



**Metropolitan
Transit
System**

Agenda

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM EXECUTIVE COMMITTEE

November 4, 2021

9:00 a.m.

Meeting will be held via webinar

To request an agenda in an alternative format or to request accommodations to facilitate meeting participation, please email the Clerk of the Board, ClerkoftheBoard@sdmts.com at least two working days prior to the meeting. Meeting webinar/teleconference instructions can be accessed under '[Meeting Link and Webinar Instructions](#).' Click the following link to access the meeting: <https://zoom.us/j/94562188418>

Para solicitar la agenda en un formato alternativo o para solicitar acomodaciones de participación, por favor mande un correo a la Secretaria de la Junta, ClerkoftheBoard@sdmts.com al menos dos días hábiles antes de la reunión. Instrucciones para ingresar a la junta virtual están disponibles bajo '[Meeting Link and Webinar Instructions](#).' Use este enlace para acceder la reunión virtual: <https://zoom.us/j/94562188418>

ACTION RECOMMENDED

1. ROLL CALL
2. APPROVAL OF MINUTES - [October 7, 2021](#) Approve
3. PUBLIC COMMENTS

COMMITTEE DISCUSSION ITEMS

4. [Downtown Layover \(Denis Desmond\)](#) Approve
Action would forward a recommendation that the Board of Directors approve a Fund Transfer Agreement with the San Diego Association of Governments (SANDAG) for the Downtown Stopover Project, including an MTS contribution of \$1.4 million towards the project.

OTHER ITEMS

5. [REVIEW OF DRAFT November 18, 2021 MTS BOARD AGENDA](#)
6. OTHER STAFF COMMUNICATIONS AND BUSINESS

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

San Diego Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc. and San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations). 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. MTS is also the For-Hire Vehicle administrator for nine cities.



7. COMMITTEE MEMBER COMMUNICATIONS AND OTHER BUSINESS
8. NEXT MEETING DATE: December 2, 2021
9. ADJOURNMENT

DRAFT MINUTES

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM EXECUTIVE COMMITTEE

October 7, 2021

[Clerk's note: Except where noted, public, staff and board member comments are paraphrased. Note that the meeting was conducted via webinar to comply with public health orders].

1. Roll Call

Chair Fletcher called the Executive Committee meeting to order at 9:14 a.m. A roll call sheet listing Executive Committee member attendance is attached.

2. Approval of Minutes

Chair Fletcher moved to approve the minutes of the September 9, 2021, MTS Executive Committee meeting. Board Member Gastil seconded the motion, and the vote was 5 to 0 in favor with Board Member Salas and Board Member Sandke absent.

3. Public Comment

There were no Public Comments.

COMMITTEE DISCUSSION ITEMS

4. Quarterly Mid-Coast Corridor Transit Project Update (Ramon Ruelas of SANDAG)

Ramon Ruelas of SANDAG presented on the Quarterly Mid-Coast Corridor Transit Project Update. He outlined: the project overview, connection to the region, project update, construction milestone, preparations for the start of service, public involvement, event timeline and milestone events.

Sharon Cooney, MTS Chief Executive Officer (CEO), clarified that the Clairemont Station was projected to have transit parking on a neighboring development to allow the surrounding community to access the station. She acknowledged that these plans are on hold because there was a change in developers. She asked Mr. Ruelas what the vision for parking development looks like at that station.

Mr. Ruelas clarified that the agreement with the developer/property owner required the transit parking spaces be constructed as part of the private development. He clarified the developer has until June 2023 to implement parking spaces. He noted that the details for the development do need to be synthesized with the new developer and they are optimistic to achieve the milestones listed in the original agreement. He suggested the Tecolote and Balboa stations as viable short-term parking solutions.

Ms. Cooney acknowledged that Mid-Coast Transit Constructors (MCTC) is currently using the site as a laydown area and asked if the developer would return it to its original state after use.

Mr. Ruelas replied that the site has been restored back to its original state.

Chair Fletcher acknowledged that the availability of this amenity was exciting. He stated that it should be advertised and announced that there may be delays to the project due to global supply chain interruptions.

Action Taken

Informational item only. No action taken.

5. Project Labor Agreements (Samantha Leslie & Rod Betts Of Paul, Plevin, Sullivan & Connaughton LLP)

Samantha Leslie, MTS Deputy General Counsel, and Rod Betts of Paul, Plevin, Sullivan & Connaughton LLP, presented on the proposed Project Labor Agreements (PLA) Policy. They outlined the following information: MTS's current construction program, previous \$1 million construction contracts, MTS's authority, background, legal requirements, potential benefits over current construction program, cost impacts, a pathway to implementation and staff recommendation.

PUBLIC COMMENTS

Gretchen Newsom – Representing IBEW 569 made a verbal statement to the Committee during the meeting. Newsom supported the recommendation by acknowledging equity and the competitive nature of the process with union and non-union contractors. Newsom listed local hire, apprenticeship opportunities, creation of construction careers for families and career entry programs. Newsom listed minority PLA impact breakdowns and announced their commitment to improve these statistics through partnerships with MTS and SANDAG.

Christina Marquez – A graduate of the IBEW 569 apprenticeship program made a verbal statement to the Committee during the meeting. Marquez supported the recommendation and emphasized the direct impacts local hires have on the community.

Hector Meza – An apprenticeship graduate made a verbal statement to the Committee during the meeting. Meza supported the recommendation and listed various benefits the agreements would create for the community.

Tom Lemmon – Representing San Diego Building and Construction Trades Council made a verbal statement in support of the recommendation.

Carol Kim – Representing San Diego Building and Construction Trades Council made a verbal statement to the Committee during the meeting. Kim supported the recommendation and acknowledged it as a policy tool to ensure and create criteria for hiring local labor.

Satomi Rash-Zeigler – Representing the San Diego and Imperial County Labor Council made a verbal statement to the Committee during the meeting. Rash-Zeigler supported the recommendation and acknowledged the targeted local recruitment opportunities along with the accompanying job benefits.

COMMITTEE COMMENTS

Vice Chair Sotelo-Solis supported the recommendation and benefits of a PLA. She listed various groups that would benefit from economic and localized labor.

Board Member Montgomery Steppe appreciated the equity strides in the construction industry, along with apprenticeship, disadvantaged business enterprise (DBE) and small businesses. She acknowledged the historically low participation of the black population in the industry due to

systemic racism caused by union representation. She acknowledged that only through agreements and discussions with union representatives, that such institutional mechanisms would break the current pattern. She asked if the Board would be involved after negotiations, if the recommendation received Board approval.

Chair Fletcher clarified that today's motion would recommend the Board to adopt the PLA policy. Upon the approval of the final agreement, the Board would then ratify the PLA for implementation.

Board Member Montgomery Steppe asked for the efforts to increase the labor pool in the union and for MTS to strive for a high local hire goal. She stated her support for the recommendation.

Board Member Elo-Rivera supported the comments made by Board Member Montgomery Steppe. He acknowledged the opportunities unions offer and the needed intentionality for inclusivity and awareness of anti-blackness. He clarified that the certification process is not an anti-racist document, additional work and support would be necessary. He was excited to hear how the community college district and district of continuing education are direct pipelines to job opportunities.

Board Member Sandke supported the inclusivity between union and non-union opportunities with this policy. He believed the policy should not be politically motivated. He looks forward to opportunities of negotiations in the near future. He acknowledged the benefits and obstacles the agency would have with the implementation of the policy.

Chair Fletcher clarified that today's motion would recommend the Board to adopt the PLA policy. Upon the approval of the final agreement, the Board would then ratify the PLA for implementation. He thanked staff for their work and the San Diego Building and Construction Trades Council for collaborating with MTS and Board Members to address concerns.

Action Taken

Chair Fletcher moved to forward a recommendation to the Board of Directors to adopt Board Policy No.66 Project Labor Agreement. Vice Chair Sotelo-Solis seconded the motion, and the vote was 6 to 0 in favor with Board Member Salas absent.

6. SANDAG'S Social Equity Early Action Transit Pilots (Denis Desmond and Brian Lane of SANDAG)

Denis Desmond, MTS Director of Planning, and Brian Lane of SANDAG, presented on SANDAG's Social Equity Early Action Transit Pilots. They provided details on: MTS participating in SANDAG's transit equity pilot working group, social equity commitment, acknowledgments to members and partners, 2021 draft regional plan projects and policies, pilot budget (FY22 - FY24), funding, pilot concepts – free fares for youth, pilot concepts – add trips to core routes in underserved areas, pilot concepts – education and research and timeline.

PUBLIC COMMENTS

Carolina Martinez – Representing Environmental Health Coalition made a verbal statement to the Committee during the meeting. Martinez acknowledged low income communities of color at the frontline of climate pollution and a community historically underinvested in transit. Martinez acknowledged this pilot as a model for performing transit. Martinez listed some key benefits of the pilot including community input from project inception, youth opportunity pass pilot programs

and improvements to bus services. Martinez listed the various community access benefits bus frequencies would bring the community and supported the recommendation.

Rosa Olascoaga – Representing the Office of Nora Vargas expressed support of the recommendation. Olascoaga acknowledged the Supervisor’s participation to engage community organizations to develop the 2021 Regional Plan Early Action Transit Pilot. She listed the various stakeholders who presented recommendations to the SANDAG 2021 Regional Transportation Plan Social Equity Working Group and approved a recommendation be forwarded to the SANDAG Board. Olascoaga acknowledged the intent of the action is in direct response to the equity statement adopted by the SANDAG Board to invest in marginalized groups and acknowledged SANDAG’s ability to create lifelong transit riders. Olascoaga noted current proposals advocated for free fares for 18 and younger, along with transit improvements that would invest in youth economic health.

Adriana Federico – Representing Mid-City CAN supported the project. Federico provided historical background to the organization’s efforts for no cost youth passes. Federico provided an anecdote about their experience with transit.

Goyo Ortiz – Representing Casa Familiar expressed support for the program as a benefit for youth and ridership as a whole.

COMMITTEE COMMENTS

Chair Fletcher commended Supervisor Vargas and recognized the community effort, along with Board Member Elo-Rivera as an advocate for this program.

Board Member Elo-Rivera asked for clarification since MTS would spearhead the operational side of the program. He acknowledged SANDAG’s position change in providing free transit passes and commended leaders for pushing this initiative. He also asked about targeted programs for youth 24 and under.

Mr. Lane clarified that an administrative process would need to be implemented to manage the certification and distribution process of youth transit passes. He noted that in order to execute the pilot program efficiently, SANDAG made the decision to provide free fares to youth 18 and under for the pilot.

Board Member Elo-Rivera thanked advocates and Supervisor Vargas, along with her office for their efforts with this program. He provided historical background about the pilot program when he was a representative for Mid-City CAN. He acknowledged that initial efforts encouraged free transit for youth 18 and under; however, the campaign reassessed community needs for youth 24 and under. He encouraged the Board to think about goals and expanded transit opportunity with intentionality to achieve equity. He clarified that a program is not a system and encouraged the Board to strive for a system that is sustainable. He continued that long-term transit riders are attainable with youth opportunity passes for youth 24 and under. In conversations with community-based organizations (CBOs) that serve transitional aged youth, they acknowledged that transportation is the biggest barrier and expense to participate in programs and resources. He encouraged the Board to expand the program to youth opportunity passes 24 and under. He acknowledged his office is committed to seeking funding to make this opportunity possible.

Board Member Montgomery Steppe acknowledged Board Member Aguirre for valuable input at the SANDAG Transportation Committee regarding a feasibility study being conducted for first

and last mile projects. She also acknowledged equity work as a difficult endeavor and supported the program as a pilot program. She acknowledged that the agency would need to look at budgetary expenditures as an investment. She clarified that the region has additional work to do and supported the program.

Board Member Gastil acknowledged that he has also been a longtime advocate as a Board Member for this program. He continued that extending the pilot to riders 24 years and younger is necessary since young adults are developing habits, which could allow for long time transit users and alleviate financial challenges. He provided anecdotal experience riding transit in his youth. He encouraged the Board to find long term funding to support free youth passes to riders 24 years and younger.

Chair Fletcher acknowledged that four-year institutions, such as UCSD, have integrated transit passes into student fees. He added that the institutional need was there and emphasized an alignment in goals between agencies and community asks. He continued that the goal of the pilot is a strive for the region's sustained effort.

Action Taken

Informational item only. No action taken.

OTHER ITEMS

7. REVIEW OF DRAFT October 14, 2021 BOARD AGENDA

Recommended Consent Items

6. Authorization of Remote Teleconferenced Meetings

Action would authorize remote teleconferenced meetings for any public meetings held by MTS, including all Brown Act committees, for the next thirty (30) days pursuant to Assembly Bill (AB) 361 and make the following findings: 1) The MTS Board has considered the current circumstances of the COVID-19 pandemic and its impact in San Diego County; and 2) State or local officials continue to recommend measures to promote social distancing. On September 23, 2021, County of San Diego Public Health Officer, Wilma J. Wooten, M.D., M.P.H., issued a recommendation supporting the use of teleconferencing for attendance at public meetings as “a social distancing measure that may help control transmission of the SARS-CoV-2 virus.”

7. Board Policy No. 26, Disadvantaged Business Enterprise Program – Policy Revision

Action would approve revisions to Board Policy No. 26, Disadvantaged Business Enterprise Program.

8. CrowdStrike Falcon Endpoint Protection Premium License and Support– Contract Award

Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G2518.0-22 with Nth Generation Computing Inc. for CrowdStrike Falcon Endpoint Protection Premium Software (CrowdStrike) License and Support for a three (3) base term in the amount of \$190,029.09.

9. ADA (American With Disabilities Act) Client Certification Services – Contract Amendment
Action would 1) Ratify Amendment No. 5 to MTS Doc. No. G1901.0-16, with Medical Transportation Management (MTM), a Women Business Enterprise (WBE), in the total amount of \$68,799.00; and 2) Approve Amendment No. 6 to MTS Doc. No. G1901.0-16, with MTM, to authorize the Chief Executive Officer (CEO) to add a temporary position for a Mobility Assessment Evaluator (MAE) with MTM for ADA Paratransit Client Certification Services for a total of \$52,415.00.
10. Window Glass for Light Rail Vehicles (LRV) – Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute two (2) contracts for the provision of window glass for LRVs, with Citywide Auto Glass and Siemens Mobility, for a not-to-exceed aggregate amount of \$1,518,019.41, for five (5) years from November 1, 2021 to October 30, 2026.
11. Supplemental Renewable Energy Certificates (REC) Purchases – Contract Award
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. G2524.0-22 with 3Degrees, Inc., G2525.0-22 with Kinect Energy Green Services AS, G2526.0-22 with Sol Systems, LLC, and G2527.0-22 with SRECTrade, Inc, for the purchase of Supplemental RECs for 5 years in the amount of \$6,101,320.00.
12. Provision of Hewlett Packard Enterprise (HPE) Nimble HF20 Array Equipment and Support for Regional Transit Management System (RTMS) Disaster Recovery – Purchase Order
Action would authorize the Chief Executive Officer (CEO) to execute a Purchase Order to Nth Generation Computing Inc. for the provision of HPE Nimble HF20 Array equipment and support for RTMS disaster recovery in the amount of \$173,335.21.
13. Planning Services for Trolley Yard and Building C Expansion - Work Order
Action would authorize the Chief Executive Officer (CEO) to execute Work Order MTS Doc. No. WOA1947-AE-70 with HDR Engineering, Inc. (HDR) in the amount of \$249,367.48 to provide planning services for the Trolley Yard and Building C Expansion project.
14. Darktrace Cybersecurity Software- Extended Licensing Subscription and Antigena Email Module Software Solution – Contract Amendment
Action would 1) Ratify previous Amendment No.1 to MTS Doc. No. G2386.0-20 with Darktrace Limited for \$87,700.00 and 2) Authorize the Chief Executive Officer (CEO) to execute Amendment No. 2 to MTS Doc. No. G2386.0-20 with Darktrace Limited, in the amount of \$169,650.00 for the procurement of additional forty-one (41) months of EIS licensing subscription for the existing 2,500 devices 3) Authorize the CEO to execute Amendment 3 to MTS Doc. No. G2386.0-20 for the purchase of Antigena Email Inbox Artificial Intelligence (AI) Software Solution in the amount of \$108,609.00.

