

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE
1255 Imperial Avenue, Suite 1000
San Diego, CA 92101

December 1, 2016

MINUTES

A. ROLL CALL

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

B. APPROVAL OF MINUTES

Ms. Bragg moved for approval of the minutes of the November 3, 2016, MTS Executive Committee meeting. Mr. McClellan seconded the motion, and the vote was 4 to 0 in favor with Mr. Gloria absent.

C. COMMITTEE DISCUSSION ITEMS

1. Fare Collection Update and Whitepaper (Sharon Cooney)

Sharon Cooney, Chief of Staff, provided an update on the fare collection system and the completed whitepaper. She discussed the current fare collection system and its challenges; Payment Card Industry Data Security Standards (PCI-DSS); and options for upgrading and procuring a new fare collection system. She reviewed the planning process for system modernization and the Cubic proposals submitted to MTS. Ms. Cooney introduced Alan Cheng and Hany Haroun with CH2M. She stated that CH2M was hired to help MTS develop the fare collection whitepaper which details the items that are recommended for the regional fare collection system. Mr. Cheng provided a background on CH2M and the process for creating MTS's fare collection whitepaper. Ms. Cooney reviewed the recommendations from the peer agency review workshop and discussed the ideal fare system components, which are included in the whitepaper. She also provided the various cost estimates and funding options for a next generation fare system. Ms. Cooney stated that the recommendation for next steps will be to develop a concept of operations, which will help minimize risk in the procurement stage.

Robert Borowski, Enterprise Business Solutions Manager, provide an update on PCI-DSS compliance. He noted that there are several requirements to become compliant and MTS has already begun internal controls working towards compliance. Mr. Borowski reviewed and discussed the options available to MTS to become fully PCI-DSS compliant.

Mr. Jablonski provided a brief update on upgrading the Webtix software. He also noted that stored value is currently in the testing phase and is anticipated to come online soon.

Action Taken

No action taken.

2. Transit Optimization Plan (TOP) Update (Denis Desmond)

Denis Desmond, Manager of Planning, provided an update on the TOP. He reviewed the results for the community survey; market analysis goals; current housing and employment density; regional plan 2050 countywide projections; and population and employment. He also discussed statistics for high job to population ratios; San Diego commuters; senior density; youth density; college-age density; minority density; low-income density; and zero-vehicle households. Mr. Desmond reviewed the results for population growth for past and projected dates; northbound pedestrian border crossings; and age trends for bus and trolley users. He discussed the service evaluation results; historical trends; ridership by time of day; weekday ridership; Saturday and Sunday ridership; productivity; farebox recovery; subsidy per passenger; and slow routes. Lastly, Mr. Desmond reviewed the next steps in the TOP process.

Action Taken

Information item only. No action taken.

D. REVIEW OF DRAFT December 8, 2016 BOARD AGENDA (TAKEN BEFORE CLOSED SESSION)

Recommended Consent Items

6. On-Call Tree Trimming and Removal Services for the San Diego Trolley - Contract Award

Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. PWL199.0-16 with Singh Group, Inc., a Disadvantaged Business Enterprise (DBE), for on-call tree trimming and removal services for a three (3) year period.

7. Proposed Revisions to San Diego Metropolitan Transit System (MTS) Board Policy No. 41, "Signature Authority", and Repeal of MTS Board Policy No. 4, "Construction Contract Change Orders"

Action would: (1) Approve the proposed revisions to MTS Board Policy No. 41, "Signature Authority"; and (2) Repeal MTS Board Policy No. 4, "Construction Contract Change Orders".

8. MTS Sale of 2007 45' Bluebird Express Commuter Bus to Transdev Services, Inc.

Action would authorize the negotiated sale of MTS Vehicle No. 8511 (2007 45' Bluebird Express, VIN # 1BAGRBFA07W100519) to Transdev Services, Inc.

9. Approval of Route 950 Major Service Changes

Action would approve making permanent the pilot major expansion of Route 950 service that began in January 2016.

