

**AGENDA**  
**Transit Committee Meeting**

**October 10, 2024**

**9:00 AM**

**Location**

San Bernardino County Transportation Authority  
*First Floor Lobby Board Room*  
1170 W. 3rd Street, San Bernardino, CA 92410

***Transit Committee Membership***

**Chair**

John Dutrey, Mayor  
*City of Montclair*

Larry McCallon, Mayor Pro Tem  
*City of Highland*

**Vice Chair**

Joe Baca, Jr., Supervisor  
*County of San Bernardino*

Alan Wapner, Council Member  
*City of Ontario*

Eunice Ulloa, Mayor  
*City of Chino*

L. Dennis Michael, Mayor  
*City of Rancho Cucamonga*

Ray Marquez, Council Member  
*City of Chino Hills*

Bobby Duncan, Council Member  
*City of Yucaipa*

Frank Navarro, Mayor  
*City of Colton*

Rick Denison, Council Member  
*Town of Yucca Valley*

Acquanetta Warren, Mayor  
*City of Fontana*

Dawn Rowe, Supervisor  
*County of San Bernardino*

**San Bernardino County Transportation Authority  
San Bernardino Council of Governments**

**AGENDA**

**Transit Committee Meeting**

**October 10, 2024**

**9:00 AM**

**Location**

**SBCTA Office**

**First Floor Lobby Board Room**

**1170 W. 3rd Street, San Bernardino, CA 92410**

Items listed on the agenda are intended to give notice to members of the public of a general description of matters to be discussed or acted upon. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional “*Meeting Procedures*” and agenda explanations are attached to the end of this agenda.

**CALL TO ORDER**

(Meeting Chaired by John Dutrey)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications - Sandra Castro

**Public Comment**

**Brief Comments from the General Public**

**Note: Public Comment on items listed on this agenda will be allowed only during this committee meeting. No public comment will be allowed on committee items placed on the Consent Agenda at the Board of Directors meeting. If an item has substantially changed after consideration during the committee meeting, the item will be placed on Discussion for Board and public comment will be allowed.**

## **Possible Conflict of Interest Issues**

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

### **1. Information Relative to Possible Conflict of Interest**

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Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

**This item is prepared monthly for review by Board of Directors and Committee members.**

## **INFORMATIONAL ITEMS**

Items listed are receive and file items and are expected to be routine and non-controversial. Unlike the Consent Calendar, items listed as Informational Items do not require a vote.

### **2. Transit and Rail Programs Contract Change Orders to On-Going Contracts**

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Receive and file Change Order Report.

**Presenter: Victor Lopez**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

## **DISCUSSION ITEMS**

### **Discussion - Transit**

#### **3. Victor Valley Transit Authority Comprehensive Operational Analysis**

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That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Receive and file a presentation from the Victor Valley Transit Authority.

B. Approve the Victor Valley Transit Authority Comprehensive Operational Analysis for Fiscal Years 2025-2029.

**Presenter: Nancy Strickert**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

#### **4. West Valley Connector Project Quarterly Update**

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Receive and file the West Valley Connector Project Quarterly Update.

**Presenter: Joy Buenaflor**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

**5. West Valley Connector Right-of-Way Budget Amendment**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority (SBCTA):

A. Approve an increase of \$6,000,000 to fund additional Right-of-Way capital acquisitions for the West Valley Connector Project, in accordance with SBCTA Policies, including but not limited to relocation assistance, demolition of existing structures, and goodwill, for a new not-to-exceed amount of \$64,000,000 to be funded with Measure I Valley Express Bus/Rapid Transit Program funds previously allocated to the Project.

B. Authorize the Executive Director, or his designee, to execute Contract Task Orders greater than \$500,000, to the Transit and Rail On-Call Right-of-Way Services consulting firms, as required for West Valley Connector Project acquisitions, for a combined not-to-exceed amount of \$9,500,000, previously authorized by the SBCTA Board of Directors for Contract Nos. 19-1002009, 19-1002007, 19-1002008, and 18-1001924.

C. Approve a Budget Amendment to increase the Fiscal Year 2024/2025 Budget for Task No. 0315 – Capital Projects in the amount of \$6,000,000 to be funded with Measure I Valley Express Bus/Rapid Transit Program funds.

**Presenter: Joy Buenaflor**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

**6. Amendment No. 3 to Cooperative Agreement No. 15-1001125 with the Southern California Regional Rail Authority**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve Amendment No. 3 to Cooperative Agreement No. 15-1001125 with the Southern California Regional Rail Authority, to remove the agreement termination date for rail-related support services for rail corridor improvement projects within San Bernardino County.

B. Authorize an exception to Section IV.B.4. of SBCTA’s Procurement Policy 11000, to allow for a contract term in excess of five years.

**Presenter: Victor Lopez**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Enterprise Risk Manager, and Procurement Manager have reviewed this item and the draft amendment.**

**7. Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation for Program Management/Construction Management Services for the Ontario International Airport Connector Project**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation, for Program Management/Construction Management Services for the Ontario International Airport Connector Project (Project), increasing the authorized budget under Notice to Proceed (NTP) 1 by \$700,000, for a revised not-to-exceed amount authorized under NTP 1 to \$18,321,085, to be funded with State Transit Assistance funds previously programmed for the Project.

Agenda Item No. 7 (Cont.)

B. Approve a contingency increase to Contract No. 21-1002452 of \$70,000, to be funded with State Transit Assistance funds previously programmed for the Project, for a remaining not-to-exceed contingency amount of \$955,000, and authorize the Executive Director, or his designee, to release contingency as necessary for the completion of the Project.

**Presenter: Victor Lopez**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Enterprise Risk Manager, and Procurement Manager have reviewed this item and the draft amendment.**

**8. Use of Upland Surplus Sale Proceeds Update**

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That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Consider options for allocation of the \$1,595,305.10 revenue from the sale of the properties located at 201-299 East Stowell Street, Assessor’s Parcel Number (APN) 1046-605-01; and 120 South Euclid Avenue, APN 1046-605-02 and APN 1046-605-03, in the City of Upland across from the Upland Metrolink Station (Upland Surplus Properties) and choose an option.

B. Direct staff to effect the chosen option for allocation of said revenue.

**Presenter: Ryan Aschenbrenner**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

**Comments from Board Members**

**Brief Comments from Board Members**

**ADJOURNMENT**

**Additional Information**

Attendance

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Acronym List

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Mission Statement

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**The next Transit Committee meeting is scheduled for November 14, 2024.**

## **Meeting Procedures and Rules of Conduct**

**Meeting Procedures** - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

**Accessibility & Language Assistance** - The meeting facility is accessible to persons with disabilities. A designated area is reserved with a microphone that is ADA accessible for public speaking. A designated section is available for wheelchairs in the west side of the boardroom gallery. If assistive listening devices, other auxiliary aids or language assistance services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com) and office is located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Service animals are permitted on SBCTA's premises. The ADA defines service animals as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Under the ADA, service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work, or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

**Accesibilidad y asistencia en otros idiomas** - Las personas con discapacidad pueden acceder a la sala de reuniones. Se reserva una zona designada con un micrófono accesible que cumple con los requisitos de la ADA para hablar en público. Una sección designada está disponible para sillas de ruedas en el lado oeste de la galería de la sala de reuniones. Si se necesitan dispositivos de ayuda auditiva, otras ayudas auxiliares o servicios de asistencia en otros idiomas para participar en la reunión pública, las solicitudes deben presentarse al Secretario de la Junta al menos tres (3) días hábiles antes de la fecha de la reunión de la Junta. Puede comunicarse con el Secretario llamando al (909) 884-8276 o enviando un correo electrónico a [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com). La oficina se encuentra en 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Los animales de servicio están permitidos en las instalaciones de SBCTA. La ADA define a los animales de servicio como perros o caballos miniatura que son entrenados individualmente para hacer trabajo o realizar tareas para personas con discapacidades. Según la ADA, los animales de servicio deben tener un arnés o ser atados, a menos que estos dispositivos interfieran con el trabajo del animal de servicio, o que la discapacidad de la persona impida el uso de estos dispositivos. En ese caso, la persona debe mantener el control del animal a través de su voz, señales u otros controles efectivos.