15. Design Services for South Bay Maintenance Facility (SBMF) Electric Bus Charging Project – Work Order Amendment
Action would authorize the Chief Executive Officer (CEO) to execute Work Order Amendment No. WOA2075-AE-50.04 under MTS Doc No. G2075.0-18 with Dokken Engineering (Dokken) in the amount of \$297,720.80, for Design Support During Construction (DSDC) services.

16. Building C Rollup Door Replacement Phase 2 – Work Order Amendment
Action would 1) Ratify Change Order No. MTSJOC275-15.03 under Job Order Contract (JOC) MTS Doc No. PWG275.0-19 with ABC General Contractor, Inc. (ABCGC) in the amount of \$20,700.03, for additional steel work for phase I due to unforeseen conditions; 2) Ratify Change Order No. MTSJOC275-15.04 under JOC MTS Doc No. PWG275.0-19 with ABCGC in the amount of \$10,446.41, for the addition of metal flashing the door openings for phase I; and 3) Authorize the Chief Executive Officer (CEO) to execute Change Order No. MTSJOC275.0-15.05, under JOC MTS Doc. No. PWG275.0-15, with ABCGC, for the provision of labor, materials and equipment in the amount of \$299,986.94 for phase II of the removal and replacement of the rollup doors, door threshold, and addition of flood barriers at Building C.

17. Approve the Fiscal Year (FY) 2021-22 State Transit Assistance (STA) Claim and STA Interest Claim
Action would adopt Resolution No. 21-17 approving the FY 2021-22 STA claim and withdrawal of available interest balance.

COMMITTEE COMMENTS

Ms. Cooney commented that staff would present the Palm Avenue Trolley Station Transit Oriented Development, Project Labor Agreements Policy, and SANDAG'S Social Equity Early Action Transit Pilots items at the upcoming October 14, 2021 meeting.

8. Committee Member Communications and Other Business

There was no Committee Member Communications and Other Business discussion.

9. Next Meeting Date

The next Executive Committee meeting is scheduled for November 4, 2021, at 9:00 a.m.

10. Adjournment

Chair Fletcher adjourned the meeting at 10:40 a.m.

Chairperson
San Diego Metropolitan Transit System

SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE

ROLL CALL

MEETING OF (DATE): October 7, 2021 CALL TO ORDER (TIME): 9:14 am
 RECESS: _____ RECONVENE: _____
 CLOSED SESSION: _____ RECONVENE: _____
 PUBLIC HEARING: _____ RECONVENE: _____
 ORDINANCES ADOPTED: _____ ADJOURN: 10:40 am

REPRESENTATIVE	BOARD MEMBER	(Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
County	FLETCHER (Chair)	<input checked="" type="checkbox"/> (Vargas) <input type="checkbox"/>	9:14 am	10:40 am
Vice Chair	SOTELO-SOLIS	<input checked="" type="checkbox"/> (no alternate) <input type="checkbox"/>	9:14 am	10:40 am
City of San Diego	ELO-RIVERA	<input checked="" type="checkbox"/> (Montgomery Steppe) <input type="checkbox"/>	9:14 am	10:40 am
East County	GASTIL	<input checked="" type="checkbox"/> (Hall) <input type="checkbox"/>	9:14 am	10:40 am
SANDAG Transportation Committee	MONTGOMERY STEPPE	<input checked="" type="checkbox"/> (Aguirre) <input type="checkbox"/>	9:14 am	10:40 am
Chair Pro Tem	SALAS	<input type="checkbox"/> (no alternate) <input type="checkbox"/>	-	-
South Bay	SANDKE	<input checked="" type="checkbox"/> (Aguirre) <input type="checkbox"/>	9:38 am	10:00 am

SIGNED BY THE CLERK OF THE BOARD:

/S/ Dalia Gonzalez



**Metropolitan
Transit
System**

Agenda Item No. 4

**MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
EXECUTIVE COMMITTEE**

November 4, 2021

SUBJECT:

DOWNTOWN STOPOVER PROJECT (DENIS DESMOND)

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Executive Committee recommend that the Board of Directors approve a Fund Transfer Agreement with the San Diego Association of Governments (SANDAG) for the Downtown Stopover Project, including an MTS contribution of \$1.4 million towards the project.

Budget Impact

The \$1.4 million contribution towards the project would be funded from the FY21 Miscellaneous Capital project number 10091112.

DISCUSSION:

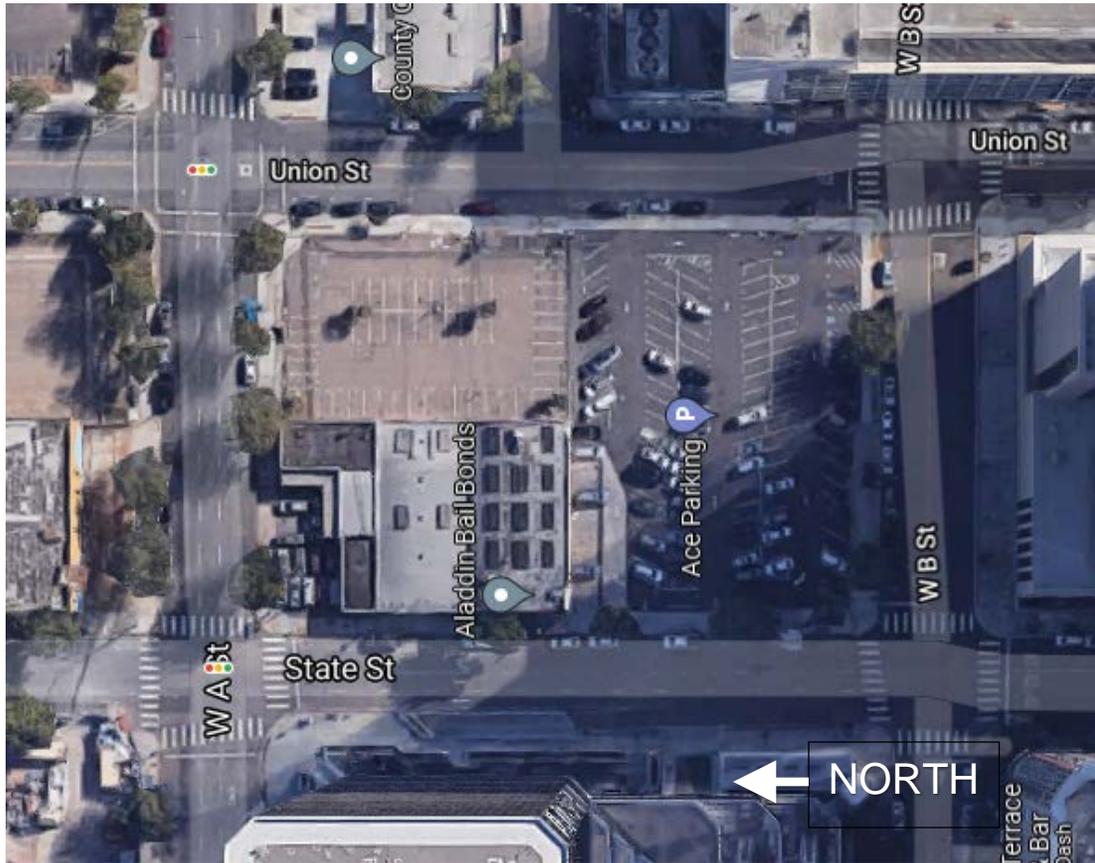
SANDAG is developing a stopover facility that would provide an off-street location in downtown San Diego where MTS buses can be parked for short periods between runs. In conjunction with the stopover, the facility also could provide for other residential, office, and retail needs as part of a mixed-use development project. In addition to ensuring reliable and efficient bus and Rapid service for thousands of San Diegans, the stopover facility would increase the availability of on-street parking within the Civic/Core-Columbia neighborhoods by reducing the need for buses to park in front of existing homes and businesses while awaiting the start of their next route.

As part of the planning process, SANDAG conducted an exhaustive search and identified five potential sites that could accommodate a stopover facility. To ensure on-time transit service for downtown riders, the stopover must be located close to transit routes that terminate near Broadway and State Street. Because most transit vehicles at the stopover would park for a short period of time, the close location ensures that buses would operate on schedule. It would also minimize operational costs and the need for additional bus circulation on surface streets.

A screening process was completed based on operational needs, minimizing impacts to surrounding neighborhoods, environmental impacts, cost, and site readiness. On June 24, 2016, the SANDAG Board of Directors unanimously approved the block bounded by A, Union, B



and State streets as the preferred site for the proposed Downtown Bus Stopover and Multiuse Facility.



This location meets operational needs, minimizes impacts to the surrounding neighborhoods, is in a good state of readiness, is environmentally compliant, is cost-effective, and is zoned for governmental uses.

Bus and Rapid service to downtown San Diego has increased, especially over the last several years. A large number of buses begin and end their route in western downtown. Currently, the buses are parking curbside between runs. Downtown needs a long-term solution that takes buses off city streets when they are temporarily out of service between runs. The proposed Downtown Bus Stopover and Multiuse Facility would do that, improving the transit system that thousands of San Diegans rely on as their primary mode of transportation. It also would provide rest facilities for local bus drivers, allowing for the removal of portable toilets from local sidewalks, and increase the availability of on-street parking for downtown neighborhoods.

The stopover would accommodate approximately 18-20 buses, served more than 400 times per day to start, with the potential for over 700 times per day in the future. The facility is intended to serve as short-term bus parking that would typically range from a few minutes to 20 minutes per vehicle. Maintenance and fueling would not be conducted at the stopover site, beyond light activities such as bus and window cleaning, refilling windshield wiper fluid, and minor emergency repairs. Additionally, no passengers would be served there (buses would arrive and leave empty).

When SANDAG discussed building the stopover facility with the downtown community, it was requested that the site be developed to its fullest potential, consistent with the goals of the Downtown Community Plan. SANDAG is considering the option of including office, residential, and retail space and underground parking as additional components of a multi-use project.

On October 11, 2018 (AI 33), the MTS Board adopted Resolution No. 18-13 in support of the Downtown Stopover Project, resolving that the “MTS Board of Directors is committed to making certain that the Downtown Stopover Project is fully implemented so as to provide MTS with an off-street layover facility that will support future efficient and reliable bus transportation for the entire San Diego region.”

Approximately \$46 million has been allocated to the project from *TransNet*, the voter approved half-cent sales tax for transportation projects administered by SANDAG. Additional funding for this project would be required. SANDAG is investigating additional public and private funding opportunities. The environmental certification and land acquisition phase of this project is currently funded in the 2021 Regional Transportation Improvement Program (RTIP) as Project no. 1201514:

MPO ID: SAN129		ADOPTION: 21-00									
Project Title:	Downtown Multiuse and Bus Stopover Facility									SANDAG ID: 1201514	
Project Description:	Downtown San Diego - block bounded by A Street , B Street, State Street and Union Street - environmental certification and land acquisition for bus stopover facility and potentially a multi-use facility that could include office, residential and retail development.										
Change Notes:											
Capacity Status: NCI		Exempt Category: All Projects - Bus terminal and transfer points									
Est Total Cost: \$45,975											
	TOTAL	PRIOR	20/21	21/22	22/23	23/24	24/25	FUTURE	PE	RW	CON
<i>TransNet</i> - MC	\$31,690	\$19,158	\$2,489	\$10,003	\$40				\$4,390	\$27,300	
RSTP	\$14,285		\$2,411					\$11,874		\$14,285	
TOTAL	\$45,975	\$19,158	\$4,900	\$10,003	\$40			\$11,874	\$4,390	\$41,585	

SANDAG has requested that MTS contribute \$1.4 million to the project, which will support completion of the environmental certification and land acquisition phase. While primarily a project to serve the *TransNet* funded Rapid projects that serve downtown San Diego, the facility will also serve non-*TransNet*, legacy routes in MTS's system. Therefore, staff believes it is reasonable for MTS to contribute the \$1.4M in funding requested for this project.

/S/ Sharon Cooney
Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com



**Metropolitan
Transit
System**

Draft Agenda

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

9:00 a.m.

Meeting will be held via webinar

To request an agenda in an alternative format or to request accommodations to facilitate meeting participation, please email the Clerk of the Board, ClerkoftheBoard@sdmts.com at least two working days prior to the meeting. Meeting webinar/teleconference instructions can be accessed under '[Meeting Link and Webinar Instructions](#).' Click the following link to access the meeting: <https://zoom.us/j/98288032362>

Para solicitar la agenda en un formato alternativo o para solicitar acomodaciones de participación, por favor mande un correo a la Secretaria de la Junta, ClerkoftheBoard@sdmts.com al menos dos días hábiles antes de la reunión. Instrucciones para ingresar a la junta virtual están disponibles bajo '[Meeting Link and Webinar Instructions](#).' Use este enlace para acceder la reunión virtual: <https://zoom.us/j/98288032362>

**ACTION
RECOMMENDED**

1. Roll Call
2. Approval of Minutes - October 14, 2021 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.
4. Appointment Of Ad Hoc Nominating Committee for Recommending Appointments to MTS Committees For 2021 (Sharon Cooney)
Action would appoint an Ad Hoc Nominating Committee to make recommendations to the Board with respect to the appointment of the Vice Chair, Chair Pro-Tem as well as MTS and non-MTS committees for 2022.



