEMENT is entered into this _____ day of _____, 2013, in the state of California by and between San Diego Metropolitan Transit System ("MTS"), a California public agency, and the following, hereinafter referred to as "Contractor":

Name: ABC Construction, Inc. Address: 320 National Avenue

Form of Business: Corporation San Diego CA 92113
(Corporation, partnership, sole proprietor, etc.)

Telephone: (619) 239-3428

Authorized person to sign contracts: Wayne Czubernat Project Manager
Name Title

Pursuant to the existing Job Order Contract (MTS Doc. No. PWL135.0-12), MTS issues a Work Order to Contractor to complete the detailed Scope of Work (attached as Exhibit A.), the Cost Breakdown for the Scope of Work (attached as Exhibit B.), and the subcontractor listing form applicable to this Work Order (attached as Exhibit C.)

TOTAL AMOUNT OF WORK ORDER SHALL NOT EXCEED \$ 134,889.76

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CONTRACTOR AUTHORIZATION
By: _____ Chief Executive Officer	Firm: _____
Approved as to form:	By: _____ Signature
By: _____ Office of General Counsel	Title: _____

AMOUNT ENCUMBERED	BUDGET ITEM	FISCAL YEAR
\$ 134,889.76	11337-1000	2014

By: _____ Chief Financial Officer Date

(_____ total pages, each bearing contract number and work order number)

1255 Imperial Avenue, Suite 1000, San Diego, CA 92101-7490 • (619) 231-1466 • www.sdmts.com

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



Detailed Scope of Work
Job Order Contract



Date: 05/14/2013

To: Wayne Czubernat
Project Manager
ABC Construction, Inc.
3120 National Ave
San Diego, Ca 92113
Phone: (619) 239-3428
Fax: (619) 239-6614

From: Frank Doucette
San Diego Metropolitan Transit System
1255 Imperial Ave, Suite 900
San Diego, CA 92101
Phone: (619) 238-0100 x 6494
Fax:

Project: MTSJOC1431-10

MTS Work Order Number: 11337

Title: IAD Server Room HVAC Replacement

Location:

Railroad Protective:

☐ Yes

☒ No

Detailed Scope of Work

MTS Server Room HVAC Duct Improvement Project

Scope of Work

Work Location and Conditions:

All work is to be performed at the MTS Imperial Avenue Bus Division. The site address is 100 16th Street San Diego, CA 92101.

All work shall be completed during normal working hours: between 7:00am and 5:00pm, Monday thru Friday.

Project location is on 2nd floor and limited space is available for field assembly of HVAC ducting. Contractor will work with Project Manager to identify material staging and field assembly locations.

Project duration shall be 120 days. All work shall be completed within 120 days of NTP.

Contractor shall provide submittals for 15 Ton HVAC Units and Controls and/or thermostats. Prior to acceptance, Contractor shall deliver 2 sets of complete OEM operating and maintenance manuals including illustrated parts breakdowns for 15 Ton HVAC units and controls/thermostats.

Summary Scope:

This project will replace the MTS Server Room rooftop HVAC units and rework the duct work to create a dedicated air flow across the information systems rack equipment. The Server room measures 14 feet, 10 inches by 29 feet, 6 inches. The server room air temperature is controlled by the two existing roof-top package units:

One 5 Ton Carrier unit: Model No. 50ZH-060-60L

One 7.5 Ton Bryant unit: Model No. 548FEX09-000-AA-GA

This equipment will be replaced with two identical 15 ton curb mounted packaged roof top HVAC units. New HVAC units will be supplied without economizer option.

Currently the supply and return air ducts for the rooftop HVAC units are connected in a common plenum. This project will provide separate ducting systems for these HVAC units and replace the existing supply registers with alternating supply and return ceiling diffusers to create a continuous "wall" of cool air on the server intake and continuous removal of server exhaust on the opposite side. The suspended acoustical tile ceiling will also be removed and replaced to allow access to the HVAC ducting. New mechanical thermostats and control wiring shall be provided with the new roof-top package units.

Detailed Scope of Work:

The existing rooftop HVAC units, mounting curbs, plenum ducts and rooftop penetrations shall be demolished. New penetrations, plenum ducts, mounting curbs, and rooftop HVAC units shall be installed. Roof penetration curbs shall be sealed per Section 7 of the JOC technical specifications. The new roof sealing membrane shall extend a minimum of 24 inches beyond the HVAC mounting curb edge to facilitate a future roof replacement project.

Existing ducting and new ducting shall be removed and replaced as needed to provide a leak free duct system that directs a curtain of cold air across the intake side of the computer equipment racks. Supply ceiling diffusers shall be installed to create a Cold Zone at the server rack equipment intake and sized to match the air flow requirements of the new HVAC units. Diffuser placement will match the conceptual design drawing provided by MTS and as discussed during the pre-scope job walk.

All server equipment shall remain in place during construction and be protected from dust and debris with temporary protective barriers. The contractor will utilize plywood or other approved rigid material to completely cover server equipment and ensure that construction material, dust and debris do not infiltrate the server equipment or the individual server ventilation systems. Construction of temporary wood stud barrier walls with a plywood lid around the equipment is recommended. It is also recommended that the supply and return ports of the temporary cooling units be integrated into the barrier wall design. MTS IT personnel may require access to the server equipment during the construction. The contractor will ensure that they are provided priority access to server equipment throughout the project.

The contractor will provide a minimum of three (3) temporary portable HVAC units and make electrical connections at the Server Room Electrical Panel. The Portable HVAC Units shall be 3 ton (36,000 Btu) units utilizing one 20 Amp 240 VAC circuit breaker for each unit on the electrical panel. If required, the contractor will install temporary breakers to allow connection of the portable HVAC Units. The HVAC Units will direct cool air toward the intake side of the server equipment racks and heated condenser coil air will be ducted into the overhead attic space away from the Server Room.

The contractor will demolish and remove the existing T-Bar suspended ceiling grid and acoustical tiles in order to access the ventilation ducting. The existing fluorescent light fixtures shall be replaced to facilitate easy installation of the new 2 foot by 4 foot ceiling grid. After the new ductwork is in place, the contractor will install a new T-Bar suspended ceiling grid integrating the new 4' fluorescent light fixtures and the new supply and return registers.

Perforated return registers will be installed to duct air from the exhaust side of the equipment racks.

(Hot Zone) into the return air plenum. Return registers shall be sized to match the air flow rate of the new HVAC unit plus 15%. In general, ducting on the East side of the MTS Server Equipment Racks shall be return air ducts and ducting on the West side shall be supply air ducts. All supply and return registers shall be drop-in type diffusers designed for use in T-Bar suspended ceiling grid systems.

Equipment Specifications:

15 Ton Rooftop HVAC self-contained packaged units shall be equal to JOC catalog number 15770-0036. Units shall not include Heat or Economizer options.

Roof HVAC units shall be mounted on base curb equal to JOC catalog number 15MOD-0562. Supplied electrical disconnects shall be equal to JOC catalog number 16170-0105.

New weather rated HVAC fused Disconnects shall be furnished for each of the two (2) new HVAC units and sized to match the load and conductor ratings. New conductors and conduit shall be run from the new disconnects to the new HVAC units. Conduit shall be EMT with weather tight connections and sized to match the conductors.

Supply diffusers shall be 24" X 24" large vein drop in registers. Supply diffusers shall be sized to match each HVAC unit's air flow specifications.

Return diffusers shall be 24" X 48" drop in ceiling diffuser with perforated face and flush mount. Return diffusers shall be rated to match each HVAC unit's air flow specifications plus 15%.

Insulated flexible ducting that meets the performance specifications of JOC catalog number 15840-0409/0411 may be used to connect supply and return registers to duct plenum only. Where insulated flexible ducting is used, a rigid elbow shall be installed to eliminate the possibility of flexible duct compression. Flexible duct connections should be minimized and shall not exceed 18 inches.

Rigid ductwork shall be Galvanized Sheet Metal Ductwork meeting the technical specifications of JOC catalog number 15840-0070 (low & medium pressure as required). Ductwork may be field or shop fabricated with 22 gauge galvanized steel. Roof Plenums shall be Double Walled Galvanized Sheet Metal Ductwork with 1 1/2 inch thick fibrous glass blanket insulation between sheet metal walls.

All ductwork will be insulated using 1.5# density, 1 1/2 inch thick fibrous glass blanket with reinforced foil kraft facing lapped and joints sealed vapor tight or equal as specified for JOC catalog number 15190-0012.

Suspended T-Bar ceiling system shall be equal to JOC catalog number 09540-0005 with 1 1/2 inch faced grid option equal to 15MOD-0152. Vinyl faced 2' X 5' X 5/8" mineral fiber acoustical ceiling tiles shall be equal to JOC catalog number 09511-0024 with 09MOD-0108 option.

Performance Testing:

New ductwork that is designed to operate at static pressures exceeding 3 inches water column shall be leak-tested in accordance with the SMACNA HVAC Air Duct Leakage Test Manual and/or as required in the JOC technical specifications.

Leak test shall utilize a calibrated fan and calculate the total CFM loss throughout the new duct system or an equal approved test method. Leakage limits shall be in accordance with SMACNA HVAC Air Duct Leakage Test Manual, California Green Building Code, and/or as described in the JOC Technical Specifications.

Only the new sections of rigid ducting will be subject to leak testing. Insulated flexible ductwork will not be leak tested. Roof-top equipment and plenums shall not be subject to leak testing.

Order of Work:

Within 15 Days of NTP the contractor will provide a preliminary construction schedule describing all phases of construction.

Prior to any construction, the contractor will provide three (3) temporary portable HVAC units and make electrical connections at the Server Room Electrical Panel. The Portable HVAC Units shall be 3 ton (36,000 Btu) units.

The server equipment protective barrier will be constructed and the portable HVAC units will be test operated to ensure that they will sufficiently cool the server equipment during construction. As much as practical, the contractor will block off the Server Room from the surrounding attic space to allow hot air from the portable HVAC units to be ducted into the attic and away from the server equipment. Upon successful test operation of the portable HVAC units, the rooftop HVAC units will be placed out of service using proper lock-out and tag-out procedures.

After the rooftop HVAC units are offline, the existing T-bar suspended ceiling shall be removed. The existing lighting fixtures shall be protected - they will not be replaced during this project.

The existing supply and return air ducts shall then be removed up to the roof penetrations for both the 5 Ton and 7.5 ton HVAC units. The rooftop HVAC units shall not be removed until the new rooftop HVAC units are on site. Temporary storage accommodations for the new units can be arranged with the MTS Project manager. The contractor will coordinate with mechanical and roofing trades to ensure that the building envelope exposure is minimized during the demolition and installation of HVAC equipment. Roof penetrations shall be temporarily sealed at the end of each day's shift and in case of rain.

After existing HVAC equipment is been removed, the new curbs will be installed and roof penetrations shall be sized to match the new HVAC requirements. The contractor will take care to effectively seal the HVAC penetrations and repair the roof sealing membrane around the new curbs. The new roof sealing membrane shall extend a minimum of 24 inches beyond the curb edge. This equipment will not be removed during the planned roof replacement project.

New ductwork will then be installed, sealed and tested. Final duct connections to the HVAC units will be made once the new duct meets the prescribed testing standard. Final duct connection to the registers and linear diffusers shall be made at this time or once the new T-Bar suspended ceiling grid is installed at the contractor's discretion.


A new T-Bar suspended ceiling system will be installed. All duct registers and the existing lighting shall be integrated into the T-Bar grid system and all duct connection shall be made at this time. The vinyl faced mineral fiber ceiling tiles are to be installed after inspection and acceptance of the T-Bar Grid system and duct register installation. R-30 batt insulation (Kraft side down) shall be laid

over the ceiling tiles as they are installed to create a blanket of insulation over the suspended ceiling.


Under the supervision of the MTS Project Manager, the rooftop HVAC units shall be made operable and in-serviced in accordance with the manufacturer's recommended start-up procedures. Upon successful operation and balancing of the new HVAC units, all temporary construction barriers will be removed from the Server Room equipment. The portable HVAC units will then be disconnected and removed from the Server Room.

The MTS Project Manager and contractor will conduct a final walk through and complete any punch list items. An acceptance letter and release of maintenance will be forwarded to the contractor to document completion of all contract requirements.

End of Scope.
MTS-11337



6/28/13
Date



Wayne Czubemat, Project Manager

6-25-13
Date

Job Order Contract**Contractor's Price Proposal Summary- CSI**

This price proposal - all information and data - shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this price proposal. This price proposal - all information and data - is Confidential and Proprietary.

Work Order #: MTSJOC1431-10
Title: IAD Server Room HVAC Replacement
Contractor: ABC Construction, Inc.
Proposal Value: \$ 134,889.76
Proposal Name: IAD Server Room HVAC Replacement

To: Frank Doucette
MTS Bus Facility Manager
Metropolitan Transit System (MTS)
1255 Imperial Ave., Suite 1000
San Diego, Ca 92101

From: Wayne Czubernat
Project Manager
ABC Construction Co. Inc.
3120 National Ave
San Diego, Ca 92113

01 - General Requirements:	\$39,559.24
06 - Wood and Plastic:	\$3,489.63
07 - Thermal & Moisture Protection:	\$3,218.80
09 - Finishes:	\$2,148.20
15 - Mechanical:	\$81,540.26
16 - Electrical:	\$4,933.63
Work Order Proposal Total	\$134,889.76

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: 0.00%


Wayne Czubernat, Project Manager

6-25-13
Date



Metropolitan Transit System

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
619.231.1466 FAX 619.234.3407

Agenda Item No. 9

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

IAD/KMD REVENUE CAMERA SYSTEM REPLACEMENT – WORK ORDER

RECOMMENDATION:

That the Board of Directors authorize the Chief Executive Officer (CEO) to execute Work Order No. MTSJOC1431-09 (in substantially the same format as Attachment A) with ABC Construction, Inc., under MTS Doc No. PWL135.0-12, for the installation of a new revenue-processing surveillance system and construction of secure data rooms at the Imperial Avenue and Kearny Mesa bus fuel and service buildings.

Budget Impact

The cost to replace the camera surveillance systems and for upgrades to the data rooms would be \$176,528.63 (see Pricing Summary, Attachment B). As the work will be completed under a SANDAG Job Order Contract, an administrative fee of 6.75% for direct cost (or \$11,915.68 for this Project) would be applied. Thus, the total cost of this JOC work order would be \$188,444.31 and funded through Capital Improvement Project (CIP) 11339 under the Proposition 1B Transit Security Grant Project (TSGP) grant.

DISCUSSION:

This project replaces a failing ten-year-old camera surveillance system. Because of its age, the existing system now requires constant monitoring, adjustments, and maintenance. Further, it is no longer supported by the original equipment manufacturer. The camera recording equipment is also installed in a hot and dusty environment not suitable for electronic equipment.



Metropolitan Transit System (MTS) is comprised of the Metropolitan Transit Development Board (MTDB) a California public agency, San Diego Transit Corp., and San Diego Trolley, Inc., in cooperation with Chula Vista Transit and National City Transit. MTS is Taxicab Administrator for eight cities. MTDB is owner of the San Diego and Arizona Eastern Railway Company. MTDB Member Agencies include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

This project replaces the existing surveillance system with Avigilon equipment, which is increasingly becoming the standard for MTS camera and surveillance systems. To reduce costs, 1 megapixel digital cameras will be installed. These cameras offer resolution that is three times better than the existing analog cameras at a price that is comparable to most modern analog cameras. The new camera system will be easier to maintain and very similar to systems already in use at MTS transit stations and facilities.

Also included in this project is the construction of a new Data Room at both the IAD and KMD Service and Fuel buildings. This secure room will have a dedicated air-conditioning system, new electrical supply connected to the existing emergency generator, and a new data equipment storage rack. This room will provide a safe and clean operating environment for the growing number of information systems related to the bus fleet, including the new revenue surveillance system video-storage unit.

This project is critical to the operation and security of the MTS bus fleet. Upon completion of the project, several information technology operating systems will be moved into the secure data rooms. This will prolong the service life of the equipment currently deployed and provide a dedicated space for future technology.

This work will start on September 9, 2013, and will be completed on January 6, 2014.

Therefore, staff recommends that the Board of Directors authorize the CEO to execute Work Order No. MTSJOC1431-09.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Draft Work Order No. MTSJOC1431-09
B. Pricing Summary



DRAFT

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

JOB ORDER CONTRACT
WORK ORDER

PWL135.0-12
CONTRACT NUMBER

MTSJOC1431-09
WORK ORDER NUMBER

THIS AGREEMENT is entered into this _____ day of _____ 2013, in the state of California by and between San Diego Metropolitan Transit System ("MTS"), a California public agency, and the following, hereinafter referred to as "Contractor":

Name: ABC Construction, Inc. Address: 320 National Avenue

Form of Business: Corporation San Diego CA 92113
(Corporation, partnership, sole proprietor, etc.)

Telephone: (619) 239-3428

Authorized person to sign contracts: Wayne Czubernat Project Manager
Name Title

Pursuant to the existing Job Order Contract (MTS Doc. No. PWL135.0-12), MTS issues a Work Order to Contractor to complete the detailed Scope of Work (attached as Exhibit A.), the Cost Breakdown for the Scope of Work (attached as Exhibit B.), and the subcontractor listing form applicable to this Work Order (attached as Exhibit C.)

TOTAL AMOUNT OF WORK ORDER SHALL NOT EXCEED \$ 176,528.63

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CONTRACTOR AUTHORIZATION
By: _____ Chief Executive Officer	Firm: _____
Approved as to form:	By: _____ Signature
By: _____ Office of General Counsel	Title: _____

AMOUNT ENCUMBERED	BUDGET ITEM	FISCAL YEAR
<u>\$ 176,528.63</u>	<u>11339-1000</u>	<u>2014</u>

By: _____ Chief Financial Officer Date _____

(_____ total pages, each bearing contract number and work order number)

1255 Imperial Avenue, Suite 1000, San Diego, CA 92101-7490 • (619) 231-1466 • www.sdmts.com

Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



Detailed Scope of Work
Job Order Contract



Date: 05/14/2013

To: Wayne Czubernat
Project Manager
ABC Construction, Inc.
3120 National Ave
San Diego, Ca 92113
Phone: (619) 239-3428
Fax: (619) 239-6614

From: Frank Doucette
San Diego Metropolitan Transit System
1255 Imperial Ave, Suite 900
San Diego, CA 92101
Phone: (619) 238-0100 x 6494
Fax:

Project: MTSJOC1431-09

MTS Work Order Number: 11339

Title: IAD/KMD Revenue Camera System Replacement

Location:

Railroad Protective: ☐ Yes ☒ No

Detailed Scope of Work

Work Location and Conditions:

Address - All work is to be performed at the MTS Imperial Avenue Bus Division (IAD) & Kearny Mesa Division (KMD). The site address is 100 16th Street San Diego, CA 92101, and 4630 Ruffner Street San Diego, CA 92111.

Working Hours - All work shall be completed during normal working hours: between 7:00am and 5:00pm, Monday thru Friday.

Work Site and Staging - All work shall be performed within the Fuel and Service Building on both properties. Contractor will work with Project Manager to identify material staging and field assembly locations. No welding or spark producing activities will be allowed within the fueling canopy.

Project Duration - 120 Calendar days from the Notice to Proceed date.

Summary Scope:

This project will remove and replace the existing 7 camera closed circuit video surveillance (CCTV) system at both bus divisions. The new camera system shall include ten (10) color cameras, and one (1) rack mount 16 channel 4 TB digital video server. All hardware except the cameras shall be rack mounted and installed in a new, secure, climate controlled Data Room within the Fuel and Service building at both divisions. Commissioning of the IAD data room shall include removing an existing interior door and filling the rough opening with a new metal stud and gypsum board wall. A new 18,000 btu/hr ductless split air conditioning unit shall be installed to cool the data room. A new three phase, 50 ampere, 120/208 volt surface mounted electrical sub-panel shall be installed in the data room to power the DVR server tower and the new air conditioning unit. Three (3) 2 inch EMT conduits will be installed to connect the existing fiber and data switch to new secure data room. A new exterior door with an automatic closer, HID card access reader and electronic lock will be installed to provide entry to the secure data room. An existing bollard shall be removed to provide adequate space for the new door. Commissioning of the KMD data room shall include replacing the existing exterior door and closer. A standard Schlage "E" keyway mortise lockset shall be installed in the new door. A new 18,000 btu/hr ductless split air conditioning unit shall be installed to cool the data room. Power feed shall be run from Panel P-2 and shall include one (1) L5-30 receptacle circuit, one (1) L6-30 receptacle circuit and a power circuit for the new HVAC unit. Two (2) 3 inch EMT conduits will be installed to connect the existing fiber and data switch to new secure data room.

Detailed Scope of Work:

The existing 7 camera closed circuit video surveillance systems shall remain in service while the replacement systems are installed. All work to commission the new secure data rooms will be complete prior to installing the camera equipment.

IAD Structural & Electrical Scope - Commission IAD secure data room to include:

- Demo existing interior door
- Fill existing interior door rough opening with a new metal stud and gypsum board wall
 - Apply tape and joint compound to produce a smooth commercial finish
 - Apply joint compound to the remaining wall surfaces to produce a smooth finish
 - Prime and paint all four walls with a commercial satin finish light gray paint
- Install a new 18,000 btu/hr ductless split air conditioning unit
- Install a new exterior door with automatic door closer and electronic latch
 - Cut metal siding and trim as necessary
 - Demo small concrete curb to allow installation of door at finished floor height
- Remove existing bollard - saw cut and grind flush with finished floor
- Install three (3) 2 inch EMT conduits from data room for cat-5 and fiber cables
 - Approximately 100 linear feet total
 - Install conduit with pull rope
 - Does not include pulling any wires - conduit and pull rope only
- Install surface mount, 3 phase, 50 amp, 120/208 volt, 12 circuit sub-panel in data room
 - Install new 50 amp circuit breaker in LPC-1 to feed new sub-panel
 - Label new sub-panel "Panel LPC-2"
 - Install the following breakers in new Sub Panel LPC-2
 - One (1) single phase 30 amp breaker for L5-30R receptacle
 - One (1) two phase 20 amp breaker for air conditioner
 - Two (2) single phase 20 amp breakers for "spare"
- Install one NEMA L5-30R receptacle in a 4 inch box above server tower
 - Feed from 30 amp breaker in panel LPC-2

Access Control Scope (IAD ONLY) - Install a card reader adjacent to the new secure data room door. Install an electrified door locking mechanism and connect reader and lock to the existing Kantech 4 door controller located within the Service Lanes building. The card reader shall be properly addressed and programmed in the MTS Kantech/Entepass software program as "IAD Service Lanes Data Room".

CCTV Scope - CCTV Scope is identical for both IAD and KMD. Install cameras, DVR and all other devices required for a complete turn-key installation of a CCTV system. The scope includes aiming and verifying all CCTV images with MTS Revenue Department. All system wiring beyond the secure data room shall be run inside EMT conduit with compression fittings. A new, twelve (12) inch square junction box shall be installed on the Service Lanes parapet wall next to the existing junction box. New conduit shall be run to the Data Room from the new junction box. Existing camera system conduits will be re-routed to the new junction box.

Each of the two (2) new camera systems shall include ten (10) 1 Megapixel day/night HD dome CMOS cameras, and one (1) 16 channel DVR or server type storage device with 4TB of hard drive capacity. All hardware except the cameras shall be rack mounted and installed in a new, secure, climate controlled Data Rooms within the Fuel and Service buildings. MTS will supply the racks, and Uninterruptable Power Supplies (UPS). MTS will supply a complete monitor, keyboard and mouse KVM module to allow local programming and control of the new video surveillance systems. The contractor will provide software to allow for remote monitoring, programming and downloading of recorded events via a standard network connection for up to 10 users.

KMD Structural & Electrical Scope - Commission KMD secure data room to include:

- Remove and replace existing exterior door
- Install a new 18,000 btu/hr ductless split air conditioning unit

- Demo existing through-the-wall AC unit.
- Patch exterior of wall with 16 gauge galvanized steel (silicone then rivet)
 - Paint sheet metal to match exterior siding
- Patch interior of wall with metal studs and gypsum wall board as necessary
- Apply joint compound to patch and remaining walls to produce a smooth commercial finish
- Prime and paint ceiling and walls with a commercial satin finish gray paint
- Install two (2) 3 inch EMT conduits from data room for cat-5 and fiber cables
 - Approximately 100 linear feet total
 - Install conduit with 2 pull ropes
 - Does not include pulling any wires - conduit and pull rope only
- Provide new circuit fed from Pane P-2 for the following equipment:
 - One (1) single phase 30 circuit for L5-30R receptacle
 - One (1) two phase 20 amp Circuit for air conditioner (or as required)
 - One (1) two phase 30 amp circuit for L6-30R receptacle
- Install one NEMA L5-30R receptacle in a 4 inch box above server tower
 - Feed from 30 amp breaker in panel LPC-2

Equipment Specifications:

Dome Cameras - Avigilon 1.0 Megapixel JPEG2000 HD Dome Cameras

POE device as recommended by the Camera Manufacturer

Camera Mounting - Where possible, existing box camera mounts shall be cleaned and reused

Digital Video Recorder - Del Power Edge R720 rack server supplied with 4 TB of storage space

CCTV Software - Avigilon Control Center Software or as required for up to 10 users

Ductless Split HVAC Unit - Equal to Panasonic Model number CS-S18NKUA with cooling mode only, low ambient temperature and power failure automatic restart

Access Control Card Reader - HID Global ThinLine II Model No. 5395 equal to JOC Catalog No. 13720-0111

Order of Work:

Within 15 Days of NTP the contractor will provide a preliminary construction schedule describing all phases of construction.

All work shall be complete one hundred and twenty (120) calendar days from Notice to Proceed.

Acceptance of Work:

Upon substantial completion of the work, Contractor shall schedule a walk-thru inspection with the Project Manager. At walk-thru, Contractor shall provide a three ring binder with Original Equipment Manufacturer (OEM) installation and operating manuals and warranty information for the equipment listed below:

- Cameras
- Digital Video Recorder
- HVAC unit
- CCTV Software - with CD

Any punch list items noted during walk-thru will be completed prior to acceptance of work.

Upon delivery of OEM Manuals and acceptance of work, MTS will issue a relief of maintenance letter of work and process any remaining project invoices.

~
End of Scope
MTS-11339

For J. D. St

6/28/13
Date

Wayne Czubert
Wayne Czubert, Project Manager

6-25-13
Date

Job Order Contract

Contractor's Price Proposal Summary- CSI

This price proposal - all information and data - shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this price proposal. This price proposal - all information and data - is Confidential and Proprietary.

Work Order #: MTSJOC1431-09
Title: IAD/KMD Revenue Camera System Replacement
Contractor: ABC Construction, Inc.
Proposal Value: \$176,528.63
Proposal Name: IAD/KMD Revenue Camera System Replacement

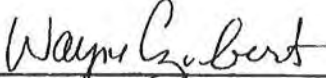
To: Frank Doucelte
MTS Bus Facility Manager
Metropolitan Transit System (MTS)
1255 Imperial Ave., Suite 1000
San Diego, Ca 92101

From: Wayne Czubernat
Project Manager
ABC Construction Co. Inc.
3120 National Ave
San Diego, Ca 92113

01 - General Requirements:	\$20,181.83
02 - Site Work:	\$939.89
06 - Wood and Plastic:	\$1,161.04
07 - Thermal & Moisture Protection:	\$2,776.44
08 - Doors and Windows:	\$3,326.00
09 - Finishes:	\$629.14
13 - Special Construction:	\$111,013.44
15 - Mechanical:	\$16,404.52
16 - Electrical:	\$21,106.63
Work Order Proposal Total	\$176,528.63

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: 0.00%


Wayne Czubernat, Project Manager

6.25.13
Date



1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 10

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

UPDATED SALARY RANGES - MTS, SDTI AND SDTC

RECOMMENDATION:

That the Board of Directors approve and adopt the MTS Salary Ranges, effective July 1, 2013 (Attachment A) to comply with CalPERS regulations.