**Agendas** – All agendas are posted at [www.gosbcta.com/board/meetings-agendas/](http://www.gosbcta.com/board/meetings-agendas/) at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address. Agendas are also posted at 1170 W. 3<sup>rd</sup> Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

**Agenda Actions** – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

**Closed Session Agenda Items** – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the President shall report the action to the public at the conclusion of the closed session.

**Public Testimony on an Item** – Members of the public are afforded an opportunity to speak on any listed item, except Board agenda items that were previously considered at a Policy Committee meeting where there was an opportunity for public comment. Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in a "Request to Speak" form, specifying each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the President, speakers should be prepared to step forward and announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The President or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Any individual who wishes to share written information with the Board may provide 35 copies to the Clerk of the Board for distribution. If providing written information for distribution to the Board, such information must be emailed to the Clerk of the Board, at [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com), no later than 5:00 pm the day before the meeting in order to allow sufficient time to distribute the information. Information provided as public testimony is not read into the record by the Clerk. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda. Any consent item that is pulled for discussion shall be treated as a discussion item, allowing further public comment on those items.

**Public Comment** –An opportunity is also provided for members of the public to speak on any subject within the Board’s jurisdiction. Matters raised under “Public Comment” will not be acted upon at that meeting. See, “Public Testimony on an Item,” above.

**Disruptive or Prohibited Conduct** – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the President may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive or prohibited conduct includes without limitation addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Your cooperation is appreciated!

**General Practices for Conducting Meetings  
of  
Board of Directors and Policy Committees**

**Attendance.**

- The President of the Board or Chair of a Policy Committee (Chair) has the option of taking attendance by Roll Call. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name.
- A Member/Alternate who arrives after attendance is taken shall announce his/her name prior to voting on any item.
- A Member/Alternate who wishes to leave the meeting after attendance is taken but before remaining items are voted on shall announce his/her name and that he/she is leaving the meeting.

**Basic Agenda Item Discussion.**

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee. Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or, at any meeting, upon the demand of five official representatives present or at the discretion of the presiding officer.

**The Vote as specified in the SBCTA Administrative Code and SANBAG Bylaws.**

- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the Alternate shall be entitled to vote. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/Desert Policy Committee.)



### **Amendment or Substitute Motion.**

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the Chair shall ask the maker of the original motion if he or she would like to amend the motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is voted upon first, and if it fails, then the original motion is considered.
- Occasionally, a motion dies for lack of a second.

### **Call for the Question.**

- At times, a Member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively, and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

### **The Chair.**

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time to time, circumstances may require deviation from general practice (but not from the Brown Act or agency policy).
- Deviation from general practice is at the discretion of the Chair.

### **Courtesy and Decorum.**

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

*Adopted By SANBAG Board of Directors January 2008*

*Revised March 2014*

*Revised May 4, 2016*

*Revised June 7, 2023*

## *Minute Action*

AGENDA ITEM: 1

**Date:** *October 10, 2024*

**Subject:**

Information Relative to Possible Conflict of Interest

**Recommendation:**

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

**Background:**

In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

<b>Item No.</b>	<b>Contract No.</b>	<b>Principals &amp; Agents</b>	<b>Subcontractors</b>
3	N/A	Victor Valley Transit Authority	None
5	18-1001924	Epic Land Solutions, Inc. <i>Darin Hittler</i>	Colliers International David Evans & Associates Psomas Santolucito Dore Group Donna Desmond Associates Desmond, Marcello & Amster Partner Engineering and Science, Inc. J&G Industries
	19-1002007	Bender Rosenthal, Inc. <i>David Wraa</i>	Nv5-Butsko Utility Design Commonwealth Land Title Company David Evans & Associates Donna Desmond Associates Hendrickson Appraisal Company Rincon Consultants Santolucito Dore Group Hjelmstrom and Associates

5 (Con't)	19-1002008	Overland, Pacific & Cutler, LLC <i>Brian Everett</i>	Santolucito Dore Group Hennessey & Hennessey LLC Integra Realty Resource R.P. Laurain & Associates Desmond, Marcello & Amster, LLC Donna Desmond Associates Hodges Lacey & Associates Coast Surveying, Inc. Psomas Commonwealth Land Company Interior Demolition Inc. Converse Consultants JM Diaz, Inc. JMD
	19-1002009	Paragon Partners Consultants, Inc. <i>Kevin Romito</i>	BRI Appraisal Commonwealth Land Title Company Del Richardson & Associates, Inc. Riggs & Riggs, Inc.
6	15-1001125-03	Southern California Regional Rail Authority	None
7	21-1002452-03	HNTB Corporation <i>Kevin A. Haboian</i>	None

**Item No. 8 – Use of Upland Surplus Properties Sale Proceeds Update**

APN#	Property Owners
APN 1046-605-01	Stowell Villas LP
APN 1046-605-02	Euclid Housing LP
APN 1046-605-03	Euclid Housing LP

**Financial Impact:**

This item has no direct impact on the annual budget.

**Reviewed By:**

This item is prepared monthly for review by Board of Directors and Committee members.

**Responsible Staff:**

Victor Lopez, Director of Transit & Rail Programs

Approved  
 Transit Committee  
 Date: October 10, 2024

Witnessed By:

## *Minute Action*

AGENDA ITEM: 2

***Date:*** *October 10, 2024*

***Subject:***

Transit and Rail Programs Contract Change Orders to On-Going Contracts

***Recommendation:***

Receive and file Change Order Report.

***Background:***

The San Bernardino County Transportation Authority has three ongoing construction contracts, and one vehicle procurement contract related to Transit and Rail Programs.

A. Contract No. 23-1002891 with Griffith Company for the West Valley Connector Project Mainline Construction: There are no newly executed CCOs since last report.

B. Contract No. 23-1002961 with Proterra Builders, Inc. for the Arrow Maintenance Facility (AMF) Hydrogen Fuel Upgrade-Equipment Procurement: There are no newly executed CCOs since last report.

C. Contract No. 23-1002922 with Metro Builders & Engineers Group, Ltd. for the AMF Hydrogen Fuel Upgrade-AMF Retrofit: There are no newly executed CCOs since last report.

D. Contract No. 20-1002310 with Stadler US, Inc. for Zero Emission Multiple Unit Rail Vehicle Procurement: There are no newly executed CCOs since last report.

***Financial Impact:***

This item has no financial impact on the adopted Budget for Fiscal Year 2024/2025.

***Reviewed By:***

This item is not scheduled for review by any other policy committee or technical advisory committee.

***Responsible Staff:***

Victor Lopez, Director of Transit & Rail Programs

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Approved  
Transit Committee  
Date: October 10, 2024

Witnessed By:

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*Entity: San Bernardino County Transportation Authority*

<b>Transit and Rail Programs Contracts Executed Change Orders</b>		
Number	Description	Amount
<b>West Valley Connector Mainline Construction Griffith Company (23-1002891)</b>		
	CCO Total	\$10,292.55
	Approved Contingency	\$11,995,991.00
	Remaining Contingency	\$11,985,698.45
<b>ZEMU - Arrow Maintenance Facility (AMF) Proterra Builders, Inc. (23-1002961)</b>		
	Description	Amount
	CCO Total	\$0.00
	Approved Contingency	\$56,280.21
	Remaining Contingency	\$56,280.21
<b>ZEMU - Arrow Maintenance Facility (AMF) Metro Builders &amp; Engineers Group, Ltd. (23-1002922)</b>		
	Description	Amount
	CCO Total	\$0.00
	Approved Contingency	\$962,657.10
	Remaining Contingency	\$962,657.10
<b>ZEMU- Vehicle Procurement Stadler (20-1002310)</b>		
	Description	Amount
	CCO Total	\$2,592,169.12
	Approved Contingency	\$3,487,482.12
	Remaining Contingency	\$895,313.00

Attachment: Contract Change Order 10175 September 2024 (10175 : Transit and Rail Programs Contract Change Orders to On-Going Contracts)

## ***Minute Action***

AGENDA ITEM: 3

***Date:*** *October 10, 2024*

***Subject:***

Victor Valley Transit Authority Comprehensive Operational Analysis

***Recommendation:***

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

- A. Receive and file a presentation from the Victor Valley Transit Authority.
- B. Approve the Victor Valley Transit Authority Comprehensive Operational Analysis for Fiscal Years 2025-2029.