CONSENT ITEMS

6. [Authorization of Remote Teleconferenced Meetings](#) Approve
Action would authorize remote teleconferenced meetings for any public meetings held by MTS, including all Brown Act committees, for the next thirty (30) days pursuant to Assembly Bill (AB) 361 and make the following findings: 1) The MTS Board has considered the current circumstances of the COVID-19 pandemic and its impact in San Diego County; and 2) State or local officials continue to recommend measures to promote social distancing. On September 23, 2021, County of San Diego Public Health Officer, Wilma J. Wooten, M.D., M.P.H., issued a recommendation supporting the use of teleconferencing for attendance at public meetings as “a social distancing measure that may help control transmission of the SARS-CoV-2 virus.”
7. [Adoption of the 2022 San Diego Metropolitan Transit System \(MTS\) Executive Committee and Board of Directors Meeting Schedule](#) Approve
Action would adopt the 2022 Executive Committee and Board of Directors meeting schedule.
8. [Taxicab Advisory Committee – Guideline Revisions](#) Approve
Action would approve the proposed revisions to the Taxicab Advisory Committee Guidelines.
9. [Job Order Contracting \(JOC\) Services - Contract Amendment](#) Approve
Action would authorize the Chief Executive Officer (CEO) to execute Amendment 2 to MTS Doc. No. L1282.0-16 with The Gordian Group totaling \$300,000.00, and extend for an additional five-year period for the continued provision of JOC services.
10. [Network Equipment for Network Devices Refresh – Purchase Order](#) Approve
Action would authorize the Chief Executive Officer (CEO) to execute a Purchase Order to AT&T Corp. for the provision of Cisco network equipment for MTS Network Devices Refresh in the amount of \$1,146,769.93.
11. [3rd Party Administration Services for Workers Compensation Benefits Services – Contract Award](#) Approve
Action would authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G2460.0-21 with CorVel Enterprise Comp, Inc. for 3rd Party Administration Services for Workers Compensation Benefits Services for a five (5) year base period with five (5) optional 1-year extensions in the amount of \$4,906,919.14.
12. [Investment Report – Quarter Ending September 30, 2021](#) Informational
13. [Design Services for Iris Rapid Route and Station Infrastructure Improvements – Work Order Amendment](#) Approve
Action would 1) Ratify Amendment 1 to Work Order WOA2075-AE-54 to MTS DOC No. G2075.0-18 with Dokken Engineering (Dokken) in the amount of \$96,513.63 to provide right-of-way support for the project; and 2) Authorize the Chief Executive Officer (CEO) to execute Amendment 2 to Work Order

WOA2075-AE-54 to MTS DOC No. G2075.0-18 with Dokken in the amount of \$10,254.73 for design services and plan updates to include a proposed curb ramp at the Northwest Corner (NWC) of the Coronado Avenue/Beyer Boulevard intersection.

- | | | |
|-----|--|---------|
| 14. | <u>Fare Collection (Change Orders for Sage Software, Salesforce Licenses & Pronto Fare Media Card Order) – Contract Amendment</u> | Approve |
| | Action would 1. Ratify Amendment 8 to MTS Doc. No. G2091.0-18, with Innovations in Transportation, Inc. (INIT), in the amount of \$37,816.95; and 2. Authorize the Chief Executive Officer (CEO) to execute Amendment 9 to MTS Doc. No. G2091.0-18, with INIT in the amount of \$166,624.60. | |
| 15. | <u>Bus Rapid Transit (BRT) – Work Order Agreement</u> | Approve |

CLOSED SESSION

24.

NOTICED PUBLIC HEARINGS

25. None.

DISCUSSION ITEMS

- | | | |
|-----|---|---------------|
| 30. | <u>Fiscal Year (FY) 2021 Annual Comprehensive Financial Report (ACFR) (Erin Dunn with Ken Pun and Coley Delaney of The Pun Group)</u> | Informational |
| 31. | <u>San Diego Transit Corporation (SDTC) Employee Retirement Plan's (Plan) Actuarial Experience Study (Alice Alsberghe of Cheiron Inc. and Larry Marinesi)</u> | Approve |
| 32. | <u>Fiscal Year (FY) 2021 Final Budget Comparison (Mike Thompson)</u> | Approve |

REPORT ITEMS

- | | | |
|-----|--|---------------|
| 45. | <u>Fiscal Year (FY) 2022 Budget Update / Financial Forecasts (Mike Thompson)</u> | Informational |
| 46. | <u>Fiscal Year (FY) 2021 Performance Monitoring Report (Denis Desmond, Mike Wygant, Wayne Terry)</u> | Informational |

OTHER ITEMS

- | | | |
|-----|---|---------------|
| 60. | <u>Chair Report</u> | Informational |
| 61. | <u>Chief Executive Officer's Report</u> | Informational |
| 62. | <u>Board Member Communications</u> | Informational |

63. Additional Public Comments Not on the Agenda
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.
64. Next Meeting Date: December 16, 2021.
65. Adjournment



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 6

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

AUTHORIZATION OF REMOTE TELECONFERENCED MEETINGS

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize remote teleconferenced meetings for any public meetings held by MTS, including all Brown Act committees, for the next thirty (30) days pursuant to Assembly Bill (AB) 361 and make the following findings:

- 1) The MTS Board has considered the current circumstances of the COVID-19 pandemic and its impact in San Diego County; and
- 2) State or local officials continue to recommend measures to promote social distancing. On September 23, 2021, County of San Diego Public Health Officer, Wilma J. Wooten, M.D., M.P.H., issued a recommendation supporting the use of teleconferencing for attendance at public meetings as “a social distancing measure that may help control transmission of the SARS-CoV-2 virus.” (Attachment A)

Budget Impact

None with this action.

DISCUSSION:

On March 17, 2020, Governor Newsom issued Executive Order N-29-20, suspending the teleconferencing rules set forth under the Ralph M. Brown Act (Brown Act), Government Code Section 54950 et seq. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, clarifying the suspension of the teleconferencing rules set forth in the Brown Act, noting that those provisions would remain suspended through September 30, 2021. On September 16, 2021, Governor Newsom signed AB 361, which allows legislative bodies subject to the Brown Act to continue meeting by teleconference, provided they make certain findings, including that meeting in person would present imminent risks to the health or safety of attendees. AB 361 requires that certain findings be made by the legislative body every 30 days.



The purpose of this agenda item is for the MTS Board of Directors to make findings supporting the continuation of a teleconference option for Board or committee members and for teleconference attendance by members of the public at MTS Board and committee meetings consistent with the requirements of AB 361.

AB 361 added subdivision (e) to Government Code section 54953 (emphasis added), providing for streamlined teleconference attendance at public meetings subject to the Brown Act, subject to the governing board making specified findings:

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3. In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, "state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

The circumstances set forth in Government Code section 54953(e)(1)(A) and (e)(3) still apply and support the continuation of a teleconference option for Board or committee members and for teleconference attendance by members of the public at MTS Board and committee meetings for the upcoming 30-day period. Staff recommends that the Board make the following findings:

- 1) The MTS Board has considered the current circumstances of the COVID-19 pandemic and its impact in San Diego County; and
- 2) State or local officials continue to recommend measures to promote social distancing. On September 23, 2021, County of San Diego Public Health Officer, Wilma J. Wooten, M.D., M.P.H., issued a recommendation supporting the use of teleconferencing for attendance at public meetings as "a social distancing measure that may help control transmission of the SARS-CoV-2 virus." (Attachment A)

/S/ Sharon Cooney
Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. September 23, 2021 County of San Diego Health Officer Teleconferencing Recommendation



County of San Diego

NICK MACCHIONE, FACHE
AGENCY DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY
PUBLIC HEALTH SERVICES

WILMA J. WOOTEN, M.D.
PUBLIC HEALTH OFFICER

HEALTH OFFICER TELECONFERENCING RECOMMENDATION

COVID-19 disease prevention measures, endorsed by the Centers for Disease Control and Prevention, include vaccinations, facial coverings, increased indoor ventilation, handwashing, and physical distancing (particularly indoors).

Since March 2020, local legislative bodies—such as commissions, committees, boards, and councils—have successfully held public meetings with teleconferencing as authorized by Executive Orders issued by the Governor. Using technology to allow for virtual participation in public meetings is a social distancing measure that may help control transmission of the SARS-CoV-2 virus. Public meetings bring together many individuals (both vaccinated and potentially unvaccinated), from multiple households, in a single indoor space for an extended time. For those at increased risk for infection, or subject to an isolation or quarantine order, teleconferencing allows for full participation in public meetings, while protecting themselves and others from the COVID-19 virus.

Utilizing teleconferencing options for public meetings is an effective and recommended social distancing measure to facilitate participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease. This recommendation is further intended to satisfy the requirement of the Brown Act (specifically Gov't Code Section 54953(e)(1)(A)), which allows local legislative bodies in the County of San Diego to use certain available teleconferencing options set forth in the Brown Act.

September 23, 2021

A handwritten signature in blue ink that reads "Wilma J. Wooten, MD".

Wilma J. Wooten, M.D., M.P.H.
Public Health Officer
County of San Diego



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 7

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

ADOPTION OF THE 2022 SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)
EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS MEETING SCHEDULE

RECOMMENDATION:

That the MTS Board of Directors adopt the 2022 Executive Committee and Board of Directors meeting schedule (Attachment A).

Budget Impact

None.

DISCUSSION:

The MTS Board of Directors annually adopts its meeting schedule for the next calendar year. The meeting schedule reflects Executive Committee and Board of Directors meetings throughout the 2022 calendar year (Attachment A). Meetings are scheduled to primarily occur on the first and second Thursdays of every month, with some exceptions due to conferences, holidays and other conflicts.

/S/ Sharon Cooney

Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. 2022 MTS Executive Committee and Board of Directors Meeting Schedule

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

San Diego Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc. and San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations). 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. MTS is also the For-Hire Vehicle administrator for nine cities.



**ATTACHMENT A
WILL BE
PROVIDED
BEFORE THE
MEETING**



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 8

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

TAXICAB ADVISORY COMMITTEE – GUIDELINE REVISIONS

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors approve the proposed revisions to the Taxicab Advisory Committee Guidelines.

Taxicab Advisory Committee Recommendation

At its October 27, 2021 meeting, the Taxicab Advisory Committee voted 15 to 0 (Committee Members: Sean Elo-Rivera, Akbar Majid, Alfred Banks, Antonio Hueso, Brian Hilemon Daryl Mayekawa, David Tasem, George Abraham, Guillermo Morquecho, Marc Nichols, Margo Tanguay, Michael Trimble, Peter Zschiesche, Nancy Gudiño, Nasser Tehrani in favor, with Committee Members Hamid Amini absent) to recommend that the Board of Directors approve the staff recommendation.

Budget Impact

None with this Item.

DISCUSSION:

The Taxicab Advisory Committee (TAC) is responsible for providing feedback and recommendations to staff, Chief Executive Officer (CEO), and/or Board of Directors on taxicab related matters. The Taxicab Advisory Committee is currently comprised of 16 voting members, which includes taxicab lease driver representatives, taxicab permit holder representatives, and tourist and travel focused organizations. The taxicab lease driver representatives and the taxicab permit holder representatives are elected by the taxicab industry every 3 years.

I. Proposed Revisions to the Permit Holder Category

Current TAC Guidelines designate five (5) seats for representation of taxicab permit holders. Of



these five (5) seats, three (3) seats are for representation of permit holders with four (4) or more taxicabs and two (2) seats are for representation of permit holders of one (1) to three (3) taxicabs.

As background, of the 588 total taxicab permit holders, 167 taxicab permit holders own more than one (1) taxicab and 421 taxicab permit holders own only one (1) taxicab. Currently, the majority of taxicab permit holders are owner operated (i.e. the individual both owns a MTS taxicab permit and drives the taxicab).

In addition, there are less and less taxicab permit holders maintaining large taxicab fleets. MTS has found it difficult to find permit holders who are both eligible and willing to participate on the TAC for the multiple permit holder category.

To ensure MTS does not have vacancies on TAC and to also ensure more equal representation for the majority of permit holders that are owner operated, staff proposes to revise the permit holder categories as follows:

- Two (2) seats for permit holders of two (2) or more taxicabs; and
- Four (4) seats for permit holders of one (1) taxicab.

This proposal would continue to ensure that TAC is represented by both single permit holders and multiple permit holders, while also expanding the pool of eligible permit holders with multiple taxicabs. This change would result in an increase in the number of permit holder representatives on TAC, from five (5) to six (6).

II. Proposed Revision to Number of Lease Driver Representatives

Current TAC Guidelines designate four (4) seats for representation of taxicab lease drivers and one (1) seat for a representative from United Taxi Workers.

There are approximately 628 total licensed taxicab drivers operating within MTS's area of jurisdiction. Of the 628 licensed taxicab drivers, 421 taxicab drivers both own their taxicab permit and drive their taxicab, while 207 are taxicab lease drivers.

Since the majority of taxicab permit holders both own and drive their taxicabs, there is a reduction in the number of taxicab lease drivers in the industry. This in turn also reduces the the pool of eligible lease drivers' representatives on TAC. To ensure the number of lease drivers' representatives on TAC equates fairly to the number of lease drivers available, the proposed change would decrease the number of lease driver representatives on the TAC from four (4) to three (3).

III. Proposed Revision to Votes per Permit Holder

In prior TAC elections, permit holders with more than one taxicab were allowed to cast a number of votes equivalent to the number of permits held at the time of the election (i.e. a permit holder with 10 taxicabs would have the ability to vote 10 times for their favored candidate).

To allow for more equal voting representation, staff proposes to allow permit holders to cast one (1) vote for each seat, irrespective of the number of taxicab permits held at the time of the election.

IV. Proposed Revision to Voting per Category

In previous elections, taxicab lease drivers were only allowed to vote in the taxicab lease driver category and permit holders were only allowed to vote within the permit holder category.

Staff proposes to remove this limitation and instead allow taxicab lease drivers and taxicab permit holders to vote in both categories, expanding their voting ability for whom they believe would be the best TAC representatives to both categories.

V. Proposed Revision to Experience Requirement

Current TAC guidelines require both taxicab permit holder and taxicab lease driver candidates have at least three (3) years of taxicab experience leading up to the election.

Staff proposes removing the three (3) year experience requirement and only require that permit holder and lease driver candidates be in good standing with MTS and the Sheriff's Licensing Division at the time of the election. This revision would expand the pool of eligible candidates, while also encouraging individuals new to the industry to participate in TAC.

Other revisions to the TAC guidelines are minor and non-substantive.

/S/ Sharon Cooney _____

Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. Proposed red-line revisions to Taxicab Advisory Committee Guidelines



Metropolitan Transit System

SAN DIEGO METROPOLITAN TRANSIT SYSTEM TAXICAB ADVISORY COMMITTEE GUIDELINES

1 PURPOSE

The Taxicab Advisory Committee's purpose is to:

- 1.1 Provide feedback to the Chief Executive Officer and designated staff on taxicab matters to formulate recommended courses of action that the Chief Executive Officer or Board of Directors, whichever applicable, may review for approval;
- 1.2 ~~owner~~ Review summaries of administrative hearing officer decisions concerning taxicab permit holder and lease driver penalties;
- 1.3 Discuss taxicab owners' permit holders/lease drivers' written grievances;
- 1.4 Review summaries of complaints concerning taxicab service;
- 1.5 Review vehicle inspection criteria, process, results, and rankings;
- 1.6 Review the Chief Executive Officer's Annual Fee Schedule; and
- 1.7 Comment on MTS's work program concerning taxicab matters.

2 MEMBERSHIP

Sixteen voting members are appointed as follows:

- 2.1 One representative of the MTS Board of Directors appointed on an annual basis, who will be designated by the MTS Board of Directors to serve as Chair of the Taxicab Advisory Committee.
- 2.2 One member appointed by the San Diego Convention and Visitor's Bureau, the San Diego County Regional Airport Authority, San Diego Convention Center, Gaslamp Quarter Association, Cross Border Express and the United Taxi Workers of San Diego (UTWSD), each serving a three-year term.
 - a. Each organization or agency may designate one (1) alternate member by providing written notification to the MTS Clerk of the Taxicab Advisory Committee.
 - b. The UTWSD member must either be: a current member of the UTWSD; or be a current employee or other authorized representative of the UTWSD.