Budget Impact

None.

DISCUSSION:

On June 25, 2013, CalPERS completed a Public Agency Review ("Audit") of MTS's enrolled individuals, member compensation, retirement information and other related documentation. While the results of the overall Audit were favorable, CalPERS is requiring that MTS revise its pay schedules to include the following information:

1. Effective date of pay schedule
2. Pay rate for every position
3. Identification of time base for each pay rate (e.g., annual, monthly, hourly)

While all of the information CalPERS is requiring of MTS was already accessible to the public via Board of Director agenda items and meeting minutes, CalPERS requires that the information be reflected in one stand-alone document.

Accordingly, staff recommends that we comply with CalPERS regulations and update our Salary Range document to include the items requested by CalPERS, which are reflected in Attachment A.



Summary of Changes

1. Revise the Salary Range document to clearly state that all listed salaries are "annual" salaries.
2. Update the Salary Range document to clearly state its effective date. This information was previously reflected in the May 16, 2013 Board minutes.
3. Include contract and part-time/temporary positions in the Salary Range document, such as Chief Executive Officer and Intern. This change is necessary in order to comply with the requirement that all positions be listed on one document.
4. Incorporate position and range changes previously made by the MTS Board of Directors as part of the annual budgeting process in the updated Salary Range document.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Salary Ranges effective 7/1/2013

MTS, SDTI and SDTC Salary Ranges

Range	Annual Salary			Title
	Minimum	Midpoint	Maximum	
1	\$ 20,567	\$ 26,172	\$ 31,777	Intern (Paid)
1	\$ 20,567	\$ 26,172	\$ 31,777	Operations Assistant / Ride Checker
2	\$ 23,652	\$ 30,097	\$ 36,542	Customer Serv Asst (Part-Time)
2	\$ 23,652	\$ 30,097	\$ 36,542	Maintenance Clerk
2	\$ 23,652	\$ 30,097	\$ 36,542	Receptionist
3	\$ 27,200	\$ 34,612	\$ 42,024	Admin Assistant (Copy Center)
3	\$ 27,200	\$ 34,612	\$ 42,024	Administrative Assistant I
3	\$ 27,200	\$ 34,612	\$ 42,024	Customer Service Rep
3	\$ 27,200	\$ 34,612	\$ 42,024	Human Resources Assistant
3	\$ 27,200	\$ 34,612	\$ 42,024	Office Clerk II
3	\$ 27,200	\$ 34,612	\$ 42,024	Revenue Analyst
4	\$ 31,280	\$ 39,804	\$ 48,328	Accounting Assistant
4	\$ 31,280	\$ 39,804	\$ 48,328	Communications Designer II
4	\$ 31,280	\$ 39,804	\$ 48,328	Transit Operations Technician
5	\$ 35,972	\$ 45,775	\$ 55,577	Admin Assistant II
5	\$ 35,972	\$ 45,775	\$ 55,577	Admin Assistant II - Finance
5	\$ 35,972	\$ 45,775	\$ 55,577	Computer Support Specialist
5	\$ 35,972	\$ 45,775	\$ 55,577	Marketing Coordinator
5	\$ 35,972	\$ 45,775	\$ 55,577	Materials Analyst
5	\$ 35,972	\$ 45,775	\$ 55,577	Payroll Coordinator
5	\$ 35,972	\$ 45,775	\$ 55,577	Procurement Assistant
5	\$ 35,972	\$ 45,775	\$ 55,577	Regional Revenue Administrator
5	\$ 35,972	\$ 45,775	\$ 55,577	Regulatory Inspector
5	\$ 35,972	\$ 45,775	\$ 55,577	Risk Management Specialist
6	\$ 41,512	\$ 52,824	\$ 64,136	Assoc Transportation Planner
6	\$ 41,512	\$ 52,824	\$ 64,136	Associate Scheduler
6	\$ 41,512	\$ 52,824	\$ 64,136	Asst Trans Ops Specialist
6	\$ 41,512	\$ 52,824	\$ 64,136	Asst Transit Store Supervisor
6	\$ 41,512	\$ 52,824	\$ 64,136	Bus Op Training Instructor
6	\$ 41,512	\$ 52,824	\$ 64,136	Capital Accountant
6	\$ 41,512	\$ 52,824	\$ 64,136	Code Compliance Supervisor
6	\$ 41,512	\$ 52,824	\$ 64,136	Contract Specialist
6	\$ 41,512	\$ 52,824	\$ 64,136	Customer Service Supervisor
6	\$ 41,512	\$ 52,824	\$ 64,136	Exec Asst GC/Asst Board Clrk
6	\$ 41,512	\$ 52,824	\$ 64,136	Executive Assistant
6	\$ 41,512	\$ 52,824	\$ 64,136	Facilities Supervisor
6	\$ 41,512	\$ 52,824	\$ 64,136	Maintenance Analyst
6	\$ 41,512	\$ 52,824	\$ 64,136	Regulatory Analyst
6	\$ 41,512	\$ 52,824	\$ 64,136	Regulatory Enforcement Supvr
6	\$ 41,512	\$ 52,824	\$ 64,136	Staff Accountant
6	\$ 41,512	\$ 52,824	\$ 64,136	Transit Asset Administrator
6	\$ 41,512	\$ 52,824	\$ 64,136	Workers' Compensation Analyst
7	\$ 47,531	\$ 60,484	\$ 73,436	Advertising Specialist

V2.1 - Effective 7/1/2013

MTS, SDTI and SDTC Salary Ranges

Range	Annual Salary			Title
	Minimum	Midpoint	Maximum	
7	\$ 47,531	\$ 60,484	\$ 73,436	Assignments Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Assistant Right of Way Agent
7	\$ 47,531	\$ 60,484	\$ 73,436	Benefits & Comp Analyst
7	\$ 47,531	\$ 60,484	\$ 73,436	Buyer
7	\$ 47,531	\$ 60,484	\$ 73,436	Communications Designer III
7	\$ 47,531	\$ 60,484	\$ 73,436	Compass Card Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Digital Design & Content Spec.
7	\$ 47,531	\$ 60,484	\$ 73,436	Financial Analyst
7	\$ 47,531	\$ 60,484	\$ 73,436	Human Resource Analyst
7	\$ 47,531	\$ 60,484	\$ 73,436	Human Resource Representative II
7	\$ 47,531	\$ 60,484	\$ 73,436	Liability Claims Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Maintenance Instructor
7	\$ 47,531	\$ 60,484	\$ 73,436	Public Relations Specialist
7	\$ 47,531	\$ 60,484	\$ 73,436	Quality Assurance Inspector
7	\$ 47,531	\$ 60,484	\$ 73,436	Radio Systems Engineer
7	\$ 47,531	\$ 60,484	\$ 73,436	Revenue Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Sr Bus Operations Instructor
7	\$ 47,531	\$ 60,484	\$ 73,436	Storeroom Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Supvr Building Maintenance
7	\$ 47,531	\$ 60,484	\$ 73,436	Tele Info Supervisor
7	\$ 47,531	\$ 60,484	\$ 73,436	Transit Store Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Assistant Manager of Stores
8	\$ 53,356	\$ 69,270	\$ 85,183	Assistant Payroll Manager
8	\$ 53,356	\$ 69,270	\$ 85,183	Comm/Ops Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Comm/Ops Supv-Radio-KMD
8	\$ 53,356	\$ 69,270	\$ 85,183	Contracts Administrator
8	\$ 53,356	\$ 69,270	\$ 85,183	Exec Asst CEO/Clerk of the Board
8	\$ 53,356	\$ 69,270	\$ 85,183	Foreman
8	\$ 53,356	\$ 69,270	\$ 85,183	Grants Administrator
8	\$ 53,356	\$ 69,270	\$ 85,183	Human Resources Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Mgmt Development Specialist
8	\$ 53,356	\$ 69,270	\$ 85,183	Procurement Specialist
8	\$ 53,356	\$ 69,270	\$ 85,183	Security / Crime Analyst
8	\$ 53,356	\$ 69,270	\$ 85,183	Senior Systems Engineer
8	\$ 53,356	\$ 69,270	\$ 85,183	Service Operations Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Sr Tele Info Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Sr Trans Ops Specialist
8	\$ 53,356	\$ 69,270	\$ 85,183	Systems Administrator
8	\$ 53,356	\$ 69,270	\$ 85,183	Systems Supervisors
8	\$ 53,356	\$ 69,270	\$ 85,183	Training Supervisor
8	\$ 53,356	\$ 69,270	\$ 85,183	Transportation Controller
9	\$ 61,093	\$ 79,314	\$ 97,534	Assistant Budget Manager
9	\$ 61,093	\$ 79,314	\$ 97,534	Assistant Finance Manager
9	\$ 61,093	\$ 79,314	\$ 97,534	Asst Mgr of Trans Comm & Techn
9	\$ 61,093	\$ 79,314	\$ 97,534	Central Control Supervisor
9	\$ 61,093	\$ 79,314	\$ 97,534	Communications Design Manager
9	\$ 61,093	\$ 79,314	\$ 97,534	LRV Maint Supervisor

MTS, SDTI and SDTC Salary Ranges

Range	Annual Salary			Title
	Minimum	Midpoint	Maximum	
9	\$ 61,093	\$ 79,314	\$ 97,534	LRV Project Coordinator/Analyst
9	\$ 61,093	\$ 79,314	\$ 97,534	Manager of Safety (Bus)
9	\$ 61,093	\$ 79,314	\$ 97,534	Manager Of Training
9	\$ 61,093	\$ 79,314	\$ 97,534	Mgr of Organizational Dev.
9	\$ 61,093	\$ 79,314	\$ 97,534	Mgr of TSS Field Operations
9	\$ 61,093	\$ 79,314	\$ 97,534	Network Administrator
9	\$ 61,093	\$ 79,314	\$ 97,534	Payroll Manager
9	\$ 61,093	\$ 79,314	\$ 97,534	Principal Contract Admin
9	\$ 61,093	\$ 79,314	\$ 97,534	Quality Assurance Supervisor
9	\$ 61,093	\$ 79,314	\$ 97,534	Report Development Analyst
9	\$ 61,093	\$ 79,314	\$ 97,534	Revenue Maintenance Supervisor
9	\$ 61,093	\$ 79,314	\$ 97,534	Schedules / Operations Analyst
9	\$ 61,093	\$ 79,314	\$ 97,534	Sen Transp Plnr/Rail Ops An
9	\$ 61,093	\$ 79,314	\$ 97,534	Senior Transportation Planner
9	\$ 61,093	\$ 79,314	\$ 97,534	Special Events Coordinator
9	\$ 61,093	\$ 79,314	\$ 97,534	System Safety Manager (Rail)
9	\$ 61,093	\$ 79,314	\$ 97,534	Track Supervisor
9	\$ 61,093	\$ 79,314	\$ 97,534	Wayside Maintenance Supervisor
10	\$ 69,951	\$ 90,814	\$ 111,676	Applications Development Mgr
10	\$ 69,951	\$ 90,814	\$ 111,676	Asst Mgr of Maintenance
10	\$ 69,951	\$ 90,814	\$ 111,676	Asst Superintendent LRV
10	\$ 69,951	\$ 90,814	\$ 111,676	Asst Superintendent Trans
10	\$ 69,951	\$ 90,814	\$ 111,676	Asst Superintendent Wayside
10	\$ 69,951	\$ 90,814	\$ 111,676	Budget Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Business Systems Analyst
10	\$ 69,951	\$ 90,814	\$ 111,676	Database Administrator
10	\$ 69,951	\$ 90,814	\$ 111,676	Deputy Dir of Transit Security
10	\$ 69,951	\$ 90,814	\$ 111,676	Facilities Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Internal Auditor
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Claims & Liability
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Facilities
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Marketing
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Planning
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Risk and Claims
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Scheduling
10	\$ 69,951	\$ 90,814	\$ 111,676	Manager of Service Operations
10	\$ 69,951	\$ 90,814	\$ 111,676	Materials Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Mgr of Trans Comm & Technology
10	\$ 69,951	\$ 90,814	\$ 111,676	Network Operations Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Revenue Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Right of Way Engineer
10	\$ 69,951	\$ 90,814	\$ 111,676	Taxicab Administration Manager
10	\$ 69,951	\$ 90,814	\$ 111,676	Trans Division Manager
11	\$ 80,093	\$ 103,981	\$ 127,869	Asst Chief Technology Officer
11	\$ 80,093	\$ 103,981	\$ 127,869	Contract Services Admin
11	\$ 80,093	\$ 103,981	\$ 127,869	Finance Manager
11	\$ 80,093	\$ 103,981	\$ 127,869	Manager of Human Resources

MTS, SDTI and SDTC Salary Ranges

Range	Annual Salary			Title
	Minimum	Midpoint	Maximum	
11	\$ 80,093	\$ 103,981	\$ 127,869	Manager of Maintenance
11	\$ 80,093	\$ 103,981	\$ 127,869	Systems Engineer (Rail)
12	\$ 91,707	\$ 119,059	\$ 146,411	Controller
12	\$ 91,707	\$ 119,059	\$ 146,411	Dir Fin Planning & Analysis
12	\$ 91,707	\$ 119,059	\$ 146,411	Dir of Transit System Security
12	\$ 91,707	\$ 119,059	\$ 146,411	Manager of Procurement
12	\$ 91,707	\$ 119,059	\$ 146,411	Manager of Real Estate Assets
12	\$ 91,707	\$ 119,059	\$ 146,411	Mgr of Capital Projects (Bus)
12	\$ 91,707	\$ 119,059	\$ 146,411	Mgr of Capital Projects (Rail)
12	\$ 91,707	\$ 119,059	\$ 146,411	Superintendent of LRV Maint
12	\$ 91,707	\$ 119,059	\$ 146,411	Superintendent Transportation
12	\$ 91,707	\$ 119,059	\$ 146,411	Superintendent Wayside Maint
12	\$ 91,707	\$ 119,059	\$ 146,411	Transit Services Administrator
13	\$ 102,985	\$ 136,353	\$ 169,720	Dir Marketing & Communications
13	\$ 102,985	\$ 136,353	\$ 169,720	Director of Maintenance
13	\$ 102,985	\$ 136,353	\$ 169,720	Director of Transportation
14	\$ 113,284	\$ 149,988	\$ 186,692	Chief of Staff
14	\$ 113,284	\$ 149,988	\$ 186,692	Chief Technology Officer
14	\$ 113,284	\$ 149,988	\$ 186,692	Dir of HR & Labor Relations
15	\$ 124,612	\$ 164,987	\$ 205,361	Chief Financial Officer
15	\$ 124,612	\$ 164,987	\$ 205,361	Chief Operating Officer
15	\$ 124,612	\$ 164,987	\$ 205,361	General Counsel
*16	\$ 323,582	\$ 323,582	\$ 323,582	Chief Executive Officer
* The Minimum, Midpoint, and Maximum of Range 16 reflect the Chief Executive Officer's current salary which was approved by the MTS Board of Directors to be effective January 1, 2013.				



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Agenda Item No. 11

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

INVESTMENT REPORT – JUNE 2013

RECOMMENDATION:

That the Board of Directors receive a report for information.

Budget Impact

None.

DISCUSSION:

Attachment A comprises a report of MTS investments as of June 2013. The combined total of all investments has decreased from \$202.6 million to \$197.5 million in the current month. This \$5.2 million decrease is attributable to a \$1.7 million reduction in investments restricted for debt service to satisfy the scheduled annual lease/leaseback obligation and expenditure of \$5 million for capital asset acquisitions, which is partially offset by normal timing differences in continuing payments and receipts. The first column provides details about investments restricted for capital improvement projects and debt service, which are related to the 1995 lease and leaseback transactions. The funds restricted for debt service are structured investments with fixed returns that will not vary with market fluctuations if held to maturity. These investments are held in trust and will not be liquidated in advance of the scheduled maturities. During June, MTS transferred \$535,000 in Proposition 1B funding restricted for the acquisition of capital assets from the San Diego County Investment Pool to fund ongoing security projects. The second column, unrestricted investments, reports the working capital for MTS operations allowing payments for employee payroll and vendors' goods and services.


Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Investment Report for June 2013

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Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



**San Diego Metropolitan Transit System
Investment Report
June 30, 2013**

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Average rate of return</u>
Cash and Cash Equivalents				
JP Morgan Chase - concentration account	4,071,468	21,157,650	25,229,118	0.00%
Total Cash and Cash Equivalents	<u>4,071,468</u>	<u>21,157,650</u>	<u>25,229,118</u>	
Cash - Restricted for Capital Support				
US Bank - retention trust account	7,487,745		7,487,745	N/A *
San Diego County Investment Pool Proposition 1B TSGP grant funds	4,504,151	151,675	4,655,826	
Total Cash - Restricted for Capital Support	<u>11,991,896</u>	<u>151,675</u>	<u>12,143,571</u>	
Investments - Working Capital				
Local Agency Investment Fund (LAIF)	-	42,112,988	42,112,988	0.244%
Total Investments - Working Capital	<u>-</u>	<u>42,112,988</u>	<u>42,112,988</u>	
Investments - Restricted for Debt Service				
US Bank - Treasury Strips - market value (Par value \$39,474,000)	39,171,173	-	39,171,173	
Rabobank - Payment Undertaking Agreement	78,692,891	-	78,692,891	7.69%
Total Investments Restricted for Debt Service	<u>117,864,064</u>	<u>-</u>	<u>117,864,064</u>	
Total cash and investments	<u>\$ 133,927,428</u>	<u>\$ 63,422,313</u>	<u>\$ 197,349,741</u>	

N/A* - Per trust agreements, interest earned on retention account is allocated to trust beneficiary (contractor)



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Agenda Item No. 12

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

STATE TRANSIT ASSISTANCE (STA) CLAIMS

RECOMMENDATION:

That the Board of Directors adopt Resolution No. 13-18 (Attachment A) approving fiscal year (FY) 2014 State Transit Assistance (STA) claims.

Budget Impact

None.

DISCUSSION:

Attachment B reflects the anticipated claim schedule and expenditure plan.

STA Claims \$19,718,930

Discretionary STA funds are distributed to MTS on the basis of population. Formula STA funds are distributed to San Diego Transit Corporation (SDTC), San Diego Trolley, Inc. (SDTI), MTS Contract Services, and other operators on the basis of revenue generated.

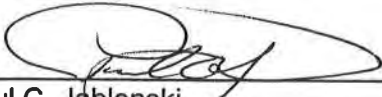
State law and MTS Policy No. 20 "Allocation of State Transit Assistance Funds" require that priority consideration be given to STA claims for the following purposes:

- to enhance existing public transportation services;
- to meet priority regional, county, or area-wide public transportation needs; and
- to offset reductions in federal operating assistance and unanticipated increases in fuel costs.



Periodic Review of Expenditures

The San Diego Association of Governments (SANDAG) requires each operator to submit at least quarterly operating reports to SANDAG staff for review. These reports allow SANDAG, local jurisdictions, and operators to track STA expenditures during the course of the fiscal year with appropriate budget and operational adjustments made as necessary. In certain instances, it may be necessary to revise the original STA claims.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. MTS Resolution No. 13-18
 B. Receipt/Expenditure Plan

SAN DIEGO METROPOLITAN TRANSIT SYSTEM

RESOLUTION NO. 13-18

Resolution Approving the MTS Area FY 2014 STA Claim

WHEREAS, California Public Utilities Code (PUC) Sections 99313.3 and 99313.6 established a State Transit Assistance (STA) fund and grants the San Diego Metropolitan Transit System (MTS) authority to allocate monies from this fund; and

WHEREAS, MTS, through its various operating entities and divisions, including San Diego Transit Corporation (SDTC), San Diego Trolley, Inc. (SDTI), MTS Contracted Services, and other operators (collectively referred to as "MTS"), qualifies for STA monies under the provision of PUC Section 99260 et seq.; and

WHEREAS, the County Auditor has informed MTS that its eligible STA allocation for FY 2014 is \$19,718,930, and

WHEREAS, the claimants' proposed expenditures of STA monies are in conformance with the *Regional Transportation Plan* and *Transportation Improvement Program*; and

WHEREAS the level of passenger fares and charges is sufficient to enable MTS to meet the fare revenue requirements of the PUC sections 99268.2, 99268.3, 99268.5, and 99268.9 as they may be applicable to MTS, and

WHEREAS MTS is making full use of federal funds available under the Urban Mass Transportation Act of 1964, as amended, and

WHEREAS, the sum of MTS's allocations of STA and local transportations funds do not exceed the amounts they are eligible to receive during the fiscal year; and

WHEREAS, priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high-priority, area-wide public transportation needs; and

WHEREAS, MTS has made reasonable efforts to implement FY 2012 productivity improvements recommended pursuant to PUC section 99244, including continuing efforts to improve trolley cost effectiveness and evaluating opportunities to expand MTS Contracted Services as recommended in the Fiscal Year 2007-2009 triennial performance audit dated April 2010, and

WHEREAS, in the last 13 months, MTS has received a certification from the California Highway Patrol verifying that MTS is in compliance with section 1808.1 of the Vehicle Code, as required in PUC section 99251, and

WHEREAS, MTS is in compliance with the eligibility requirements of PUC section 99314.6,

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that the MTS Board does hereby direct and empower MTS staff to prepare and transmit allocation instructions to the County Auditor to disburse to MTS the FY 2014 STA amount totaling \$19,718,930.

PASSED AND ADOPTED by the Board of Directors this _____ day of _____ 2013, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAINING:

Chairman
San Diego Metropolitan Transit System

Filed by:

Approved as to form:

Office of the Clerk of the Board
San Diego Metropolitan Transit System

Office of the General Counsel
San Diego Metropolitan Transit System

FY 2014 STA Anticipated Payment Schedule

Att. B, AI 12, 9/12/13

Anticipated Payment Receipts

<u>Period</u>	<u>Amount</u>
November-2013	\$4,349,558.52
February-2014	\$4,932,185.47
May-2014	\$4,820,514.92
August-2014	\$5,616,671.09
Remaining Balance	\$0.00
TOTAL	\$19,718,930.00

Expenditure Plan

<u>Project Description</u>	<u>Amount</u>
Pyramid Property Purchase	5,835,441.00
MTS Bus Replacement	8,161,464.00
ECBM Facility Redevelopment	5,000,000.00
Operatons	722,025.00
TOTAL	19,718,930.00



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Agenda Item No. 13

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

EAST COUNTY BUS MAINTENANCE FACILITY PROJECT – FUNDING TRANSFER

RECOMMENDATION:

That the Board of Directors approve the transfer of funds from the San Diego Association of Governments' (SANDAG's) East County Bus Maintenance Facility Project to MTS for the procurement of compressed natural gas (CNG) facilities at the East County Bus Maintenance Facility.

Budget Impact

Funds are available within SANDAG's Capital Improvement Program (CIP) 1049600 (East County Bus Maintenance Facility) in the amount of \$50,006,977--\$5,000,000 of which would be transferred to MTS CIP 11482 (ECBMF CNG Station).

DISCUSSION:

SANDAG is overseeing a design-bid-build project for the East County Bus Maintenance Facility with a total budget of \$50,006,977, of which \$5,000,000 was budgeted for construction of CNG facilities. With the considerable experience and knowledge of MTS's own project manager in regard to construction of CNG facilities, MTS will be responsible for procuring the CNG facilities portion of this project. This requires a transfer of \$5,000,000 from the SANDAG project to the MTS project. The requested funding of \$5,000,000 consists of \$4,000,000 in federal funds (State of Good Repair) and \$1,000,000 of local funds.


Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

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Agenda Item No. 14

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

FY 2014 CAPITAL IMPROVEMENT PROGRAM AMENDMENT

RECOMMENDATION:

That the MTS Board approve the amended fiscal year 2014 Capital Improvement Program (CIP).

Budget Impact

This action would increase the fiscal year 2014 CIP budget from \$63,007,000 to \$76,662,000, which is an increase of \$13,655,000.

DISCUSSION:

Since the fiscal year 2014 CIP was approved by the MTS Board of Directors, the Board has taken action on specific items that were not included in the original plan. This includes the following projects:

- The Board approved the purchase of the Pyramid Van Lines property in June 2013.
- The Board approved the purchase of 500 bus shelters with the extension of the CBS Outdoor contract in April 2013.

In total, funding adjustments of just over \$13,655,000 need to be added to the fiscal year 2014 CIP. The specific funding adjustments are detailed in Attachment A and can be summarized as follows:

1. Expected reserve utilization of \$4,507,000. The surplus revenues over expenses in the fiscal year 2013 amended operating budget were put into a reserve for SD 100 replacements. This action would move this funding out of that reserve and utilize it for the purchase of the Pyramid Van Lines property.

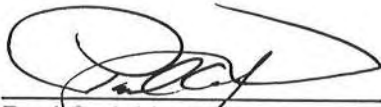


2. CNG credits of \$6,898,000. This revenue was not included in the original fiscal year 2014 CIP as the funding had expired at the federal level and was reinstated after the development of the fiscal year 2014 CIP. This is the projected amount of revenue for calendar years 2012 and 2013.
3. MTS received an installment payment of \$429,000 from Mendoza, Argentina, for the sale of additional U-2 light rail vehicles (LRVs).
4. Additional project transfers of \$1,821,000 from prior-year CIPs.

The complete list of projects and the funding per project is included in Attachment B. Below is a summary of the adjustments by project:

1. Pyramid Van Lines property - Added \$17,000,000 of funding for this project.
2. Bus Shelters - Added \$2,270,000 of funding for this project.
3. Bus Replacement - Reduced \$5,615,000 of funding for this project.