***Background:***

San Bernardino County Transportation Authority (SBCTA) requires each transit agency to prepare a short-range transit plan (SRTP) or comprehensive operational analysis (COA), which is a multi-year operating and capital plan. This plan allows for SBCTA to review the operators' future transit projects and allows SBCTA staff to provide important funding forecast information to ensure transit operators have the resources to operate over the next five years. Although the SRTP is completed every five years, SBCTA has the transit operators revise financial tables every two years to determine potential short falls in the near future. The plans are then presented to the SBCTA Board of Directors (Board) for their review and approval. The Board is required to approve each plan, as a funding commitment to the operators.

The Victor Valley Transit Authority (VVTA) COA provides a thorough review of existing transit services currently provided in the VVTA service area, offering an in-depth look at the transit system currently in place, evaluation of the optimal manner in which transit can meet the public's needs within this area, and outlines where transit resources should be devoted over the short- and long-range planning period. Attachment 1 is the executive summary which outlines the major highlights of the COA. Additionally, the VVTA COA is being provided separately as support material to the agenda item.

The following are proposed changes to VVTA service for the next five years.

**Year 1 – Fiscal Year (FY) 2024/2025**

- New Micro-Link service: Apple Valley.
- One additional current weekday (Route 15 northbound) trip will serve California State University, San Bernardino.
- NTC (National Training Center) Commuter service will continue to operate in Year 1, VVTA will need to work with the leadership at NTC to plan and transition to any future NTC service.
- Direct Access service coverage and span will need to be adjusted based on changes to VVTA routes.
- Routes discontinued and replaced with Micro-Link service: 25 (Hesperia) and 54 (Hwy 395 & Mall of Victor Valley).
- Route 50X (Victor Valley College Express) will be discontinued and replaced with a streamlined Route 55 (Victor Valley College).

*Entity: San Bernardino County Transportation Authority*

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- Routes with weekday headway improvement from 60 to 30 minutes: Routes 32 and 55.
- Routes with headway improvement from every 180 minutes to 120 minutes on all days: Routes 28 and 29.
- New routes: Route 27 between Barstow and Helendale and Route 49 between Apple Valley and the Mall of Victor Valley utilizing the Yucca Loma corridor.

**Year 2 - FY 2025/2026**

- Fixed Routes 1 through 6 and Routes 31 through 68 will operate one hour later into the evening.
- Span for Direct Access service will be improved to match fixed route service.
- One additional roundtrip on Route 15 between Barstow and Victorville will be implemented to better serve passengers who need access to Family Court in Barstow.
- Changes to NTC Commuter service would occur this year based on discussion with NTC leadership.

**Year 3 - FY 2026/2027**

- New Route 67 service will begin to the Silverwood development area in Hesperia allowing for modifications to Route 66 (Hesperia East).
- A new Micro-Link zone will be implemented in Adelanto allowing for changes to streamline Route 33 (Hwy 395 to Palmdale Road).
- Direct Access service coverage will increase based on the implementation of Route 67.
- Route 15 Sunday schedule will be improved by operating the same timetable that is operated on Saturday.

**Year 4 - FY 2027/2028**

- New Route 38 will operate along the Mojave Drive corridor between Victorville and Adelanto, serving a loop in south Adelanto allowing for changes to the Route 31 loop in south Adelanto and for Route 32 to be streamlined between Southern California Logistics Airport and the Victor Valley Transit Center.
- New Route 62 will operate between the Hesperia Transfer Point (HUB) and the Mall of Victor Valley which will allow Route 68 to operate solely along the Main Street corridor between the Hesperia HUB and Super Target.

**Year 5 - FY 2028/2029**

Brightline West service is expected to start in Year 5 and service changes in Year 5 focus on improving access to Brightline Stations.

- The Hesperia Brightline Station will already be served by Route 64 and the Apple Valley Station will be served by Route 42.
- A new route 45 will be implemented between Victorville and the Apple Valley Stations serving the Stoddard Wells Road corridor which will allow for streamlining of Route 22.
- Stops at each of the Brightline Stations will be added to Route 15 and two additional roundtrips will be added between Victorville and San Bernardino.
- The span of service for all fixed routes will be increased by two hours on weekdays with service beginning one hour earlier and ending one hour later.

The capital plan included in the COA supports the proposed five-year operating plan, which will maintain current operations in a state of good repair and will support its growth during the

San Bernardino County Transportation Authority

period. The capital plan includes replacement and expansion vehicles, facility upgrades and development, and a range of ancillary items including security, amenities, and shop equipment, all of which support the zero-emission bus transition, which includes fuel cell electric buses (FCEB). Table 81 (below) from VVTA’s COA shows the schedule for replacing vehicles.

Table 81: Vehicle Replacement Schedule

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	TOTAL
<b>40-Foot FCEB Replacements</b>	3	4	7	1	2	17
<b>40-Foot FCEB Expansion</b>	4	-	-	-	-	4
<b>Paratransit Vehicles</b>	5	3	6	6	5	25
<b>Microtransit Vehicles</b>	1	-	3	-	3	7
<b>Non-Revenue Vehicles</b>	5	5	5	7	8	30

As part of the capital plan, facilities are needed to service the new fleet. With the introduction of hydrogen fuel cell electric buses, VVTA will need to make significant changes to its facilities to accommodate them which include:

- The operating and maintenance facilities in Hesperia and Barstow will have their shops upgraded and will have hydrogen fueling stations built.
- Additional garage and shop equipment for Barstow and Hesperia are included in the capital plan.
- Expansion at the Hesperia facility to accommodate additional offices and other facility upgrades at all locations.

The approval of the COA will result in the authorization to program the proposed five-year operating and capital projects in the Federal Transportation Improvement Program and keep them in compliance with Federal, State, and local compliance. Annually, an allocation will be brought to the Transit Committee and Board of Directors prior to any disbursement of these funds. At this time staff is recommending that the Transit Committee recommend the Board approve VVTA’s COA.

**Financial Impact:**

The necessary budget to support the recommended allocation is included in the adopted Budget for Fiscal Year 2024/2025.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee.

**Responsible Staff:**

Nancy Strickert, Transit Manager

Approved  
 Transit Committee  
 Date: October 10, 2024

Witnessed By:





# Victor Valley Transit Authority COA

Final Report - June 2024



Attachment 1 VVTA Executive Summary (10659 : Victor Valley Transit Authority Comprehensive Operational Analysis)

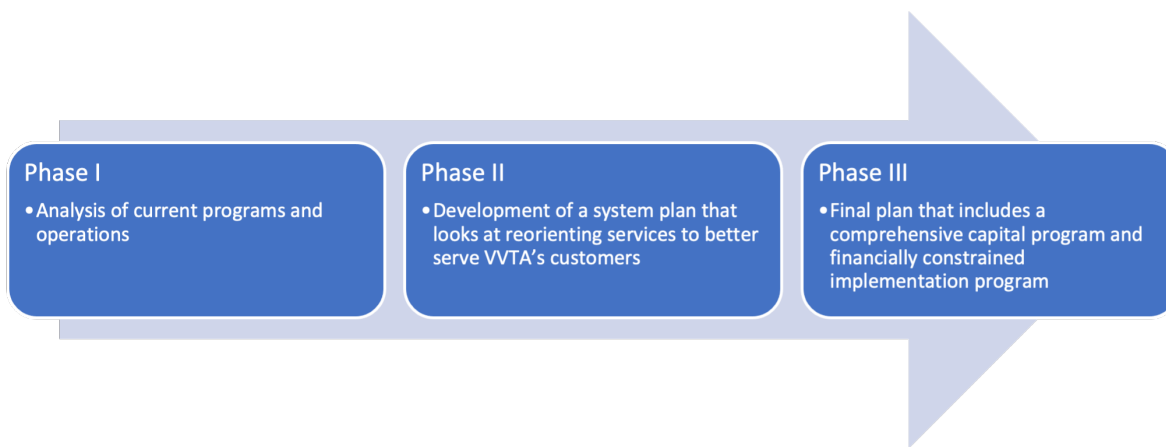




# 1 Executive Summary

The Comprehensive Operations Analysis (COA) is a five-year and beyond blueprint that will guide the Victor Valley Transit Authority (VVTA) in providing transit service to the Victor Valley, Barstow, and North Desert region. The COA provides a comprehensive analysis of all VVTA's services to provide guidance in improving the delivery of services based on the goals and objectives of the organization. The COA is presented in three phases.