2.3 ~~Five Six~~ taxicab ~~owners permit holders with at least three years' experience and~~ in good standing, each serving a three-year term, elected by taxicab ~~permit holders and lease drivers owners~~, divided as follows: ~~two four~~ seats are designated for representation of ~~owners a permit holder with of one to three~~ taxicabs; and ~~three two~~ seats are designated for representation of ~~owners permit holders of four two~~ or more taxicabs.

~~2.4~~ ~~2.4~~ ~~Four Three~~ taxicab lease drivers in possession of a San Diego Sheriff's Department-issued Taxicab Driver Identification Card valid in the MTS areas of jurisdiction, being in good standing with the Sheriff's Licensing Division, ~~each serving a three-year term, elected by taxicab permit holders and lease drivers, and currently serving as a driver for at least three years leading up to the election.~~

~~2.42.5~~ The election shall comply with the following guidelines:

~~a. Lease driver representatives shall be elected by licensed drivers operating in MTS areas of jurisdiction.~~

~~a. Taxicab L~~ lease driver representative elections shall take place every three years at the same time as the ~~owner taxicab permit holder~~ representative elections.

~~b. Taxicab lease drivers and taxicab permit holders are permitted to cast one vote per seat.~~

~~2.5-6~~ The taxicab ~~owners permit holders~~, lease drivers and UTWSD representatives shall meet the eligibility requirements at all times while serving on the Taxicab Advisory Committee.

~~2.7~~ A taxicab ~~owner permit holder~~ member unable to attend a meeting may appoint an alternate from the same ~~or similarly sized company permit category, that is in good standing with MTS,~~ to attend in their absence.

~~2.87~~ A taxicab ~~lease~~ driver unable to attend a meeting may appoint ~~another taxicab lease driver, who is in good standing with the Sheriff's Licensing Division, with a similar experience level (within 2 years), not less than three years,~~ to attend in their absence.

~~2.8-9~~ The Taxicab Advisory Committee or the Chief Executive Officer or designee shall make an interim appointment if a member's seat becomes vacant within the three-year term.

~~2.9-10~~ The Vice Chair will be the ~~Taxicab For-Hire Vehicle~~ Administration Manager.

~~2.10-11~~ One non-voting member will be appointed by the County of San Diego's Department of Agriculture, Weights and Measures.

~~2.11-12~~ One non-voting member will be appointed by the County of San Diego Sheriff's Department.

3 REMOVAL AND RESIGNATION

3.1 Any member who misses four (4) consecutive meetings may be subject to removal. For any member who has missed three (3) consecutive meetings, a documented warning shall be provided to the member.

3.2 A member may resign by providing written notification to the MTS Clerk of the Taxicab Advisory Committee.

4 MEETINGS

- 4.1 Taxicab Advisory Committee meetings are subject to the provisions of the Ralph M. Brown Act, California Government Code, Section 54950, et. seq.
- 4.2 Taxicab Advisory Committee meetings will be held quarterly at the offices of MTS and/or via remote teleconferenced meetings, as permissible.
- 4.3 The agenda for each meeting will be posted in the MTS lobby and/or MTS website, as permissible.
- 4.4 The agenda, backup materials, and minutes of the previous meeting will be sent to each member in advance of the meetings, upon request.
- 4.5 The Chair may call additional meetings, as necessary.
- 4.6 Fifty-one percent attendance is a quorum to hold a meeting.

5 VOTING

- 5.1 Each voting member of the Taxicab Advisory Committee has an equal vote.
- 5.2 Fifty-one percent of the votes of those in attendance will approve an item.
- 5.3 A roster of the Taxicab Advisory Committee members who voted will be provided to the MTS Board of Directors, along with the item, for MTS Board action on an agenda item.

6 SUBCOMMITTEES

- 6.1 MTS Board of Directors approval is required to establish a standing subcommittee. The Workshop of Regulatory Matters is a standing subcommittee for Taxicab Advisory Committee and is subject to the Brown Act.
- 6.2 Chief Executive Officer or designee approval is required to establish an ad hoc subcommittee.

7 APPROVAL

- 7.1 These Guidelines were revised by the MTS Board of Directors on ~~July 30, 2020~~November 18, 2021.
- 7.2 The MTS Chief Executive Officer shall have the authority to implement additional procedures to carry out elections and maintain regular and orderly meetings of the Taxicab Advisory Committee.



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 9

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

JOB ORDER CONTRACTING (JOC) SERVICES - CONTRACT AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute Amendment 2 to MTS Doc. No. L1282.0-16 (in substantially the same format as Attachment A) with The Gordian Group totaling \$300,000.00, and extend for an additional five-year period for the continued provision of JOC services.

Budget Impact

The total budget for this project shall not exceed \$800,000.00 (\$500,000 for the current contract plus \$300,000 for Amendment 2). The contract will be funded by each project that uses the service on a fee-for-service basis.

DISCUSSION:

The JOC is a method of procuring maintenance, repair, and minor construction services under which a catalog of specific construction tasks with pre-set unit prices is provided to potential bidders who submit competitive bids for a multiplier, or unit price Adjustment Factor, that will be applied to the pre-set unit prices. Once contractors are selected, the total price for a specific project will be the sum of all pre-set unit prices required for that specific project, multiplied by their respective adjustment factors.

The job order is a firm fixed-price, indefinite quantity contract for renovation, maintenance, repair, and minor new construction projects. A price book of construction tasks and technical specifications is prepared by the JOC consultant and provided to bidders, who submit competitive bids for an adjustment factor, or percentage increase, to be applied to each of the various tasks.

In December 2014, the San Diego Association of Governments (SANDAG) and MTS launched a joint procurement for the development and implementation of a JOC Consultant for a variety of minor routine or recurring construction, renovation, alteration, or repair of existing public facilities. A single response was received from The Gordian Group and was determined to be



responsive and responsible. As prescribed by the Federal Transit Administration (FTA) Circular 4220.1F a detailed price analysis was held to make certain that the price was fair and reasonable in comparison with prevailing market prices for similar products and with the features of the product that was offered. The fees charged by The Gordian Group vary annually based on the total value of work orders for the prior calendar year.

On September 17, 2015, the MTS Board approved MTS Doc No. L1282.0-16 to Gordian for JOC consulting services for the preparation and provision of software, technical specifications, unit price books, and Invitation for Bid (IFB) forms for various types of maintenance, repair and minor construction projects. Since the inception of the agreement, MTS has paid, and/or encumbered \$341,645.07 as its share of fees to Gordian.

On April 23, 2020, the CEO approved Amendment 1, which extended the current agreement for fourteen (14) months and removed MTS's requirement to pass thru the contractor's 1% share of the Contractor's License Fee (CFL). Previously, MTS paid Gordian's contractor's 1% share of CFL. This was done by deducting 1% from the gross amount of each work order. The Amendment required contractors to pay their 1% CFL directly to Gordian.

Under proposed Amendment 2, Gordian will continue to provide JOC consulting services for the preparation and provision of software, technical specifications, unit price books, and IFB forms for various types of maintenance, repair and minor construction projects. The current agreement is scheduled to expire on November 22, 2021. The time extension is necessary in order to coincide with the expiration date of the Gordian's current General Services Administration (GSA) agreement number GS-35F-0081Y, and will allow MTS to continue using its existing JOC construction contracts.

The contract and subsequent amendments are summarized below:

Contract/Amendment	Purpose	Amount	Board Approval Date
L1282.0-16	Original contract	\$500,000.00	9/17/15 (AI 22)
Amendment 1	Extend agreement and remove CFL.	\$0.00	CEO Approval 4/23/20
Amendment 2	Add funds and extend agreement.	\$300,000.00	Today's proposed action.

Therefore, staff recommends that the MTS Board of Directors authorize the CEO to execute Amendment 2 to MTS Doc. No. L1282.0-16 (in substantially the same format as Attachment A) with The Gordian Group totaling \$300,000.00, and extend for an additional five-year period for the continued provision of JOC services.

/S/ Sharon Cooney
 Sharon Cooney
 Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. Draft Amendment 2 MTS Doc No. L1282.2-16



**Metropolitan
Transit
System**

Amendment 2

Date: November 18, 2021

MTS Doc No. L1282.2-16

Job Order Contracting (JOC) Consulting Programming Software Services

The Gordian Group
Ammon T. Leshner
Vice President
30 Patewood Dr., Suite 350
Greenville, SC, 29615

This shall serve as Amendment No. 2 to the original agreement L1282.0-16 as further described below.

SCOPE

There shall be no change to the Scope of Work as a result of this Amendment.

SCHEDULE

MTS shall extend the base term of the agreement from November 22, 2021 to November 21, 2026.

PAYMENT

The total value of this contract, including this amendment, shall be in the amount of \$800,000 (\$500,000 for the current contract plus \$300,000.00 for this amendment). This amount shall not be exceeded without prior written approval from MTS.

Please sign and return the copy to the Contract Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copies for your records.

Sincerely,

Agreed:

Sharon Cooney, Chief Executive Officer

Ammon T. Leshner, Vice President
The Gordian Group

Date: _____





**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 10

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

NETWORK EQUIPMENT FOR NETWORK DEVICES REFRESH – PURCHASE ORDER

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute a Purchase Order to AT&T Corp. for the provision of Cisco network equipment for MTS Network Devices Refresh in the amount of \$1,146,769.93.

Budget Impact

The total budget for this project shall not exceed \$1,146,769.93 (inclusive of 7.75% CA sales tax). The project will be funded as follows:

Funding Source	Description	Subtotal
CIP: 1007106201 Network Equipment Refresh	Hardware, Initial Install and Set-up, (inclusive of Sales Tax 7.75%); Hardware License (non-taxable)	\$229,146.95
CIP: 1007106101 Trolley Station Network Communication Equipment	Hardware, Initial Install and Set-up, (inclusive of Sales Tax 7.75%); Hardware License (non-taxable)	\$701,694.16
571250-661010 IT Operating Budget	Maintenance Support (non-taxable)	\$215,928.82
Grand Total:		\$1,146,769.93

DISCUSSION:

MTS utilizes a hardware network infrastructure that consists of Routers, Switches, and Access Points throughout the MTS network. These network devices are MTS core communication components for a wide range of systems and applications such as Fare system, Trolley monitoring devices, Video Servers, Voice over Internet Protocol (VoIP), and day-to-day user data. A typical network device has a lifespan of five (5) years. In order to maintain continuity and optimum uptime of our network, it is important to cycle out older network devices as they reach



this age. In addition, the end of life beyond five years becomes increasingly high in maintenance costs, lack of availability of parts, and increased risk of cyber threats and attacks.

This project will fund the upcoming fiscal year’s equipment refresh to replace specified network devices to maintain optimum performance and uptime, and reduce the possibility of device failure. As the MTS Information Technology (IT) staff maintains a five-year life span for all production network devices, procurement of equipment takes place on a year-to-year basis due to changes in equipment technology and manufacturers’ configuration offerings. It is anticipated that this Purchase Order will be sufficient to refresh the specified MTS network devices for the upcoming year as part of the overall network equipment refresh program.

On September 14, 2021, MTS issued an Invitation for Bids (IFB) to procure Cisco Network Devices for Network Refresh. Two (2) bids were received on the due date of September 30, 2021 from the following bidders, including overall total amounts, inclusive of any delivery charges and CA sales tax as follows:

Bidder Name	Overall Total Amount
AT&T CORP.	\$1,146,769.93
NETXPERTS INC. – Small Business (SB)	\$1,236,801.66

MTS staff has deemed AT&T Corp. to be the lowest responsive and responsible bidder. The submitted pricing was determined to be a fair and reasonable price in comparison to the bids received, Manufacturer’s Bill of Material (BOM) price estimate and other authorized Cisco providers’ online pricing.

AT&T Corp. California Multiple Award Schedule (CMAS) Cooperative Purchasing Program reference number #3-21-08-1074 was utilized for this pricing. CMAS is a cooperative purchasing program facilitating a competitively assessed and cost compared public procurement multiple awards. The CMAS agreements listed products, services, and prices are primarily from the federal General Services Administration (GSA) Schedule IT 70 that provides a significantly lower rate than the national average, and the Cisco Network Devices, equipment and all related peripherals, products and service is one of such items available on the Agreement.

Therefore, staff recommends that the MTS Board authorize the CEO to execute a Purchase Order to AT&T Corp. for the provision of Cisco network equipment for MTS Network Devices Refresh in the amount of \$1,146,769.93.

/S/ Sharon Cooney
 Sharon Cooney
 Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. Bid Price

TABLE 1 (10084612)

				AT&T CORP.		
Item#	QTY	Product Part Number	Product Description	Taxable Yes (Y) or No (N)	Unit Price (USD)	Extended List Price (USD)
1	10	C9300-48P-E	Catalyst 9300 48-port PoE+, Network Essentials	Y	\$ 4,318.66	\$ 43,186.60
2	10	PWR-C1-715WAC-P/2	715W AC 80+ platinum Config 1 SecondaryPower Supply	Y	\$ 534.57	\$ 5,345.70
3	10	C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module	Y	\$ 1,090.53	\$ 10,905.30
4	10	STACK-T1-1M	Cisco Catalyst 3850 Series Stack Cable STACK-T1-50CM, Cisco StackWise 480 - stacking cable - 3.3 ft	Y	\$ 85.53	\$ 855.30
5	2	FPR2130-NGFW-K9	Cisco Firepower 2130 NGFW Appliance, 1U, 1 x NetMod Bay	Y	\$ 9,248.78	\$ 18,497.56
6	2	FPR2K-PWR-AC-400	Firepower 2000 Series 400W AC Power Supply	Y	\$ 748.40	\$ 1,496.80
7	4	FPR2K-NM-8X10G	Cisco Firepower 8 port SFP+ Network Module	Y	\$ 12,332.20	\$ 49,328.80
8	1	FMC1600-K9	Cisco Firepower Management Center 1600 Chassis	Y	\$ 10,569.61	\$ 10,569.61
9	1	AIR-AP3802I-BK910 (set of 10)	802.11ac W2 10 AP w/CA; 4x4:3SS; Int Ant; mGig -B Domain	Y	\$ 8,989.29	\$ 8,989.29
10	10	AIR-AP3802E-B-K9	802.11ac W2 AP w/CA; 4x4:3; Mod; Ext Ant; mGig B Domain	Y	\$ 925.88	\$ 9,258.80
11	2	L-FPR2130T-TMC-5Y	Cisco FPR2130 Threat Defense Threat, Malware and URL 5Y Subscriptions	N	\$ 18,226.81	\$ 36,453.62
12	16	CVR-QSFP-SFP10G=	QSFP to SFP10G adapter	Y	\$ 149.21	\$ 2,387.36
13	6	SFP-10G-LR=	10GBASE-LR SFP Module	Y	\$ 1,765.10	\$ 10,590.60
14	2	CON-SSSNT-FPR2130W	SOLN SUPP 8X5XNBD Cisco Firepower 2130 NGFW Appliance, 1U, 5 Years	N	\$ 12,465.96	\$ 24,931.92
15	1	CON-SSSNT-FCM1600K	SOLN SUPP 8X5XNBD Cisco Firepower Management Center 1600 C 5 Years	N	\$ 13,530.76	\$ 13,530.76
16	10	CON-SSSNT-C93004PE	SOLN SUPP 8X5XNBD Catalyst 9300 48-port PoE+, Network Esse 5 Years	N	\$ 3,047.00	\$ 30,470.00
17	10	CON-SSTCM-C93E48	SOLN SUPP SW SUBC9300 DNA Essentials 5 years	N	\$ 180.06	\$ 1,800.60
18	10	C9300-DNA-E-48	C9300 DNA Essentials, 48-Port Term Licenses 5 Years	N	\$ 799.72	\$ 7,997.20
					Subtotal:	\$ 286,595.82