In addition, the amended CIP seeks to shift additional federal preventive maintenance dollars into the operating budget, which will be back filled in the CIP with Transportation Development Act (TDA) funds from the operating budget. This is a net-zero adjustment to the CIP but will enable MTS to draw federal funds in a timelier manner.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachments: A. Fiscal Year 2014 Funding Sources
B. Fiscal Year 2014 Capital Improvement Projects List

**San Diego Metropolitan Transit System
FY 2014 Funding Sources (\$000s)**

Funding Description	Approved FY14	Adjustments	Proposed FY14
Federal FY13 - 5307 Funding Estimate	\$ 38,875		\$ 38,875
Federal FY13 - 5337 Funding Estimate	20,624		20,624
Federal FY13 - 5339 Funding Estimate	3,409		3,409
Transportation Development Act (TDA)	32,530	7,653	40,183
Proposition 1B - Security	2,779		2,779
California State Transit Assistance (STA)	21,075		21,075
Federal FY13 - 5317 - New Freedom Grant	200		200
Project Transfers	1,300	1,821	3,121
Compressed Natural Gas (CNG) Tax Credits	-	6,898	6,898
Reserve funds	-	4,507	4,507
Mendoza U2 Sale Proceeds	-	429	429
Total Available Funding	\$ 120,792	\$ 21,307	\$ 142,100
Preventive Maintenance - Federal 5307	\$ (12,576)	\$ (7,653)	\$ (20,229)
Preventive Maintenance - Federal 5337	(20,624)		(20,624)
Preventive Maintenance - FY14 TDA Match	(8,300)		(8,300)
ADA Preventive Maintenance - Federal 5307	(3,887)		(3,887)
ADA Preventive Maintenance - FY14 TDA Match	(3,887)		(3,887)
SANDAG Planning Study - Federal 5307	(711)		(711)
SANDAG Planning Study - FT14 TDA Match	(178)		(178)
Operations Usage	(7,622)	-	(7,622)
Total Preventative Maintenance/SANDAG Planning	\$ (57,785)	\$ (7,653)	\$ (65,438)
Available Funding for FY 14 Capital Program	\$ 63,007	\$ 13,654	\$ 76,662

Project Description	Funding Thru FY 2013	FY 2014 Funded	FY 2014 Unfunded	FY 2015	FY 2016	FY 2017	FY 2018	Budget FY14 - FY18
MTS Bus Replacement	36,346	21,749	6,376	28,069	29,602	28,607	27,468	141,870
Pyramid Property	-	17,000	-	-	-	-	-	17,000
Blue Line Rehab	-	10,000	-	-	-	-	-	10,000
EC Facility Redevelopment	45,007	5,000	5,000	-	-	-	-	10,000
Bus Shelters	-	2,270	-	2,270	2,270	-	-	6,810
Mainline Drainage and Slope Improvements	1,394	2,000	-	6,000	-	-	-	8,000
RTMS Expansion	3,235	1,950	-	950	-	-	-	2,900
Paratransit Vehicles	6,811	1,875	-	1,931	398	1,393	2,532	8,130
LRV HVAC Overhaul	1,985	1,564	1,000	-	-	-	-	2,564
IAD Roof & HVAC Repairs	209	1,313	-	-	-	-	-	1,313
SD100 Traction Motor Overhaul	660	1,135	-	1,135	1,135	1,135	-	4,540
Enhance Infrastructure (Fiber Optic)	200	1,069	-	2,000	2,000	2,000	2,000	9,069
New ERP System	2,600	900	-	600	725	-	-	2,225
Sub Station DC Breaker Replacement	-	700	-	-	-	-	-	700
Video Surveillance System for ADA Paratransit	505	645	-	-	-	-	-	645
Cisco VOIP phone system	-	630	-	-	-	-	-	630
Regional Scheduling System Upgrade	1,000	600	400	-	-	-	-	1,000
Video Surveillance System for New Buses	731	525	-	-	-	-	-	525
SD100 Buffer/ Coupler Overhaul	980	520	-	500	-	-	-	1,020
SD100 Inverters Overhaul	-	500	500	500	-	-	-	1,500
ADA AVL / MDT Equipment	-	425	-	-	-	-	-	425
Orange Line Feeder Cable Replacement (Similar to 43rd St.)	-	400	-	400	400	400	400	2,000
Hyrail Bucket Trucks	-	400	-	-	-	-	-	400
Network Infrastructure	890	350	-	250	250	250	250	1,350
MVE/Orange Line Signal Print Verification	500	350	-	-	-	-	-	350
Building A- A/C and Heating Replacement	265	300	-	-	-	-	-	300
New Wheel Truing Machine/ Wheel scan	2,850	300	-	-	-	-	-	300
Misc. Capital with no Federal	1,396	250	-	250	250	250	250	1,250
Orange & Blue Line Bridge Rating	-	250	-	-	-	-	-	250
Emergency Power Backup Generator	-	200	-	-	-	-	-	200
Substation SCADA Design	2,846	200	-	-	-	-	-	200
OCS Standardization	1,645	196	1,000	-	-	-	-	1,196

Project Description	Funding Thru FY 2013	FY 2014 Funded	FY 2014 Unfunded	FY 2015	FY 2016	FY 2017	FY 2018	Budget FY14 - FY18
Design for Second Elevator at Fashion Valley Station	-	150	-	1,000	-	-	-	1,150
CNG Dispenser Replacements	-	150	-	-	-	-	-	150
Roof Replacement on Building B and C	200	150	-	-	-	-	-	150
Orange Line Entry Monument Signs	-	132	-	-	-	-	-	132
TransitWatch Re-write	75	125	-	-	-	-	-	125
Emergency Operations Center	-	100	-	-	-	-	-	100
Three Ton Mini-Excavator and Trailer	-	75	-	-	-	-	-	75
Cyber Security Project	100	75	-	-	-	-	-	75
CPD Bus Wash Wall	-	40	-	-	-	-	-	40
SDTC Security Improvement	465	40	-	-	-	-	-	40
IAD Service Lanes Compressed Air System	-	30	-	-	-	-	-	30
RTMS Dispatch Radio Recording System Replacement	-	28	-	-	-	-	-	28
LRV Replacement - SD100	-	-	25,000	25,000	30,000	30,000	35,000	145,000
SD7 Truck Overhaul	-	-	3,600	-	-	-	-	3,600
LED Interior / Exterior Lighting Upgrade SD100	-	-	1,470	-	-	-	-	1,470
Switches 9 and 11 Crossover Replacement	-	-	1,200	-	-	-	-	1,200
Roof Replacement on Building C	-	-	1,200	-	-	-	-	1,200
SD100 Propulsion System Overhaul	-	-	1,000	500	-	-	-	1,500
System Grade Crossing Replacements	-	-	900	900	900	900	900	4,500
25th and Commercial Crossover Replacement	-	-	700	700	-	-	-	1,400
LRV Interior Rehabilitation	-	-	520	-	-	-	-	520
C4 & C5 Mezzanine	-	-	500	-	-	-	-	500
Orange Line Grade Crossing Signal Upgrades (Design)	-	-	400	1,848	1,038	1,038	1,038	5,362
12 & C Street Corridor Track Work	-	-	300	300	-	-	-	600
Station Platform - Rio Vista Stability	-	-	250	1,000	-	-	-	1,250
Video Surveillance System for Minibus Fleet	-	-	225	-	-	-	-	225
IAD Asphalt Seal & Patch	-	-	200	-	-	-	-	200
KMD Storeroom Decking Replacement	-	-	200	-	-	-	-	200
S70 Brake Tooling	-	-	200	-	-	-	-	200
MTS Service Trucks	240	-	160	300	-	270	-	730
El Cajon Station Parking Lot Pavement Sealing and Striping	-	-	150	-	-	-	-	150
Sanding / Shop	-	-	150	-	-	-	-	150

Project Description	Funding Thru FY 2013	FY 2014 Funded	FY 2014 Unfunded	FY 2015	FY 2016	FY 2017	FY 2018	Budget FY14 - FY18
<i>12th & Imperial Bus Plaza Upgrades</i>	-	-	142	722	-	-	-	863
<i>Station ADA Ramps - Design</i>	-	-	125	1,000	-	-	-	1,125
<i>Replace Wiggins Forklift 10K Capacity</i>	-	-	80	-	-	-	-	80
<i>Tool Vending Machines</i>	-	-	60	-	-	-	-	60
<i>Replacement Parts Washers</i>	-	-	25	-	-	-	-	25
<i>Replacement Paint Booth Compressor</i>	-	-	25	-	-	-	-	25
<i>SD100 Traction Motor Disconnects</i>	1,070	-	-	600	600	-	-	1,200
<i>CNG Compressor Replacement</i>	-	-	-	150	150	-	-	300
<i>LRV Procurement</i>	128,519	-	-	-	18,538	18,538	-	37,076
<i>LRV Electronic Components</i>	1,540	-	-	-	180	-	-	180
Project Totals	114,205	76,662	53,057	78,875	69,718	66,243	69,838	414,393



1255 Imperial Avenue, Suite 1000
San Diego, CA 92101-7490
(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 15

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

PROPOSED REVISIONS TO MTS POLICY NO. 44 – TRAVEL EXPENSE POLICY

RECOMMENDATION:

That the Board of Directors approve the proposed revisions to MTS Policy No. 44 – Travel Expense Policy (Attachment A).

Budget Impact

None.

DISCUSSION:

MTS staff is proposing updates to Board Policy No. 44, MTS Travel Expense Policy. The purpose of the modifications is to provide clarity and guidance for employees as it relates to agency travel.

A handwritten signature in black ink, appearing to read 'Paul C. Jablonski', is written over a horizontal line.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Proposed Revisions to Policy No. 44 (with new forms)



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Policies and Procedures

No. 44

SUBJECT:

Board Approval: 6/24/109/12/13

MTS TRAVEL EXPENSE POLICY

PURPOSE:

To establish guidelines for MTS employees and Board members who have been approved to travel on behalf of MTS.

POLICY:

- 44.1 Agencies. This policy applies to all MTS agencies including MTS, San Diego Transit, San Diego Trolley, Inc., and San Diego Vintage Trolley, Inc.
- 44.2 Travel Request Authorization. Persons requesting that MTS pay for travel must request advance approval through a "Travel Authorization Form" (Attachment A). ~~This is done via a "Travel Request Form" (attached).~~ The form must be completed and approved based on when the need for travel is known, and if possible, at least two weeks prior to the trip. The requests can be approved as follows: The department managers or directors can approve requests up to \$500. Travel requests from \$500 to \$1,500 can be approved by the Chief Operating Officer(s), Chief Financial Officer, or General Counsel can approve up to \$1,500, and All amounts over in excess of \$1,500 must be approved by the Chief Executive Officer. The Chief Executive Officer must also approve all travel authorizations for his/her direct reports regardless of amount. The top-level approver will route the form back to the Finance Department, for payment of advances and/or matching with expense reports upon return. Finance will send a copy of the "Travel Authorization Form" to the traveler and keep the original as backup for a pending "Travel Expense Report."

This authorization form will not serve as the basis for reimbursement of travel costs, as reimbursement requests may be made on a "Travel Expense Report" (Attachment C). All Board member and employee travel shall be consistent with Policy No. 29, "Attendance at Transit-Related Conferences." ~~The approved form will be returned to the traveler prior to departure.~~ Travel reservations will be made by the individual traveler, the Clerk of the Board for Board of Director



travel, or such ~~person~~individuals as designated by the Chief Operating Officers or Chief Executive Officer.

- 44.3 Expense Report. The "Travel Expense Report" portion of the form will be used to record actual trip expenses, ~~and The Expense Report must be completed within one week from the return date. The department manager or director must indicate approval of the submitted expenses (Chief Executive Officer approval for director~~direct report travel; Chief Executive Officer, General Counsel, or Chief Financial Officer approval for Board of Director travel; ~~and General Counsel approval of Chief Executive Officer travel).~~ The form ~~should then be forwarded~~is routed to the Finance Department for processing, with a personal check attached for any funds due to MTS (if MTS direct expenses or travel advances exceed the total amount due). Failure to submit expense reports within this time-frame may result in not being reimbursed or collection actions taken if money is owed to MTS. Extensions may be granted by the Chief Executive Officer.

All expenses should be itemized, including items MTS may have paid for in advance (e.g., airfare, conference registration) so that the report provides a complete record of all expenses. It is the traveler's responsibility to submit a completed report in order to receive prompt reimbursement.

- 44.4 Receipts. Itemized receipts for expenditures must be attached to the "Travel Expense Report" for all expenses where a receipt is practically attainable (mandatory, unless a written satisfactory explanation is provided for expenses in excess of \$10). Such written explanations may be subjected to approval by the Chief Executive Officer. Hotel charges must be evidenced by an itemized hotel bill, ~~as.~~ A credit card receipt is not sufficient.
- 44.5 Travel Advances. ~~The Travel Request Form will serve as the basis for travel advances. Travel advances will be distributed one week prior to the departure date. Costs incurred prior to departure may be reimbursed immediately; i.e., conference registration or airfare.~~ Travel advances are provided on a case-by-case basis as determined by need and approved by the Chief Financial Officer and/or Chief Executive Officer. A travel advance is a loan that provides cash resources to assist the employee while traveling and is not a payment by MTS for travel expenses. Persons requesting that MTS provide advance proceeds must request approval using the "Travel Advance Request" (Attachment B). This form must be completed and approved at least two weeks prior to the trip-taking place, and these advances will be distributed one week prior to the departure date. Any travel advance shall not exceed the total estimated amount of the tripper-diem meal expenses less any items paid by MTS.

Travel costs incurred prior to departure may be reimbursed when paid. An example is a traveler paying for conference registration or booking and paying for air travel personally several weeks in advance. Reimbursements for these costs are not considered an advance. These items should be included on a Request for Payment/Payment Voucher and only after the "Travel Authorization Request" has been approved.

- 44.6 MTS does not reimburse employees based on per diem. Employees must provide itemized receipts for all meals, hotel, airfare, registration, etc. The following expenditure guidelines should be observed as upper limits unless particular circumstances reasonably dictate otherwise:

- a. Upper Limits. Upper limits for meals, hotels, and similar costs will be updated, approved by the Chief Executive Officer, and published annually.
- b. Air Travel. Air travel is to be coach class for the most direct route. Travelers arrangements should be made as far as possible in advance in order to secure the most favorable rates. ~~are encouraged to take advantage of the minimum 14-day advance ticket pricing.~~ MTS will also cover the cost if it is more cost effective (i.e., difference in airfare as compared to the additional cost for hotel and meals) to include a Saturday stay. ~~Travelers~~ Travelers should consider this option when practical.
- c. Personal Auto Use. In the event that a private auto is used for the trip, mileage will be paid in accordance with the current IRS Mileage Reimbursement Rates. ~~(see attachment).~~ Maximum reimbursement shall not exceed the cost of a comparable coach airfare to the same location.
- d. Ground Transportation. In using surface transportation, the most practical, least expensive alternative must be utilized. Such transportation ~~includes would be used for~~ travel to and from the airport and reasonable business-related trips at the location. Employees and Board members are encouraged to utilize public transportation where available.
- e. Parking. MTS will reimburse the lesser of the parking cost for a personal auto left at the airport or the cost of a shuttle service or cab to and from the airport.
- f. Personal Travel. A traveler may wish to combine MTS-related travel with personal travel or ~~with include family members in the trip.~~ ~~provided it does not exceed the cost equivalent to a single-person trip.~~ If personal travel is included within the trip, prior authorization and approval of this request must be notated on the "Travel Authorization Form," and MTS will reimburse the cost equivalent to a single-person trip. Under no circumstances will MTS advance payments to cover such personal travel.
- g. Rental Car. ~~The Use~~ of rental cars must be preapproved as part of the "Travel Authorization Form". In the event a rental car is required, MTS will only reimburse ~~for the~~ least expensive compact-size vehicle. MTS will not reimburse for rental car insurance coverage due to the fact that employees are included under MTS's ~~G~~general ~~A~~automobile insurance coverage.
- h. Meals (While in Travel Status). Meals, including tip, shall generally average no more than the maximum rate approved and published annually. Alcohol consumed with a meal is not reimbursable, including applicable taxes and tips related to the alcohol cost. The amount per day applies to each 24-hour day of travel, ~~and~~ ~~Partial~~ days would be prorated accordingly. Exceptions to the maximum rates must be approved by the Chief Executive Officer or General Counsel.
- i. Business Meal. Reasonable business (involving outside persons or when necessary to conduct MTS-related business) meals are permitted. All such meals must be itemized, including the names of all attendees, with

justification, ~~on the Expense Report to determine eligibility for reimbursement.~~

- j. Hotel. Travelers will be reimbursed for the cost of a moderate and reasonably priced single-occupancy hotel room. Travelers ~~should request the "government rate" when making hotel reservations.~~ The maximum reimbursement is limited to the rate approved and published annually. Hotel stays in high-cost cities shall be approved by the Chief Executive Officer. These maximum limits may be waived if the traveler is staying at a hotel where a conference is being held and approved by the Chief Executive Officer. Baggage-handling service fees are reimbursable at standard rates.
- k. Other Business-Related Expenses. Other business-related expenses while traveling, such as supplies, equipment rental, reprographics, facsimiles, internet access, and other documented business-related expenses may be reimbursed when traveling on MTS business and used for MTS purposes.
- l. Travel Outside of the U.S. Reimbursement for travel to a foreign country will be calculated at the average exchange rate during the trip. All reimbursement for any Value Added Taxes charged for hotel accommodations must be returned to MTS.
- m. Telephone Calls (While in Travel Status). Reimbursements for telephone calls are permitted provided that such calls are directly related to MTS business. Travelers are required to provide an itemized list of all calls detailing the person(s) called and the reason for the call(s) for which reimbursement is requested. Personal calls are permitted up to a maximum of \$10 per day. ~~Calls charged to personal calling cards may be submitted for reimbursement no later than 30 days from the time that the Travel Expense Report has been submitted.~~
- n. Registration. Travelers requesting to attend a conference or training that requires registration should do so in sufficient time to take advantage of any discounts.
- o. Conferences. Conference luncheons, special banquets, or other set-price official affairs that exceed the actual cost listed under meals may be reimbursed if they are necessary to the attendance of the conference and must be authorized in advance with the submission of the "Travel Request Authorization Form". ~~Conference luncheons hosted by vendors doing business with MTS may not be attended by employees if the value of the luncheon or banquet exceeds \$50.00.~~
- p. Cancellation Penalties. In the event that registration, airfare, hotel deposit, or any other such items that require prepayment are paid and the traveler is unable to attend and the prepayment is nonrefundable, then the traveler would be responsible for reimbursing MTS for the full cost unless the inability to attend is for valid business reasons, medical conditions, or personal emergencies, as approved by the Chief Executive Officer for employees or by the Executive Committee for Board members.

- q. Nonallowable Expenses. MTS will not provide any reimbursement for personal entertainment expenses, alcoholic beverages, travel expenses for family members, movies in hotels, personal items, charitable contributions, air travel insurance, any travel expenses for family members (including but not limited to transportation, hotels, and meals), or any other expenses not deemed necessary for business purposes.
- r. Political Events. MTS will not provide reimbursement for expenses incurred for the purpose of attending political events. An event shall be considered "political" if it is held for the purpose of supporting, opposing, or raising money to support or oppose any candidate, ballot measure, or political party.
- s. Non-Discrimination. MTS will not provide any reimbursement for expenses incurred with any private club that discriminates on the basis of race, gender, religion, sexual orientation, or other invidious criteria in its membership policy.

Exceptions to these guidelines must be approved by the Chief Executive Officer for employees and by the Executive Committee for Board members.

44.7 Within-Area Expenses. The form entitled "Expense Report (within area expenses)" (see Attachment D) must be used to record any potential eligible expenses.

- a. Submittal of Form. ~~Travelers~~Employees must submit this form together with receipts after applicable expenses are incurred, on a monthly basis when (a) requesting reimbursement, or (b) reporting MTS credit card charges. This report applies to expenses incurred within the San Diego County area only.
- b. Eligible Expenses. Eligible expenses must be related to and necessary for carrying out MTS business. They may include, but not be limited to, ~~phone calls on warrant checks,~~ business meals or meetings, mileage, parking, or other miscellaneous out-of-pocket expenses related to MTS business. ~~The Director of Finance or Chief Executive Officer or Chief Financial Officer~~ may, in their judgment, disallow any extraordinary or inappropriate expenses. Whenever possible, local travel should be by public transportation. If it is impractical to use public transit, an MTS vehicle or private auto should be used.
- c. Description and Purpose. The report should include the date, description / purpose (including destination), and the applicable department / account code (if operations) or the applicable project / task detail (if capital). ~~describe the item or the destination (if mileage) and the purpose. The traveler should indicate to which project code each item should be charged.~~
- d. Approvals. All necessary approvals must be obtained in advance and the completed form must be submitted to the Finance and Administration Department within one week after expenses are incurred.

- 44.8 Overtime. No overtime pay shall be earned while an employee is in an out-of-town travel status. Travel status is defined as the time an employee begins and completes the authorized business-related travel.

POLICY.44.TRAVEL EXPENSE POLICY

Attachments: A. Travel Authorization Form~~Travel Request Form~~
B. Travel Advance Request~~Expense Report~~
C. Travel Expense Report~~Expense Report – Within Area Expenses Form~~
D. Expense Report (within-area expenses)~~2012 Reimbursement Rates~~
E. Annual Travel Cost Rates Calendar Year 2013

Original Policy approved on 8/12/93.

Policy amended on 10/27/94.

Policy revised on 4/29/04.

Policy revised on 1/26/06.

Policy revised on 7/19/07.

Policy revised on 6/24/10.

Attachments updated by Staff 1/16/13.

Policy and attachments revised on 9/12/13.

Attachment A

(Revised 6.27.2013)


**TRAVEL AUTHORIZATION
FORM**
*(complete this form first, before any
travel expenses are incurred)*
☐ MTS
☐ SDTC
☐ SDTI
PART I - EMPLOYEE INFORMATION

Report Date: 8/1/2013 Costs to be charged to:

Employee Name: _____ Department/Acct Code: _____

Title: _____ OPERATIONS ONLY

Department Name: _____ Project/Task Detail: _____

Travel Dates: _____ CIP ONLY

Meeting Name/Purpose: _____

PART II - TOTAL ESTIMATED EXPENSES

Transportation

Air
Train
Car
Mileage rate = 56.5¢ / mile

Total Transportation	\$	-
----------------------	----	---

Shuttles / Taxi / Parking		
---------------------------	--	--

Lodging

Days
Rate

Total Lodging	\$	-
---------------	----	---

Meals

Days
Rate

Total Meals	\$	-
-------------	----	---

Other Costs

Registration
Other
Other

Total Other	\$	-
-------------	----	---

Grand Total Estimated Expenses	\$	-
--------------------------------	----	---

Less: Amount To Be Paid Directly By MTS	\$	-
---	----	---

Maximum Amount To Be Paid By Traveler	\$	-
---------------------------------------	----	---

PART III - SIGNATURES and APPROVALS

Signature

Date

Traveler: _____

Department Manager / Director (Up to \$500): _____

Budget Manager: _____

COO / CFO / General Counsel (Up to \$1500): _____

Chief Executive Officer: _____

(Revised 6.27.2013)


**TRAVEL ADVANCE
REQUEST**
*(complete this form, if needed, to request cash
for travel)*

- ☐ MTS
☐ SDTC
☐ SDTI

PART I - EMPLOYEE INFORMATIONReport Date: 8/1/2013

Employee Name: _____ Title: _____

Department Name: _____ Travel Dates: _____

Meeting Name/Purpose: _____

PART II - TOTAL ESTIMATED EXPENSES

Grand Total Estimated Expenses (from travel authorization form) \$ -

Less: Amount To Be Paid Directly By MTS (from travel authorization form) \$ -

Maximum Amount To Be Paid By Traveler (from travel authorization form) \$ -

Total Advance Requested \$ -**PART III - SIGNATURES and APPROVALS**

Signature

Date

Traveler: _____

Department Manager / Director: _____

COO: _____

CFO / General Counsel: _____

Chief Executive Officer: _____

Attachment C

(Revised 6.27.2013)



TRAVEL EXPENSE REPORT

(complete this form no later than 1 week after
return from travel)
☐ MTS
☐ SDTC
☐ SDTI
PART I - EMPLOYEE INFORMATION

Report Date: 8/1/2013 Costs to be charged to: _____

Employee Name: _____ Department/Acct Code: _____

Title: _____ OPERATIONS ONLY

Department Name: _____ Project/Task Detail: _____

CIP ONLY

Meeting Name/Purpose: _____

PART II - TOTAL EXPENSES

		DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	Total
Travel Dates								
Location (City, State)								
Transportation								\$ -
Shuttles/Taxis								\$ -
Parking								\$ -
Lodging								\$ -
Meals	Breakfast	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(Use Detail Tabs)	Lunch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Dinner	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other:	Registration							\$ -
Other:								\$ -
Other:								\$ -
Other:								\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

1. Travel expense report must be filled within
one week after completing trip.

2. Attach receipts for all purchases over \$10.

Explain all items over \$10 not having receipts.

3. Include related trip items paid separately by MTS;
mark with an asterisk.

Total Expenses	\$ -
Less MTS Paid Items (please enter a + number)	\$ -
Subtotal	\$ -
Less Cash Advanced (please enter a + number)	\$ -
Amount Due	\$ -

PART III - SIGNATURES and APPROVALS

☐ I certify that the above report is true and correct.

	Printed Name	Signature	Date
Traveler:			
Manager/Supervisor (Up to \$3000):			
Department Director (Up to \$5000):			
Chief Financial Officer:			

Attachment D

(Revised 6.27.2013)


EXPENSE REPORT
(within-area expenses)

- ☐ MTS
☐ SDTC
☐ SDTI

Finance Use Only:

PEID _____

PART I - EMPLOYEE INFORMATION

Employee Name: _____

Period: _____ to _____

Employee Signature: _____

☐ I certify that the expenses reported are true and correct.
PART II - EXPENSES AND MILEAGE DETAIL

Date	OPERATIONS ONLY Dept./Acct Code	CIP ONLY Project/Task Detail	Description / Purpose	Telephone 55511	Meeting Exp. 59210	Mileage (56.5¢/mile) 59210	Other
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
_____	_____	_____	_____	\$ -	\$ -	\$ -	\$ -
TOTALS				\$ -	\$ -	\$ -	\$ -
				GRAND TOTAL			\$ -

PART III - APPROVALS

Department Director (Up to \$500): _____

Chief Financial Officer (Up to \$1500): _____

Chief Executive Officer (CEO): _____

Expense Report Instructions

- Employees must submit this form when requesting reimbursement. This report applies to expenses incurred within the San Diego metropolitan area only.
- Eligible expenses must be related to and necessary for carrying out MTS business. They may include, but are not limited to, business meals, or meetings, parking, or other miscellaneous out-of-pocket expenses related to MTS business. The CFO or CEO may, in their judgment, disallow any extraordinary or inappropriate expenses. Attach receipts for all out-of-pocket expenses.
- Briefly describe the item or the destination and the purpose.

Attachment E

Annual Travel Cost Rates Calendar Year 2013

Hotel Maximum

Small/Medium US Cities	\$170.00
Large US Cities/International	\$220.00

Average Daily Meal Maximum

Small/Medium US Cities	\$ 65.00
Large US Cities/International	\$ 80.00

Mileage Reimbursement Rate

As set by the IRS, effective January 1, 2013	
per mile	\$ 0.565

NOTES:

1. These are maximum rates. Rates must be reasonable and necessary under the circumstances and will customarily be lower.
2. Small/Medium US Cities are defined for this rate structure as those with less than 1 million persons in the metropolitan area.

Large US Cities are defined for this rate structure as those with more than 1 million persons in the metropolitan area.
3. The Mileage Rate is directly tied to the rate set by the IRS and will be revised more frequently than annually if done so by the IRS.



1255 Imperial Avenue, Suite 1000
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(619) 231-1466 • FAX (619) 234-3407

Agenda Item No. 16

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

UNALLOCATED TRANSPORTATION DEVELOPMENT ACT FUNDS FOR TRANSIT-RELATED PROJECTS

RECOMMENDATION:

That the Board of Directors approve the use of unallocated Transportation Development Act (TDA) funds currently held by the County of San Diego for transit-related expenses for the City of El Cajon.

Budget Impact

The use of unallocated TDA funds set aside by the County for transit-related projects in various jurisdictions would have no impact on MTS's operating or capital budgets. The total available unallocated TDA held for the benefit of the City of El Cajon would be reduced by \$70,898.52 resulting in a remaining balance of \$1,466,611 held by the County for future transit-related projects pending Board approval.

DISCUSSION:

On August 13, 2013, MTS received a request from the City of El Cajon requesting the use of \$70,898.52 of the unallocated TDA funds held by the County to reimburse the City of El Cajon's fiscal year 2012/2013 transit-related expenditures. These expenses cover graffiti removal, engineering services, and repair/maintenance of existing facilities.

A handwritten signature in black ink, appearing to read 'Paul C. Jablonski', is written over a horizontal line.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

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Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc., San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations), and San Diego Vintage Trolley, Inc., a 501(c)(3) nonprofit corporation, in cooperation with Chula Vista Transit. MTS is the taxicab administrator for seven cities. MTS member agencies include the cities of Chula Vista, Coronado, El Cajon, Imperial Beach, La Mesa, Lemon Grove, National City, Poway, San Diego, Santee, and the County of San Diego.