FIGURE 1: COA PROJECT PHASES



## 1.1 About VVTA

VVTA provides fixed route and deviated fixed route services in the incorporated cities and towns as well as the unincorporated and rural areas surrounding the Barstow and Victor Valley communities. In compliance the Americans with Disabilities Act (ADA) VVTA provides Direct Access service to members of the community who, due to age or disability, are unable to access regular route services. VVTA recently implemented Micro-Link microtransit to provide service coverage in areas that are more difficult to serve with regular fixed route buses. Route 15 is an intercity service connecting Barstow, Victorville, and San Bernardino area communities. VVTA also provides commuter bus service connecting Victor Valley and Barstow to the National Training Center at Fort Irwin. To serve commuters, VVTA does have a subsidized vanpool program.

## 1.2 Needs and Opportunities

The needs and opportunities are a summary of findings that are germane to and will inform the system planning process. The findings of the needs and opportunities are presented based on each of the analyses conducted and are presented below.

### 1.2.1 SERVICE EVALUATION

- » Ridership is still recovering from the impacts of the COVID-19 pandemic. Riders are returning to the system, but overall ridership remains at less than half of pre-pandemic levels.
- » Crowding is not an issue on any route.
- » VVTA bus routes that offer route deviations do not deviate often.
- » Route 1 is the best performing route. It serves areas with high transit demand in Barstow along Main Street, providing quick service, and has a strong generator as the end of the route at Walmart. While productivity is high, crowding is not an issue.
- » The performance of county routes, routes serving rural areas, is low. These routes do not carry very many passengers. These routes are less frequent but serve areas with mobility needs.
- » On-time performance is an issue for services, with 23% of trips arriving late. Besides route and running time changes to improve on-time performance, strategic through-routing should also help improve on-time performance.
- » Victor Valley College is still one of the destinations with the greatest demand. People traveling to and from Victor Valley College do like the speed of the 50X. The directness of the proposed Route 55, which will replace Route 50X, will maintain the benefits of the 50X while providing an increased level of service. Route 50X currently operates Monday through Thursday once per hour for only a few hours while Route 55 will operate every 30 minutes all-day on weekends and operate on weekends.
- » The vanpool program is competing directly with the commuter program with 35 percent of all vanpools serving Fort Irwin. The commuter program should be discussed with Fort Irwin leadership. The vanpool program also highlights that another potential commuter market is the Marine Corps Logistics Base.
- » Route 15 continues to be a popular service and continued growth should be considered.
- » The expansion of Micro-Link could serve areas that are not well served by VVTA bus routes today or replace lower performing routes that are not seeing ridership growth.
- » Military Veterans are not adequately connected to medical services as they access care at the VA Medical Center in Loma Linda and the Hospital at Fort Irwin.

## 1.2.2 MARKET ASSESSMENT

- » There are areas that have a higher concentration of senior citizens that do not have access to bus routes including portions of West Victorville, Jess Ranch in Apple Valley, Spring Valley Lake, and South Hesperia.
- » There are areas that have a higher concentration of minority residents that are not near bus routes in South Adelanto and South Hesperia.
- » Hesperia south of Main St between the aqueduct and 3rd Ave based on youth population and minority population, zero-car households, and along the Mojave Drive corridor in Victorville.
- » The Mojave Drive corridor has concentrations of minority population, Low-income population, youth population, college population, and senior population, and zero-car households.

## 1.2.3 PUBLIC OUTREACH

- » Missed connections between buses at the transit centers is the biggest issue for VVTA passengers as it leads to trips being longer, thereby making transit less attractive.
- » Span needs to be expanded to serve the needs of riders. Later service is needed to access jobs, college courses, and shopping.
- » Passengers feel that travel times are too long. They like services that are direct and quick such as 50X. Part of the travel time concern is related to missed connections when buses are late.
- » Service coverage is good, there are a few locations that have a high transit propensity that are not served. Customers did not mention any locations that they wish to travel to that they are unable to reach. Route changes, or new routes, may be needed to serve new developments as the region continues to grow.

## 1.3 Service Alternatives and Future Needs Analysis

The service changes included in this plan are meant to redesign the VVTA network in order to improve performance of the service and to address the evolving needs of the changing Victor Valley region. A two-tiered approach was used to develop a redesign of the VVTA network. The Short-Term Network includes service changes that can be made in the next one to two years and reflect constrained resources and adaptations to near-term developments within VVTA's service area. The Vision Plan contains service changes that are to occur over the longer term, over the next five years and beyond, reacting to upcoming developments like the opening of Brightline. The Vision Plan also includes more resource-intensive service improvements that will require additional resources beyond those needed for the short-term plan. The plans were developed with the following guiding principles in mind.

### 1.3.1 ADDRESSING NEW LAND USE AND DEVELOPMENT PATTERNS

As communities in Victor Valley continue to grow, VVTA will adjust its services to meet new demands. Where densities and land use patterns warrant, VVTA service changes have been developed to meet new demand for transit service. New developments will be served either by adjusting the alignment of existing routes, the introduction of new fixed routes, or the introduction of a new Micro-Link service.

### 1.3.2 IMPROVING SERVICE FREQUENCY WHERE POSSIBLE AND WARRANTED

This service plan improves service frequency when possible and when demand warrants it. Improving service frequencies is key to improving ridership; this is especially important as the majority of VVTA services currently operate at frequencies of 60 minutes or greater. Improving service frequencies is key to generating ridership growth.

### 1.3.3 ENSURE THAT SPAN OF SERVICE IS ADEQUATE THROUGHOUT THE WEEK

The service plan seeks to improve VVTA's service so that customers can rely on it for more trips. The key to improving VVTA's service is ensuring that it operates when passengers need, especially earlier in the morning and later in the evenings. Currently, resources limit possible service span.

### 1.3.4 STREAMLINED ALIGNMENTS

The service plans present route modifications to improve performance of routes by eliminating unproductive areas, offering more streamlined service between high ridership destinations.

### 1.3.5 EXPANDING MICRO-LINK SERVICE IN AREAS THAT FIT ITS ROLE

This service plan seeks to expand the role of Micro-Link as a key service that VVTA offers. Micro-Link is being used to expand service to areas of dispersed demand, but in a manner that utilizes fewer vehicles than regular fixed route service.

## 1.4 The Proposed Networks

The Short-Term Network is a suite of improvements that can be made within a short timeframe with all short-term recommendations proposed for implementation in the first year.