TABLE 2 (10086744)

Item#	QTY	Product Part Number	Product Description	AT&T CORP.		
				Taxable Yes (Y) or No (N)	Unit Price (USD)	Extended List Price (USD)
1	3	C9500-32QC-A	Catalyst 9500 32-port 40/100G only, Advantage	Y	\$ 13,171.91	\$ 39,515.73
2	3	C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling	Y	\$ 898.09	\$ 2,694.27
3	2	QSFP-100G-LR4-S=	100GBASE LR4 QSFP Transceiver, LC, 10km over SMF	Y	\$ 14,100.43	\$ 28,200.86
4	4	QSFP-100G-ER4L-S=	100GBASE QSFP Transceiver, 40KM reach over SMF, Duplex LC	Y	\$ 32,072.33	\$ 128,289.32
5	2	C9800-40-K9	Cisco Catalyst 9800-40 Wireless Controller	Y	\$ 18,389.36	\$ 36,778.72
6	2	C9800-AC-750W-RED	Cisco Catalyst 9800-40 750W AC Power Supply, Reverse Air	Y	\$ 427.23	\$ 854.46
7	220	C9120AXE-B	C9120AX External 802.11ax 4x4:4 MIMO;IOT;BT5;mGig;USB;RHL	Y	\$ 680.94	\$ 149,806.80
8	220	AIR-ANT2544V4M-R=	2.4GHz 4dBi/5GHz 4dBi Multi Mount Omni Ant., 4-port,RP-TNC	Y	\$ 396.34	\$ 87,194.80
9	220	AIR-ANT2566P4W-R=	2.4 GHz 6 dBi/5 GHz 6 dBi Directional Ant., 4-port, RP-TNC	Y	\$ 324.60	\$ 71,412.00
10	3	CON-SNTP-C9532ACQ	SNTC-24X7X4 Catalyst 9500 32-port 40/100G only, Adva 5 years	N	\$ 12,781.32	\$ 38,343.96
11	2	CON-SSSNT-C98004KA	SOLN SUPP 8X5XNBD Cisco Catalyst 9800-40 Wireless Controll 1 Year	N	\$ 24,041.49	\$ 48,082.98
12	220	CON-SNT-C120AXE9	SNTC-8X5XNBD Cisco Catalyst 9120AX Series 1 Year	N	\$ 267.13	\$ 58,768.60
13	3	C9500-DNA-P-5Y	C9500 DNA Premier,40X/24Q/48Y4C/32C/32QC ,5Year Term License	N	\$ 9,233.17	\$ 27,699.51
14	220	AIR-DNA-A-5Y	Wireless Cisco DNA On-Prem Advantage, 5Y Term Lic	N	\$ 395.59	\$ 87,029.80
Subtotal:						\$ 804,671.81

San Diego, California Sales Tax (7.75%) for Taxable line items only:	\$ 55,502.30
Freight Charges/ Shipping FOB specified destination (No Charge):	\$ 0.00
GRAND TOTAL (Basis of Award):	\$ 1,146,769.93

*Please specify the reference number of the Cooperative Purchasing Agreement used a the basis of your bid.

RETURN THIS FORM WITH YOUR BID, RETAIN OTHER PAGES FOR YOUR RECORDS



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 11

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

3RD PARTY ADMINISTRATION SERVICES FOR WORKERS COMPENSATION BENEFITS SERVICES – CONTRACT AWARD

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors authorize the Chief Executive Officer (CEO) to execute MTS Doc. No. G2460.0-21 (in substantially the same format as Attachment A) with CorVel Enterprise Comp, Inc. for 3rd Party Administration Services for Workers Compensation Benefits Services for a five (5) year base period with five (5) optional 1-year extensions in the amount of \$4,906,919.14.

Budget Impact

The total budget for this project shall not exceed \$4,906,919.14. The project will be funded by accounts 905014-525400 Fringe Benefits Workers Compensation – San Diego Transit Corporation (SDTC), 905016-525400 Fringe Benefits Works Compensation - San Diego Trolley Incorporated (SDTI) and 905010-525400 Fringe Benefits Workers Compensation – MTS.

DISCUSSION:

MTS utilizes a third-party administrator (TPA) to provide a bundled service program for claims administration, medical bill review, managed care (i.e. utilization review, nurse case management, surveillance, etc.), Medicare/Medicaid S-Chip reporting and assistance managing MTS's Medical Provider Network (MPN). These services are for MTS and its wholly-owned subsidiaries: SDTC, and SDTI. MTS's current contract with TRISTAR Risk Management will terminate on January 31, 2022.

MTS has outsourced its workers' compensation program to a TPA since 2001. Prior to that time, MTS self-administered workers' compensation with in-house claims and support staff. The TPA provides comprehensive services on all workers' compensation claims from inception to resolution. The examiners and other staff work closely with MTS's Risk Department staff to ensure benefits are provided appropriately to employees in coordination with state mandates



and MTS's internal protocols. The TPA also issues payments for medical treatment and the other ancillary services identified above.

On May 7, 2021, MTS issued a Request for Proposals for Workers Compensation Administrative Services. Five (5) proposals were received by the due date of July 23, 2021 from the following:

1. American Claims Management, Inc. dba ACM
2. Athens Administrators Service, Inc. dba Athens Administrators
3. CorVel Enterprise Comp, Inc.
4. Pacific Secured Equities, Inc. dba Intercare Holdings Insurance Services, Inc.
5. TRISTAR Risk Management

All five proposals were deemed responsive and responsible and were evaluated by a committee comprised of representatives from the MTS Legal, Finance, Risk Management and Human Resources departments. The proposals were evaluated on the following:

- | | |
|--|------------|
| 1. Qualifications of the Firm or Individual | 20% |
| 2. Staffing, Organization, and Management Plan | 20% |
| 3. Work Plan | 30% |
| 4. Cost and Price | <u>30%</u> |
| Total | 100% |

The following table illustrates the total scores and ranking of each:

PROPOSER	TOTAL AVG. TECH SCORE	TOTAL COST (5-Year Base plus 5 1-year Options)	COST SCORE	TOTAL AVG. SCORE TOTAL POSSIBLE: 100	RANKING
CorVel	58.40	\$5,108,909.96	30.00	88.40	1
Athens	56.00	\$7,727,038.00	20.85	76.85	2
Intercare	55.80	\$5,798,703.75	19.06	74.86	3
TRISTAR	49.40	\$6,568,256.00	24.66	74.06	4
ACM	42.00	\$5,505,178.75	28.43	70.43	5

As a result of the initial review, three firms were determined to be within the competitive range (CorVel, Intercare, and Athens). MTS invited these firms to participate in the interview process and requested for additional clarifications related to each proposal. Interviews were held on October 21, 2021 and October 24, 2021. Subsequent to the interviews, the evaluation committee rescored the proposers as follows:

PROPOSER	TOTAL AVG. TECH SCORE	TOTAL COST (5-Year Base plus 5 1-year Options)	COST SCORE	TOTAL AVG. SCORE TOTAL POSSIBLE:100	RANKING
CorVel	59.20	\$5,068,159.96	30.00	89.20	1
Athens	54.40	\$7,727,038.00	20.85	75.25	2
Intercare	55.40	\$5,798,703.75	19.06	74.46	3

Based on the updated scores and information gained during the interviews, CorVel remained as the highest-ranked proposer. MTS identified items that required further discussions and requested for a Best and Final Offer (BAFO) from CorVel.

After negotiations and clarifications, staff was able to reduce CorVel's proposal by \$201,990.82 (or roughly 3.94%) from the original price of \$5,108,909.96 to a final negotiated price of \$4,906,919.14 over the 10-year term.

Based on the objectives of this procurement, consideration of the evaluation criteria and CorVel's technical and cost proposals, the evaluation committee determined CorVel presented the best overall value to MTS.

Therefore, staff recommends that the MTS Board of Directors authorize the CEO to execute MTS Doc. No. G2460.0-21 in substantially the same format as Attachment A) with CorVel Enterprise Comp, Inc. for Third Party Administration Services for Workers Compensation Benefits for a five (5) year base period with five (5) optional 1-year extensions in the amount of \$4,906,919.14.

/S/ Sharon Cooney
Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachments: A. Draft MTS Doc. No. G2460.0-21
B. CorVel's Best and Final Offer (BAFO)



Metropolitan Transit System

STANDARD AGREEMENT FOR MTS DOC. NO. G2460.0-21

3RD PARTY ADMINISTRATION SERVICES FOR WORKERS COMPENSATION SERVICES

THIS AGREEMENT is entered into this _____ day of _____, 2021 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: CorVel Enterprise Comp, Inc. Address: 1920 Main Street, Suite 900
Irvine CA 92614
City State Zip
Form of Business: Corporation Email: richard.schweppe@corvel.com
(Corporation, Partnership, Sole Proprietor, etc.)
Telephone: (714) 585-8331

Authorized person to sign contracts Richard Schweppe Director and Assistant treasurer
Name Title

The Contractor agrees to provide services as specified in the conformed Scope of Work (Exhibit A), Contractor's Cost/Pricing Form (Exhibit B), and in accordance with the Standard Agreement, including Standard Conditions (Exhibit C), Federal Requirements, and signed MTS Forms (Exhibit D).

The contract term is for a 5-year base with 5 optional 1-year extensions, exercisable at MTS's sole discretion, for a total of 10 years. Base period shall be effective February 1, 2022 through January 31, 2027 and option years shall be effective February 1, 2027 through January 31, 2032, if exercised by MTS.

Payment terms shall be net 30 days from invoice date. The total cost of this contract shall not exceed \$2,276,017.98 for the base years and \$2,630,901.16 for the option years, for a contract total not-to-exceed \$4,906,919.14 without the express written consent of MTS.

SAN DIEGO METROPOLITAN TRANSIT SYSTEM	CORVEL ENTERPRISE COMP, INC.
By: _____ Sharon Cooney, Chief Executive Officer Approved as to form: By: _____ Karen Landers, General Counsel	By _____ Title: _____



	BASE PERIOD						OPTION PERIOD						Grand Total
	Year 1	Year 2	Year 3	Year 4	Year 5	Total Base Period	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Option Year 5	Total Option Period	
Administration Fees													
1	Claims Administration Services						Claims Administration Services						
	\$ 263,575.00	\$ 263,575.00	\$ 268,846.50	\$ 274,223.43	\$ 279,707.90	\$ 1,349,927.83	\$ 279,707.90	\$ 279,707.90	\$ 285,302.06	\$ 291,008.10	\$ 296,828.26	\$ 1,432,554.21	\$ 2,782,482.04
2	Medical Bill Review Auditing						Medical Bill Review Auditing						
a. Bills (Rate per Bill)	\$ 8.50	\$ 8.50	\$ 8.67	\$ 8.84	\$ 9.02		\$ 9.02	\$ 9.02	\$ 9.20	\$ 9.38	\$ 9.57		
b. Peer Review (Price per Case)	\$ 225.00	\$ 225.00	\$ 229.50	\$ 234.09	\$ 238.77		\$ 238.77	\$ 238.77	\$ 243.55	\$ 248.42	\$ 253.39		
c. PPO Savings Cost Allocation *	24%	24%	24%	24%	24%							\$ -	\$ -
3	Managed Care (Nurse Case Management)						Managed Care (Nurse Case Management)						
a. Telephone (Cost per Hour)	\$ 120.00	\$ 120.00	\$ 122.40	\$ 124.85	\$ 127.34		\$ 127.34	\$ 127.34	\$ 129.89	\$ 132.49	\$ 135.14		
b. Field (Cost per Hour)	\$ 120.00	\$ 120.00	\$ 122.40	\$ 124.85	\$ 127.34		\$ 127.34	\$ 127.34	\$ 129.89	\$ 132.49	\$ 135.14		
4	Medical Provider Network (MPN)						Medical Provider Network (MPN)						
a. Set-up Fee (One-time fee)	waived	n/a	n/a	n/a	n/a	\$ -	n/a	n/a	n/a	n/a	n/a	\$ -	\$ -
b. Annual Subscription/Maintenance Services (Annual Cost)	\$1.00 per bill	\$1.00 per bill	\$1.00 per bill	\$1.00 per bill	\$1.00 per bill		\$1.00 per bill	\$1.00 per bill	\$1.00 per bill	\$1.00 per bill	\$1.00 per bill	\$ -	\$ -
c. MPN Toll Free Number (Cost per Call)	Included	Included	Included	Included	Included		Included	Included	Included	Included	Included		
5	Medicare/Medicaid Legislation Reform 2011 (Per Report)						Medicare/Medicaid Legislation Reform 2011 (Per Report)						
a. ISO Index Fees (8.65 per request) *	\$ 15.00	\$ 15.00	\$ 15.30	\$ 15.60	\$ 15.91		\$ 15.91	\$ 15.91	\$ 16.23	\$ 16.55	\$ 16.89		