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Agenda Item No. 17

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

SEMIANNUAL UNIFORM REPORT OF DISADVANTAGED BUSINESS ENTERPRISE
AWARDS OR COMMITMENTS AND PAYMENTS

RECOMMENDATION:

That the Board of Directors receive the Semiannual Uniform Report of Disadvantaged Business Enterprise (DBE) Awards or Commitments and Payments.

Budget Impact

None.

DISCUSSION:

As a Federal Transit Administration (FTA) grantee, MTS complies with the federal regulations set forth in Title 49 of the Code of Federal Regulations Part 26 regarding participation by DBEs in the U.S. Department of Transportation (DOT) Program. The DBE regulations require MTS to prepare DBE goals based upon the number of ready, willing, and able DBE-certified contractors available to bid on certain categories of MTS procurements.

The goals of the DBE program are:

1. to ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. to ensure that the DBE program is narrowly tailored in accordance with applicable law;

4. to ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. to help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. to assist the development of firms that can compete successfully in the marketplace outside of the DBE program; and
7. to provide appropriate flexibility to recipients of federal financial assistance in establishing and providing opportunities for DBEs.

For the current triennial reporting period (October 1, 2012, to September 30, 2015), MTS has a race-neutral program with an aspirational goal of 4.1% DBE participation.

A race-neutral DBE program means that no special quotas or advantages are provided to DBE contractors. Instead, MTS conducts outreach to DBE and other contractors in an effort to inform them of upcoming MTS procurements. Successful bidders are chosen using race-neutral means generally through a low-bid or best-value procurement process.

For purposes of reporting DBE participation rates to the FTA, MTS may only count participation by certified DBE contractors. Contractors with only a women, disabled veteran, or minority-owned certification do not qualify for DBE reporting. Certified DBE contractors must (1) have a woman or minority as a majority owner, and (2) meet specified income limits for both the business and the majority owner.

Summary of Semiannual DBE Report Findings (Federal Funds Only)

The current FTA semiannual reporting period runs from October 1, 2012, to March 31, 2013. For projects using federal funds, there were a total of 48 contracts that were entered into during the reporting period (Attachment A) and 42 contracts that were completed during the reporting period (Attachment B).

REPORTING PERIOD	Contract Awards/Commitments			Goal
	Total Federal \$\$	DBE \$\$	DBE %	vs 4.1%
Oct 1 2012 to Mar 31 2013	\$18,372,446.95	\$759,369.25	4.13%	+0.03%

REPORTING PERIOD	Contracts Completed (Actual Payments)			Goal
	Total Federal \$\$	DBE \$\$	DBE %	vs 4.1%
Oct 1 2012 to Mar 31 2013	\$2,407,395.30	\$84,745.24	3.52%	-0.58%

The MTS History of DBE Semi Annual Reports (Attachment C) shows MTS DBE participation from Federal Fiscal Year 2004 to present.

Local Funds

MTS generally reserves federal funds for capital projects and state-of-good-repair vehicle or system maintenance projects. MTS uses local and state funds for MTS administrative costs and other operating expenses (e.g., marketing expenses, land management, office supplies). SANDAG is responsible for most of the MTS-related construction projects. Some small construction projects are completed by MTS using Job Order Contracts

originally awarded as part of SANDAG's construction contracting program. Only contracts awarded and paid by MTS using federal funds (or a portion of federal funds) are reported to the FTA under the DBE reporting obligation. In addition, the FTA only calculates the realization of DBE firms. The FTA does not record the realization of minority or women-owned firms that do not meet the DBE personal and business income limits. Such firms are identified as "WBE" and "MBE" firms in the attached MTS reports. No non-DBE WBE or MBE firms were identified during this reporting period.

MTS's participation rates for the reporting period, using local funds, were as follows:

<u>REPORTING PERIOD</u>	<u>Contract Awards/Commitments</u>		
	<u>Total \$\$</u>	<u>DBE \$\$</u>	<u>DBE %</u>
Local Funds: Oct 1 2012 to Mar 31 2013	\$2,193,051.88	\$53,048.26	2.42%

<u>REPORTING PERIOD</u>	<u>Contracts Completed (Actual Payments)</u>		
	<u>Total Local \$\$</u>	<u>DBE \$\$</u>	<u>DBE %</u>
Local Funds: Oct 1 2012 to Mar 31 2013	\$1,694,397.03	\$121,500.00	7.17%



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Karen Landers, 619.557.4512, karen.landlers@sdmts.com

Attachments: A. Semiannual DBE Report Spreadsheet 10/1/12 - 3/31/13– Contracts Awarded
B. Semiannual DBE Report Spreadsheet 10/1/12 - 3/31/13 – Contracts Completed
C. History of Semiannual DBE Reports (FY 2004 to Present)

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

FEDERAL FUNDS												
	Doc #	Organization	Subject	Amount	Funding Source	Local	DBE	MBE/WBE/D	DBEreported	Day	Completion	FTA
1	G1387.3-11	NMS MANAGEMENT, INC.	ADDITIONAL LRV CLEANING SERVICES	\$ 160,084.08	352-53615	Y	Y	39730	\$160,084.08	10/2/2012	9/30/2014	Y
2	B0574.0-12	CUMMINS CAL PACIFIC, INC.	REBUILT TRANSMISSIONS IN-FRAME OVERHAULS	\$ 5,007,224.91	31253810	Y	N	N	\$0.00	10/9/2012	9/30/2017	Y
3	L1092.0-13	PROGRESS RAIL SERVICES	115# HIGH STRENGTH RAIL - 240,000 FT	\$ 6,593,660.00	12817-0200	N	N	N	\$0.00	10/15/2012		Y
4	G1500.0-13	APPLIED TRUST, INC.	CYBER SECURITY ASSESSMENT (I.T.)	\$ 40,000.00	11319-0800	N	N	N	\$0.00	10/25/2012	4/30/2014	Y
5	G1474.0-12	ENVIROMENTAL LOGISTICS DARTCO	HAZ MAT DISPOSAL SERVICES IAD-KMD-SDTI	\$ 147,981.00	331/332/350/360/380-53710	Y	N	N	\$0.00	11/6/2012	10/31/2017	Y
6	B0595.0-13	TRANSMISSION SALES AND	ALLISON TRANSMISSION REBUILDS	\$ 484,422.50	31253810	N	N	N	\$0.00	1/7/2013	12/31/2015	Y
7	B0592.0-13	HARBOR DIESEL AND EQUIPMENT	REBUILT TRANSMISSIONS INFRAME OVERHAULS	\$ 457,204.80	31253810	N	N	N	\$0.00	1/29/2013	10/31/2015	Y
8	B0563.3-11	TRAPEZE SOFTWARE GROUP, INC.	ADD TRAPEZE INFO-IVR-FX MAINT. AGMT	\$ 24,282.00	11318	N	N	N	\$0.00	2/11/2013	6/30/2014	Y
9	L0884.2-09	CARLOS GUZMAN, INC.	ADDITIONAL LRV VANDAL/ACCIDENT REPAIR	\$ 1,170,000.00	355-53610/53510	N	N	N	\$0.00	2/19/2013	6/30/2014	Y
10	PWL145.0-13	JL PATTERSON & ASSOCIATES	2013 BRIDGE INSPECTION SERVICES	\$ 97,970.00	371-53710	N	Y	7770	\$97,970.00	3/6/2013	12/31/2013	Y
11	G1500.1-13	APPLIED TRUST, INC.	ADDITIONAL TECH SUPPORT	\$ 20,000.00	11319-0800	N	N	N	\$0.00	3/11/2013	4/30/2014	Y
12	L0954.1-10	NELECO, INC.	EXERCISE BOTH OPTION YEARS - TRACK LUBE	\$ 290,472.48	37054310	N	N	N	\$0.00	3/11/2013	4/30/2015	Y
13	L1120.0-13	SIMMONS MACHINE TOOL CORPORATI	LRV TRUING MACHINE	\$ 1,685,673.75	11309-0200	N	N	N	\$0.00	3/11/2013		Y
14	B0546.1-11	MOHAWK MFG. AND SUPPLY CO.	AMENDMENT TO BENDIX AIR BRAKES	\$ 4,987.06	321/322-54510	N	N	N	\$0.00	3/14/2013	11/30/2015	Y
15	PWL144.0-13	TRI-SIGNAL INTEGRATION, INC.	FIRE ALARM TESTING AND MAINTENANCE	\$ 55,147.75	380-53720	Y	N	N	\$0.00	3/14/2013	2/28/2018	Y
	PO NUMBER	Organization	Subject	AMOUNT	Funding Source		DBE				DATE	FTA
FEDERAL FUNDS												
16	3300	NETWORK TOOL WAREHOUSE	HEAVY DUTY INDUSTRIAL FILTER CRUSHE	\$6,532.35	11200-0200		N				10/5/2012	Y
17	3335	ROTO ROOTER SERVICE	EMERGENCY REPAIR STORM DRAIN/SEWER	\$42,164.53	11200-0800		N				11/9/2012	Y
18	3341	FISHER WIRELESS SERVICES	TRANSIT ANTENNA/CABLE/CONN ECTORS	\$8,893.13	11306-1300		N				11/21/2012	Y
19	PW001086	AZTEC FENCE CO.	SPRING STREET FENCING	\$6,135.00	11321-0200		N				11/21/2012	Y
20	3348	CRUZ ESTRELLA'S CADD AND DRAFT	BONDING COPIES FOR WRIGHT STREET	\$1,315.17	11321-0800		Y		\$1,315.17		12/11/2012	Y

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

21	3362	DEFENSIVE SYSTEMS, INC.	DEFENSIVE CLASSES - JAN/FEB	\$2,400.00	420-53910/53440	N				1/3/2013	Y
22	3366	GENERAL INFORMATION SYSTEMS	HAND HELD UNITS 440 READERS	\$20,517.84	11322-0200	N				1/18/2013	Y
23	3375	HSQ TECHNOLOGY	SDSU ILON SYSTEM SUPPORT	\$16,989.00	11325-0200	N				2/4/2013	Y
24	3394	SOUTHLAND ELECTRIC INC	MONITORING FIRE PANEL INSTALL, SDSU	\$74,013.90	11325-0200	N				3/25/2013	Y
		Work Order #	Organization	Subject	Amount	DBE	WBE/MBE	DBE		Day	Complete
25	G1496.0-13.01.2	RAILPROS, INC.	BUS WASH REPLACE ENGINEERING	\$31,400.00		N		\$0.00		3/22/2013	5/30/2019
26	PWL132.0-11.18.2	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCE CCTV	\$1,727.36		N		\$0.00		3/22/2013	
27	PWL132.0-11.10.2	SOUTHLAND ELECTRIC, INC.	SDSU FIRE ALARM ZONE 5 FIREWALL	\$12,540.72		N		\$0.00		3/8/2013	3/25/2013
28	PWL135.0-12.04	ABC CONSTRUCTION, INC.	KMD GARAGE FLOOR EPOXY COATING	\$174,252.46		N		\$0.00		3/7/2013	
29	PWL132.0-11.12.3	SOUTHLAND ELECTRIC, INC.	BLDG B ROOF - REPLACING SHEATHING	\$12,219.72		N		\$0.00		3/6/2013	3/20/2013
30	PWL132.0-11.10.1	SOUTHLAND ELECTRIC, INC.	SDSU FIRE ALARM STROBE LIGHT FIXTUR	\$1,735.42		N		\$0.00		2/19/2013	
31	PWL134.0-12.02.1	HERZOG CONSTRUCTION, INC.	SAN MIGUEL CROSSING AMEND	\$11,445.24		N		\$0.00		2/7/2013	
32	PWL132.0-11.12.1	SOUTHLAND ELECTRIC, INC.	BUILDING B ROOF REPAIR/SKYLIGHTS	\$30,817.70		N		\$0.00		2/4/2013	
33	PWL132.0-11.12.2	SOUTHLAND ELECTRIC, INC.	BUILDING B ROOF REPAIR TURBINES	\$20,589.30		N		\$0.00		2/4/2013	
34	PWL132.0-11.18.1	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCEMENTS	\$19,801.60		N		\$0.00		1/22/2013	
35	PWL134.0-12.11	HERZOG CONSTRUCTION, INC.	BROADWAY WYE SWITCH REPLACEMENT	\$9,313.09		N		\$0.00		1/22/2013	
36	PWL136.0-12.04.1	HMS CONSTRUCTION, INC.	SAN MIGUEL SIGNAL WIRE REPLACEMENT	\$7,613.36		N		\$0.00		1/7/2013	
37	PWL132.0-11.19	SOUTHLAND ELECTRIC, INC.	REVENUE DEPARTMENT CCTV IMPROVEMENT	\$1,874.18		N		\$0.00		12/10/2012	
38	PWL136.0-12.05	HMS CONSTRUCTION, INC.	47TH STREET FEEDER CABLE REPLACEMEN	\$21,510.83		N		\$0.00		12/6/2012	
39	PWL132.0-11.18	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCE/CCTV	\$249,743.01		N		\$0.00		11/28/2012	
40	G1496.0-13.01	RAILPROS, INC.	ON-CALL ENGINEERING - ROE/REAL EST	\$25,000.00		N		\$0.00		11/15/2012	5/30/2019
41	PWL134.0-12.08	HERZOG CONSTRUCTION, INC.	ORANGE LINE JOINT BAR AT 3 LOCATION	\$41,956.80		N		\$0.00		11/6/2012	
42	PWL136.0-12.04	HMS CONSTRUCTION, INC.	SAN MIGUEL SIGNAL WIRE REPLACEMENT	\$10,802.82		N		\$0.00		10/31/2012	

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

43	PWL134.0-12.07	HERZOG CONSTRUCTION, INC.	C ST PAVING 6TH TO 8TH ST	\$296,155.69		N	\$0.00	10/29/2012	
44	PWL132.0-11.10	SOUTHLAND ELECTRIC, INC.	SDSU TROLLEY STATION FIRE ALARM	\$212,279.64		N	\$0.00	10/18/2012	
45	PWL132.0-11.14	SOUTHLAND ELECTRIC, INC.	SDSU STATION CCTV UPGRADE	\$55,946.72		N	\$0.00	10/18/2012	
46	PWL134.0-12.06	HERZOG CONSTRUCTION, INC.	8TH STREET BRIDGE SURVEY	\$12,351.53		N	\$0.00	10/12/2012	
47	G1494.0-13.01	PACIFIC RAILWAY ENTERPRISES	MVE/ORANGE LINE SIGNAL PRINT VERIFI	\$500,000.00		Y	\$500,000.00	10/8/2012	5/30/2017
48	PWL132.0-11.12	SOUTHLAND ELECTRIC, INC.	MTS/SDTI BUILDING B ROOF REPAIR	\$193,298.51		N	\$0.00	10/2/2012	
FEDERAL FUNDS TOTAL				\$ 18,372,446.95					
DBE FEDERAL FUNDS				\$759,369.25					
% DBE FUNDS				4.13%					

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

LOCAL FUNDS											
Doc #	Organization	Subject	Amount	Funding Source	Local	DBE	MBE/WBE/D	DBEreported	Day	Completion	FTA
G1483.0-12	LIVE NATION, INC.	COLLEGE PASS PARTNERSHIP/CONCERTS	\$ 5,000.00	554-53910	N	N	N	\$0.00	10/1/2012	10/31/2012	N
G1421.1-12	BAKER & MILLER, PLLC	LEGAL SERVICES - RAILROAD & ENVIRONMENTAL	\$ 50,000.00	10121-53110	N	N	N	\$0.00	10/18/2012	12/31/2018	N
G1428.1-12	MICHAEL E. RIPLEY	LEGAL SERVICES - GENERAL TORT AND LIABILITY	\$ 120,000.00	633/923/922 - 53310/53311	Y	N	N	\$0.00	10/29/2012	12/31/2018	N
G1503.0-13	FOUNDATION COMMUNITY SERVICES	PRIVATE-HIRE DRIVER AND RADIO SERVICE TRAINING	\$ 69,300.00	761-53450000	Y	N	N	\$0.00	11/2/2012	11/21/2017	N
G1501.0-13	R. L. BANKS & ASSOCIATES, INC.	ON-CALL CONSULTANT FOR MTS DESERT LINE NEGOTIATION	\$ 25,000.00	12153110	N	N	N	\$0.00	11/5/2012	10/31/2014	N
L1111.0-13	CUBIC TRANSPORTATION SYSTEMS	PLATFORM CARD INTERFACE DEVICES - FARE	\$ 494,216.00	11331-0200	Y	N	N	\$0.00	11/28/2012		N
G1425.1-12	LIEBMAN, QUIGLEY, SHEPPARD	LEGAL SERVICES - GENERAL & TORT LIABILITY	\$ 60,000.00	633/923/922- 53310/53311	Y	N	N	\$0.00	12/13/2012	12/31/2016	N
G1204.2-09	SMITH WATTS & COMPANY	EXERCISE FINAL OPTION YEAR	\$ 69,600.00	50902 53116	N	N	N	\$0.00	12/13/2012	12/31/2013	N
G1506.0-13	AON GLOBAL RISK CONSULTING	ACTUARIAL SERVICES	\$ 37,500.00	902-53910	N	N	N	\$0.00	12/20/2012	12/31/2017	N
G1510.0-13	HOLIDAY BOWL - QUALCOMM	HOLIDAY/POINSETTIA BOWL ADVERTISING	\$ 1,175.00	551-53114	Y	N	N	\$0.00	12/26/2012	12/27/2012	N
G1429.1-12	OPPER & VARCO, LLP	ADDITIONAL FUNDS - LEGAL SERVICES	\$ 50,000.00	121-53110/53111	Y	Y	34306	\$50,000.00	1/10/2013	12/31/2016	N
G1326.2-10	MIS SCIENCES, CORP.	EXERCISE OPTION YEAR	\$ 84,450.00	661-53910000	N	N	N	\$0.00	1/23/2013	1/31/2014	N
G1204.3-09	SMITH WATTS & COMPANY, LLC	REMOVE NCTD FROM STATE LOBBYING	\$ (34,800.00)	53116	N	N	N	\$0.00	1/29/2013	12/31/2013	N
G1193.2-08	COZEN & O'CONNOR	CONTRACT EXTENSION	\$ 10,000.00	50761-53114T	Y	N	N	\$0.00	1/29/2013	1/19/2014	N
G1512.0-13	WARRINER CONSTRUCTION	TAXI CAB STANDS REPAIRS, INSTALL, & IMPR	\$ 49,602.00	761-53540	N	N	N	\$0.00	1/29/2013	1/31/2016	N
PWG141.1-12	APR CONSTRUCTION INC.	TRANSIT STORE IMPROVEMENTS	\$ 3,048.26	11323-1000	Y	Y	38285	\$3,048.26	2/5/2013		N
G1519.0-13	FOCUS ON INTERVENTION	UPDATE JOB ANALYSIS BANK DOCUMENTS	\$ 20,750.00	633-53910	Y	N	N	\$0.00	3/6/2013	12/31/2013	N
G1418.2-12	ASPARIAN, LLC	ADDITIONAL HOURS FOR DATABASE SUPPORT	\$ 18,850.00	661-53910	N	N	N	\$0.00	3/11/2013	12/15/2013	N
G1518.0-13	SIGMANET, INC.	REPLACE SONICWALL 4060 WITH CISCO ASA	\$ 84,472.60	11315/11319	N	N	N	\$0.00	3/22/2013	2/28/2014	N
L0955.2-10	UTC FIRE AND SECURITY	AMENDMENT TO ADD 8 ON 4000 SERIES TROLLE	\$ 199,830.00	11267-0800	N	N	N	\$0.00	3/22/2013		N
PO NUMBER	Organization	Subject	AMOUNT	Funding Source		DBE				DATE	FTA

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

LOCAL FUNDS									
21	3295	ABTECH SYSTEMS, INC.	HP DDS4 TAPE DRIVE - SUPPORT SVCS	\$2,010.13	661-53910 661-54930	N		10/2/2012	N
22	3296	CDW GOVERNMENT, INC.	APC UPS NETWORK MANAGEMENT CARD	\$1,630.86	661-54930	N		10/2/2012	N
23	3299	ENGHOUSE TRANSPORTATION LLC	ANNUAL BUS IVR MAINTENANCE	\$13,703.00	661-53910	N		10/5/2012	N
24	3301	DELL COMPUTER CORP	DELL LATITUDE LAPTOP	\$1,495.42	661-54930	N		10/8/2012	N
25	3302	IACCESS INC.	HID CARDS FOR HR DEPT	\$549.53	711-53750	N		10/11/2012	N
26	3303	EL CAJON BLVD BUSINESS IMPROVE	INSTALL GREEN LINE BANNERS/44 POLES	\$3,960.00	553-53910	N		10/12/2012	N
27	3304	COX MEDIA	35 WEEK TELEVISION 60 SEC COMMERCIA	\$99,000.00	551-53114	N		10/12/2012	N
28	3305	CDW GOVERNMENT, INC.	DISPLAY - LG LCD	\$366.33	661-54920	N		10/16/2012	N
29	3306	CDW GOVERNMENT, INC.	SYMANTEC ENTERPRISE VAULT	\$13,239.37	661-54930/53910	N		10/16/2012	N
30	3307	CDW GOVERNMENT, INC.	LAPTOP - BTO APPLE/APPLE CARE	\$2,759.87	661-54930/53910	N		10/16/2012	N
31	3308	DELL COMPUTER CORP	LAPTOP - DELL LATITUDE	\$1,675.68	661-54930	N		10/16/2012	N
32	3309	CDW GOVERNMENT, INC.	MOBILE SCANNER - ETHERNET ADAPTER	\$862.61	661-54920	N		10/16/2012	N
33	3310	COMMUNICATIONS USA, INC.	MOTOROLA CD1250 VHF RADIO	\$11,361.16	11267-0200	N		10/17/2012	N
34	3311	LOCAL MEDIA OF SD LLC	ANNUAL SPOT SCHEDULE XHTZ Z90.3	\$25,000.00	551-53114	N		10/17/2012	N
35	3312	LOCAL MEDIA OF SD LLC	ANNUAL SPOT SCHEDULE XTRA 91X	\$25,000.00	551-53114	N		10/17/2012	N
36	3313	LINKEDIN CORPORATION	RECRUITER - JOB SLOTS	\$14,200.00	711-53410	N		10/18/2012	N
37	3314	ABTECH SYSTEMS, INC.	HP TECH SUPPORT AND HARDWARE SUPPOR	\$23,984.00	661-53910	N		10/18/2012	N
38	3294	KRONOS INCORPORATED	SOFTWARE SUPPORT SVCS	\$11,866.02	661-53910	N		10/22/2012	N
39	3317	KYXY-FM 96.5	60 SECOND COMMERCIALS KYXY 96.5	\$25,000.00	551-53114	N		10/23/2012	N
40	3316	QUANTUM CORPORATION	SERVICE RENEWAL TAPE LIBRARY	\$1,847.00	661-53910	N		10/24/2012	N
41	3318	IACCESS INC.	HID CARDS FOR HR DEPARTMENT	\$2,747.63	711-53750	N		10/24/2012	N
42	3319	ESRI	ESRI SOFTWARE, TRAINING, & SUPPORT	\$49,844.75	661-54930/53910	N		10/25/2012	N
43	3320	DELL COMPUTER CORP	OPTIPLEX ALL-IN-ONE LABOR AND	\$1,259.73	661-54930	N		10/25/2012	N
44	PW001085	CITY ELECTRIC WORKS, INC.	MATERIALS FOR TAXI ADMIN	\$2,200.00	761-53630	N		10/25/2012	N

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45	3321	SUNGARD BI-TECH, INC.	IFAS ANNUAL SUPPORT 11/12 - 10/13	\$21,339.45 661-53910	N	10/29/2012	N
46	3322	DELL COMPUTER CORP	9010 SFF WSCA - IT	\$13,153.47 661-54930	N	11/1/2012	N
47	3325	CDW GOVERNMENT, INC.	QUANTUM LTO 3 TAPE MEDIA CARTRIDGE DELL LAPTOP, ADAPTER CORD, KEYBOARD	\$635.63 661-54920	N	11/1/2012	N
48	3323	DELL COMPUTER CORP	E-PORT REPLICATOR WITH USB	\$1,780.92 661-54930	N	11/2/2012	N
49	3324	DELL COMPUTER CORP V & V		\$241.34 661-54930	N	11/2/2012	N
50	3326	MANUFACTURING, INC. CDW GOVERNMENT, INC.	SERVICE PINS KINGSTON 16GB, HP LASERJET PRINTER	\$5,765.49 711-53750	N	11/5/2012	N
51	3327			\$2,413.05 661-54930	N	11/5/2012	N
52	3328	MADDEN CONSTRUCTION, INC.	PARKING LOT LIGHTING AND REPAIR SURVEILLANCE CAMERA/SMOKING SIGNS	\$19,189.63 50840-53920	N	11/5/2012	N
53	3329	HORNBERGER COMPANY	MAC AUDIT NODE - TRACK IT SUPPORT	\$7,309.16 50840-53920	N	11/6/2012	N
54	3331	BMC SOFTWARE, INC.		\$270.00 661-54930/53910	N	11/7/2012	N
55	3332	SAN DIEGO TRUCK BODY & EQUIP MADDEN CONSTRUCTION, INC.	LIGHTING EQUIP INSTALL LABOR/PARTS DEMOLITION/REPAIR FIXTURE	\$1,709.69 10500004	N	11/8/2012	N
56	3333	CDW GOVERNMENT, INC.	AXIS SURVEILLANCE KIT	\$346.13 761-53630	N	11/9/2012	N
57	3334			\$1,353.95 661-54930	N	11/9/2012	N
58	3337	CDW GOVERNMENT, INC.	HARD DRIVES	\$961.73 661-54930	N	11/14/2012	N
59	3336	DELL COMPUTER CORP THE TRUCK LIGHTHOUSE	DELL PRECISION T5600	\$22,710.54 661-54930	N	11/30/2012	N
60	3342		SIREN HHS2000 BUS RAPID TRANSIT BRANDING	\$401.39 10761-54540000	N	12/4/2012	N
61	3343	MIRIELLO GRAFICO, INC. CDW GOVERNMENT, INC.	AXIS M1014 SURVEILLANCE KIT	\$14,950.00 551-53114	N	12/4/2012	N
62	3344	CDW GOVERNMENT, INC.	BTI NOTEBOOK BATTERY	\$852.37 661-54930	N	12/5/2012	N
63	3345		OPTIPLEX 9010 ALL IN ONE	\$508.19 661-54930	N	12/5/2012	N
64	3346	DELL COMPUTER CORP HERSHEY TECHNOLOGIES	KOFAX LICENSE - ANNUAL SUPPORT	\$2,463.56 661-54930	N	12/6/2012	N
65	3347			\$1,440.00 661-54920/53910	N	12/7/2012	N
66	3351	SAN DIEGO CONVENTION AND VISIT NETWRX CORPORATION	FULL PAGE AD IN 2013 OFFICIAL PLANN	\$7,800.00 551-53114	N	12/12/2012	N
67	3354		1 YR SUPPORT/MAINT KIT, MOUTING, CONTROLLER	\$1,381.88 661-153910	N	12/17/2012	N
68	3355	TASER INTERNATIONAL		\$1,496.64 761-54540	N	12/18/2012	N