**FIGURE 2: PROPOSED SHORT-TERM NETWORK (VICTOR VALLEY AREA)**

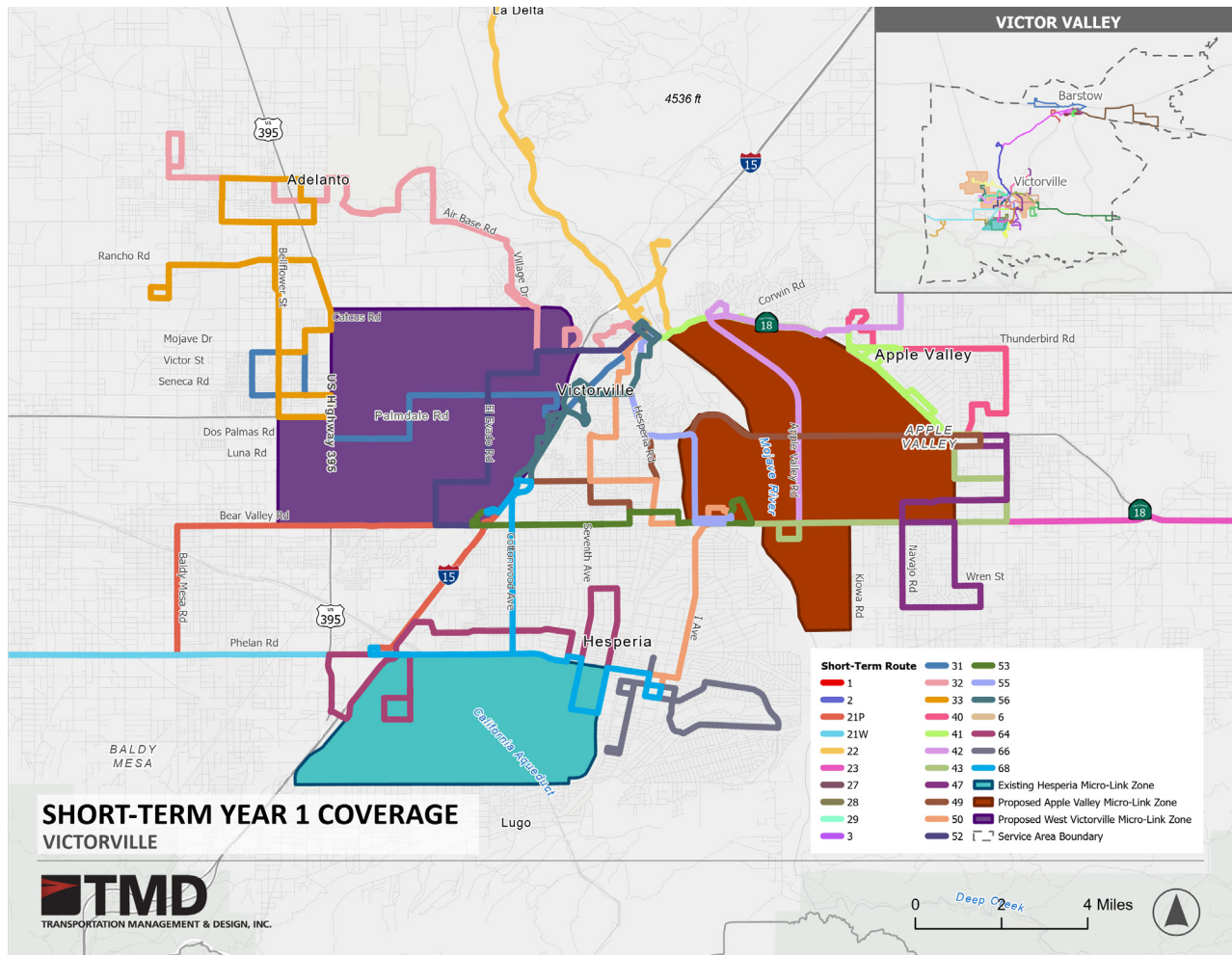
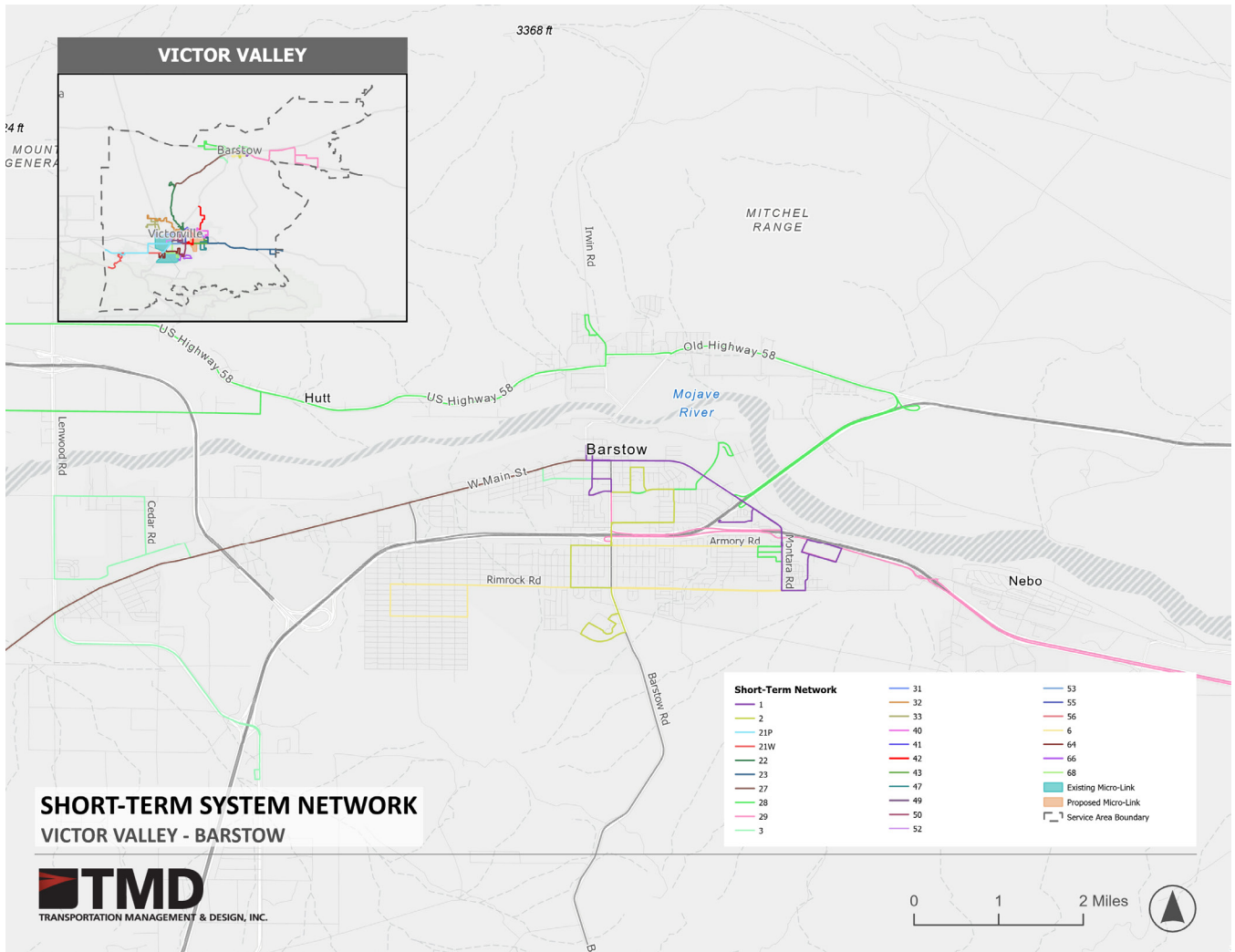


FIGURE 3: PROPOSED SHORT-TERM NETWORK (BARSTOW AREA)



Attachment: Attachment 1 VVTA Executive Summary (10659 : Victor Valley Transit Authority Comprehensive Operational Analysis)

The Vision Plan is an aspirational plan for VVTA and allocates extensive resources to further improving service and span and service to future developments. The implementation program will seek to incrementally build to the vision plan based on available funding.

FIGURE 4: PROPOSED VISION PLAN (VICTOR VALLEY AREA)