	BASE PERIOD						OPTION PERIOD						Grand Total	
	Year 1	Year 2	Year 3	Year 4	Year 5	Total Base Period	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Option Year 5	Total Option Period		
Calculated Costs														
1 Claims Administration Services	\$ 263,575.00	\$ 263,575.00	\$ 268,846.50	\$ 274,223.43	\$ 279,707.90	\$ 1,349,927.83	Claims Administration Services	\$ 279,707.90	\$ 279,707.90	\$ 285,302.06	\$ 291,008.10	\$ 296,828.26	\$ 1,432,554.21	\$ 2,782,482.04
2 Medical Bill Review Auditing							Medical Bill Review Auditing							
a. Bills (Assumes 5,000 bills per year)	\$ 42,500.00	\$ 42,500.00	\$ 43,350.00	\$ 44,217.00	\$ 45,101.34	\$ 217,668.34	a. Bills (Assumes 6,000 bills per year)	\$ 54,121.61	\$ 54,121.61	\$ 55,204.04	\$ 56,308.12	\$ 57,434.28	\$ 277,189.66	\$ 494,858.00
b. Peer Review (Price per Review)	\$ 225.00	\$ 225.00	\$ 229.50	\$ 234.09	\$ 238.77	\$ 1,152.36	b. Peer Review (Price per Review)	\$ 7,163.15	\$ 7,163.15	\$ 7,306.42	\$ 7,452.55	\$ 7,601.60	\$ 36,686.87	\$ 37,839.23
c. PPO Savings Cost Allocation	24%	24%	24%	24%	24%		c. PPO Savings Cost Allocation	24%	24%	24%	24%	24%	\$ -	\$ -
3 Managed Care (Nurse Case Management)							Managed Care (Nurse Case Management)							
a. Telephone (Assumes 200 hours per year)	\$ 24,000.00	\$ 24,000.00	\$ 24,480.00	\$ 24,969.60	\$ 25,468.99	\$ 122,918.59	a. Telephone (Assumes 300 hours per year)	\$ 38,203.49	\$ 38,203.49	\$ 38,967.56	\$ 39,746.91	\$ 40,541.85	\$ 195,663.29	\$ 318,581.88
b. Field (Assumes 900 hours per year)	\$ 108,000.00	\$ 108,000.00	\$ 110,160.00	\$ 112,363.20	\$ 114,610.46	\$ 553,133.66	b. Field (Assumes 1,000 hours per year)	\$ 127,344.96	\$ 127,344.96	\$ 129,891.86	\$ 132,489.70	\$ 135,139.49	\$ 652,210.97	\$ 1,205,344.63
4 Medical Provider Network (MPN)							Medical Provider Network (MPN)							
a. Set-up Fee (One-time fee)	waived	n/a	n/a	n/a	n/a	\$ -	a. Set-up Fee (One-time fee)	n/a	n/a	n/a	n/a	n/a	\$ -	\$ -
b. Annual Subscription/Maintenance Services (Annual Cost)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00	b. Annual Subscription/Maintenance Services (Annual Cost)	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 30,000.00	\$ 55,000.00
c. MPN Toll Free Number (Assumes 25 Calls Per Year)	Included	Included	Included	Included	Included	\$ -	c. MPN Toll Free Number (Assumes 35 Calls Per Year)	Included	Included	Included	Included	Included	\$ -	\$ -
5 Medicare/Medicaid Legislation Reform 2011 (Assumes 50 Submissions per Year)	Included	Included	Included	Included	Included	\$ -	Medicare/Medicaid Legislation Reform 2011 (Assumes 75 Submissions per Year)	Included	Included	Included	Included	Included	\$ -	\$ -
a. ISO Index Fees	\$ 1,213.87	\$ 1,213.87	\$ 1,238.15	\$ 1,262.43	\$ 1,287.68	\$ 6,216.00	a. ISO Index Fees	\$ 1,287.68	\$ 1,287.68	\$ 1,313.43	\$ 1,339.70	\$ 1,366.49	\$ 6,594.97	\$ 12,810.96
TOTAL ANNUAL COSTS (BUNDFLED PROGRAM)- BAFO	\$ 444,514.11	\$ 444,514.11	\$ 453,304.39	\$ 462,269.99	\$ 471,415.38	\$ 2,276,017.98	TOTAL ANNUAL COSTS (BUNDFLED PROGRAM)- BAFO	\$ 513,829.02	\$ 513,829.02	\$ 523,985.60	\$ 534,345.31	\$ 544,912.21	\$ 2,630,901.16	\$ 4,906,919.14



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/4/2021

Agenda Item No. 12

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

INVESTMENT REPORT – QUARTER ENDING SEPTEMBER 30, 2021

INFORMATIONAL ONLY

Budget Impact

None.

DISCUSSION:

Attachment A comprises a report of the San Diego Metropolitan Transit System (MTS) investments as of September 30, 2021. The combined total of all investments has increased quarter to quarter from \$91.2 million to \$152.3 million. This \$61.1 million increase is attributable to \$62.6 million in Federal Transit Administration (FTA) Preventative Maintenance and \$32.7 million in FTA revenue for capital projects, partially offset by \$19.6 million in capital expenditures, \$4.3 million in CalPERS unfunded liability payment, as well as normal timing differences between other payments and receipts.

The first column provides details about investments restricted for capital improvement projects.

The second column, unrestricted investments, reports the working capital for MTS operations allowing payments for employee payroll and vendors' goods and services.

MTS remains in compliance with Board Policy 30 and is able to meet expenditure requirements for a minimum of the next six months as required.

/S/ Sharon Cooney

Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachment: A. Investment Report for the Quarter Ending September 30, 2021

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

San Diego Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc. and San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations). 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. MTS is also the For-Hire Vehicle administrator for nine cities.



**San Diego Metropolitan Transit System
Investment Report
September 30, 2021**

Institution / Issuer	Function	Investment Type	Restricted	Unrestricted	Total	Avg. Rate of Return	Benchmark
J.P. Morgan Chase	Operating Funds	Depository Bank	-	47,968,954	47,968,954	0.02%	* 0.070% WSJ Money Market
U.S. Bank - Retention Trust Account	Restricted for Capital Support	Depository Bank	8,531,874	-	8,531,874	N/A	** -
San Diego County Treasurer's Office	State Grant Funds	Investment Pool	18,116,689	-	18,116,689	0.740%	0.048% S&P US T-Bill 0-3 Mth Index
Subtotal: Restricted for Capital Support			26,648,562	-	26,648,562		
Local Agency Investment Fund (LAIF)	Investment of Surplus Funds	Investment Pool	-	51,868,733	51,868,733	0.206%	0.048% S&P US T-Bill 0-3 Mth Index
San Diego County Treasurer's Office	Investment of Surplus Funds	Investment Pool	-	25,776,922	25,776,922	0.740%	0.048% S&P US T-Bill 0-3 Mth Index
Subtotal: Investment Surplus Funds			-	77,645,655	77,645,655		
Grand Total Cash and Investments			\$ 26,648,562	\$ 125,614,609	\$ 152,263,171		

*-The .01% is an annual percentage yield on the average daily balance that exceeds \$30 million

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



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 13

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

DESIGN SERVICES FOR IRIS RAPID ROUTE AND STATION INFRASTRUCTURE
IMPROVEMENTS – WORK ORDER AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors:

- 1) Ratify Amendment 1 to Work Order WOA2075-AE-54 to MTS DOC No. G2075.0-18 (Attachment A) with Dokken Engineering (Dokken) in the amount of \$96,513.63 to provide right-of-way support for the project; and
- 2) Authorize the Chief Executive Officer (CEO) to execute Amendment 2 to Work Order WOA2075-AE-54 to MTS DOC No. G2075.0-18 (in substantially the same format as Attachment B) with Dokken in the amount of \$10,254.73 for design services and plan updates to include a proposed curb ramp at the Northwest Corner (NWC) of the Coronado Avenue/Beyer Boulevard intersection.

Budget Impact

The total budget for this project shall not exceed \$917,180.40. This project is funded by MTS Capital Improvement Project (CIP) 1009113001 – Iris Rapid Route and Station Infrastructure Improvements.

Description	Amount
Board Approved WOA2075-AE-54 Tasks 1-6	\$647,270.61
Board Approved WOA2075-AE-54 Tasks 7-11 (not yet exercised)	\$163,141.43
Total Board Approval	\$810,412.04
Ratify Amendment 1 (WOA2075-AE-54.01)	\$96,513.63
Authorize Amendment 2 (WOA2075-AE-54.02)	\$10,254.73
Today's Board Ratification/Authorization	\$106,768.36
Updated Contract Amount	\$917,180.40



DISCUSSION:

In 2018, MTS staff applied for and received a Transit and Intercity Rail Capital Program (TIRCP) grant to add a new Rapid Bus Feeder service between Imperial Beach and the Otay Mesa International Border crossing, connecting both communities to the UC San Diego Blue Line Trolley. Consistent with the grant program's goal to significantly reduce emissions of greenhouse gases, the new Rapid route will be served by 12 new, 60-foot Battery Electric Buses (BEB). The new service will be called Rapid Bus Route 925, or Iris Rapid, operating at 7.5-min headways in the peak hours, with buses from the MTS South Bay Maintenance Facility (SBMF) on Main Street in Chula Vista.

MTS completed a route plan for Iris Rapid, which identified station stops along the route, and recommended upgrades at each location, including new shelters and Variable Message Signs (VMS) at the stops, and the addition of four (4) bus bays on the west side of the trolley tracks at the Iris Avenue Transit Center.

On January 12, 2016, SANDAG and MTS issued a joint Request for Statement of Qualifications (RFSQ) for On-Call A&E Design Consulting services. The RFSQ resulted in the approval of 8 firms qualified to perform A&E services. Tasks are assigned to the firms through a work order process. MTS selects the most qualified firm based on the capability to perform the scope of work.

For this project, staff selected Dokken Engineering from the MTS-SANDAG as-needed Architectural & Engineering (A&E) design consulting services list, and on July 30, 2020, the MTS Board authorized a design services work order in the amount of \$810,412.04. On April 20, 2021, the CEO approved Amendment 1 to provide right-of-way support for the Iris Rapid corridor project and station design.

Under proposed work order Amendment 2, Dokken shall provide design services and plan updates to include a proposed curb ramp at the NWC of the Coronado Avenue/Beyer Boulevard intersection. This design addition was requested by the City of San Diego, in lieu of having to install new sidewalk improvements along the north side of Coronado Avenue and a crosswalk at the westbound approach of the Coronado Ave/30th Street intersection. Furthermore, this design inclusion requires additional topographic surveying and mapping at the location of the proposed curb ramp.

Therefore, staff recommends that the MTS Board of Directors:

- 1) Ratify Amendment 1 to Work Order WOA2075-AE-54 to MTS DOC No. G2075.0-18 (Attachment A) with Dokken in the amount of \$96,513.63 to provide right of way support for the project; and

- 2) Authorize the CEO to execute Amendment 2 to Work Order WOA2075-AE-54 to MTS DOC No. G2075.0-18 (in substantially the same format as Attachment B) with Dokken in the amount of \$10,254.73 for design services and plan updates to include a proposed curb ramp at the NWC of the Coronado Avenue/Beyer Boulevard intersection.

/S/ Sharon Cooney_____

Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachments: A. Amendment 1 WOA2075-AE-54.01
B. Draft Amendment 2 WOA2075-AE-54.02



April 12, 2021

MTS Doc. No. G2075.0-18
WOA2075-AE-54.01

Mr. John Klemunes, PE
Regional Manager
Dokken Engineering
1450 Frazee Road, Suite 100
San Diego, CA 92108

Dear Mr. Klemunes:

Subject: AMENDMENT NO. 1 TO WORK ORDER WOA2075-AE-54, TO MTS DOC. NO. G2075.0-18,
ENGINEERING SERVICES FOR IRIS RAPID – CORRIDOR AND STATION DESIGN

This letter shall serve as Amendment No. 1 for professional services, Work Order WOA2075-AE-54,
under the General Engineering Consultant Agreement, MTS Doc. No. G2075.0-18, as further described
below.

SCOPE OF SERVICES

This Amendment shall provide right of way support for the Iris Rapid corridor and station design. Work
provided under this Work Order will be performed in accordance with the attached Scope of Services
(Attachment A).

SCHEDULE

There shall be no change to the schedule as a result of this Amendment. The Scope of Services, as
described above, shall be for a period of 29 weeks from the date of the Notice to Proceed.

PAYMENT

This Amendment shall increase the payment amount by \$96,513.63. Payment shall be based on actual
costs in the amount not to exceed \$743,784.24 without prior authorization of MTS (Attachment B).

Please sign below, and return the document to the Contracts Specialist at MTS. All other terms and
conditions shall remain the same and in effect.

Sincerely,
Sharon Cooney
Sharon Cooney
Chief Executive Officer

Accepted:
John Klemunes

John Klemunes, PE *president*
Regional Manager, Dokken Engineering

Date: 4/20/2021

Attachments: Attachment A, Scope of Services
Attachment B, Negotiated Fee Proposal



ATTACHMENT A SCOPE OF SERVICES

MTS “Iris Rapid” – Corridor & Station Design

MTS has selected Dokken as the Prime Consultant to provide schematic design, design development, and final engineering for the MTS “Iris Rapid” Corridor & Station Design which is located within both the City of San Diego and City of Imperial Beach. The plans are currently 50% complete and are in their initial review cycles at both agencies. The primary intent of this addendum is to provide right-of-way acquisition services related to the current project design.

I. SCOPE OF SERVICES

Dokken Engineering will provide right-of-way acquisition support for parcels 633-031-24 (EB Imperial Beach Blvd at 13th Street, 7-Eleven property) and 627-302-32 (WB Coronado Ave at Saturn Blvd, Jack in the Box property) which will require both permanent and temporary acquisitions. In addition, optional tasks are included for parcels 760-107-25-00 (Veteran’s Park) and 633-140-12 (South Bay Community Park) in the event that plat & legals are necessary for permanent right-of-way acquisition, as well as determining the exact right-of-way limits regarding the SB Seacoast Drive at Dahlia Avenue location (parcel 625-181-13). Also, an optional task is being included to cover direct costs related to the submittal fees for both agencies.

Provided below is summary of the scope of services and deliverables Dokken Engineering and Aguirre & Associates will provide for the Iris Rapid Corridor and Station Project:

TASK 12: RIGHT-OF-WAY SUPPORT

12.1 Project Management & Coordination Services

To eliminate any unforeseen issues, Dokken Engineering’s team works closely with the applicable funding sources to ensure all changes regarding certification, documentation, and procedures are implemented. By coordinating our efforts, Dokken Engineering ensures that all the current documentation and procedures are used for all right-of-way efforts for local public agency projects.

Dokken Engineering will complete the following work:

- Attain title reports, maps (engineering plans), plat maps and legal descriptions;
- Review title reports and implement solutions for items that may affect title or cause a delay in escrow;
- Provide all gathered information to the appraiser and attain a detailed timeline to complete the assigned task;
- Monitor progress and provide any additional information to the designated appraiser;
- Review all reports supplied by the appraiser for quality assurance;
- Design, grading, and construction coordination regarding the Denny’s property (APN 628-110-18) for impacts to the existing stormwater BMP adjacent to the WB Coronado at Hollister Street Bus Station.
- Prepare draft acquisition documentation for Client review and approval;
- Provide final appraisal report and acquisition documentation to the Client for final review;
- Prepare staff reports for approval of just compensation;
- Make offers in person to each property owner;
- Attain executed acquisition documentation from each affected property owner;
- Provide possession documentation in lieu of purchase contracts;
- Supply condemnation support, if required;
- Deliver fully executed documentation to escrow/title officers to close escrow and provide title insurance;
- Coordinate the close of escrow and provide original copies of acquisition files to the Client;
- Provide the Client with original acquisition files.

12.2 Project Tracking Table

Jamie Formico (Dokken Engineering) will maintain the project tracking table and ensure that it is sent to the Client on the regularly requested schedule. As a component of effective project management and to keep the project on schedule and the Client current with acquisition data, a project tracking table will be created. This table will outline milestones and supply completion dates, comments, and any additional information the Client may request.

12.3 Order Title Reports/Title Research

Dokken Engineering will obtain title reports for the two affected properties: APNs 633-031-24 and 627-302-32. The Dokken Engineering right-of-way team will perform all necessary research for each parcel being acquired. Agents may resolve or oversee resolution of problems relating to unusual circumstances regarding title or ownership and uncover any flaws, noting any exceptions pertaining to property such as mortgage liens, restrictions, easements, and rights of way.

12.4 Appraisal Process

Upon receipt preliminary title reports and final plat maps and legal descriptions, appraisals will be completed for the two affected parcels (APNs 633-031-24 and 627-302-32) by licensed General Real Estate Appraisers. Notice of intent to appraise letters along with acquisition policy brochures will be provided to all impacted property owners. Appraisals will be arranged so that the property owner may accompany the appraiser during the inspection of the property. This allows the property owner the opportunity to provide additional information to the appraiser.