Contracts Awarded October 1, 2012 to March 31, 2013
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69	3350	TURNBOUGH, INC.	SDTI TECHNOLOGY ASSESSMENT, TRAVEL	\$7,500.00 11200-0800	N	12/19/2012	N
70	3356	WOLFCOM ENTERPRISES	POLICE BODY CAMERA, WARRANTY	\$2,437.22 761-54540	N	12/19/2012	N
71	3357	ETHERNWAN SYSTEMS, INC.	ETHERNET MEDIA CONVERTER	\$1,336.40 54930	N	12/21/2012	N
72	3358	CDW GOVERNMENT, INC.	AXIS M1011 SURVEILLANCE KIT, DISPLA	\$1,590.63 661-54930	N	12/21/2012	N
73	3359	KL EXECUTIVE SEARCH	PROFESSIONAL RECRUITMENT	\$29,000.00 10711-53410	N	12/26/2012	N
74	3360	CARLOS GUZMAN, INC. SAN DIEGO	DECAL INSTALLATION - 8 LRVS	\$2,800.00 11267-0200	N	12/28/2012	N
75	3361	CONVENTION CENTER	FULL PAGE COLOR AD	\$4,500.00 551-53114	N	1/7/2013	N
76	3363	L & L PRINTERS	FUN PLACES BROCHURE	\$3,878.28 551-53750	N	1/10/2013	N
77	3364	ARAMARK REFRESHMENT SERV	COFFEE SERVICES 9-10TH FLOOR	\$4,859.26 902-54910	N	1/14/2013	N
78	3367	L & L PRINTERS	2013 REGIONAL TRANSIT MAP	\$13,542.12 553-53750	N	1/24/2013	N
79	3368	AT&T	ELECTRICAL WORK/APC UPS	\$36,470.47 11315-0200	N	1/25/2013	N
80	3369	REID & CLARK SCREEN ARTS	TROLLEY TIMETABLES KIOSK INSERTS	\$3,920.40 553-53750	N	1/28/2013	N
81	3371	ACCESSIBLE SAN DIEGO	ACCESS GOLD MEMBERSHIP RENEWAL	\$6,250.00 551-53114	N	1/30/2013	N
82	3370	CDW GOVERNMENT, INC.	SONY LT05, LG 42" LCD	\$2,246.00 661-54920/53910	N	1/31/2013	N
83	3372	MONOPRICE INC.	PID 5', 14', 25', 30', 20', CABLE	\$1,948.93 661-54920	N	2/1/2013	N
84	3373	DELL COMPUTER CORP	OPTIPLEX 9010, 24" MONITOR, WIDESCR	\$41,986.88 661-54930	N	2/1/2013	N
85	3374	KELLY PAPER CO.	96 BRIGHT PAPER - 180 CASES	\$7,010.48 902-54910	N	2/4/2013	N
86	3376	CDW GOVERNMENT, INC.	APPLE IPAD, CASE, CS50 BUNDLE	\$2,309.74 721-53430	N	2/5/2013	N
87	3377	AT&T	FIBER CABLES	\$1,021.85 11315-0200	N	2/6/2013	N
88	3379	CDW GOVERNMENT, INC.	DROBO 3 YEAR TECH SUPPORT	\$2,195.00 661-53910	N	2/12/2013	N
89	3381	US POSTAL SERVICE	POSTAGE METER - 1 YEAR	\$40,000.00 902-59510	N	2/15/2013	N
90	3382	CDW GOVERNMENT, INC.	AXIS SURVEILLANCE KIT	\$1,445.04 661-54930	N	2/15/2013	N
91	3383	SOLARWINDS, INC.	IP ADDRESS MANAGER	\$2,999.00 661-54930	N	2/19/2013	N
92	3380	CARDIAC SCIENCE CORP	POWERHEART AED	\$5,616.00 902-54930	N	2/20/2013	N
93	3378	IACCESS INC.	HID CARDS FOR HUMAN RESOURCES	\$2,754.00 711-53750	N	2/12/2013	N
94	3385	CDW GOVERNMENT, INC.	VMWARE ENT PLUS ACC BSNS 8P	\$16,123.00 661-53910	N	2/28/2013	N

Contracts Awarded October 1, 2012 to March 31, 2013
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

95	3388	L&L PRINTERS	SD TROLLEY POCKET GUIDES	\$3,542.48 553-53750	N				3/21/2013	N
96	3389	NTH GENERATION COMPUTING INC	BLADE SUPPORT	\$10,045.00 661-53910	N				3/21/2013	N
97	3390	CDW GOVERNMENT INCORPORATED	AXIS M1054 SURVEILLANCE KIT	\$1,693.77 661-54920	N				3/22/2013	N
98	3391	CDW GOVERNMENT INCORPORATED	MOBILE SCANNER, HP LJ PRO	\$876.43 661-54920	N				3/22/2013	N
99	3393	CDW GOVERNMENT INCORPORATED	17IN RACK, APC NET SHELTER	\$2,987.24 11339-1000	N				3/22/2013	N
100	3365	REID AND CLARK SCREEN ARTS CO	MULTIPLE SIGNS	\$1,615.68 761-54540	N				1/14/2013	
101	3384	GRAFFITI TRACKER	GPS CAMERA PACKAGE	\$2,808.00 420-53720	N				2/20/2013	
102	3392	CARDIAC SCIENCE CORPORATION	DEFIBRILLATION PADS, LITHIUM BATTER	\$1,582.28 902-54930	N				3/22/2013	
		Work Order #	Organization	Subject	Amount	DBE	WBE/MBE	DBEreported	Day	Complete
103	G1245.0-09.08	KIMLEY-HORN & ASSOC.	ENGINEERING SVCS ENVIRONMENTAL INSP	\$15,500.00	N				11/28/2012	6/30/2015
104	G1246.0-09.11	DAVID EVANS & ASSOCIATES INC	INSPEC/DESIGN HVAC SYSTEM SEC/TICK	\$22,629.14	N				10/9/2012	
		LOCAL FUNDS TOTAL		\$ 2,193,051.88						
		DBE LOCAL FUNDS		\$ 53,048.26						
		DBE LOCAL %		2.42%						

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Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

FEDERAL FUNDS													
Doc #	Organization	Subject	Amount	Funding Source	Local	DBE	MBE/WBE	% Goal	DBEreported	Day	Completion	FTA	
1 G1262.1-09	THE SUPERLATIVE GROUP	NAMING RIGHTS OPT YR	\$67,598.56	50902-53910	N	N	N	0.00%	\$0.00	7/5/2012	3/31/2013	Y	
2 G1311.0-10	GTC SYSTEMS INC	IT SYSTEM VIRTUALIZATION PROJECT	\$86,766.87		Y	N		0.00%	\$0.00	3/29/2010	3/29/2013	Y	
3 G1176.0-08	CANON BUSINESS SOLUTIONS	REPLACEMENT COPIER	\$24,975.02		N	N	N		\$0.00	3/5/2008	2/28/2013	Y	
4 G1481.0-12	ACS TRANSPORT SOLUTIONS	RTMS SYSTEMS; HARDWARE, SOFTWARE, INSTAL	\$382,154.10	11290	N	N	N	0.00%	\$0.00	9/25/2012	2/1/2013	Y	
5 B0591.0-13	EF ENTERPRISES	IN-PLANT INSPECTIONS, PRE-DELIVERY INSPE	\$4,920.00	11306-0800	N	Y	4940	0.00%	\$4,920.00	9/18/2012	12/31/2012	Y	
6 L0936.0-10	SPERRY RAIL SERVICES	RAIL TESTING	\$129,895.92		N	N		0.00%	\$0.00	12/17/2009	12/31/2012	Y	
7 L1059.0-12	J.L. PATTERSON & ASSOCIATES	BLUE/ORANGE/GREEN LINES BRIDGE INSPECTION SERVICES	\$78,510.07	360-53910	N	Y	7770	0.00%	\$79,768.00	12/22/2011	12/31/2012	Y	
8 G1098.0-08	UNITED PUMPING SERVICES	HAZARDOUS MATERIAL DISPOSAL SERVICES	\$52,838.14		N	N	N		\$0.00	10/31/2007	10/31/2012	Y	
PO NUMBER	Organization	Subject	AMOUNT	Funding Source		DBE		DBE Reported		DATE	Completed	FTA	
9 3394	SOUTHLAND ELECTRIC INC	MONITORING FIRE PANEL	\$74,013.90	11325-0200		N				3/25/2013	3/25/2013	Y	
10 3375	HSQ TECHNOLOGY	INSTALL, SDSU	\$16,989.00	11325-0200		N				2/4/2013	2/4/2013	Y	
11 3366	GENERAL INFORMATION SYSTEMS	SDSU ILON SYSTEM SUPPORT	\$20,517.84	11322-0200		N				1/18/2013	1/18/2013	Y	
12 3362	DEFENSIVE SYSTEMS, INC.	HAND HELD UNITS 440 READERS	\$2,400.00	53910/53440		N				1/3/2013	1/3/2013	Y	
13 3360	CARLOS GUZMAN, INC.	DEFENSIVE CLASSES - JAN/FEB	\$2,800.00	11267-0200		N				12/28/2012	12/28/2012	Y	
14 3348	CRUZ ESTRELLA'S CADD AND DRAFT	DECAL INSTALLATION - 8 LRVS	\$1,315.17	11321-0800		Y		\$1,315.17		12/11/2012	12/11/2012	Y	
15 3341	FISHER WIRELESS SERVICES	TRANSIT	\$8,893.13	11306-1300		N				11/21/2012	11/21/2012	Y	
16 PW001086	AZTEC FENCE CO.	ANTENNA/CABLE/CONNECTORS	\$6,135.00	11321-0200		N				11/21/2012	11/21/2012	Y	
17 3335	ROTO ROOTER SERVICE	SPRING STREET FENCING	\$42,164.53	11200-0800		N				11/9/2012	11/9/2012	Y	
18 3300	NETWORK TOOL WAREHOUSE	EMERGENCY REPAIR STORM DRAIN/SEWER	\$6,532.35	11200-0200		N				10/5/2012	10/5/2012	Y	
Work Order #	Organization	Subject	Amount			DBE				Day	Complete	FTA	
19 PWL132.0-11.18.2	SOUTHLAND ELECTRIC, INC.	HEAVY DUTY INDUSTRIAL FILTER CRUSHE	\$1,727.36			N		\$0.00		3/22/2013		Y	
20 PWL132.0-11.10.2	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCE CCTV	\$12,540.72			N		\$0.00		3/8/2013	3/25/2013	Y	
21 PWL135.0-12.04	ABC CONSTRUCTION, INC.	KMD GARAGE FLOOR EPOXY COATING	\$174,252.46			N		\$0.00		3/7/2013		Y	
22 PWL132.0-11.12.3	SOUTHLAND ELECTRIC, INC.	BLDG B ROOF - REPLACING SHEATHING	\$12,219.72			N		\$0.00		3/6/2013	3/20/2013	Y	
23 PWL132.0-11.10.1	SOUTHLAND ELECTRIC, INC.	SDSU FIRE ALARM STROBE LIGHT FIXTUR	\$1,735.42			N		\$0.00		2/19/2013		Y	
24 PWL134.0-12.02.1	HERZOG CONSTRUCTION, INC.	SAN MIGUEL CROSSING AMEND	\$11,445.24			N		\$0.00		2/7/2013		Y	
25 PWL132.0-11.12.1	SOUTHLAND ELECTRIC, INC.	BUILDING B ROOF REPAIR/SKYLIGHTS	\$30,817.70			N		\$0.00		2/4/2013		Y	
26 PWL132.0-11.12.2	SOUTHLAND ELECTRIC, INC.	BUILING B ROOF REPAIR TURBINES	\$20,589.30			N		\$0.00		2/4/2013		Y	

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30	PWL132.0-11.18.1	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCEMENTS	\$19,801.60	N	\$0.00	1/22/2013	Y
31	PWL134.0-12.11	HERZOG CONSTRUCTION, INC.	BROADWAY WYE SWITCH REPLACEMENT	\$9,313.09	N	\$0.00	1/22/2013	Y
32	PWL136.0-12.04.1	HMS CONSTRUCTION, INC.	SAN MIGUEL SIGNAL WIRE REPLACEMENT	\$7,613.36	N	\$0.00	1/7/2013	Y
33	PWL132.0-11.19	SOUTHLAND ELECTRIC, INC.	REVENUE DEPARTMENT CCTV IMPROVEMENT	\$1,874.18	N	\$0.00	12/10/2012	Y
34	PWL136.0-12.05	HMS CONSTRUCTION, INC.	47TH STREET FEEDER CABLE REPLACEMENT	\$21,510.83	N	\$0.00	12/6/2012	Y
35	PWL132.0-11.18	SOUTHLAND ELECTRIC, INC.	WRIGHT STREET YARD ENHANCE/CCTV	\$249,743.01	N	\$0.00	11/28/2012	Y
36	PWL134.0-12.08	HERZOG CONSTRUCTION, INC.	ORANGE LINE JOINT BAR AT 3 LOCATION	\$41,956.80	N	\$0.00	11/6/2012	Y
37	PWL136.0-12.04	HMS CONSTRUCTION, INC.	SAN MIGUEL SIGNAL WIRE REPLACEMENT	\$10,802.82	N	\$0.00	10/31/2012	Y
38	PWL134.0-12.07	HERZOG CONSTRUCTION, INC.	C ST PAVING 6TH TO 8TH ST	\$296,155.69	N	\$0.00	10/29/2012	Y
39	PWL132.0-11.10	SOUTHLAND ELECTRIC, INC.	SDSU TROLLEY STATION FIRE ALARM	\$212,279.64	N	\$0.00	10/18/2012	Y
40	PWL132.0-11.14	SOUTHLAND ELECTRIC, INC.	SDSU STATION CCTV UPGRADE	\$55,946.72	N	\$0.00	10/18/2012	Y
41	PWL134.0-12.06	HERZOG CONSTRUCTION, INC.	8TH STREET BRIDGE SURVEY	\$12,351.53	N	\$0.00	10/12/2012	Y
42	PWL132.0-11.12	SOUTHLAND ELECTRIC, INC.	MTS/SDTI BUILDING B ROOF REPAIR	\$193,298.51	N	\$0.00	10/2/2012	Y
FEDERAL FUNDS TOTAL				\$2,407,395.30				
DBE FEDERAL FUNDS				\$84,745.24				
% DBE FUNDS				3.52%				

LOCAL FUNDS												
Doc #	Organization	Subject	Amount	Funding Source	Local	DBE	MBE/WBE/BE reported	Day	Completion	FTA		
21 G1064.3-07	WILLIAM F NORRIS ASSOCIATES	CONSULTING SERVICES	\$24,770.00	11271-0800	Y	N	N	0.00%	\$0.00	3/21/2011	3/15/2013	N
22 G1326.1-10	MIS SCIENCES, INC.	HOSTED TEXT MESSAGING	\$59,000.00	661-53910000	N	N	N	0.00%	\$0.00	2/10/2012	1/31/2013	N
23 G1479.0-12	MJE MARKETING SERVICES	OPTION YEAR ON-CALL MARKETING AND COMM SVCS	\$32,000.00	551-53114	Y	Y	31193 38285 - SD0465 4	0.00% #####	7/3/2012	1/31/2013	N	
24 PWG141.0-12	APR CONSTRUCTION INC.	TRANSIT STORE SECURITY IMPROVEMENTS	\$89,500.00	11323-1000	Y	Y		0.00%	\$89,500.00	9/19/2012	1/31/2013	N
25 G1133.0-08	SECTRAN SECURITY, INC.	ARMORED TRANSPORT SERVICES	\$546,462.26		Y	N	N	0.00%	\$0.00	1/23/2008	1/18/2013	N
26 G1204.1-09	SMITH WATTS & COMPANY	STATE LOBBYING SERVICES	\$69,600.00	50902 53116	N	N	N	0.00%	\$0.00	12/22/2011	12/31/2012	N
27 G1406.1-12	GENERAL INFORMATION SYSTEMS	SOFTWARE PROGRAMMING AND ENGINEERING	\$24,436.00	11322-0200	N	N	N		\$0.00	6/14/2012	12/31/2012	N
28 G1510.0-13	HOLIDAY BOWL - QUALCOMM	HOLIDAY/POINSETTIA BOWL ADVERTISING	\$1,175.00	551-53114	Y	N	N	0.00%	\$0.00	12/26/2012	12/27/2012	N
29 G1418.0-12	ASPARIAN, LLC	SQL ASSESSMENT AND DATABASE ADMIN	\$61,898.75	661-53910	N	N	N	0.00%	\$0.00	12/23/2011	12/14/2012	N
30 G1483.0-12	LIVE NATION, INC.	COLLEGE PASS PARTNERSHIP/CONCERTS	\$5,000.00	554-53910	N	N	N	0.00%	\$0.00	10/1/2012	10/31/2012	N
31 B0575.0-12	AMERITRAN SERVICES CORP.	IN-PLANT INSPECT, PRE-DELIVERY INSPECT	\$23,797.00	11310	N	N	N	0.00%	\$0.00	3/28/2012	10/1/2012	N
PO NUMBER	Organization	Subject	AMOUNT	Funding Source		DBE	DBE Reported		DATE	DATE	FTA	
32 3390	CDW GOVERNMENT INCORPORATED	AXIS M1054 SURVEILLANCE KIT	\$1,693.77	661-54920		N			3/22/2013	3/22/2013	N	
33 3391	CDW GOVERNMENT INCORPORATED	MOBILE SCANNER, HP LJ PRO	\$876.43	661-54920		N			3/22/2013	3/22/2013	N	
34 3392	CARDIAC SCIENCE CORPORATION	DEFIBRILLATION PADS, LITHIUM BATTER	\$1,582.28	902-54930		N			3/22/2013	3/22/2013	N	
35 3393	CDW GOVERNMENT INCORPERATED	17IN RACK, APC NET SHELTER	\$2,987.24	11339-1000		N			3/22/2013	3/22/2013	N	
36 3388	L&L PRINTERS	SD TROLLEY POCKET GUIDES	\$3,542.48	553-53750		N			3/21/2013	3/21/2013	N	
37 3389	NTH GENERATION COMPUTING INC	BLADE SUPPORT	\$10,045.00	661-53910		N			3/21/2013	3/21/2013	N	
38 3385	CDW GOVERNMENT, INC.	VMWARE ENT PLUS ACC BSNS 8P	\$16,123.00	661-53910		N			2/28/2013	2/28/2013	N	
39 3380	CARDIAC SCIENCE CORP	POWERHEART AED	\$5,616.00	902-54930		N			2/20/2013	2/20/2013	N	
40 3384	GRAFFITI TRACKER	GPS CAMERA PACKAGE	\$2,808.00	420-53720		N			2/20/2013	2/20/2013	N	
41 3383	SOLARWINDS, INC.	IP ADDRESS MANAGER	\$2,999.00	661-54930		N			2/19/2013	2/19/2013	N	
42 3381	US POSTAL SERVICE	POSTAGE METER - 1 YEAR	\$40,000.00	902-59510		N			2/15/2013	2/15/2013	N	
43 3382	CDW GOVERNMENT, INC.	AXIS SURVEILLANCE KIT	\$1,445.04	661-54930		N			2/15/2013	2/15/2013	N	
44 3379	CDW GOVERNMENT, INC.	DROBO 3 YEAR TECH SUPPORT	\$2,195.00	661-53910		N			2/12/2013	2/12/2013	N	
72 3378	IACCESS INC.	HID CARDS FOR HUMAN RESOURCES	\$2,754.00	711-53750		N			2/12/2013	2/12/2013	N	
46 3377	AT&T	FIBER CABLES	\$1,021.85	11315-0200		N			2/6/2013	2/6/2013	N	
47 3376	CDW GOVERNMENT, INC.	APPLE IPAD, CASE, CS50 BUNDLE	\$2,309.74	721-53430		N			2/5/2013	2/5/2013	N	
48 3374	KELLY PAPER CO.	96 BRIGHT PAPER - 180 CASES	\$7,010.48	902-54910		N			2/4/2013	2/4/2013	N	

Contracts Completed October 1, 2012 to March 31, 2012
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

49	3372	MONOPRICE INC.	PID 5', 14', 25', 30', 20', CABLE	\$1,948.93	661-54920	N	2/1/2013	2/1/2013	N
50	3373	DELL COMPUTER CORP	OPTIPLEX 9010, 24" MONITOR, WIDESCR	\$41,986.88	661-54930	N	2/1/2013	2/1/2013	N
51	3370	CDW GOVERNMENT, INC.	SONY LT05, LG 42" LCD ACCESS GOLD MEMERSHIP	\$2,246.00	54920/53910	N	1/31/2013	1/31/2013	N
52	3371	ACCESSIBLE SAN DIEGO REID & CLARK SCREEN	RENEWAL TROLLEY TIMETABLES KIOSK	\$6,250.00	551-53114	N	1/30/2013	1/30/2013	N
53	3369	ARTS	INSERTS	\$3,920.40	553-53750	N	1/28/2013	1/28/2013	N
54	3368	AT&T	ELECTRICAL WORK/APC UPS 2013 REGIONAL TRANSIT	\$36,470.47	11315-0200	N	1/25/2013	1/25/2013	N
55	3367	L & L PRINTERS	MAP	\$13,542.12	553-53750	N	1/24/2013	1/24/2013	N
56	3364	ARAMARK REFRESHMENT SERV	COFFEE SERVICES 9-10TH FLOOR	\$4,859.26	902-54910	N	1/14/2013	1/14/2013	N
57	3363	L & L PRINTERS	FUN PLACES BROCHURE	\$3,878.28	551-53750	N	1/10/2013	1/10/2013	N
58	3361	SAN DIEGO CONVENTION CENTER	FULL PAGE COLOR AD PROFESSIONAL	\$4,500.00	551-53114	N	1/7/2013	1/7/2013	N
59	3359	KL EXECUTIVE SEARCH ETHERNWAN SYSTEMS, INC.	RECRUITMENT ETHERNET MEDIA	\$29,000.00	10711-53410	N	12/26/2012	12/26/2012	N
60	3357	CONVERTER	AXIS M1011 SURVEILLANCE	\$1,336.40	54930	N	12/21/2012	12/21/2012	N
61	3358	CDW GOVERNMENT, INC.	KIT, DISPLA	\$1,590.63	661-54930	N	12/21/2012	12/21/2012	N
62	3350	TURNBOUGH, INC.	SDTI TECHNOLOGY ASSESSMENT, TRAVEL	\$7,500.00	11200-0800	N	12/19/2012	12/19/2012	N
63	3356	WOLFCOM ENTERPRISES	POLICE BODY CAMERA, WARRANTY	\$2,437.22	761-54540	N	12/19/2012	12/19/2012	N
64	3355	TASER INTERNATIONAL	KIT, MOUTING, CONTROLLER	\$1,496.64	761-54540	N	12/18/2012	12/18/2012	N
65	3354	NETWRIX CORPORATION	1 YR SUPPORT/MAINT	\$1,381.88	661-153910	N	12/17/2012	12/17/2012	N
66	3351	SAN DIEGO CONVENTION AND VISIT	FULL PAGE AD IN 2013 OFFICIAL PLANN	\$7,800.00	551-53114	N	12/12/2012	12/12/2012	N
67	3347	HERSHEY TECHNOLOGIES	KOFAX LICENSE - ANNUAL SUPPORT	\$1,440.00	54920/53910	N	12/7/2012	12/7/2012	N
68	3346	DELL COMPUTER CORP	OPTIPLEX 9010 ALL IN ONE AXIS M1014 SURVEILLANCE	\$2,463.56	661-54930	N	12/6/2012	12/6/2012	N
69	3344	CDW GOVERNMENT, INC.	KIT	\$852.37	661-54930	N	12/5/2012	12/5/2012	N
70	3345	CDW GOVERNMENT, INC.	BTI NOTEBOOK BATTERY	\$508.19	661-54930	N	12/5/2012	12/5/2012	N
71	3342	THE TRUCK LIGHTHOUSE	10761- SIREN HHS2000	\$401.39	54540000	N	12/4/2012	12/4/2012	N
72	3343	MIRIELLO GRAFICO, INC.	BUS RAPID TRANSIT BRANDING	\$14,950.00	551-53114	N	12/4/2012	12/4/2012	N
73	3336	DELL COMPUTER CORP	DELL PRECISION T5600	\$22,710.54	661-54930	N	11/30/2012	11/30/2012	N
74	3337	CDW GOVERNMENT, INC.	HARD DRIVES	\$961.73	661-54930	N	11/14/2012	11/14/2012	N
75	3333	MADDEN CONSTRUCTION, INC.	DEMOLITION/REPAIR FIXTURE	\$346.13	761-53630	N	11/9/2012	11/9/2012	N
76	3334	CDW GOVERNMENT, INC.	AXIS SURVEILLANCE KIT	\$1,353.95	661-54930	N	11/9/2012	11/9/2012	N
77	3332	SAN DIEGO TRUCK BODY & EQUIP	LIGHTING EQUIP INSTALL LABOR/PARTS	\$1,709.69	10500004	N	11/8/2012	11/8/2012	N
78	3331	BMC SOFTWARE, INC.	MAC AUDIT NODE - TRACK IT SUPPORT	\$270.00	54930/53910	N	11/7/2012	11/7/2012	N
79	3329	HORNBERGER COMPANY	SURVEILLANCE CAMERA/SMOKING SIGNS	\$7,309.16	50840-53920	N	11/6/2012	11/6/2012	N

Contracts Completed October 1, 2012 to March 31, 2012
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