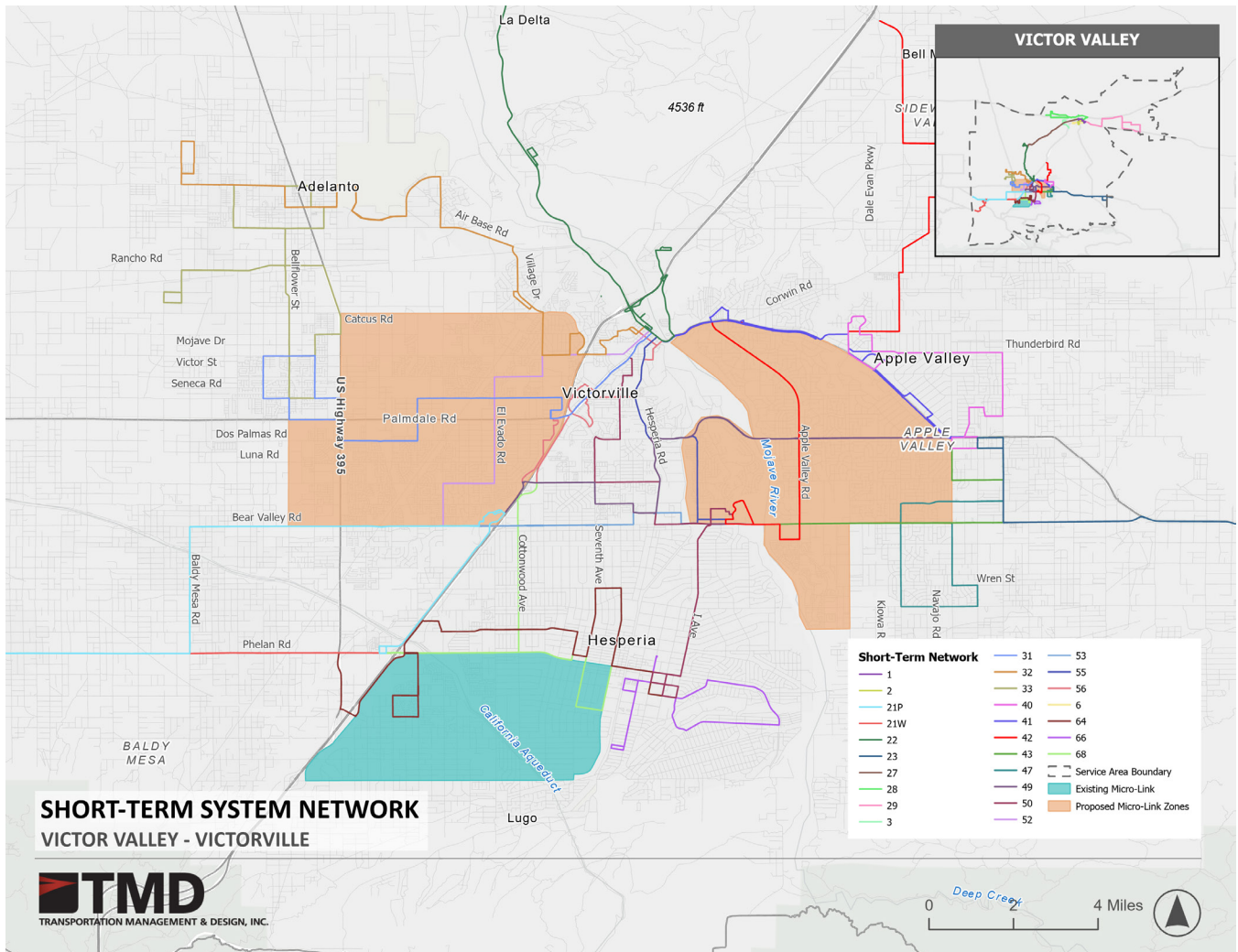
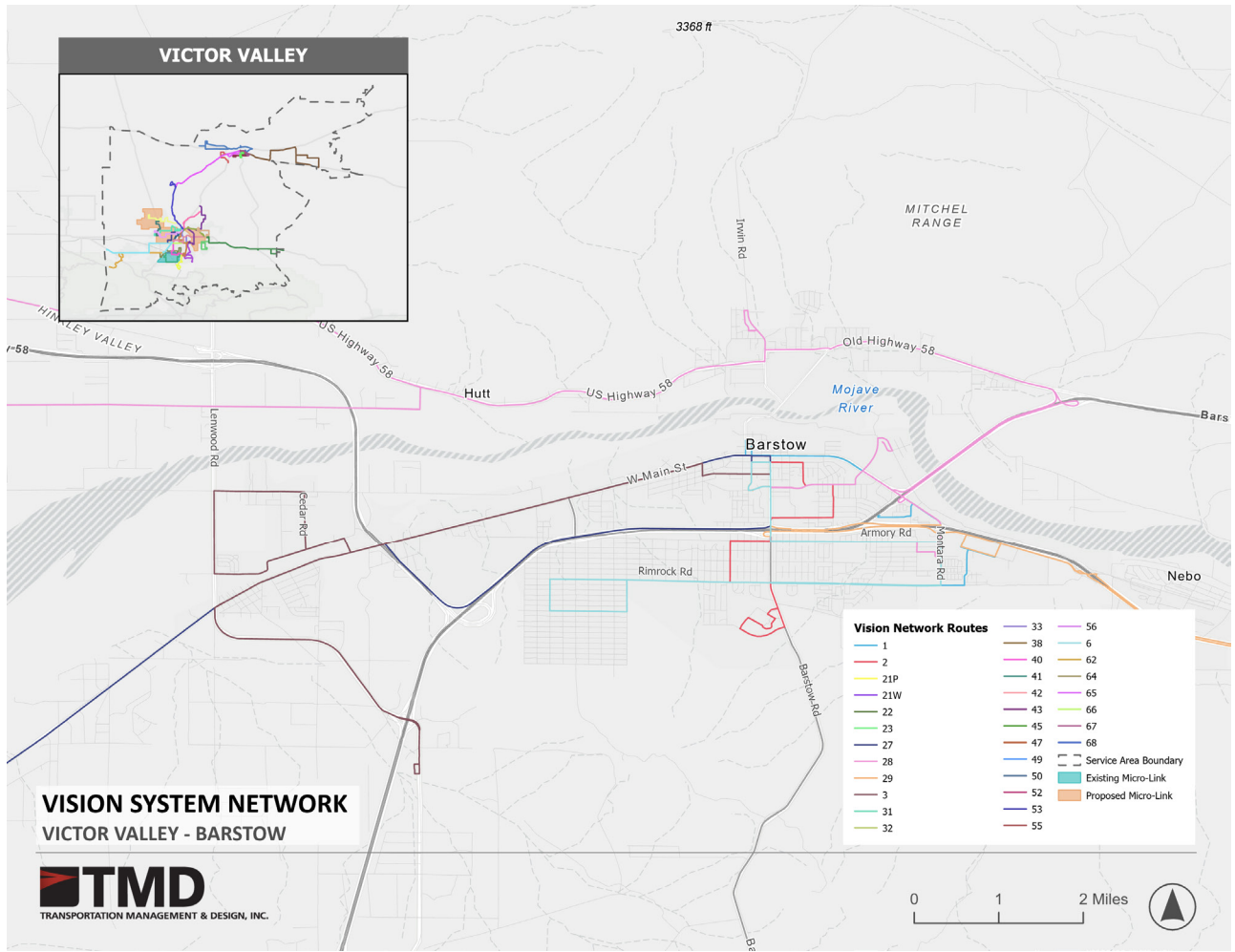


FIGURE 5: PROPOSED VISION PLAN (BARSTOW AREA)



### 1.5 Service Plan

The service plans for VVTA are based on the route concepts developed in Phase 2 and support rebuilding VVTA's ridership and supporting growth in the region. They account for changes in commuting patterns post-COVID and are responsive to comments from the public regarding what riders need from the system. The descriptions below present the changes to the service plans for fixed route services from what was presented in Phase 2.

#### 1.5.1 FIXED ROUTE AND COUNTY SERVICES

The service plan that was developed in Phase 2 of the study was presented to the public in April 2024. The response to the new routes and services was incredibly positive with riders enthusiastic about span enhancements and more frequent services. The implementation program implements the new routes based on available funding and prioritizes serving major new developments, improving current services for passengers, and financial constraints.

#### 1.5.2 DIRECT ACCESS

Any changes to fixed route services will affect Direct Access services. As fixed route coverage expands throughout the service area, the Direct Access coverage area will increase (and the shape of zones 2 and 3 as well). Per the Americans with Disabilities Act (ADA) rules, VVTA obligated to have Direct Access service available during the same hours that fixed route service operates so changes in fixed route span will result in changes to Direct Access span.

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### 1.5.3 ROUTE 15

Changes to Route 15 include adding service and adding stops. Additional weekday service between Barstow and Victorville will support needs for accessing courthouse services in each community. Additional service between Victorville and San Bernardino will support access to healthcare, connections to CSUSB, and access to jobs. Additional stops will be added to Route 15 at park and ride lots and locations near Interstate 15 where transfers to other services can occur, including Brightline stations.

### 1.5.4 NTC COMMUTER

The COA recommends that NTC leadership and VVTA need to develop a specific plan about the future of transportation between the VVTA service area and NTC. It is recommended that any changes to the NTC would happen in the second year of the plan (Fiscal Year 2025/2026) with a year-long process of working with NTC leadership to develop a new service plan and working with commuter bus riders to transition to a new service.