All appraisals will be prepared by an appraiser licensed with the State of California and will comply with all laws applicable to the specific appraisal and the Uniform Standards of Professional Appraisal Practice 49 CFR 24.2(a)(3). Appraisals will include a summary and a complete analysis for all valuation conclusions. Documentation obtained during the inspection, such as pictures, will be included in each report. Title information pertaining to ownership, drawings, and information relative to the parcel will be reviewed by the appraiser.

12.5 Summary Statement

Dokken Engineering will complete a Summary Statement Relating to the Purchase of Real Property or an Interest Therein (Caltrans Exhibit 8-EX-16) for each property. This document will be delivered to property owners with the offer package during the initial meeting.

12.6 Negotiations for Right-of-Way

Permanent and temporary acquisition will be required from two parcels (APNs 633-031-24 and 627-302-32). All "Good Faith Negotiations" will be completed by Dokken Engineering's Right-of-Way Team. After completion of the appraisal process and just compensation determination, Dokken Engineering will prepare the offer package and meet with all owners in person to present and explain the offer package details. The offer package will include the offer letter, written summary of just compensation with supporting appraisal information, property owner exhibit showing property map with right-of-way take locations, Title VI information, "Your Property – Your Transportation Project" booklet. Dokken Engineering will negotiate with the property owner to arrive at a mutually agreeable settlement and prepare necessary purchase agreements such as Grant Deeds, Easement Deeds, and Temporary Construction Easement Deeds. Dokken Engineering will obtain receipt of delivery of offer and/or present and secure tenant information statements, as applicable, during the initial meeting.

Dokken Engineering will work closely with the Client to aid in the recommendation of the appropriate course of action with regard to the various acquisitions with property owners requesting additional compensation and/or services beyond the initial offer package. Recommended settlement packages with justifications and impasse letters will be provided to the Client for review. Working with the property owners to agreeable terms will be Dokken Engineering's focus. There may be situations where condemnation is unavoidable, such as clouds in the title. In the event the Client will need to attain property through the condemnation process, Dokken Engineering will assist in the preparation

of all necessary condemnation reports, letters, and packages.

Additionally, Dokken Engineering will attend, at the request of the Client, any Public Community Meetings regarding the project.

Dokken Engineering's Right-of-Way Agents hold California Real Estate Salesperson's Licenses and are working under the direct supervision of a California Real Estate Licensed Broker.

12.7 Escrow Coordination

Upon reaching an agreement on the terms and conditions of the acquisition with the property owner, Dokken Engineering will be available to assist the Client in opening escrow. Dokken Engineering will supply fully executed agreements along with other supporting information to escrow to close each transaction. Dokken Engineering will work closely with the Client to assist in the timely closing of all transactions. For the convenience of the property owner, our right-of-way team has a California Notary who will be available to notarize any documentation that is required. Fully executed deeds and easements will be delivered to the Client for acceptance prior to recording. In the event escrow services are not required, Dokken Engineering is available to perform these services and record the required documentation.

12.8 Right-of-Way Certification

Dokken Engineering will coordinate with the Client and supply all required documentation for the right-of-way certification. Dokken Engineering will review all acquisition documents for proper and complete execution, including formal acceptance.

12.9 Project Close-Out

The original acquisition file for each affected parcel will be provided to the Client upon completion of the project. Each acquisition file will contain property information, diary report, written correspondence, just compensation documentation, appraisal(s), offer package, negotiations, title documentation, copies of recorded documents, and all applicable documentation.

12.10 Prepare IB at 13th Street Plat & Legal (APN 633-031-24)

Aguirre & Associates will establish the easterly parcel line, then prepare right-of-way and temporary construction easement Plats & Legals for this location.

12.11 Prepare Coronado at Saturn Blvd Plat & Legal (APN 627-302-32)

Aguirre & Associates will prepare right-of-way and temporary construction easement Plats & Legals for this location.

TASK 13 OPTIONAL TASKS: DIRECT COSTS/REIMBURSABLES RELATED TO AGENCY SUBMITTALS & PERMIT FEES

13.1 Agency Submittals & Permit Reimbursables:

A direct cost of \$40,000.00 is being allocated to cover agency submittal and permit fees related to both the City of Imperial Beach and the City of San Diego DSD.

II. DELIVERABLES

Task 12

1. Project Tracking Table
2. Two Preliminary Title Reports
3. Appraisal Reports

4. Summary Statement Relating to the Purchase of Real Property or an Interest Therein (Caltrans Exhibit 8-EX-16)
5. Right-of-Way Agreements, Grant and Easements Deeds, Administrative Settlements, Diaries, Written Summary of Acquisitions, Impasse Letters
6. Escrow Documents & Closing Statements
7. Right-of-Way Certification Documentation
8. Original Acquisition Files
9. Plat & Legal Documentation

Task 13 (Optional)

1. Agency Submittal Receipts & Backup Documentation

III. SCHEDULE OF SERVICES/MILESTONES/DELIVERABLES

Schedule to be determined by the project team. Right-of-way acquisition tasks shall be performed concurrently with PS&E production and review.

IV. MATERIALS TO BE PROVIDED BY DOKKEN and/or MTS

N/A

V. SPECIAL CONDITIONS/ASSUMPTIONS

Any condition listed below applies solely to this Task Order and does not otherwise alter the Agreement or other Task Orders. The Scope and Fees are based on the following assumptions.

- A. This task order will be limited to the time and materials fee budget negotiated as shown in Attachment B.
- B. All deliverables will be provided in electronic format.

ATTACHMENT B NEGOTIATED FEE PROPOSAL

**Work Order Estimate
Summary**

Att. A, AI 13, 11/18/2021

MTS Doc. No. **G2075.0-18**
 Work Order No. **WOA2075-AE-54.01**
 Attachment: **B**

Work Order Title: **"IRIS RAPID" – CORRIDOR AND STATION DESIGN**

Project No:

Table 1 - Cost Codes Summary (Costs & Hours)

Item	Cost Codes	Cost Codes Description	Total Costs
1		Labor	\$48,113.63
2		ODC	\$48,400.00

Totals = **\$96,513.63**

Table 2 - TASKS/WBS Summary (Costs & Hours)

Item	TASKS/WBS	TASKS/WBS Description	Labor Hrs	Total Costs
1	TASK 12	Right-of-way Acquisition (Parcels 633-031-24 & 627-302-32)	346.0	\$56,513.63
2	TASK 13	Direct Costs/Reimbursables Related to Agency Submittals & Permit Fees		\$40,000.00

Totals = **346.0** **\$96,513.63**

Table 3 - Consultant/Subconsultant Summary (Costs & Hours)

(If Applicable, Select One)				Consultant	Labor Hrs	Total Costs
DBE	DVBE	SBE	Other			
			X	Dokken	313.0	\$91,710.03
X				Aguirre & Associates	33.0	\$4,803.60

Totals = **346.0** **\$96,513.63**

Work Order Estimate Summary

Att. A, AI 13, 11/18/2021

Total Hours =	313
Total Costs =	\$91,710.03

Consultant: **Dokken Engineering**

MTS Doc. No.: **G2075.0-18**

Work Order No.: **WOA2075-AE-54.01**

**"IRIS RAPID" –
CORRIDOR AND
STATION DESIGN**

Attachment: **B**

Item	TASKS/WBS	TASKS/WBS Description	ODCs (See Attachment)	Mark Tarrall Project Manager	ROW Specialist	ROW Agent	Professional Land Surveyor	Total Hours	Totals	Percent of Total		
				\$ 268.46	\$ 149.14	\$ 119.31	\$ 119.31			Hours	Costs	
12	TASK 12	Right-of-way Acquisition (Parcels 633-031-24 & 627-302-32)										
12.1		Project Management and Coordination Services		32	6			38	\$9,485.56			
12.2		Project Tracking Table			10	16		26	\$3,400.36			
12.3		Order Title Reports/Title Research (2 reports)	\$1,900.00			10		10	\$3,093.10			
12.4		Appraisal Process (2 reports)	\$6,500.00			10		10	\$7,693.10			
12.5		Summary Statement				10		10	\$1,193.10			
12.6		Negotiations for Right of Way (2 parcels)			10	120		130	\$15,808.60			
12.7		Escrow Coordination				40		40	\$4,772.40			
12.8		Right of Way Certification			10	10		20	\$2,684.50			
12.9		Project Close-out			4	25		29	\$3,579.31			
		Subtotals (Hours) =	N/A	32	40	241		313	\$43,310.03			
		Subtotals (Costs) =	\$8,400.00	\$8,590.72	\$5,965.60	\$28,753.71		313	\$51,710.03	100.0%	56.4%	
		OPTIONAL TASKS										
13	TASK 13	Direct Costs/Reimbursables Related to Agency Submittals & Permit Fees										
13.1		Agency Submittals & Permit Reimbursables	\$40,000.00						\$40,000.00			
		Subtotals (Hours) =	N/A						\$40,000.00			
		Subtotals (Costs) =	\$40,000.00						\$40,000.00	-----	43.6%	
		Totals Without Optional (Summary) =							313	\$51,710.03		
		Total Without Optional (Hours) =		32	40	241		313	\$ 83,310.03			
		Total Without Optional (Costs) =	\$8,400.00	\$8,590.72	\$5,965.60	\$28,753.71						
		Totals With Optional (Summary) =							313	\$91,710.03		
		Total With Optional (Hours) =		32	40	241		313	\$91,710.03			
		Total with Optional (Costs) =	\$48,400.00	\$32.00	\$5,965.60	\$28,753.71						
		Percentage of Total (Hours) =			13%	77%		90%				
		Percentage of Total (Costs) =	53%		7%	31%		91%				

Work Order Estimate Summary

Att. A, AI 13, 11/18/2021

Total Hours =	33
Total Costs =	\$4,803.60

Consultant/Subconsultant: **Aguirre & Associates** MTS Doc. No.: **G2075.0-18**
 Work Order Title: **"IRIS RAPID" – CORRIDOR AND STATION DESIGN** Work Order No.: **WOA2075-AE-54.01**
 Attachment: **B**

Item	TASKS/WBS	TASKS/WBS Description	ODCs (See Attachment)	Principal Land Surveyor	Project Land Surveyor	Technician	Survey Crew	Total Hours	Totals		Percent of Total	
				\$	\$	\$	\$		Hours	Costs		
12	TASK 12	Right-of-way Acquisition (Parcels 633-031-24 & 627-302-32)										
12.10		Prepare IB at 13th Street Plat & Legal (APN 633-031-24)		1	5	6	3	15	\$2,716.38			
12.11		Prepare Coronado at Saturn Plat & Legal (APN 627-302-32)			6	12		18	\$2,087.22			
		Subtotals (Hours) =	N/A	1	11	18	3	33	\$4,803.60			
		Subtotals (Costs) =		\$183.38	\$1,610.29	\$1,813.32	\$1,196.61	33	\$4,803.60	100.0%	100.0%	
		Totals Without Optional (Summary) =						33	\$4,803.60			
		Total Without Optional (Hours) =		1	11	18	3	33	\$ 4,803.60			
		Total Without Optional (Costs) =		\$183.38	\$1,610.29	\$1,813.32	\$1,196.61					
		Totals With Optional (Summary) =						33	\$4,803.60			
		Total With Optional (Hours) =		1	11	18	3	33	\$4,803.60			
		Total with Optional (Costs) =		\$183.38	\$1,610.29	\$1,813.32	\$1,196.61					
		Percentage of Total (Hours) =		3%	33%	55%	9%	100%				
		Percentage of Total (Costs) =		4%	34%	38%	25%	100%				



Metropolitan Transit System

November 18, 2021

MTS Doc. No. G2075.0-18
WOA2075-AE-54.02

Mr. John Klemunes, PE
Regional Manager
Dokken Engineering
1450 Frazee Road, Suite 100
San Diego, CA 92108

Dear Mr. Klemunes:

Subject: AMENDMENT NO. 2 TO WORK ORDER WOA2075-AE-54, TO MTS DOC. NO. G2075.0-18,
ENGINEERING SERVICES FOR IRIS RAPID – CORRIDOR AND STATION DESIGN

This letter shall serve as Amendment No. 2 for professional services, Work Order WOA2075-AE-54, under the General Engineering Consultant Agreement, MTS Doc. No. G2075.0-18, as further described below.

SCOPE OF SERVICES

This Amendment shall provide design services and plan updates to include a proposed curb ramp at the northwest corner (NWC) of the Coronado Avenue/Beyer Boulevard intersection.. Work provided under this Work Order will be performed in accordance with the attached Scope of Services (Attachment A).

SCHEDULE

There shall be no change to the schedule as a result of this Amendment. The Scope of Services, as described above, shall be for a period of 29 weeks from the date of the Notice to Proceed.

PAYMENT

This Amendment shall increase the payment amount by \$10,254.73. Payment shall be based on actual costs in the amount not to exceed \$754,038.97 without prior authorization of MTS (Attachment B).



Please sign below, and return the document to the Contracts Specialist at MTS. All other terms and conditions shall remain the same and in effect.

Sincerely,

Accepted:

Sharon Cooney
Chief Executive Officer

John Klemunes, PE
Regional Manager, Dokken Engineering

Date: _____

Attachments: Attachment A, Scope of Services
Attachment B, Negotiated Fee Proposal



DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/04/2021

Agenda Item No. 14

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM BOARD OF DIRECTORS

November 18, 2021

SUBJECT:

FARE COLLECTION (CHANGE ORDERS FOR SAGE SOFTWARE, SALESFORCE LICENSES & PRONTO FARE MEDIA CARD ORDER) – CONTRACT AMENDMENT

RECOMMENDATION:

That the San Diego Metropolitan Transit System (MTS) Board of Directors:

- 1. Ratify Amendment 8 to MTS Doc. No. G2091.0-18, with Innovations in Transportation, Inc. (INIT), in the amount of \$37,816.95 (Attachment A); and
2. Authorize the Chief Executive Officer (CEO) to execute Amendment 9 to MTS Doc. No. G2091.0-18, with INIT in the amount of \$166,624.60 (in substantially the same format as Attachments B).

Budget Impact

The total value of the action items above are \$204,441.55, bringing the total INIT contract amount to \$43,445,161.40, as shown in the table below. This project is funded by Capital Improvement Program (CIP) 1009004902 – Fare System Upgrades.

Table with 5 columns: Date Issued, Board Approval Date, Document, Description, Amount. Rows include Agreement, Amendment 1, Amendment 2, Amendment 3, and Amendment 4.