10. Architectural and Engineering (A&E) On-Call Services - Master Agreements Award

Action would authorize the Chief Executive Officer (CEO) to execute MTS A&E On-Call master agreements with HDR Engineering, HNTB, Kimley Horn & Associates, Jacobs Engineering, Hatch Mott MacDonald, Dokken Engineering, Pacific Railway Enterprises, Nasland, and Global Signals Group following successful negotiations with each firm for the provision of On-Call A&E services for a five-year agreement.

11. Disadvantaged Business Enterprise (DBE) and Labor Compliance Consulting Services - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute the following contracts for DBE and Labor Compliance Consulting Services for a five (5) year period: (1) MTS Doc. No. G1964.0-17 with GCAP Services, Inc. (certified DBE firm) for the DBE Consulting Services; and (2) MTS Doc. No. G1965.0-17 with Gafcon, Inc. for the Labor Compliance Consulting Services.
12. Investment Report - October 2016
13. S70 and SD100 Printed Circuit Boards - Sole Source Purchase Order
Action would authorize the Chief Executive Officer (CEO) to issue a purchase order to Siemens Transportation Systems Corporation (Siemens), on a sole source basis, for the purchase of printed circuit boards and related items.
14. Transit Smart Cards - Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G1926.0-16 with Paragon Magnadata, Inc. for the provision of Transit Smart Cards for three (3) base years with two (2) 1-year options, exercisable at MTS's sole discretion.

E. REVIEW OF SANDAG TRANSPORTATION COMMITTEE AGENDA (TAKEN BEFORE CLOSED SESSION)

There was no SANDAG Transportation Committee agenda discussion.

F. COMMITTEE MEMBER COMMUNICATIONS AND OTHER BUSINESS (TAKEN BEFORE CLOSED SESSION)

There was no Committee Member Communications and Other Business discussion.

G. PUBLIC COMMENTS (TAKEN BEFORE CLOSED SESSION)

There were no Public Comments.

The Executive Committee convened for Closed Session at 11:00 a.m.

C3. CLOSED SESSION – CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to California Government Code Section 54956.8

Property: Assessor's Parcel Number (APN) 384-311-38; 8606 Cuyamaca Street, Santee, California

Agency Negotiators: Paul Jablonski, Chief Executive Officer; Karen Landers, General Counsel; and Tim Allison, Manager of Real Estate Assets

Negotiating Parties: Graphic Business Solutions

Under Negotiation: Price and Terms of Payment

The Executive Committee reconvened from Closed Session at 11:15 a.m.

Oral Report on Final Actions Taken in Closed Session

C3. The Executive Committee received a report and gave instructions to staff.

H. NEXT MEETING DATE

The next Executive Committee meeting is scheduled for January 12, 2017, at 9:00 a.m. in the Executive Committee Conference Room.

I. ADJOURNMENT

Chairman Mathis adjourned the meeting at 11:15 a.m.

A handwritten signature in black ink, appearing to be "John Mathis", written over a horizontal line.

Chairman

Attachment: A. Roll Call Sheet

EXECUTIVE COMMITTEE
SAN DIEGO METROPOLITAN TRANSIT SYSTEM

ROLL CALL

MEETING OF (DATE) December 1, 2016

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

RECESS _____

RECONVENE _____

CLOSED SESSION 11:00 a.m.

RECONVENE 11:15 a.m.

ADJOURN 11:15 a.m.

BOARD MEMBER (Alternate)				PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
BRAGG	<input checked="" type="checkbox"/>	(Rios)	<input type="checkbox"/>	9:00 a.m.	11:15 a.m.
MCCLELLAN	<input checked="" type="checkbox"/>	(McWhirter)	<input type="checkbox"/>	9:00 a.m.	11:15 a.m.
GLORIA	<input type="checkbox"/>	(Cole)	<input type="checkbox"/>		
MATHIS	<input checked="" type="checkbox"/>			9:00 a.m.	11:15 a.m.
ROBERTS	<input checked="" type="checkbox"/>	(Cox)	<input type="checkbox"/>	9:00 a.m.	11:15 a.m.
Transportation Committee Rep Slot (Mathis)					

SIGNED BY THE CLERK OF THE BOARD: Julia Tuer

CONFIRMED BY THE GENERAL COUNSEL: Kevin Cline