### 1.5.5 VANPOOL

The travel patterns for the Post-COVID period make vanpools more difficult to form and maintain due to more flexible work schedules that include hybrid home/office work. It is recommended that VVTA vanpool program adopt a model that sells seats on vanpools for each day of the week versus having all participants of the vanpool required to travel five days per week. This model will also allow part-time workers access to vanpools. The second recommendation is to market the vanpool program to employers in the VVTA service area or who have a lot of employees commuting from the VVTA service area.

### 1.5.6 CONSOLIDATED TRANSPORTATION SERVICES AGENCY (CTSA)

VVTA's CTSA program has been a crucial tool in supporting mobility for those who are unable to use VVTA's fixed route transit network. To support mobility two programs are proposed to be restarted which include the Transit Ambassador Program and the Travel Training programs which will support part of the CTSA mission of helping people to learn to use VVTA's services. A new program that is planned is a Veteran's transportation program to support the needs of Veterans who may not be able to access VVTA fixed routes, may not qualify for Direct Access, and cannot easily access key destinations for Veterans such as the VA Medical Center in Loma Linda. A longer-term program, which can be considered as part of the expansion of the Hesperia Yard, is the development of a mobility center. The mobility center can be used to train people to use fixed route bus services and evaluate passengers for Direct Access services.

## 1.6 Implementation Plan

The implementation plan presents a timeline for adding service that builds toward the Vision plan yet is financially constrained. The implementation plan incrementally adds service in all five years covered by the COA. The timeline for service changes is presented for each year below.

### 1.6.1 YEAR 1/FY2025

In Year 1 all short-term service changes are recommended to be implemented. This includes new Routes 27 and 49 along with improvements to frequency for Barstow County routes, Route 32, and Route 55. Routes 25 and 54 are recommended to be discontinued with modifications to other routes and existing Micro-Link services providing service in the same areas as Route 25 and Route 54. Route 50X service is discontinued and replaced with improved frequency and direct routing on Route 55 which will operate a more direct routing between the VVTC and VVC, operate more frequently, and operate seven days a week. The service span of Barstow area routes is recommended to be improved to match the services in the Victor Valley area. A new Apple Valley Micro-Link zone is recommended to be implemented in Year 1. Additional stops are recommended for Route 15 at the L Street park and ride, Bear Valley park and ride,

Main Street and Cataba Road, and the Hesperia park and ride. One additional existing northbound Route 15 trip is recommended to be modified to provide service to CSUSB.

### 1.6.2 YEAR 2/FY2026

Changes in year 2 include span improvements on weekdays to Routes 1 through 6 and Routes 31 through 68. The span improvements will result in service ending one hour later in the evening. One additional roundtrip is recommended to be added to Route 15 between Barstow and Victorville. Implementation of the future NTC service that will be developed in year 1 will occur in year 2.

### 1.6.3 YEAR 3/FY2027

Year 3 will see the introduction of new Route 67 serving the Silverwood development in Hesperia. This new route will allow for modifications to Route 66 serving Hesperia. A new Micro-Link zone will be implemented in Adelanto and alignment of Route 33 will change to accommodate this service. Route 15 Sunday service will be improved with a schedule that is the same as Saturday service.

### 1.6.4 YEAR 4/FY2028

Two new routes are recommended to be implemented in Year 4. Route 38 along Mojave Drive in Victorville and Adelanto will be implemented and allow for improved coverage in Adelanto by changing the Route 31 loop and a more direct routing for Route 32. New Route 62 will operate between the Hesperia Transfer point and the Mall allowing Route 68 to serve the Main Street corridor between Super Target and the Hesperia Transfer Point.

### 1.6.5 YEAR 5/FY 2029

Brightline West route changes are expected to be implemented in Year 5. These changes include a New Route 45 between Victorville and the Apple Valley Brightline station along with an extension to Route 42 to serve the station. Route 22 will be modified based on the new Route 45 serving the Stoddard Wells area stops currently served by Route 22. Route 15 will have stops at the two Brightline stations. Two roundtrips will be added to Route 15 service between Victorville and San Bernardino on weekdays. Service spans on Routes 1 through 6 and Routes 31 through 68 will improve on weekdays with service starting one hour earlier and ending one hour later.

### 1.6.6 BEYOND 5 YEARS

The five-year implementation plan does provide considerable progress towards the vision network, it is financially constrained and does not implement all services. The bullets below present the prioritization for service improvements to consider if additional funding becomes available. It is important to note that new routes and frequency enhancements will require the purchase of expansion buses.

1. Weekend span improvements
2. County service span improvements
3. Implementation of Route 65
4. 30-minute service on Routes 1, 2, 3, 6, 33, 38, 40, 42, 45, 47, 49, 50, 56, 62, 64, 66, 67, 68
5. 20-minute service on Routes 31, 41, 43, 52, 53, 55
6. 60-minute service on Routes 21P, 21W, 22, 23, 27, 28, 29
7. Weekend 30-minute service on frequent routes

## 1.7 Fare Modernization

The modernization program will include a fare capping program and an open loop payment system. Fare capping rewards passengers with free rides after they meet the fare equivalent of a daily, weekly, or monthly pass. An open loop fare payment system allows for a regular credit card to be used as a farecard and does not require pre-payment. As part of the fare policy change, a 25-cent increase in the base fare is proposed that would be concurrent with the implementation of the modernized fare system along with Direct Access fares and ADA subscription fares which would be implemented in year 2 of the COA plan, FY 2026. Along with this fare change the county and Micro-Link services will be incorporated into the fixed route fare policy creating a single more simplified fare structure for local services.

## 1.8 Administration Plan

In implementing the recommendations of the COA, VVTA will increase its fleet size to over 50 buses. A fleet of 50 buses is a threshold for several rules and regulations at the federal level that VVTA will have to account for. There are different thresholds for greater fleet sizes that VVTA should also keep in mind as they expand their fleet. To accommodate the reporting requirements for increasing service, a Planning Manager position is recommended to oversee planning and reporting functions. This position will be added in Year 2 before the fixed route bus fleet reaches 50 buses.

## 1.9 Capital Plan for the VVTA Service Area

The capital plan supports the proposed five-year operating plan, which will maintain current operations in a state of good repair and also will support its growth during the period. Of major import is the transition of the vehicle fleet to zero-emission buses (ZEB) leveraging hydrogen powered fuel cell technology which requires the development of hydrogen fueling facilities in Barstow and Hesperia. The capital plan includes replacement and expansion vehicles, development of bus transfer hubs, facility upgrades and development, and a range of ancillary items including security, amenities, and shop equipment, all of which support the ZEB transition.

TABLE 1: 5-YEAR CAPITAL PLAN BY LINE ITEM 1.10 FINANCIAL PLAN

Line-Item Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
40-Foot FCEB	\$10,675,000	\$5,924,825	\$10,679,497	\$1,571,412	\$3,237,108
Paratransit Vehicles	\$850,000	\$525,300	\$1,082,118	\$1,114,582	\$956,682
Microtransit Vehicles	\$190,000	\$-	\$604,713	\$-	\$641,540
Non-Revenue Vehicles	\$310,000	\$319,300	\$328,879	\$474,244	\$558,252
Cost rollover for 3 buses	\$1,596,462	\$-	\$-	\$-	\$-
On-Board Vehicle Modems (security)	\$110,000	\$-	\$-	\$-	\$-
Hesperia Hydrogen	\$-	\$-	\$-	\$-	\$-
Hesperia Shop Upgrades for Hydrogen	\$1,430,000	\$-	\$-	\$-	\$-
Barstow Hydrogen and chargers	\$15,000,000	\$-	\$-	\$-	\$-
Garage and Shop Equipment	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
GFI Vault Upgrade	\$75,000	\$-	\$-	\$-	\$-
Barstow Transit Center	\$730,000	\$141,684	\$-	\$-	\$-
Victorville Transportation Center Expansion	\$	\$-	\$2,385,227	\$-	\$-
Automatic Passenger Counters	\$150,000	\$-	\$-	\$-	\$-
Hesperia Yard and Transit Center	\$1,800,000	\$-	\$-	\$-	\$-
Hesperia Facility Capital Lease	\$1,539,550	\$1,540,300	\$1,539,050	\$1,540,800	\$1,535,300
Barstow Facility Capital Lease	\$641,900	\$641,900	\$640,150	\$642,900	\$641,400
Transit Amenities/Street furniture	\$-	\$75,000	\$100,000	\$100,000	\$100,000
Grant Management Software	\$50,000	\$-	\$-	\$-	\$-
IT and Office Equipment Replace	\$55,000	\$50,000	\$50,000	\$50,000	\$50,000
Security – Capital Projects	\$-	\$110,000	\$110,000	\$110,000	\$110,000
<b>Capital Total</b>	<b>\$35,302,912</b>	<b>\$9,428,309</b>	<b>\$17,619,634</b>	<b>\$5,703,938</b>	<b>\$7,930,282</b>