80	3326	V & V MANUFACTURING, INC.	SERVICE PINS	\$5,765.49	711-53750	N	11/5/2012	11/5/2012	N
81	3327	CDW GOVERNMENT, INC.	KINGSTON 16GB, HP LASERJET PRINTER	\$2,413.05	661-54930	N	11/5/2012	11/5/2012	N
82	3328	MADDEN CONSTRUCTION, INC.	PARKING LOT LIGHTING AND REPAIR	\$19,189.63	50840-53920	N	11/5/2012	11/5/2012	N
83	3323	DELL COMPUTER CORP	DELL LAPTOP, ADAPTER CORD, KEYBOARD	\$1,780.92	661-54930	N	11/2/2012	11/2/2012	N
84	3324	DELL COMPUTER CORP	E-PORT REPLICATOR WITH USB	\$241.34	661-54930	N	11/2/2012	11/2/2012	N
85	3322	DELL COMPUTER CORP	9010 SFF WSCA - IT	\$13,153.47	661-54930	N	11/1/2012	11/1/2012	N
86	3325	CDW GOVERNMENT, INC.	QUANTUM LTO 3 TAPE MEDIA CARTRIDGE	\$635.63	661-54920	N	11/1/2012	11/1/2012	N
87	3321	SUNGARD BI-TECH, INC.	IFAS ANNUAL SUPPORT 11/12 - 10/13	\$21,339.45	661-53910	N	10/29/2012	10/29/2012	N
88	3319	ESRI	ESRI SOFTWARE, TRAINING, & SUPPORT	\$49,844.75	54930/53910	N	10/25/2012	10/25/2012	N
89	3320	DELL COMPUTER CORP	OPTIPLEX ALL-IN-ONE	\$1,259.73	661-54930	N	10/25/2012	10/25/2012	N
90	PW001085	CITY ELECTRIC WORKS, INC.	LABOR AND MATERIALS FOR TAXI ADMIN	\$2,200.00	761-53630	N	10/25/2012	10/25/2012	N
91	3316	QUANTUM CORPORATION	SERVICE RENEWAL TAPE LIBRARY	\$1,847.00	661-53910	N	10/24/2012	10/24/2012	N
119	3318	IACCESS INC.	HID CARDS FOR HR DEPARTMENT	\$2,747.63	711-53750	N	10/24/2012	10/24/2012	N
93	3317	KYXY-FM 96.5	60 SECOND COMMERCIALS KYXY 96.5	\$25,000.00	551-53114	N	10/23/2012	10/23/2012	N
94	3294	KRONOS INCORPORATED	SOFTWARE SUPPORT SVCS	\$11,866.02	661-53910	N	10/22/2012	10/22/2012	N
95	3313	LINKEDIN CORPORATION	RECRUITER - JOB SLOTS	\$14,200.00	711-53410	N	10/18/2012	10/18/2012	N
96	3314	ABTECH SYSTEMS, INC.	HP TECH SUPPORT AND HARDWARE SUPPOR	\$23,984.00	661-53910	N	10/18/2012	10/18/2012	N
97	3310	COMMUNICATIONS USA, INC.	MOTOROLA CD1250 VHF RADIO	\$11,361.16	11267-0200	N	10/17/2012	10/17/2012	N
98	3311	LOCAL MEDIA OF SD LLC	ANNUAL SPOT SCHEDULE XHTZ Z90.3	\$25,000.00	551-53114	N	10/17/2012	10/17/2012	N
99	3312	LOCAL MEDIA OF SD LLC	ANNUAL SPOT SCHEDULE XTRA 91X	\$25,000.00	551-53114	N	10/17/2012	10/17/2012	N
100	3305	CDW GOVERNMENT, INC.	DISPLAY - LG LCD	\$366.33	661-54920	N	10/16/2012	10/16/2012	N
101	3306	CDW GOVERNMENT, INC.	SYMANTEC ENTERPRISE VAULT	\$13,239.37	54930/53910	N	10/16/2012	10/16/2012	N
102	3307	CDW GOVERNMENT, INC.	LAPTOP - BTO APPLE/APPLE	\$2,759.87	54930/53910	N	10/16/2012	10/16/2012	N
103	3308	DELL COMPUTER CORP	CARE LAPTOP - DELL LATITUDE	\$1,675.68	661-54930	N	10/16/2012	10/16/2012	N
104	3309	CDW GOVERNMENT, INC.	MOBILE SCANNER - ETHERNET ADAPTER	\$862.61	661-54920	N	10/16/2012	10/16/2012	N
105	3303	EL CAJON BLVD BUSINESS IMPROVE	INSTALL GREEN LINE BANNERS/44 POLES	\$3,960.00	553-53910	N	10/12/2012	10/12/2012	N
106	3304	COX MEDIA	35 WEEK TELEVISION 60 SEC COMMERCIA	\$99,000.00	551-53114	N	10/12/2012	10/12/2012	N
134	3302	IACCESS INC.	HID CARDS FOR HR DEPT	\$549.53	711-53750	N	10/11/2012	10/11/2012	N
108	3301	DELL COMPUTER CORP	DELL LATITUDE LAPTOP	\$1,495.42	661-54930	N	10/8/2012	10/8/2012	N
109	3299	ENGHOUSE TRANSPORTATION LLC	ANNUAL BUS IVR MAINTENANCE	\$13,703.00	661-53910	N	10/5/2012	10/5/2012	N
110	3295	ABTECH SYSTEMS, INC.	HP DDS4 TAPE DRIVE - SUPPORT SVCS	\$2,010.13	661-53910 661-54930	N	10/2/2012	10/2/2012	N
111	3296	CDW GOVERNMENT, INC.	APC UPS NETWORK MANAGEMENT CARD	\$1,630.86	661-54930	N	10/2/2012	10/2/2012	N

Contracts Completed October 1, 2012 to March 31, 2012
Contracts, IFAS POs, Work Orders w/o leases, ROE, TVMs, revenue, SANDAG or \$0

112 3365	REID AND CLARK SCREEN ARTS CO	MULTIPLE SIGNS	\$1,615.68	761-54540	N					1/14/2013	1/14/2013	
Work Order #	Organization	Subject	Amount		DBE	WBE/MBE	DBE			Day	Complete	FTA
G1246.0- 09.11	DAVID EVANS & ASSOCIATES INC	INSP/DESIGN HVAC SYSTEM SEC/TICK	\$22,629.14		N		\$0.00			10/9/2012		N
LOCAL FUNDS TOTAL			\$1,694,397.03									
DBE LOCAL FUNDS			\$121,500.00									
DBE LOCAL %			7.17%									

MTS History of DBE Semi Annual Reports								
GOAL	REPORTING PERIOD	Contract Awards/Commitments			Contracts Completed (Actual Payments)			
		Total Federal \$\$	DBE \$\$	DBE %	Total Federal \$\$	DBE \$\$	DBE %	
FY 04	Oct 1 03 to Mar 31 04	\$ 68,933,772.00	\$ 3,789,506.00	5.50%	\$ 253,216.00	\$ 67,220.00	26.55%	
	Apr 1 04 to Sept 30 04	\$ 1,019,427.00	\$ 22,298.00	2.19%	\$ -	\$ -	n/a	
FY 05	13.80% Oct 1 04 to Mar 31 05	\$ 15,427,536.00	\$ 258,655.00	1.68%	\$ 88,441,868.00	\$ 10,158,403.00	11.49%	
	Apr 1 05 to Sept 30 05	\$ 7,309,808.00	\$ 626,128.00	8.57%	\$ 53,609,229.00	\$ 821,053.00	1.53%	
FY06	2.30% Oct 1 05 to Mar 31 06	\$ 16,025,156.00	\$ 1,231,189.00	7.68%	\$ 7,041,539.00	\$ 898,523.00	12.76%	
	Apr 1 06 to Sept 30 06	no report	no report	n/a	no report	no report	n/a	
FY07	1.60% Oct 1 06 to Mar 31 07	\$ 249,875,613.13	\$ 40,700.00	0.02%	\$ 35,600.00	\$ 35,600.00	100.00%	
	Apr 1 07 to Sept 30 07	\$ 14,531,851.03	\$ 144,000.00	0.99%	\$ 1,182,111.63	\$ -	0.00%	
FY08	3.60% Oct 1 07 to Mar 31 08	\$ 41,995,633.95	\$ -	0.00%	\$ 5,057,656.55	\$ -	0.00%	
	Apr 1 08 to Sept 30 08	\$ 29,945,298.82	\$ 30,000.00	0.10%	\$ 6,158,102.32	\$ -	0.00%	
FY09	1.60% Oct 1 08 to Mar 31 09	\$ 55,246,022.46	\$ -	0.00%	\$ 60,644,404.46	\$ -	0.00%	
	Apr 1 09 to Sept 30 09	\$ 23,987,652.82	\$ 135,836.00	0.57%	\$ 7,013,082.98	\$ 135,836.00	1.94%	
FY 10	1.72% Oct 1 09 to Mar 31 10	\$ 3,008,808.00	\$ -	0.00%	\$ 4,011,752.00	\$ -	0.00%	
	Apr 1 10 to Sept 30 10	\$ 170,230,393.00	\$ 12,000.00	0.01%	\$ 19,397,031.00	\$ 12,000.00	0.06%	
FY 11	12.6% Oct 1 10 to Mar 31 11	\$ 11,545,746.55	\$ -	0.00%	\$ 16,092,041.86	\$ -	0.00%	
	Apr 1 11 to Sept 30 11	\$ 22,286,323.98	\$ 3,550,437.92	15.93%	\$ 7,766,822.30	\$ 3,690,492.22	47.52%	
FY 12	Oct 1 11 to Mar 31 12*	\$ 154,463,950.06	\$ 1,460,173.40	0.95%	\$ 11,459,415.06	\$ 4,800.00	0.04%	
	Oct 11 to Mar 12 w/o Veolia contract	\$ 17,415,594.11	\$ 1,460,173.40	8.38%	n/a	n/a	n/a	
	Apr 1 12 to Sept 30 12	\$ 10,678,545.64	\$ 30,254.07	0.28%	\$ 12,002,553.56	\$ 25,334.07	0.21%	
FY 13	4.1% Oct 1 12 to Mar 31 13	\$ 18,372,446.95	\$ 759,369.25	4.13%	\$ 2,407,395.30	\$ 84,745.24	3.52%	
	Apr 1 13 to Sept 30 13							

Cumulative Averages (Previous Triennial Period)								
October 1, 2010 to September 30, 2012								
FedFY	12.6%	excluding Veolia contract	\$ 61,926,210.28	\$ 5,040,865.39	8.14%	\$ 47,320,832.78	\$ 3,720,626.29	7.86%
11&12		including Veolia contract*	\$ 198,974,566.23	\$ 5,040,865.39	2.53%	\$ 47,320,832.78	\$ 3,720,626.29	7.86%

* DBE % reported to FTA is the number including the Veolia Contract

Cumulative Averages (Current Triennial Period)								
October 1, 2012 to September 30, 2015								
Fed	4.1%	thru March 31, 2013 (1 semi-annual report)	\$ 18,372,446.95	\$ 759,369.25	4.13%	\$ 2,407,395.30	\$ 84,745.24	3.52%
FY13-15								



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Agenda Item No. 18

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

OPERATIONS AND MAINTENANCE SERVICES FOR COMPRESSED NATURAL GAS
FUELING FACILITIES

RECOMMENDATION:

That the Board of Directors authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. B0522.1-09 with Trillium USA LLC for projected usage increases in compressed natural gas (CNG) operations and maintenance services.

Budget Impact

The contract amount would increase by \$6,996,689.00 over the remaining seven years of the contract (FY 14 – FY 21) funded through the CNG Fuel Account 54120 with annual increases estimated (see page A-2 of Attachment A). As a result of this request, Board approval would increase the total contract amount from \$8,998,084.00 to \$15,994,773.00.

DISCUSSION:

In June 2010, following a Request for Proposals and negotiated procurement process, the Board authorized the CEO to award a ten-year contract for operations and maintenance services to Trillium USA for \$8,998,084.00. These services are performed at the Imperial Avenue, Kearny Mesa, and South Bay Maintenance Facilities (IAD, KMD, and SBMF, respectively).

The original award expenditure was based on estimated annual average CNG consumption, measured in therms, and multiplied against a weighted-average cost based on that volume of consumption. The contract includes price tiers of consumption ranges where the cost per therm decreases as monthly consumption increases. Consumption rates are calculated on a monthly basis based on that month's actual consumption as opposed to an estimated annual average consumption. MTS's monthly

consumption of CNG does not fluctuate dramatically and remains fairly consistent month-to-month.

The original Board award amount did not take into consideration:

- any increases to the level of bus service provided by MTS;
- per-therm rate adjustments based on annual Consumer Price Index (CPI) (capped at +/-3%);
- inflation;
- replacement of older diesel buses with CNG-powered buses; and
- expanded services, such as the Mid-City Rapid and I-15 Bus Rapid Transit services, which will utilize CNG-powered buses.

Upon review of the contract, MTS staff determined that these increases needed to be calculated and additional funding added to the contractual not-to-exceed value.

MTS Departments, including Contract Services, Planning, and Finance, worked together to update operational mileage projections over the remainder of the contract period (ending in July 2020) taking into account updated service levels as well as anticipated future service increases. These mileage projections were then converted into an annual average therms consumption rate (taking inflation and CPI into account) in order to calculate the revised annual expenditure through the remaining contract periods (see page A-2 of Attachment A).

Therefore, based on this analysis of projected growth, staff recommends that the Board authorize the CEO to execute MTS Doc. No. B0522.1-09.



Paul G. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. MTS Doc. No. B0522.1-09

DRAFT

September 12, 2013

MTS Doc. No. B0522.1-09

Mr. Mark Barton
President
Trillium USA LLC
2150 South 1300 East Street
Salt Lake City, UT 84106

Dear Mr. Barton:

Subject: OPERATIONS AND MAINTENANCE FOR IAD, KMD, AND SBMF CNG FUELING
STATIONS – AMENDMENT NO. 1 TO MTS DOC. NO. B0522.0-09

Pursuant to the specifications of MTS Doc. No. B0522.0-09, Pricing Line 4-A, the following Amendment No. 1 is hereby issued.

As a result of internal contract reviews, MTS staff has recalculated the annual and total estimated not-to-exceed contract values based on the additional analysis of the effect of the following factors: estimated annual inflation; estimated annual Consumer Price Index changes; additional consumption due to possible service increases, service expansion, and/or the exchange of older diesel-powered buses for new CNG powered buses; and the estimated per-therm price difference of a different price tier.

The attached spreadsheet documents the original figures used to establish the original contract price and the figures used to calculate revised annual estimate expenditures through the remaining life of the contract.

As a result of this amendment, the total not-to-exceed contract value has increased by \$6,996,689.00 from \$8,998,084.00 to \$15,994,773.

All other terms and conditions remain unchanged. If you agree with the above, please sign and return the copy marked "Original" to the Contracts Specialist at MTS. The remaining copy is for your records.

Sincerely,

Agreed:

Paul C. Jablonski
Chief Executive Officer

Mark Barton
President

Date

Attachment: Revised Estimated Contract Value

Contract Data										
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Avg. Monthly Therms	581,000	581,000	581,000	581,000	581,000	581,000	581,000	581,000	581,000	581,000
Weighted Average Cost	0.1592	0.1592	0.1592	0.1592	0.1592	0.1592	0.1592	0.1592	0.1592	0.1592
Avg. Annual Cost	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803	1,109,803
Total Therm Usage	69,720,000									
Total Avg. Annual Cost	11,098,030									
NPV (10 Years)	8,998,084	←--The cost that was included in the contract and board agenda item								
NPV Discount Rate	5.0%									
Inflation Cap		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
WA Cost w/Inflation	0.1592	0.1640	0.1689	0.1739	0.1792	0.1845	0.1901	0.1958	0.2016	0.2077
Avg. Annual Cost	1,109,803	1,143,097	1,177,390	1,212,712	1,249,093	1,286,566	1,325,163	1,364,918	1,405,865	1,448,041
Total Annual Cost	12,722,647	←--The cost in real dollars including inflation at the cap								
Forecast										
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>	<u>Projection</u>
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
Therms	7,351,379	7,773,151	8,127,560	8,481,718	9,543,710	10,390,159	10,535,340	10,640,693	10,747,100	10,854,571
Avg. Monthly Therms	612,615	647,763	677,297	706,810	795,309	865,847	877,945	886,724	895,592	904,548
Annual growth		5.7%	4.6%	4.4%	12.5%	8.9%	1.4%	1.0%	1.0%	1.0%
Variance w/contract	31,615	66,763	96,297	125,810	214,309	284,847	296,945	305,724	314,592	323,548
Annual Cost	1,081,282	1,238,720	1,298,054	1,374,936	1,570,297	1,752,309	1,821,214	1,885,412	1,951,873	2,020,676
Effective Rate		0.159	0.160	0.162	0.165	0.169	0.173	0.177	0.182	0.186
Inflation assumption			0.2%	1.5%	1.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Total Therm Usage	94,445,380									
Total Cost Projection	15,994,773									



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Agenda Item No. 19

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

AUDIT REPORT – BUSINESS PROCESS REVIEW OF TOKEN MANAGEMENT
OPERATIONS

RECOMMENDATION:

That the Board of Directors receive an internal audit reports on token management operations governed by San Diego Trolley, Inc. (SDTI) Revenue Management.

Budget Impact

None.

DISCUSSION:

The MTS Internal Auditor completed a review on token management operations governed by SDTI Revenue Management. Based on evidence analyzed, there were no significant risks or reportable findings identified requiring management's attention as a result of the review.

A handwritten signature in black ink, appearing to read 'Paul C. Jablonski', is written over a horizontal line.

Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Audit Report – Business Process Review of Token Management Operations



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Memorandum

DATE: 5/20/2013
TO: Scott Donnell
FROM: Daniel Madzalan
SUBJECT: Business Process Review – Token Management Operations

EXECUTIVE SUMMARY:

Background:

On January 17, 2013 MTS took control over all administrative, warehousing and distribution responsibilities for the universal token fare media product from SANDAG. Universal tokens are sold to passengers at the Transit Store. Tokens are accepted as one bus fare and cannot be used to purchase a Day Pass. Tokens are also accepted at Trolley ticket vending machines. Each token has a \$2.50 value and can be used towards the purchase of all tickets and passes. If cash is used to cover the difference for a one-way ticket or Day Pass, change will be given; if tokens are only used, change will not be given. Finally, tokens are accepted for one fare on NCTD BREEZE buses.

Audit Objectives and Scope:

The objectives of the process review were to provide an independent evaluation of the internal control environment governing token operations, focusing on:

1. Assessing the key business risks associated with token operations;
2. Evaluating the adequacy of the new internal controls in achieving goals and objectives of token operations;
3. Evaluating the efficiency and effectiveness of new standard operating procedures;
4. Verify compliance with new internal controls/standard operating procedures; and
5. Assessing if any residual risks remaining were at acceptable levels.

The scope of the audit focused on the following:

1. Security of token inventory while stored in SDTI Revenue Facilities.
2. Recording and processing tokens returned to SDTI revenue facilities from all MTS operating divisions (SDTI, SDTC, Contracted Services, and NCTD).
3. Recording and distributing tokens to the Transit Store for sale to customers.
4. Month end reconciliation procedures.
5. Reporting, monitoring and analysis of token utilization by SDTI Revenue Management.

The time period reviewed included all transactional activities since MTS took control of the operations through the April month end reconciliation, or roughly four months of activity.



Audit Results:

There were no reportable findings based on evidence reviewed testing performed. The following is a brief summary of the process and procedures reviewed:

- Audit reviewed the standard operating procedures (SOP 101.081 – Regional Token Reconciliation) and did not identify any significant gaps or weaknesses in the design of the internal controls. Audit also reviewed the documentation used to record receiving and disbursement activities, as well as the inventory tracking log. Likewise Audit did not identify any significant gaps or weakness in the design of the primary forms for recording transactions.
- Audit physically observed the process of collection and storage of tokens within the SDTI Revenue Facilities. All movement of tokens, both into and out of, the facility is monitored by security cameras, which are routinely reviewed. Tokens are stored in a secured location within the SDTI count room, which is restricted to authorize personnel and requires badge access for entry. As such, Audit concluded the risk of unauthorized movement or potential theft of the tokens as low.
- Audit, under the supervision of Scott Donnell, SDTI Revenue Manager, performed an unannounced physical count of the token inventory on April 4, 2013. Audit obtained a copy of the token inventory log sheet noting the reported balance on hand. Audit and Revenue Manager had the Revenue Supervisor go into the secured area of the count room and retrieve tokens physically on site. The reported balance of tokens on hand documented within the inventory log agreed with the actual balance on hand without exception.
- Audit reviewed all receiving transactions processed by SDTI Revenue by other MTS operating divisions, total of forty-one (41) transactions for compliance with SOP 101.081 – Regional Token Reconciliation. Based on documentary evidence provided, Audit found no evidence of non-compliance with the SOP. Accordingly, Audit concluded all receiving transactions were properly initiated, processed, recorded, and reported in accordance with stated procedures.
- Audit reviewed all disbursement transactions processed by SDTI Revenue and delivered to the Transit Store for sale, total of eleven (11) transactions, for compliance with SOP 101.081 – Regional Token Reconciliation. Based on documentary evidence provided, Audit found no evidence of non-compliance with the SOP. Accordingly, Audit concluded all receiving transactions were properly initiated, processed, recorded, and reported in accordance with stated procedures.
- Audit reviewed all month end reconciliation packages, as well as Management's token utilization monitoring report. All month end reconciliation total values agreed to transactional supporting details without exception. Audit determined Management's utilization monitoring report is effective and efficient, as report provides Management sufficient and relevant information for properly managing token operations.

Report Distribution:

Paul Jablonski, Cliff Telfer, and Karen Landers – MTS
Wayne Terry – SDTI



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Agenda Item No. 20

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

ENTERPRISE SERVER INFRASTRUCTURE PROJECT

RECOMMENDATION:

That the Board of Directors authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1656.0-14 (in substantially the same format as Attachment A) with Nth Generation for the purchase of an HP c7000 BladeSystem, associated network and storage interconnect modules, software, 5-year 24/7 support agreement, and professional services.

Budget Impact

The total contract award amount is \$279,494.00 and is broken down as follows:

Equipment	\$164,155.00
Software	\$3,958.00
Installation Diagnostic	\$4,795
Shipping & Handling	\$1,383.78
Taxes	\$13,132.40
5-year 24/7 Technical Support, Maintenance, & Warranty	\$92,069
TOTAL:	\$279,494.00

This purchase would be funded by FY 14 CIP 11311 (Regional Scheduling System Upgrade) in the amount of \$187,425.00 and FY 14 IT Operations (Account #661-53910) in the amount of \$92,069.00.

CIP 11311 (approved in FY 14 Budget Regional Scheduling System)	\$187,425.00
5-Year Service & Support (FY 14 Operations Account 661-53910)	\$92,069.00
TOTAL:	\$279,494.00



DISCUSSION:

On May 16, 2013, the Board of Directors authorized the Hastus Regional Scheduling System Upgrade (Agenda Item No. 15). This upgrade constitutes a complete refresh of all associated servers, software, and the migration of data and retirement of the existing systems.

The purchase of this HP c7000 BladeSystem hardware and software is in support of this initiative and would provide the server platform for the new system supporting associated applications, databases, and data.

The stated equipment is being acquired through the use of the Federal Government's General Services Administration's (GSA's) Cooperative Purchasing Program, Federal Supply Schedule 70, Information Technology Contracts. This schedule is commonly referred to as "GSA Schedule 70" or "IT Schedule 70."

The authority that allows MTS to procure through this method is referenced as follows: The Federal Transit Administration (FTA) Circular 4220.1F, Third Party Contracting Guidance (for recipients of Federal assistance), Chapter V, Section 6 (b) Limited Use of Federal Supply Schedules, describes the recipient's ability to utilize this method to procure goods. Subsection (1) specifies Information Technology and references the recipient to GSA Schedule 70 and the GSA Web site for further information. Within the Web site is additional information that verifies that the contracts within Schedule 70 have been completed and prices determined are fair and reasonable.

The FTA's Best Practices Procurement Manual (BPPM) also references the authority to purchase information technology equipment in the discussion section of Chapter 1.3.3.5, Inter-Governmental Agreements, Joint Procurements, Piggybacking.

In addition to following this procedure, MTS staff also obtained competitive quotations from two other companies to ensure that prices were fair and reasonable. Both prices exceeded the prices quoted by Nth Generation. As an added benefit, Nth Generation is a Women's Business Enterprise (WBE).



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

Attachment: A. Draft MTS Doc. No. G1656.0-14

STANDARD PROCUREMENT AGREEMENT

G1656.0-14
 CONTRACT NUMBER
 CIP 11311, OPS 661-53910
 FILE NUMBER(S)

THIS AGREEMENT is entered into this _____ day of _____ 2013, in the state of California by and between San Diego Metropolitan Transit System ("MTS"), a California public agency, and the following, hereinafter referred to as "Contractor":

Name: Nth GENERATION Address: 17055 Camino San Bernardo
San Diego, CA 92127
 Form of Business: Corporation
 (Corporation, partnership, sole proprietor, etc.)
 Telephone: 858-451-2383
 Authorized person to sign contracts: Joyce Russell Chief Financial Officer
 Name Title

The attached Standard Conditions are part of this agreement. The Contractor agrees to furnish to MTS the following:

HP Blade c7000 hardware, software, installation diagnostics, shipping, and 5-year HP Proactive 24 Services, as described in Nth Generation Quotation 79610, dated July 26, 2013, under GSA Schedule Gs-35F-0296R, the MTS Standard Procurement Agreement, Standard Conditions, Federal Requirements, and MTS Safety SOP (SAF-016-03). This is a firm-fixed-price contract. The total cost shall not exceed \$279,494.00.

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CONTRACTOR AUTHORIZATION
By: _____ Chief Executive Officer	Firm: _____
Approved as to form:	By: _____ Signature
By: _____ Office of General Counsel	Title: _____

AMOUNT ENCUMBERED	BUDGET ITEM	FISCAL YEAR
\$187,425.00	11311	FY 14
\$ 92,069.00	661-53910	FY 14
\$279,494.00		

By: _____
 Chief Financial Officer (____ total pages, each bearing contract number)



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Agenda Item No. 30

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

SAN DIEGO VINTAGE TROLLEY, INC. ASSETS AND PCC/U-2 LRV EXCHANGE
(WAYNE TERRY)

RECOMMENDATION:

That the Board of Directors approve:

1. the transfer of San Diego Vintage Trolley, Inc. (SDVTI) assets to MTS;
2. the exchange of 2 surplus Siemens U-2 light rail vehicles for 1 PCC car from United Transportation Corporation (UTC)/Rail Air Sources (RAS) (former New Jersey Transit [NJT] #10); and
3. restoration expenses for the PCC car.

Budget Impact

Authorize the establishment of a budget line in the amount of \$100,000 to cover the cost necessary to place NJT #10 into service as San Diego PCC #530.

DISCUSSION:

This report provides information pertaining to the dissolution of the San Diego Vintage Trolley, Inc. (SDVTI) PCC restoration program. An overview of the proposed changes will be presented followed by a brief discussion of the proposed acquisition of a second PCC car.

Restoration Efforts

Currently, volunteer efforts are performed on site in San Diego Trolley Building A. These efforts would be discontinued and would be replaced by an off-site volunteer association. The association will also perform fundraising, promotional, and networking activities for the benefit of SDVTI.



Under the established agreement, during restoration and prior to induction into the trolley vehicle fleet and MTS ownership, PCC cars are assets of SDVTI. This intermediate SDVTI deed ownership of cars in restoration status would be discontinued and all SDVTI assets would come under direct MTS ownership and control.

One SDVTI PCC (former Muni #1170) has been declared surplus and would be deeded to the San Diego Electric Railway Association (SDERA), which would move it from the MTS yard to National City at no cost to SDVTI or MTS. Former Muni #1123 and SEPTA #2186 and #2785 would be transferred to MTS ownership and stored in a designated area in the MTS rail yard to eliminate any potential impact on yard operations. This move would also allow Building A to return to use as an MTS rail maintenance facility.

SDVTI Operations

MTS is in the process of acquiring former New Jersey Transit PCC #10 from UTC/RAS in Morton, PA. PCC #10 has been completely refurbished and is in operating condition. Inducting this PCC into the MTS light rail vehicle fleet as PCC #530 would expand SDVTI operational capabilities potentially allowing revenue service to be operated daily and the PCC schedule to be included as a regular MTS service. This would also provide additional flexibility and the ability to maintain service if the PCC #529 needs repair or maintenance and must be taken out service.

The refurbishment of PCC #10 was performed by UTC/RAS at an estimated cost of \$200,000. Acquisition of this vehicle at no cost to MTS is made possible by the exchange of two (2) decommissioned MTS U-2 LRVs for display at UTC/RAS-affiliated museums in Rockhill Furnace, Pennsylvania, and Suisun City, California. In addition to the vintage trolley service benefits discussed above, MTS and the public would benefit from this exchange because it will preserve the 2 decommissioned U-2 LRVs for museum purposes. MTS's replacement plan for the original U-2 fleet has always contemplated the preservation of some U-2 vehicles for museum purposes, as these vehicles are representative of the renaissance of light rail in the U.S.