1/13/21	12/10/20	Amendment 5	Adds CA Sales Tax; and Change Orders - revises TVM spare parts & cashless conversion kits, and adds gateway services	\$2,478,990.86
03/18/21	03/11/21	Amendment 6	Change Orders - adds customer and institution website scope updates, adds a new reduced fares program enrollment, adds driver control unit screen flow changes, adds SAGE operator separation, adds Customer Relationship Module (CRM) payment encryption changes and applies the fare media capital credit	\$765,271.76
06/28/21	06/17/21	Amendment 7	Change Orders – adds transfer and business rule changes to website and CRM; modified 2 phase bus validator and Driver Control Unit (DCU) installation; installation of modified ticket validator arm	\$270,050.09
09/13/21	<i>(Ratify) 11/18/21</i>	Amendment 8	<i>Change Orders - Additional SAGE software; and Salesforce licenses.</i>	\$37,816.95
<i>TBD</i>	<i>Approve 11/18/21</i>	Amendment 9	<i>Change Order – PRONTO Fare Media Card Order</i>	\$166,624.60
Total Board Approved Amount				\$43,445,161.40

DISCUSSION:

On December 13, 2018 (AI 31), the MTS Board approved MTS Doc. No. G2091.0-18 with INIT for the design and implementation of a new fare collection system. This includes provision of services, equipment, software, parts, and support. Amendments 1-7 have subsequently been Board approved to provide additional functionality, integration and scope modifications.

Today’s proposed action would ratify Amendment 8, which was previously issued under the CEO’s Policy 41 authority, and approve a new Amendment 9, as described below.

Amendment 8 (Ratify):

Amendment No. 8 (Attachment A) was issued on September 13, 2021 and added change orders for additional SAGE software and Salesforce licenses.

The SAGE extension allows the consolidation of multiple orders into a single invoice. This feature ensures the agency’s Finance department to efficiently process orders from the PRONTO fare system, significantly reducing staff time in performing this task.

Twenty (20) temporary salesforce licenses were added for a six month period to handle higher than expected call volumes at their call center. MTS serves as the region’s PRONTO support center. The PRONTO support center utilizes a Salesforce customer relationship module in order to assist our customers. During the transition, the support center received higher than expected

call volumes. In order to better assist our customers, it was necessary to increase our support center staffing levels.

MTS staff determined the quote to be fair and reasonable in comparison to MTS Independent Cost Estimate (ICE) of \$28,414.00. The variance between the actual costs and ICE was due to higher than expected annual maintenance costs of the SAGE maintenance subscription.

Amendment 9 (Approve):

Under Amendment 9 (Attachment B), MTS requires the manufacturing and delivery of smart card media for use within PRONTO. Due the global chip shortage impacting supply chains in recent months, delivery times are impacted and MTS needs fare media to replenish media inventory as PRONTO adoption increases.

This “bridge order” for 100,000 cards is required to expedite delivery of cards through existing contract vehicles. If this order does not occur, the existing supply of media will be exhausted.

The costs are summarized below:

Change Order	Total
Amendment 8	\$37,816.95
Amendment 9	\$166,624.60
Overall Board Approval	\$204,441.55

Therefore, staff recommends that the MTS Board of Directors:

1. Ratify Amendment 8 to MTS Doc. No. G2091.0-18, with INIT, in the amount of \$37,816.95 (Attachment A); and
2. Authorize the CEO to execute Amendment 9 to MTS Doc. No. G2091.0-18, with INIT in the amount of \$166,624.60 (in substantially the same format as Attachments B).

/S/ Sharon Cooney
Sharon Cooney
Chief Executive Officer

Key Staff Contact: Julia Tuer, 619.557.4515, Julia.Tuer@sdmts.com

Attachments: A. Amendment 8
B. Draft Amendment 9

1255 Imperial Avenue, Suite 1000
San Diego, CA 92101
Tel 619.231.1466 Fax 619.234.3407

Amendment 8

September 13, 2021

MTS Doc No. G2091.8-18

ACCOUNT BASED FARE COLLECTION SYSTEM

INIT Innovations in Transportation, Inc.
Roland Staib
President and CEO
424 Network Station
Chesapeake, VA 23320

This shall serve as Amendment No.8 to the original agreement G2091.0-18 as further described below.

SCOPE

The scope of work is amended as shown below:

1. Additional SAGE Software Package

MTS is requesting a SAGE extension that will allow the consolidation of multiple orders into a single invoice. The detailed changes are shown in Exhibit A – Additional SAGE Software Package, Proposal # 2021-380-02.

2. Additional Salesforce Licenses

MTS is requesting twenty (20) temporary Salesforce licenses for a six (6) month period to handle higher than expected call volumes at their call center. The detailed changes are shown in Exhibit B - Additional Salesforce Licenses, Proposal #: 2021-480-01.

SCHEDULE

There are no changes to the overall schedule provision of the agreement. The contract termination date remains December 31, 2028.

PAYMENT

1. The cost for SAGE installation, configuration, the first year subscription, and INIT implementation services is \$4,137.00. The subscription cost for ten (10) additional years is \$12,079.95. Tax is not applicable since this scope of work does not include any equipment or deliverables.
2. The cost for twenty (20) additional Salesforce licenses for a six month period is \$21,600.00. Tax is not applicable since this scope of work does not include any equipment or deliverables.
3. This brings the total for Amendment 8 to \$37,816.95.

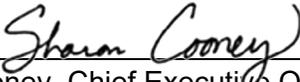


The overall contract amount approved/options exercised by MTS is increased to \$30,182,688.26. This amount shall not be exceeded without prior written approval from MTS.

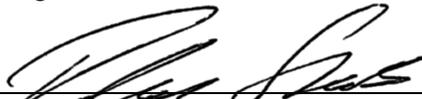
Please sign and return the copy marked *original* to the Contract Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copies for your records.

Sincerely,

Agreed:



Sharon Cooney, Chief Executive Officer



Roland Staib, President and CEO
INIT Innovations in Transportation, Inc.

Date: 9/20/2021

- Attachment: A. Additional SAGE Software Package, Proposal # 2021-380-02
- B. Additional Salesforce Licenses, Proposal # 2021-480-01

INIT Innovations in Transportation, Inc.
424 Network Station
Chesapeake, VA, 23320

Phone: 757-413-9100
sales@initusa.com
www.initusa.com

Att. A, AI 14, 11/18/2021



MTS – Additional SAGE Software Package

Customer: MTS San Diego, CA
Requested by: Israel Maldonado
Prepared by: Eddie Estrada
Proposal #: 2021-380-02
Date: 8/20/2021
Validity: 90 Days

Warranty: Not applicable
Delivery: 2 weeks upon receipt of change order
Invoicing
Milestones: 100% Upon Delivery

Existing Contract G2091.0-18 Terms & Conditions apply

Description:

Customer requesting a Sage extension to allow consolidation of multiple orders into a single invoice.

Solution:

Brainsell to provide SAGE functionality enhancement for the batching of multiple orders from one site into one invoice.

Scope of Work:

This proposal includes:

- Brainsell, INIT subcontractor for installation, and testing
- Annual license cost for the "Update Sales Orders" Sage extension
- INIT System Engineer for coordinating efforts
- Project Management

Pricing:

Item	Description	Qty	Price per unit USD	Price Total USD
1 Brainsell Services				
1.1	Sage Enhancement installation and configuration	1	1,920.00	1,920.00
1.2	Sage "Update Sales Order" subscription	1	1,112.00	1,112.00
2 Services				
2.1	Systems Engineer (in hours)	1.5	230.00	345.00
2.2	Project Management (in hours)	4	190.00	760.00
Sub-total:				\$4,137.00
GRAND TOTAL:				\$4,137.00



Extended Maintenance:

Item	Description	Qty	Price per unit USD	Price total USD
3	Extended Warranty - Year 1-10			
3.1	Sage "Update Sales Order" subscription - Year 1	1	1,128.68	1,128.68
3.2	Sage "Update Sales Order" subscription - Year 2	1	1,145.61	1,145.61
3.3	Sage "Update Sales Order" subscription - Year 3	1	1,162.79	1,162.79
3.4	Sage "Update Sales Order" subscription - Year 4	1	1,180.24	1,180.24
3.5	Sage "Update Sales Order" subscription - Year 5	1	1,197.94	1,197.94
3.6	Sage "Update Sales Order" subscription - Year 6	1	1,215.91	1,215.91
3.7	Sage "Update Sales Order" subscription - Year 7	1	1,234.15	1,234.15
3.8	Sage "Update Sales Order" subscription - Year 8	1	1,252.66	1,252.66
3.9	Sage "Update Sales Order" subscription - Year 9	1	1,271.45	1,271.45
3.10	Sage "Update Sales Order" subscription - Year 10	1	1,290.52	1,290.52
GRAND TOTAL excl. Tax				\$12,079.95

INIT Contact

Name: Eddie Estrada
 Position: Account Manager
 Phone: 757-413-9100 x464
 Email: eestrada@initusa.com

Signature:

Eddie Estrada
 Account Manager

Roland Staib
 CEO

INIT Innovations in Transportation, Inc.
424 Network Station
Chesapeake, VA, 23320

Phone: 757-413-9100
sales@initusa.com
www.initusa.com

Att. A, AI 14, 11/18/2021



MTS – Additional Salesforce Licenses

Customer: MTS San Diego, CA
Requested by: Israel Maldonado
Prepared by: Julie Allison
Proposal #: 2021-480-01
Date: 8/22/2021
Validity: Until Aug 31, 2021

Warranty: Not applicable
Delivery: See below
Invoicing
Milestones: 100% Upon Delivery

Existing Contract G2091.0-18 Terms & Conditions apply

Description:

MTS is requesting twenty (20) temporary Salesforce licenses for a six (6) month period to handle higher than expected call volumes at their call center.

Scope of Work:

This proposal includes:

- Twenty (20) Salesforce licenses and related support for 6 months

Pricing:

Item	Description	Qty	Price per unit USD	Price Total USD
1	Salesforce Licenses			
1.1	Salesforce licenses and support for 6 months (\$180 / month)	20	1,080.00	21,600.00
GRAND TOTAL				\$21,600.00

California taxes do not apply to software licenses.

Support Maintenance:

Support Maintenance is included in the price above.

Customer Responsibilities:

MTS must sync new users to PRONTO Azure before the licenses can be assigned. MTS shall notify INIT once this has been done.

Delivery:

INIT can grant new licenses to Salesforce very quickly (e.g. 1 day from receipt of order or Notice to Proceed) once MTS notifies INIT that they have been synced to PRONTO Azure.

INIT Contact

Name: Julie Allison
Position: Director, Account Management
Authorized Representative of INIT, Innovations in Transportation Inc.
Phone: 757-413-9100 x352
Email: jallison@initusa.com

INIT Innovations in Transportation, Inc.
424 Network Station
Chesapeake, VA, 23320

Phone: 757-413-9100
sales@initusa.com
www.initusa.com

Att. A, AI 14, 11/18/2021



Signature:

A handwritten signature in black ink, appearing to read "Julie Allison", written over a horizontal line.

Julie Allison
Director, Account Management

A handwritten signature in black ink, appearing to read "Roland Staib", written over a horizontal line.

Roland Staib
CEO



**Metropolitan
Transit
System**

Amendment 9

DATE TBD

MTS Doc No. G2091.9-18

ACCOUNT BASED FARE COLLECTION SYSTEM

INIT Innovations in Transportation, Inc.
Roland Staib
President and CEO
424 Network Station
Chesapeake, VA 23320 □

This shall serve as Amendment No.9 to the original agreement G1931.0-16 as further described below.

SCOPE

This amendment adds 100K extended use cards for PRONTO, and associated services, as detailed in Exhibit 1 - INIT Proposal # 2021-559-02.

SCHEDULE

There are no changes to the overall schedule provision of the agreement. The contract termination date remains December 31, 2028.

PAYMENT

The cost for the 100K extended use cards, associated services, shipping and tax is \$166,624.60 as shown in Exhibit 1. This amount shall not be exceeded without prior written approval from MTS. The overall contract amount approved/options exercised by MTS is increased to \$30,349,312.86. This amount shall not be exceeded without prior written approval from MTS.

Please sign and return the copy to the Contract Specialist at MTS. All other terms and conditions shall remain the same and in effect. Retain the other copies for your records.

Sincerely,

Agreed:

Sharon Cooney, Chief Executive Officer

Roland Staib, President and CEO
INIT Innovations in Transportation, Inc.

Date: _____

Attachment: A. INIT Proposal # 2021-559-02



INIT Innovations in Transportation, Inc.
424 Network Station
Chesapeake, VA, 23320

Phone: 757-413-9100
sales@initusa.com
www.initusa.com

Att. B, AI 14, 11/18/2021



MTS – 100K Extended Use Cards

Customer: MTS San Diego, CA
Requested by: Israel Maldonado
Prepared by: Jennifer Wallman
Proposal #: 2021-559-02
Date: 10/15/2021
Validity: Until October 31, 2021

Warranty: Not applicable
Delivery: See below
Invoicing
Milestones: 100% Upon Delivery

Existing Contract G2091.0-18 Terms & Conditions apply

Description:

MTS is requesting an order of 100,000 extended use cards.

Scope of Work:

This proposal includes 100,000 extended use cards and associated services, detailed below.

Card Details:

Quantity: 100,000

Art works: up to 5 different art works

Chip: EV1 256b preferred but EV3 2k possible if EV1 is not available

Plastic: Composite PET/PVC

Magstripe: yes

Encoding: yes (same format than other INIT cards)

Return file: required (same format than other INIT cards)

Personalization: Card number, 3 digit security code, barcode and inventory number on the bottom right

Project Management and Systems Engineering efforts for coordination and testing.

Pricing:

Item	Description	Qty	Price per unit USD	Price Total USD
1	Extended Use Cards			
1.1	Extended Use Cards	100,000	1.43	143,000.00
2	Services			
	Project Management/Systems Engineering – coordination and testing	1	11,040.00	11,040.00
	Expedited Shipping	1	600.00	600.00
Subtotal				154,640.00
GRANT TOTAL incl 7.75% Sales Tax				\$166,624.60

Delivery and Validity Notes:

The vendor has 100,000 of these extended use cards currently and they could be shipped immediately, if we can get the order in first. Otherwise, it's a lead time of approximately 52 weeks upon receipt of purchase order or letter of intent due to the international chip shortage.



The chip shortage is a global issue affecting all industries (smartphone, computers, automobiles, appliances etc.) and will get worse before it gets better, so we recommend placing this, and future orders for cards immediately. Our supplier costs and inventory are only valid for a limited time due to the constant price changes that currently exist, hence the short validity date for this proposal.

INIT Contact

Name: Jennifer Wallman
Position: Account Manager
Phone: 757-413-9100 x421
Email: jwallman@initusa.com

Signature:

A handwritten signature in black ink, appearing to read "Julie Allison", written over a horizontal line.

Julie Allison
Director, Account Management

A handwritten signature in black ink, appearing to read "Roland Staib", written over a horizontal line.

Roland Staib
President and CEO



**Metropolitan
Transit
System**

DRAFT FOR EXECUTIVE COMMITTEE REVIEW DATE: 11/18/21

Agenda Item No. 15

**MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM
BOARD OF DIRECTORS**

November 18, 2021

SUBJECT:

BUS RAPID TRANSIT (BRT) – WORK ORDER AGREEMENT

**AGENDA ITEM WILL
BE PROVIDED
BEFORE BOARD
MEETING**

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

San Diego Metropolitan Transit System (MTS) is a California public agency comprised of San Diego Transit Corp., San Diego Trolley, Inc. and San Diego and Arizona Eastern Railway Company (nonprofit public benefit corporations). 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. MTS is also the For-Hire Vehicle administrator for nine cities.