An on-site assessment of the condition of PCC #10 was performed by MTS staff during a visit to the UTC/RAS in late August 2013. The on-site inspection involved a review of the vehicle, the restoration records, and an operational test run of the car. A report of these findings formed the basis for finalizing the transaction and more accurately estimating the budget impact to bring PCC #10 in line with MTS Vintage Trolley standards. It is estimated at this time that an investment of approximately \$100,000 will be necessary to accomplish this. This estimate includes shipping; paint; interior, console, and body work; lighting; and 8 new wheels.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com

San Diego Vintage Trolley, Inc. Assets & PCC / U-2 LRV Exchange

September 12, 2013



①

New San Diego PCC 530 (Former NJT 10) History:

- Built in 1946 by the St. Louis Car Company for the Twin City Rapid Transit Company
- Sold to New Jersey Transit in 1953, where it was retired from service in 2001
- Complete maintenance records dating from 1954
- Owned by the Rockhill Trolley Museum
- Consultant's report revealed the vehicle is in sound condition



②

New San Diego PCC 530 (Former NJT 10)

History:

- Rockhill Museum estimates \$200K has been invested rehabilitation of trucks, wiring and electrical systems
- The vehicle has been wrapped so the exterior is in reasonably good condition
- The interior is in good condition
- Estimated time to restore PCC to service condition is 6-8 months
- MTS will trade two decommissioned U-2 LRVs for this vehicle



③

U2 LRVs to Museums



Rockhill Furnace, PA



Suisun City, CA



④

San Diego Vintage Trolley, Inc. PCC 1170



- There are currently four unrestored PCC cars on MTS property
- SDVTI will transfer ownership of PCC 1170 to the San Diego Electric Railway Association
- The PCC will be shipped to their National City facility at no cost to MTS



5

MTS will Retain Former Muni 1123 and SEPTA 2186 and 2785 (Parts & Future Restoration Options)



6

Silver Line Service



- Tuesday & Thursday 10:00 a.m. - 2:00 p.m.
- Saturday & Sunday 10:00 a.m. - 3:30 p.m.
- PCC 529 was out of service for the first six months of 2013 due to extensive damage caused by a short in the main circuit breaker
- PCC 530 will provide service redundancy and potential for a greater service headway



7

MTS Vintage Trolley

PCC 529



8

That the Board of Directors approve:

1. The transfer of San Diego Vintage Trolley assets to MTS
2. The exchange of two decommissioned Siemens U-2 LRVs for one PCC car (NJT 10) from UTC/RAS, and
3. Establish a budget not to exceed \$100K for restoration expense of the newly acquired PCC car



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Agenda Item No. 45

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

EAST COUNTY BUS MAINTENANCE FACILITY (ELLIOT HURWITZ)

RECOMMENDATION:

That the Board of Directors receive a report for information.

Budget Impact:

None at this time.

DISCUSSION:

The New East County Bus Maintenance Facility design is nearly complete. In coordination with the San Diego Association of Governments (SANDAG), MTS Staff has upgraded the 95 percent design plans to meet Leadership in Energy & Environmental Design (LEED) Silver requirements. Staff will provide updates on the following topics:

1. Project Summary
2. LEED Status and Design Upgrades
3. Project Schedule



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com



EAST COUNTY BUS MAINTENANCE FACILITY

BOARD OF DIRECTORS MEETING
FOR THE
METROPOLITAN TRANSIT SYSTEM,
SAN DIEGO TRANSIT CORPORATION, AND
SAN DIEGO TROLLEY, INC.
SEPTEMBER 12, 2013



①

Project Description:

- Land Acquisition
- CNG Fuel Station
- New Bus and Operations Maintenance Facility



2

②



③

LEED GOAL: SILVER

- Design Changes Incorporated:
 - Energy Reductions
 - Insulation improvements
 - Lighting upgrades
 - High efficiency HVAC
 - Green Energy Production
 - Solar power generation
 - Green power purchase agreement



④

Project Schedule:

- October 2013
 - Bid Construction Documents Complete
- March 2014
 - Estimated Construction Contract Award
- July 2015
 - Estimated Completion & Commissioning



5

5



6

6



⑦



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Agenda Item No. 46

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT: COMIC-CON OPERATIONS AND ADVERTISING RESULTS (ROB SCHUPP)

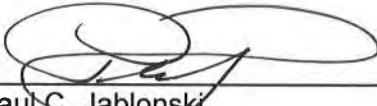
RECOMMENDATION:

That the Board of Directors accepts a report on the operations, ridership, advertising and marketing results of the 2013 Comic-Con International convention.

Budget Impact: None

DISCUSSION:

This report will provide an overview of MTS activities related to the Comic-Con International convention in July 2013. Staff will provide a report on Trolley operations, ridership generated during the 5 day convention, advertising revenues generated and marketing initiatives during the convention.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com



Metropolitan Transit System 2013 Comic Con Recap

Board of Directors Meeting
September 12, 2013



①

Event Overview

- Wednesday, July 17 - Preview Night, Estimated attendance: 15,000
- Thursday through Sunday: Daily attendance 60 - 75,000
- After hours events held each night through Saturday
- Heaviest ridership from Mission Valley / Old Town
- Significant ridership on both Orange & Blue Lines
- 1st year under current expanded Green Line operating plan



②

Pass/Ticket Sales Summary - 2013

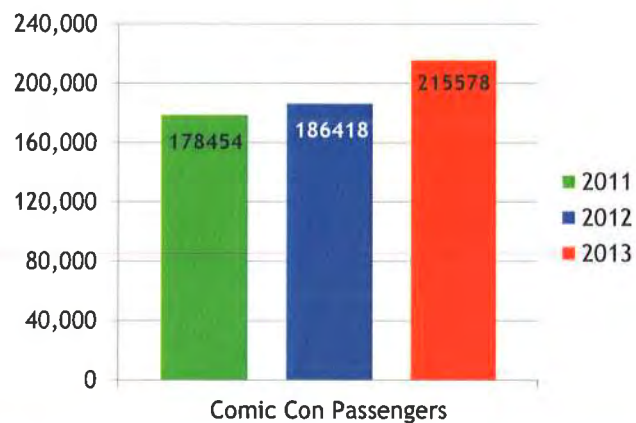
Denomination	Units	Year over Year
1-Way Tickets	= 39,744	↑ 173%
1-Day Passes	= 36,443	↓ -6%
2-Day Passes	= 1,417	↓ -19%
3-Day Passes	= 1,620	↓ -21%
4-Day Passes	= 6,400	↔ 0%
5-Day Passes	= 1,096	↑ 70%
Units Sold	86,720	↑ 35%
Est. Trips	215,578	↑ 16%



3

Ridership up 16% over 2012

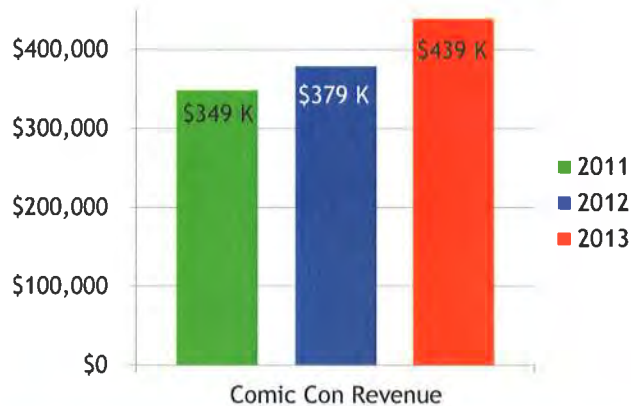
Up 21% over 2011



4

Revenue up 16% over 2012

Up 26% over 2011



5

Qualcomm Stadium

Free Parking

- Primary off-site parking
- 24,700 trips to/from stadium
- 4,993 passes sold at booth
- 3,264 sold at TVMs
- \$55K in sales
- 7.5-min. service
- Less than 30 min. trip



6



7



8

Gaslamp Quarter Station



9

Commemorative Passes

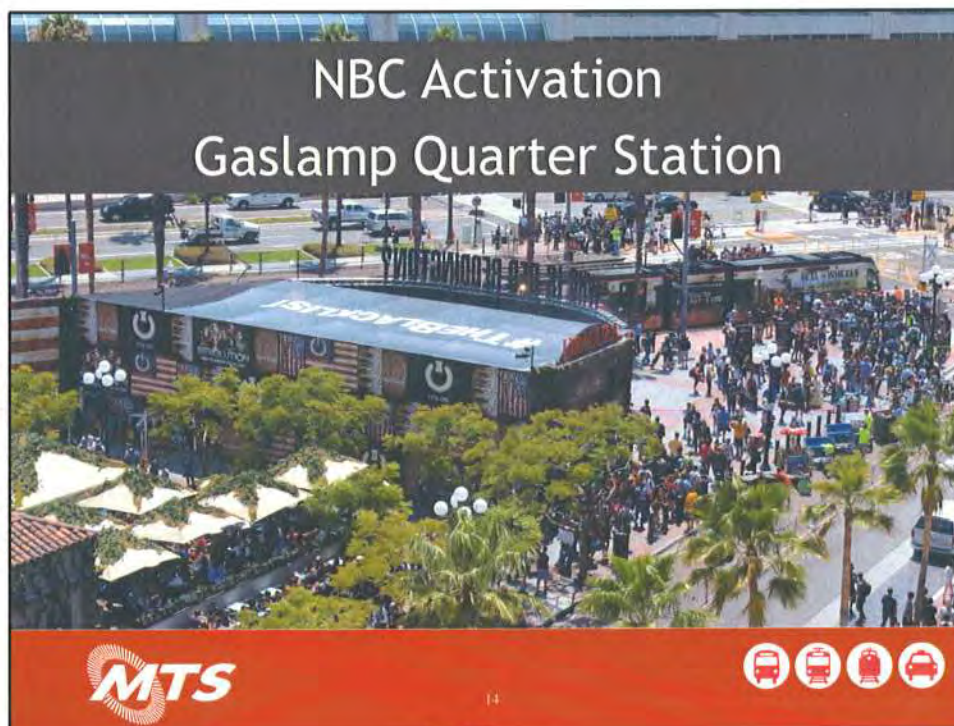


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13



14

Trolley Wraps



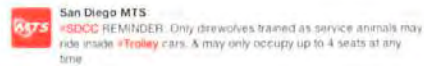
- 11 Cars
- Low floor cars wrapped
- Operated on Green Line



15

15

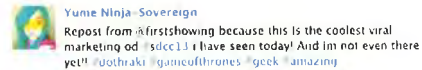
Social Media



Twitter



Instagram



Like Comment Share 2017x41000 up

5 people like this.

posts 2.9k shared

Facebook



16

16

Websites



17

(17)

Marketing Summary

- LRV Wraps
- Bayside Banner Program (New, recurrent revenue source)
- Station Ad Kiosks (New, recurrent source)
- NBC Network Activation (New; potential recurrent source)
- Marketing Revenue Generated = \$212,800



18

(18)

Additional Costs

In \$1,000s

• 25,143 additional car miles operated	\$93.3
• Train Operator hours	\$30.3
• Event Supervision	\$9.0
• Ticket Booths and/or Ambassadors at 10 locations	\$7.2
• Transit System Security	\$39.8
• LRV Maintenance Dept. personnel support	\$17.7
• Maintenance of Wayside personnel support	\$15.2
• Facilities Dept. personnel support	\$12.5
• Commemorative Passes (Printing costs)	\$1.6
TOTAL	\$226.4



19

19

Revenue / Cost Summary

Despite the significant costs incurred,
the 2013 Comic Con event was revenue positive for MTS.



20

20

Lessons Learned - LRT

- Green Line service to Convention Center is key!
- Significant traffic from Orange & Blue Lines
- Event continues to grow in scope as more off site and after hours activities are included
- Low floor vehicles provided much better service for mobility impaired riders through increased capacity and ease of boarding



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Agenda Item No. 47

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

MOBILE TICKETING PILOT PROGRAM (DEVIN BRAUN)

RECOMMENDATION:

That the Board of Directors receive a report on the launch of a pilot program to provide mobile ticketing for special events.

Budget Impact

None.

DISCUSSION:

MTS has launched a pilot mobile-ticketing option for passengers to purchase Trolley Day Passes from iPhone and Android smartphones. Initially, the Trolley Day Passes will be offered on game days for Chargers and Aztecs, as well as for Poinsettia and Holiday Bowls. If successful, the pilot may be expanded to other special events, including the 2014 Comic-Con.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmts.com



MTS Mobile Ticketing Pilot

mTicket

MTS Board of Directors Meeting
September 12, 2013



1

Project Background

mTicket

- Special events ticketing presents a challenge: large demand for tickets in a short period
- Most need to purchase a ticket from Ticket Vending Machines (TVMs)
- Lines can get long. TVMs are difficult to understand for first-time riders. TVMs have limited functionality.



SDSU (4 TVMs)



2

Project Background



- To supplement TVM sales, MTS uses staffed ticket booths to sell special event tickets
- The top 10 stations are targeted for sales by special events staff.
- Custom tickets are designed and printed to prevent fraud.
- Because cash is involved, sales staff is accompanied by at least one security guard
- Ticket booths accept only cash, requiring some riders to use TVMs.



3



A Potential Solution



- Mobile ticketing via app on smart phones
 - Purchase in advance
 - Passenger holds ticket on their phone
 - Purchase without cash
 - Avoid ticket lines
 - No need for a Compass Card or printed ticket
- Print-at-home tickets with barcodes
 - Purchase without cash
 - Purchase in advance
- Pilot mobile ticketing option was developed to evaluate the effectiveness and suitability to MTS operations and passenger needs.



4



Procurement



- Staff worked to accelerate the procurement to have a pilot project ready for the first regular season Chargers games on September 9
- Specifications were written for an off-the-shelf solution in order to speed implementation.
- The evaluation committee chose Masabi as the successful vendor.
- Masabi is currently providing ticketing for MBTA Commuter Rail in the U.S. and provides mobile ticketing solutions for many systems in the U.K.



5



Implementation



- Masabi delivered an off-the-shelf solution, a customized application for MTS, a back-end financial report, a complete customer service module and assisted MTS in the training of security, customer service and telephone information operators.
 - There are no up-front costs.
 - MTS pays a flat 7.0% commission on all Day Pass sales with no separate credit card processing fee.
- Masabi had an iPhone App and Android App available for download for the Chargers v. 49ers preseason game on August 31, as specified in the scope of work.
- The entire system was delivered and activated in two weeks.



6



How it Works mTicket

Download the App



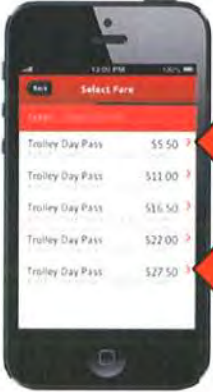
Buy a Ticket





7


How it Works mTicket


Select a Ticket Type




Enter Credit Card Details





One person



Five people traveling together




8


How it Works mTicket

Go to the Ticket



Activate the Ticket





9








How it Works mTicket





Show the Barcode



Show the Visual Ticket




10

How it Works

mTicket

- Once purchased, tickets are stored on the phone and no internet connection is required
- To prevent fraud, tickets can be scanned or visually inspected
 - Scanning is accomplished with iPod touch devices which are inexpensive and easy to purchase
- Tickets can be purchased in advance and activated when needed



11



Benefits

mTicket

- Customers can purchase their pass in advance of riding
- For the pilot project, we are selling Trolley day passes for special events at Qualcomm Stadium for \$5.50



12



Benefits

mTicket



As an added incentive customers with an mTicket are given access to an express lane to skip 2/3 of the line after the game.



13



Soft Launch

mTicket

- At the Chargers v. 49ers game on August 29, MTS staff asked customers at the Hazard Center station to try the app as a beta test.
- There were 67 transactions and 104 tickets sold.
- There were no issues loading passes, and ticket checks at Qualcomm went smoothly
- The general reaction to mTickets on the phone was very positive



Dave Getzke @sdmts
Great to hear about mobile ticketing ... looking forward to its expansion system-wide!



14



Soft Launch

mTicket

- At the Aztecs v. Eastern Illinois game on August 31, MTS staff actively marketed mTickets at the SDSU Trolley Station with street teams
- 908 tickets were sold (35% were group tickets)
- This was approximately 8% of all customers who rode the Trolley



15



Go Live

mTicket

- The “Go Live” date for mTickets was Monday, September 9



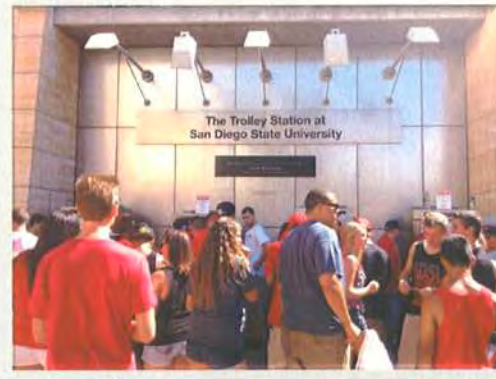
16



First Season Game

mTicket

- At the Chargers season opener on September 9, we advertised via the press, social media, and at stations.
- 1,157 tickets were sold (65% were group tickets)
- This was approximately 7.3% of all customers who rode the Trolley



17



Reactions and the Future **mTicket**

- Customer reactions were very positive
 - Convenience was the main reason for purchasing an mTicket
 - No cash needed
 - One ticket for a group
- MTS can save costs by limiting or eliminating manual ticket sales
- MTS and Masabi are working to provide print-at-home tickets and tickets-in-email as well



18



mTicket

Questions?





Metropolitan Transit System

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Agenda Item No. 48

MEETING OF THE METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

September 12, 2013

SUBJECT:

OPERATIONS BUDGET STATUS REPORT FOR JUNE 2013 (MIKE THOMPSON)

RECOMMENDATION:

That the Board of Directors receive the MTS operations budget status report for June 2013.

Budget Impact

None at this time.

DISCUSSION:

This report summarizes MTS's operating results for June 2013 compared to the amended fiscal year 2013 budget. Attachment A-1 combines the operations, administration, and other activities results for June 2013. Attachment A-2 details the June 2013 combined operations results, and Attachments A-3 to A-8 present budget comparisons for each MTS operation. Attachment A-9 details budget comparisons for MTS Administration, and A-10 provides June 2013 results for MTS's other activities (Taxicab/San Diego and Arizona Eastern Railway Company).

MTS NET-OPERATING SUBSIDY RESULTS

As indicated within Attachment A-1, for the fiscal year ending June 2013, the MTS net-operating income favorable variance totaled \$3,265,000 (2.3%). Operations produced a \$2,578,000 (1.8%) favorable variance and the administrative/other activities areas were favorable by \$687,000.



Metropolitan Transit System (MTS) is comprised of the Metropolitan Transit Development Board (MTDB) a California public agency, San Diego Transit Corp., and San Diego Trolley, Inc., in cooperation with Chula Vista Transit and National City Transit. MTS is Taxicab Administrator for eight cities. MTDB is owner of the San Diego and Arizona Eastern Railway Company. MTDB Member Agencies Include: City of Chula Vista, City of Coronado, City of El Cajon, City of Imperial Beach, City of La Mesa, City of Lemon Grove, City of National City, City of Poway, City of San Diego, City of Santee, and the County of San Diego.

MTS COMBINED RESULTS

Revenues

Year-to-date combined revenues through June 2013 were \$99,234,000 compared to the year-to-date budget of \$99,740,000 representing a \$506,000 (-0.5%) negative variance. This is primarily due to an unfavorable variance within passenger revenue.

Expenses

The fiscal year combined expenses through June 2013 were \$235,834,000 compared to the budget of \$239,606,000, resulting in a \$3,771,000 (1.6%) favorable variance.

Personnel Costs. For the fiscal year, personnel-related costs totaled \$124,326,000 compared to a budgetary figure of \$125,546,000, producing a favorable variance of \$1,220,000 (1.0%). This is primarily due to favorable variances within Operations.

Outside Services and Purchased Transportation. Total outside services for the fiscal year totaled \$73,077,000 compared to a budget of \$75,039,000, resulting in a favorable variance of \$1,961,000 (2.6%). This is primarily due to other outside service expense favorable variances within Administration, as well as a favorable experience with repairs and maintenance costs within Operations.

Materials and Supplies. Total fiscal year materials and supplies expenses totaled \$8,519,000 compared to a budgetary figure of \$8,450,000, resulting in an unfavorable expense variance of \$68,000 (-0.8%).

Energy. Total fiscal year energy costs were \$23,425,000 compared to the budget of \$23,596,000 resulting in a favorable variance of \$172,000 (0.7%). Energy rates for the fiscal year are as follows:

- Diesel: cost per gallon was \$3.39 versus a budgeted rate of \$3.42
- Gasoline: cost per gallon was \$3.50 versus a budgeted rate of \$3.40
- CNG: cost per therm was \$0.772 versus a budgeted rate of \$0.832

Risk Management. Total fiscal year expenses for risk management were \$3,350,000, compared to the budget of \$3,833,000, resulting in a favorable variance totaling \$483,000 (12.6%).

General and Administrative. Total fiscal year general and administrative costs, including vehicle and facilities leases, were \$3,138,000 compared to the budget of \$3,141,000 resulting in a favorable variance of \$3,000 (0.1%).

MTS NON-OPERATING REVENUES RESULTS

Subsidy Revenues

For FY 2013, subsidy revenue was unfavorable budget by \$1,489,000. This negative variance is detailed as:

- TDA revenues were favorable to budget by \$406,000 due to less capital utilization than projected.
- STA revenues were unfavorable by \$1,896,000 due to lower than projected tax revenues from the State Controller's Office (expected \$22.2M, received \$20.3M).
- TransNet revenues were unfavorable by \$253,000 primarily due to lower sales tax receipts. Sales tax projections for the fiscal year were adjusted up to 5.5% growth at midyear, but the actual change for the year came in at 4.3%, resulting in less revenue for MTS.
- Federal revenues were favorable by \$256,000.
- Other local revenues were unfavorable by \$155,000.

Debt Service

For FY 2013, debt service was unfavorable to budget by \$18,000.

YEAR-TO-DATE SUMMARY

The fiscal year net-operating income totaled a favorable variance of \$3,265,000 (1.6%). These factors include favorable variances in personnel costs, outside services, energy and risk management, partially offset by unfavorable variances in operating revenue.

Non-operating net subsidy for FY 2013 was unfavorable to budget by \$1,507,000 (-1.0%), primarily due to unfavorable subsidy revenue variances with State Transit Assistance (STA) funds.

In total, FY 2013 net income was favorable to budget by \$1,759,000.



Paul C. Jablonski
Chief Executive Officer

Key Staff Contact: Sharon Cooney, 619.557.4513, Sharon.Cooney@sdmnts.com

Attachment: A. Comparison to Budget

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
MTS
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 93,360	\$ 94,028	\$ (667)	-0.7%
Other Revenue	5,874	5,713	161	2.8%
Total Operating Revenue	\$ 99,234	\$ 99,740	\$ (506)	-0.5%
Personnel costs	\$ 124,326	\$ 125,546	\$ 1,220	1.0%
Outside services	73,077	75,039	1,961	2.6%
Transit operations funding	-	-	-	-
Materials and supplies	8,519	8,450	(68)	-0.8%
Energy	23,425	23,596	172	0.7%
Risk management	3,350	3,833	483	12.6%
General & administrative	1,967	1,966	(1)	0.0%
Vehicle/facility leases	1,171	1,175	4	0.4%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	(0)	0	0	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 235,834	\$ 239,606	\$ 3,771	1.6%
Operating income (loss)	\$ (136,600)	\$ (139,865)	\$ 3,265	2.3%
Total public support and nonoperating revenues	142,865	144,372	(1,507)	-1.0%
Income (loss) before capital contributions	\$ 6,266	\$ 4,507	\$ 1,759	39.0%

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
CONSOLIDATED OPERATIONS
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 93,360	\$ 94,028	\$ (667)	-0.7%
Other Revenue	580	585	(5)	-0.8%
Total Operating Revenue	\$ 93,940	\$ 94,613	\$ (672)	-0.7%
Personnel costs	\$ 107,291	\$ 108,834	\$ 1,543	1.4%
Outside services	62,669	63,787	1,118	1.8%
Transit operations funding	-	-	-	-
Materials and supplies	8,484	8,404	(80)	-1.0%
Energy	22,711	22,938	227	1.0%
Risk management	2,990	3,453	463	13.4%
General & administrative	336	308	(28)	-9.0%
Vehicle/facility leases	906	913	8	0.8%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	26,337	26,337	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 231,724	\$ 234,975	\$ 3,251	1.4%
Operating income (loss)	\$ (137,784)	\$ (140,362)	\$ 2,578	1.8%
Total public support and nonoperating revenues	140,528	140,362	166	0.1%
Income (loss) before capital contributions	\$ 2,744	\$ (0)	\$ 2,744	

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
TRANSIT SERVICES (SAN DIEGO TRANSIT CORPORATION)
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 28,621	\$ 28,708	\$ (86)	-0.3%
Other Revenue	6	10	(4)	-42.2%
Total Operating Revenue	\$ 28,627	\$ 28,718	\$ (91)	-0.3%
Personnel costs	\$ 75,000	\$ 76,160	\$ 1,160	1.5%
Outside services	1,587	1,774	187	10.5%
Transit operations funding	-	-	-	-
Materials and supplies	4,527	4,617	90	1.9%
Energy	5,337	5,266	(71)	-1.4%
Risk management	1,427	1,605	177	11.1%
General & administrative	177	150	(27)	-18.1%
Vehicle/facility leases	280	288	7	2.5%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	9,804	9,804	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 98,140	\$ 99,663	\$ 1,523	1.5%
Operating income (loss)	\$ (69,513)	\$ (70,945)	\$ 1,432	2.0%
Total public support and nonoperating revenues	67,257	70,945	(3,688)	-5.2%
Income (loss) before capital contributions	\$ (2,256)	\$ -	\$ (2,256)	-

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
RAIL OPERATIONS (SAN DIEGO TROLLEY, INCORPORATED)
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 35,554	\$ 36,294	\$ (741)	-2.0%
Other Revenue	574	575	(1)	-0.1%
Total Operating Revenue	\$ 36,128	\$ 36,869	\$ (741)	-2.0%
Personnel costs	\$ 31,207	\$ 31,571	\$ 364	1.2%
Outside services	3,315	3,499	184	5.3%
Transit operations funding	-	-	-	-
Materials and supplies	3,950	3,778	(172)	-4.5%
Energy	9,033	8,858	(175)	-2.0%
Risk management	1,542	1,823	281	15.4%
General & administrative	149	144	(5)	-3.3%
Vehicle/facility leases	330	327	(3)	-1.0%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	15,004	15,004	0	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 64,530	\$ 65,005	\$ 475	0.7%
Operating income (loss)	\$ (28,402)	\$ (28,135)	\$ (266)	-0.9%
Total public support and nonoperating revenues	32,759	28,135	4,624	16.4%
Income (loss) before capital contributions	\$ 4,357	\$ 0	\$ 4,357	

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
MULTIMODAL OPERATIONS (FIXED ROUTE)
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 24,469	\$ 24,277	\$ 192	0.8%
Other Revenue	-	-	-	-
Total Operating Revenue	\$ 24,469	\$ 24,277	\$ 192	0.8%
Personnel costs	\$ 436	\$ 440	\$ 3	0.7%
Outside services	40,721	41,089	368	0.9%
Transit operations funding	-	-	-	-
Materials and supplies	2	3	1	24.9%
Energy	5,854	5,976	122	2.0%
Risk management	-	-	-	-
General & administrative	1	1	0	12.8%
Vehicle/facility leases	15	19	4	20.0%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	1,038	1,038	0	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 48,068	\$ 48,565	\$ 498	1.0%
Operating income (loss)	\$ (23,598)	\$ (24,288)	\$ 689	2.8%
Total public support and nonoperating revenues	23,598	24,288	(689)	-2.8%
Income (loss) before capital contributions	\$ -	\$ (0)	\$ 0	-

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
MULTIMODAL OPERATIONS (PARATRANSIT)
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 2,007	\$ 2,068	\$ (61)	-2.9%
Other Revenue	-	-	-	-
Total Operating Revenue	\$ 2,007	\$ 2,068	\$ (61)	-2.9%
Personnel costs	\$ 133	\$ 140	\$ 7	5.0%
Outside services	11,312	11,585	273	2.4%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	2,391	2,418	28	1.1%
Risk management	15	15	-	0.0%
General & administrative	5	6	1	18.5%
Vehicle/facility leases	280	280	-	0.0%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	370	370	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 14,505	\$ 14,814	\$ 309	2.1%
Operating income (loss)	\$ (12,498)	\$ (12,746)	\$ 248	1.9%
Total public support and nonoperating revenues	12,665	12,746	(80)	-0.6%
Income (loss) before capital contributions	\$ 168	\$ (0)	\$ 168	

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
CONSOLIDATED CHULA VISTA TRANSIT OPERATIONS
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ 2,709	\$ 2,680	\$ 28	1.1%
Other Revenue	-	-	-	-
Total Operating Revenue	\$ 2,709	\$ 2,680	\$ 28	1.1%
Personnel costs	\$ 325	\$ 334	\$ 9	2.7%
Outside services	5,405	5,511	106	1.9%
Transit operations funding	-	-	-	-
Materials and supplies	5	6	1	19.0%
Energy	97	420	323	77.0%
Risk management	6	10	5	45.0%
General & administrative	5	8	3	37.1%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	122	122	(0)	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 5,964	\$ 6,411	\$ 447	7.0%
Operating income (loss)	\$ (3,256)	\$ (3,731)	\$ 475	12.7%
Total public support and nonoperating revenues	3,731	3,731	(0)	0.0%
Income (loss) before capital contributions	\$ 475	\$ 0	\$ 475	

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OPERATIONS
CORONADO FERRY
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	-	-	-	-
Total Operating Revenue	\$ -	\$ -	\$ -	-
Personnel costs	\$ -	\$ -	\$ -	-
Outside services	174	174	-	0.0%
Transit operations funding	-	-	-	-
Materials and supplies	-	-	-	-
Energy	-	-	-	-
Risk management	-	-	-	-
General & administrative	-	-	-	-
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	-	-	-	-
Depreciation	-	-	-	-
Total Operating Expenses	\$ 174	\$ 174	\$ -	0.0%
Operating income (loss)	\$ (174)	\$ (174)	\$ -	0.0%
Total public support and nonoperating revenues	174	174	-	0.0%
Income (loss) before capital contributions	\$ -	\$ -	\$ -	-

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
ADMINISTRATION
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	4,251	4,098	153	3.7%
Total Operating Revenue	\$ 4,251	\$ 4,098	\$ 153	3.7%
Personnel costs	\$ 16,337	\$ 16,026	\$ (311)	-1.9%
Outside services	10,171	11,040	868	7.9%
Transit operations funding	-	-	-	-
Materials and supplies	13	19	6	30.7%
Energy	704	649	(56)	-8.6%
Risk management	341	358	17	4.7%
General & administrative	1,527	1,548	22	1.4%
Vehicle/facility leases	265	261	(4)	-1.4%
Amortization of net pension asset	-	-	-	-
Administrative Allocation	(26,444)	(26,444)	0	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 2,915	\$ 3,458	\$ 543	15.7%
Operating income (loss)	\$ 1,335	\$ 640	\$ 695	-108.7%
Total public support and nonoperating revenues	2,186	3,867	(1,681)	-43.5%
Income (loss) before capital contributions	\$ 3,521	\$ 4,507	\$ (986)	-21.9%

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
OTHER ACTIVITIES
CONSOLIDATED
COMPARISON TO BUDGET - FISCAL YEAR 2013
JUNE 30, 2013
(in \$000's)

	YEAR TO DATE			
	ACTUAL	BUDGET	VARIANCE	VAR. %
Passenger Revenue	\$ -	\$ -	\$ -	-
Other Revenue	1,044	1,030	14	1.3%
Total Operating Revenue	\$ 1,044	\$ 1,030	\$ 14	1.3%
Personnel costs	\$ 699	\$ 686	\$ (12)	-1.8%
Outside services	236	212	(25)	-11.7%
Transit operations funding	-	-	-	-
Materials and supplies	21	27	6	20.9%
Energy	9	10	1	5.4%
Risk management	19	22	3	15.3%
General & administrative	104	109	5	4.9%
Vehicle/facility leases	-	-	-	-
Amortization of net pension asset	-	-	-	-
Administrative Allocation	106	106	0	0.0%
Depreciation	-	-	-	-
Total Operating Expenses	\$ 1,194	\$ 1,172	\$ (22)	-1.9%
Operating income (loss)	\$ (151)	\$ (142)	\$ (8)	-5.9%
Total public support and nonoperating revenues	151	142	8	5.9%
Income (loss) before capital contributions	\$ -	\$ -	\$ -	-

Metropolitan Transit System FY 2013 - June 2013 Financial Review

MTS Board of Directors Meeting
September 12, 2013

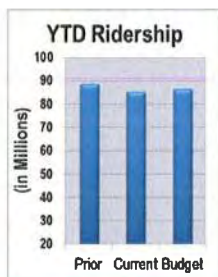


1



COMBINED MTS TRANSIT OPERATORS COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013 (in \$000's)

	ACTUAL	BUDGET	VARIANCE	VAR %
Fare Revenue	\$ 93,360	\$ 94,028	(\$667)	-0.7%
Other Revenue	580	585	(5)	-0.8%
Total Operating Revenue	\$93,940	\$94,613	(\$672)	-0.7%

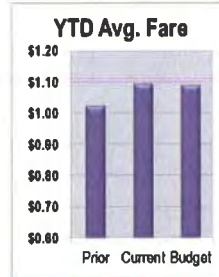


Ridership Comparison

- Amended Budget: -1.1% lower
- \$1.0M negative variance
- Prior Year: -3.6% lower

Average Fare Comparison

- Amended Budget: 0.4% higher
- \$340K positive variance
- \$1.095 versus \$1.091 budgeted
- Prior Year: 6.8% higher
- \$1.095 versus \$1.025



2



COMBINED MTS TRANSIT OPERATORS
COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013
(in \$000's)

	ACTUAL	BUDGET	VARIANCE	VAR %
Personnel Costs	\$ 107,291	\$ 108,834	\$1,543	1.4%
Purchased Transportation	56,264	56,487	223	0.4%
Other Outside Services	6,405	7,300	895	12.3%
Energy	22,711	22,938	227	1.0%
Other Expenses	39,053	39,417	363	0.9%
Total Expenses	\$231,724	\$234,975	\$3,251	1.4%

Personnel Costs

- Transit Operations: \$1.1M favorable variance
- Rail Operations: \$364K favorable variance

Other:

- Other Outside Services: Compass Card expenses \$491K favorable variance
- Other Expenses: \$463K favorable variance in Risk management expenses



3



METROPOLITAN TRANSIT SYSTEM
COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013
TOTAL OPERATING REVENUE LESS EXPENSES (\$000's)

Combined Net Operating Variance

MTS Operating Revenue	\$ (672)
MTS Operating Expenses	<u>3,251</u>
Combined MTS Operators	\$ 2,578
MTS Administration / Other Activities	<u>687</u>
Total Combined Net Operating Variance	\$ 3,265
Variance Percentage	2.3%



4



**COMBINED MTS NON-OPERATING REVENUES
COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013
(in \$000's)**

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE</u>	<u>VAR %</u>
Federal	\$ 41,995	\$ 41,739	\$ 256	0.6%
TDA	68,148	67,741	407	0.6%
TransNet	24,600	24,854	(254)	-1.0%
STA	3,128	5,024	(1,896)	-37.7%
Other	4,995	5,015	(20)	-0.4%
Total	\$142,865	\$144,372	\$ (1,507)	-1.0%

Sales Tax Revenue

- Year over year growth of 4.3%, Amended Budget assumed 5.5%
- TransNet: \$254K unfavorable variance
- TDA: No change to funding distribution
 - \$407K favorable variance due to less needed for Capital than projected



5



**METROPOLITAN TRANSIT SYSTEM
COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013
TOTAL REVENUE LESS EXPENSES (\$000's)**

Total Combined Net Operating Variance	\$ 3,265
Combined Non-Operating Variance	
Subsidy Revenue	\$ (1,489)
Debt Service	<u>(18)</u>
Total Combined Non-Operating Variance	<u>(1,507)</u>
Total Revenues less Expenses	\$ 1,758



6



METROPOLITAN TRANSIT SYSTEM
COMPARISON TO BUDGET - JUNE 30, 2013 - FY 2013
ON-GOING CONCERNS

	FY13			FY14
	Amended Budget	Actual	Status	Budget
Sales Tax Subsidy Revenue	5.5%	4.3%		5.0%
Energy Prices				
CNG	\$ 0.75	\$ 0.75		\$ 0.83
Diesel	\$ 3.53	\$ 3.39		\$ 3.42
Gas	\$ 3.50	\$ 3.50		\$ 3.40
Electricity	\$0.154	\$0.155		\$ 0.171
Passenger Levels	86.0 M	85.3 M		87.7 M
State of California Budget	\$22.2M	\$20.3 M		\$21.1 M

Positive
 Holding
 Negative





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Agenda

Item No. 62

Chief Executive Officer's Report

September 12, 2013

In accordance with Board Policy No. 52, Procurement of Goods and Services, attached are listings of contracts, purchase orders, and work orders that have been approved within the CEO's authority (up to and including \$100,000) for the period July 16, 2013, through September 6, 2013.



EXPENSE CONTRACTS

Doc #	Organization	Subject	Amount	Day
G1502.0-13	TAXI RESEARCH PARTNERS	TAXICAB FARE STANDARDIZATION	\$99,627.50	7/30/2013
G1428.2-12	MICHAEL RIPLEY	INCREASE CONTRACT AMOUNT	\$90,000.00	7/31/2013
G1491.1-13	MANNING & KASS	INCREASE CONTRACT AMOUNT	\$35,000.00	8/2/2013
G1455.1-12	LAUGHLIN FALBO	INCREASE CONTRACT AMOUNT	\$60,000.00	8/7/2013
G1552.0-13	HOLIDAY BOWL	ADVERTISING	\$1,175.00	8/9/2013
G1642.0-14	MARKET TO MARKET	SAND SCULPTING CHALLENGE	\$4,900.00	8/12/2013
G1433.3-12	TROVILLION	INCREASE CONTRACT AMOUNT	\$100,000.00	8/20/2013
G1631.0-13	MASABI	MOBILE TICKETING SYSTEM PILOT	\$13,860.00	8/20/2013
G1551.0-13	SCHAFER CONSULTING	ERP CONSULTING SERVICES	\$78,000.00	8/21/2013
B0589.3-13	GILLIG, LLC	INCREASE QUANTITY OF BUS MANUALS	\$3,155.76	8/26/2013
G1425.2-12	LIEBMAN QUIGLEY	INCREASE CONTRACT AMOUNT	\$55,000.00	8/30/2013
G1651.0-14	RANCHO VISTA SKILLED NURSING	KIT DAWSON	\$16,000.00	8/30/2013

REVENUE CONTRACTS

Doc #	Organization	Subject	Amount	Day
G1547.0-13	SAN DIEGO CHARGERS	PARTNERSHIP BETWEEN CHARGERS & MTS	(\$5,250.00)	7/16/2013
T0049.6-90	CITY OF LEMON GROVE	REGULATE FOR-HIRE VEHICLES	\$0.00	7/16/2013
G1553.0-13	SWEET WATER SCHOOL DISTRICT	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1554.0-13	CA STATE ATTORNEY GENERAL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1556.0-13	SCRIPPS HEALTH	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1558.0-13	ESCONDIDO UNION SCHOOL DIST	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1559.0-13	EMPLOYMENT & COMMUNITY OPTIO	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1561.0-13	BIG BEN MARKET	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1562.0-13	SAN DIEGO REGIONAL CENTER	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1564.0-13	CORRECTIONAL ALTERNATIVES	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1566.0-13	EASTERS SEALS SOUTHERN CA	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1567.0-13	SAN DIEGO COMMUNITY COLLEGE DI	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1568.0-13	SAN DIEGO JOB CORPS	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1569.0-13	MAGNETIC TICKET & LABEL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1570.0-13	CALTRANS	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1571.0-13	CAJON VALLEY UNION SCHOOL DIST	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1573.0-13	BRICESHOUSE STATION	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1575.0-13	NATIONAL CITY ADULT SCHOOL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1576.0-13	HIGH TECH HIGH SCHOOL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1578.0-13	HANBLECEYA THERAPEUTIC COMM	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1579.0-13	ASK-ITAG	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1581.0-13	ARC OF SAN DIEGO	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1584.0-13	DILLINGHAM TICKET COMPANY	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1585.0-13	GROSSMONT UNION HIGH SCHOOL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1588.0-13	NEIGHBORHOOD HOUSE ASSOC	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1589.0-13	ASSOC STU GROSSMONT COLLEGE	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1590.0-13	WIRED COMMUTE/ACCOR	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1591.0-13	SOLAR TURBINES	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1592.0-13	THE PRINTING ORGANIZATION	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1593.0-13	CONCORDE CAREER COLLEGE	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1597.0-13	BUSINESS MATTERS	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1598.0-13	ALBERTSONS	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1603.0-13	AMERICAN SPECIALTY HEALTH	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1605.0-13	VISTA UNIFIED SCHOOL DISTRICT	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1610.0-13	DIEGO HILLS PUBLIC CHARTER	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1613.0-13	KING CHAVEZ HIGH SCHOOL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1614.0-13	US DISTRICT COURT	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1617.0-13	SD COUNTY SUPERINTENDENT	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1619.0-13	NORTH COUNTY HEALTH SERVICES	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1622.0-13	SAND DIEGUITO UNION HIGH SCHOO	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1623.0-13	ANDAZ SAN DIEGO HOTEL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
G1633.0-13	URBAN CORPS CHARTER SCHOOL	COMPASS CARD ASSIGNMENT	\$0.00	7/17/2013
B0508.5-09	UCSD	ZONE PASS AGMT FY14	(\$2,807,198.00)	7/18/2013
G1555.0-13	NATIONAL UNIVERSITY	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013

REVENUE CONTRACTS

Doc #	Organization	Subject	Amount	Day
G1560.0-13	VETERANS VILLAGE OF SAN DIEGO	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1563.0-13	PROVIDENCE COMMUNITY SVCS	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1572.0-13	OCEANSIDE UNIFIED SCHOOL DISTR	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1574.0-13	CA STATE COURT OF APPEAL	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1580.0-13	ESCONDIDO UNION HIGH SCHOOL DI	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1582.0-13	GOODWILL	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1583.0-13	MUELLER COLLEGE	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1586.0-13	YWCA	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
G1604.0-13	ART INSTITUTE OF CA	COMPASS CARD ASSIGNMENT AGREEMENT	\$0.00	7/18/2013
M6705.0-13	CITY OF SAN DIEGO	ROE FOR PARKS AND REC	\$0.00	7/18/2013
S200-13-576	KIMLEY HORN	ROE SANDAG ON CALL CONTRACT	\$0.00	7/19/2013
G1548.0-13	SCRIPPS HEALTHCARE	ECO PASS	(\$137,160.00)	7/22/2013
G1635.0-14	SAN DIEGO SUPERIOR COURT	MOU FOR JUROR DAY PASSES	(\$120,000.00)	7/22/2013
S20013546.1	PAR ELECTRICAL CONTRACTORS	ROE TIME EXTENSION	\$0.00	7/24/2013
L5743.1-13	HERZOG CONTRACTING CORP	AMEND 1 JROE TECOLOTE & WASHINGTON	\$0.00	7/25/2013
L5754.0-13	MC PAINTING	ROE PERMIT	(\$2,000.00)	7/29/2013
G1637.0-14	SAN DIEGO OFFICE OF EDUCATION	COMPASS CARD	\$0.00	7/30/2013
G1565.0-13	CSUSM	COMPASS CARD ASSIGNMENT	\$0.00	8/1/2013
G1587.0-13	MCKENNA LONG & ALDRIDGE	COMPASS CARD ASSIGNMENT	\$0.00	8/1/2013
G1624.0-13	UCSD	COMPASS CARD	\$0.00	8/1/2013
L1152.0-13	SUFFOLK ROEL	ROE PERMIT	(\$750.00)	8/2/2013
L1159.0-14	RD ENGINEERING & CONSTRUCTION	DURABLE ROE	(\$1,000.00)	8/2/2013
G1634.0-14	SHEA PROPERTIES	LIMITED LICENSE AGMT	\$0.00	8/5/2013
L1158.0-13	ULTRA UNDERGROUND	DURABLE ROE	(\$1,500.00)	8/5/2013
L7052.0-14	SDG&E	EASEMENT AGMT SABER SPRINGS STATION	\$0.00	8/5/2013
G0225.8-95	CITY OF SAN DIEGO	REGULATE FOR-HIRE VEHICLES	\$0.00	8/7/2013
L1149.0-13	CABRILLO NATIONAL MONUMENT	ROE PERMIT	(\$750.00)	8/7/2013
G1621.0-13	WAGEWORKERS	COMPASS CARD AGREEMENT	\$0.00	8/8/2013
G1124.1-08	CITY OF SAN DIEGO	TRANSIT SHELTER MAINTENANCE	\$0.00	8/9/2013
G1595.0-13	VAN WAGNER EXPERIENTIAL	SETTLEMENT AGMT	\$0.00	8/9/2013
L0987.3-11	GOVERNMENT OF MENDOZA	LOANING MTS PERSONNEL TECH SUPPT	\$0.00	8/9/2013
S20013560.1	PACIFIC IMPERIAL RAILROAD	MEMORANDUM OF LEASE	\$0.00	8/9/2013
G1545.0-13	NCTD	MOU RE HASTUS	\$0.00	8/12/2013
G1640.0-14	CSUSM	MOU DISPENSE FARE MEDIA TO STUDENTS	\$0.00	8/12/2013
G1641.0-14	SD REGIONAL AIRPORT AUTHORITY	MOU TO DISPENSE FARE MEDIA	\$0.00	8/12/2013
S200-13-575	RMV CONSTRUCTION	ROE	(\$5,000.00)	8/12/2013
G1557.0-13	THOMAS JEFFERSON SCHOOL LAW	COMPASS CARD	\$0.00	8/16/2013
G1577.0-13	ITT TECH	COMPASS CARD	\$0.00	8/16/2013
G1625.0-13	STEIN EDUCATION CENTER	COMPASS CARD	\$0.00	8/16/2013
G1643.0-14	UNION TRIBUNE	TRADE AGREEMENT	(\$53,800.00)	8/16/2013
L5752.0-13	HERZOG TECHNOLOGIES, INC	ROE PERMIT	(\$2,500.00)	8/20/2013
G1636.0-14	CITY OF SAN DIEGO	ECO PASS	(\$320,220.00)	8/21/2013
G1647.0-14	SD UNIFIED SCHOOL DISTRICT	YOUTH MONTHLY PASS PILOT	(\$350,000.00)	8/21/2013
L4622.0-13	GLOBAL POWER GROUP	DURABLE ROE	\$0.00	8/21/2013

REVENUE CONTRACTS

Doc #	Organization	Subject	Amount	Day
S200-14-581	WATKINS ENVIRONMENTAL, INC.	ROE RECONSTRUCTION OF DESERT LINE	\$0.00	8/21/2013
L1161.0-14	COUNTY OF SAN DIEGO	LEASE AGMT 50 PKG SPACES GROSSMONT	(\$1,000.00)	8/22/2013
S200-13-580	JL PATTERSON & ASSOCIATES, INC	ROE FOR RECONSTRUCT OF DESERT LINE	\$0.00	8/22/2013
G1611.0-13	COUNTY OF SAN DIEGO	COMPASS CARD	\$0.00	8/23/2013
L0894.4-09	RAM INDUSTRIAL SERVICES, INC.	ADD 2 SPARE HVAC UNITS	\$0.00	8/27/2013
B0518.1-09	DEPARTMENT OF THE NAVY	TRANSIT CENTER NAVAL AIR STATION	\$0.00	8/28/2013
G1616.0-13	MONTGOMERY ADULT SCHOOL	COMPASS CARD	\$0.00	8/28/2013
G1638.0-14	SAN DIEGO VOICE AND VIEWPOINT	NEWS RACK SPACE FOR PRINT ADS	\$0.00	8/28/2013
G1639.0-14	SD TRAVELERS AID SOCIETY	MOU TO DISPENSE FARE MEDIA	\$0.00	8/28/2013
G1649.0-14	SANDAG & NCTD	VOTING REP ON LOSSAN CORRIDOR BOARD	\$0.00	8/28/2013
M6706.0-14	LOT MANAGEMENT	ROE PERMIT	(\$1,000.00)	8/30/2013
G1284.3-10	CHEVRON	TOLLING AGMT	\$0.00	9/2/2013
G1652.0-14	COLEMAN UNIVERSITY	MOU TO DISPENSE FARE MEDIA STUDENTS	\$0.00	9/4/2013
G1655.0-14	CAL-SAFE	MOU TO DISPENSE FARE MEDIA STUDENTS	\$0.00	9/5/2013

PURCHASE ORDERS

DATE	PO NUMBER	Organization	Subject	AMOUNT
7/16/2013	3468	MOBILITY XE ADVANCED BUNDLE	AT&T	\$10,946.25
7/16/2013	3469	DELL COMPUTER CORP	LAPTOP KEYBOARD MOUSE	\$1,441.03
7/19/2013	3470	CDW GOVERNMENT INC.	SYMATIC VAULT STORAGE MAINT	\$3,775.00
7/29/2013	3472	LEARNSOFT	COMPUTER TRAINING COURSES	\$15,000.00
8/1/2013	3474	HSQ TECHNOLOGY	SERVER RACK	\$1,275.00
8/8/2013	3475	CDW GOVERNMENT INC.	ADOBE CREATIVE 6 LICENSE	\$2,143.43
8/8/2013	3476	CDW GOVERNMENT INC.	PANASONIC 50 PRO	\$1,089.00
8/8/2013	3477	AMERICAN PUBLIC TRANSPORTATION	TRAINING PARTNERSHIP	\$60,000.00
8/13/2013	PW001090	KONE ELEVATOR	NEW FLOORING FV STATION	\$3,671.32
8/13/2013	PW001091	KONE ELEVATOR	NEW FLOORING QUALCOMM STATION	\$3,671.32
8/19/2013	3483	HSQ TECHNOLOGY	EQUIPMENT RACK AND CONTROLLER	\$5,798.00
8/29/2013	3486	DELL COMPUTER CORP	HAVIS DOCKING STATION AND POWER	\$8,169.76
8/29/2013	3487	PIXEL PRODUCTIONS	VIDEO FOR LIBRARY	\$2,040.00
8/29/2013	3488	DELL COMPUTER CORP	LATITUDE LAPTOP	\$1,293.75
8/29/2013	3489	CDW GOVERNMENT INC	CISCO 5 AP	\$5,167.80
8/29/2013	3490	CDW GOVERNMENT INC	BLACKBERRY ENTERPRISE SUPPORT	\$1,379.00
8/29/2013	PW001092	VINYARD DOORS INC	ROLL UP DOORS	\$36,680.40
8/30/2013	3491	MIRAMAR BOBCAT	BOBCAT EXCAVATOR	\$63,309.60
9/3/2013	3492	TENNANT SALES & SERV CO	RIDE-ON AND WALK ALONG SCRUBBER	\$27,338.86
9/4/2013	3495	AT&T	EQUIPMENT & SERVICES WIRELESS PILOT	\$51,700.00

WORK ORDERS

Doc #	Organization	Subject	Amount	Day
PWL134.0-12.20	HERZOG CONSTRUCTION, INC.	ORANGE LINE TRACK WELDING	\$2,829.27	7/24/2013
PWL135.0-12.13	ABC CONSTRUCITON, INC.	OLD TOWN FENCE REPLACEMENT	\$14,319.30	7/29/2013
PWL134.0-12.22	HERZOG CONSTRUCTION, INC.	CARD READER FOR TAXI ADMIN	\$14,832.56	7/30/2013
G1495.0-13.01	PGH WONG	ON-CALL ENGINEERING SERVICES	\$6,000.00	8/1/2013
G1496.0-13.01.01	RAILPROS, INC.	ON-CALL ENGINEERING SERVICES	\$75,000.00	8/9/2013
PWL134.0-12.23	HERZOG CONSTRUCTION, INC.	YARD INTERCOM REPLACEMENT AND UPGRA	\$6,194.28	8/12/2013
PWL135.0-12.14	ABC CONSTRUCTION, INC.	QUALCOMM CONTROLLER'S BOOTH REPAIRS	\$4,562.99	8/15/2013
G0930.17-04.18	SANDAG	EAST COUNTY MAINTENANCE FACILITY	\$0.00	8/21/2013
G1496.0-13.03	RAILPROS	ROE AND REAL ESTATE GENERAL	\$50,000.00	8/22/2013
PWL134.0-12.24	HERZOG CONSTRUCTION, INC.	BROADWAY PAVING REPLACEMENT	\$12,894.54	8/26/2013
G0930.17-04.22.1	SANDAG	SDSU TUNNEL CCTV	\$20,285.66	8/30/2013



AGENDA ITEM NO.

64

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

#2

PLEASE SUBMIT THIS COMPLETED FORM (AND YOUR WRITTEN STATEMENT)
TO THE CLERK OF THE BOARD PRIOR TO DISCUSSION OF YOUR ITEM

1. INSTRUCTIONS

This Request to Speak form must be filled out and submitted in advance of the discussion of your item to the Clerk of the Board (please attach any written statement to this form). Communications on hearings and agenda items are generally limited to three minutes per person unless the Board authorizes additional time; however, the Chairperson may limit comment to one or two minutes each if there are multiple requests to speak on a particular item. General public comments on items not on the agenda are limited to three minutes. Please be brief and to the point. No yielding of time is allowed. Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.

(PLEASE PRINT)

DATE	Sept 12, 2013		
Name	MARGO Tanguay		
Address	229 16th street #116		
Telephone	619 231-1144 cab #973		
Organization Represented	Self		
Subject of Your Remarks	Freight Train - is more of a problem than Trolley		
Regarding Agenda Item No.			
Your Comments Present a Position of:	<input checked="checked" type="checkbox"/>	SUPPORT	<input type="checkbox"/> OPPOSITION

2. TESTIMONY AT NOTICED PUBLIC HEARINGS

At Public Hearings of the Board, persons wishing to speak shall be permitted to address the Board on any issue relevant to the subject of the Hearing.

3. DISCUSSION OF AGENDA ITEMS

The Chairman may permit any member of the public to address the Board on any issue relevant to a particular agenda item.

4. GENERAL PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public comment on matters not on the agenda will be limited to five speakers with three minutes each, under the Public Comment Agenda Item. Additional speakers will be heard at the end of the Board's Agenda.

NOTE: Subjects of previous hearings or agenda items may not again be addressed under General Public Comments.



AGENDA ITEM NO.

64

REQUEST TO SPEAK FORM

ORDER REQUEST RECEIVED

1

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(PLEASE PRINT)

DATE	9-12-13		
Name	Lorraine M. Leighton		
Address	745 E. Bradley Ave #46 ^{cc. ca} 90021		
Telephone	☐		
Organization Represented	Disabled Public		
Subject of Your Remarks	East County Buses & company card		
Regarding Agenda Item No.			
Your Comments Present a Position of:	<input type="checkbox"/>	SUPPORT	<input type="checkbox"/> OPPOSITION

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