## 1.10 Financial Plan

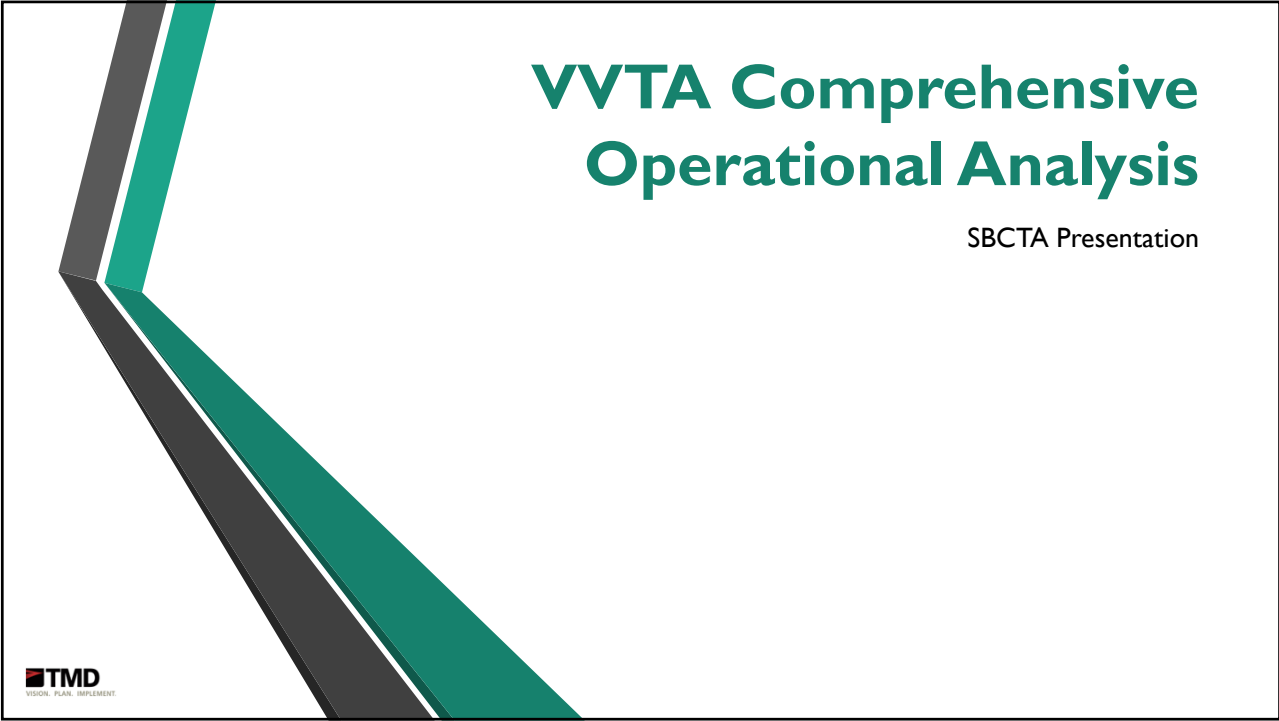
The financial plan presents the projected funding and costs for Victor Valley Transit Authority (VVTA) through Fiscal Year (FY) 2029 based on the COA operating plan. San Bernardino County Transportation Authority (SBCTA) projected operating funding levels. Operating cost items and levels are based on the COA operating and capital plan and historical data on cost increases. The funding sources and the overall financial plan are presented in the following tables.

TABLE 2: FUNDING LEVEL PROJECTIONS

Source	FY 2025	FY 2026	FY 2027	FY 2028	
LTF	\$35,077,895	\$35,428,674	\$35,782,960	\$36,140,790	\$36,502,198
STA	\$370,319	\$370,319	\$370,319	\$370,319	\$370,319
LCTOP	\$1,452,160	\$1,452,160	\$1,452,160	\$1,452,160	\$1,452,160
SB1/SGR	\$882,666	\$900,319	\$918,326	\$936,692	\$955,426
LCFS	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
SB125 – TIRCP	\$24,099,833	\$24,099,833	\$-	\$-	\$-
SB125 – ZETCP	\$1,633,819	\$845,448	\$845,448	\$-	\$-
Measure I	\$1,760,600	\$1,807,960	\$1,860,753	\$1,912,854	\$1,979,804
AB2766	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Section 5307	\$11,811,833	\$11,811,833	\$11,811,833	\$11,811,833	\$11,811,833
Section 5311	\$977,663	\$977,663	\$977,663	\$977,663	\$977,663
Section 5339	\$1,083,060	\$1,083,060	\$1,083,060	\$1,083,060	\$1,083,060
CMAQ	\$3,044,000	\$4,400,000	\$2,500,000	\$4,115,983	\$6,311,981
RINS Credits	\$540,000	\$540,000	\$540,000	\$540,000	\$540,000
CNG Station Sales	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
CNG Credits	\$682,000	\$-	\$-	\$-	\$-
HVIP Incentive Program	\$3,300,000	\$-	\$-	\$-	\$-
Competitive Grants	\$12,000,000	\$-	\$-	\$-	\$-
Passenger Fares	\$2,439,834	\$2,067,021	\$2,142,274	\$2,236,059	\$2,377,026
Advertising	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Interest Income	\$950,000	\$950,000	\$950,000	\$950,000	\$950,000
Other	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000
<b>TOTAL:</b>	<b>\$103,825,681</b>	<b>\$88,454,290</b>	<b>\$62,954,796</b>	<b>\$64,247,412</b>	<b>\$67,031,469</b>

TABLE 3: FINANCIAL PLAN

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>Costs</b>					
Transit Operations Costs	\$46,175,510	\$48,734,285	\$53,490,852	\$58,738,557	\$65,245,138
CTSA Costs	\$861,225	\$930,436	\$999,954	\$1,075,221	\$1,156,751
Vanpool Costs	\$1,762,358	\$1,935,113	\$2,124,970	\$2,333,629	\$2,562,963
Facility Costs	\$1,036,700	\$1,308,535	\$1,352,462	\$1,398,585	\$1,447,014
Administration Costs	\$4,603,741	\$5,050,469	\$5,394,056	\$5,762,108	\$6,156,431
<b>Total Operating Costs</b>	<b>\$54,439,534</b>	<b>\$57,958,838</b>	<b>\$63,362,294</b>	<b>\$69,308,101</b>	<b>\$76,568,297</b>
<b>Capital Costs</b>	<b>\$35,302,912</b>	<b>\$9,428,310</b>	<b>\$17,619,634</b>	<b>\$5,703,937</b>	<b>\$7,930,283</b>
<b>Revenues</b>					
Fare Revenue	\$2,439,834	\$2,067,021	\$2,142,274	\$2,236,059	\$2,377,026
Funding	\$101,385,848	\$86,387,269	\$60,812,522	\$62,011,354	\$64,654,443
<b>Total Revenue</b>	<b>\$103,825,681</b>	<b>\$88,454,290</b>	<b>\$62,954,796</b>	<b>\$64,247,412</b>	<b>\$67,031,469</b>
Balance	\$14,083,236	\$21,067,142	(\$18,027,133)	(\$10,764,625)	(\$17,467,111)
Carryover Revenue	\$24,540,269	\$38,623,505	\$59,690,647	\$41,663,514	\$30,898,889
Net Revenue	\$38,623,505	\$59,690,647	\$41,663,514	\$30,898,889	\$13,431,778



### What is the Comprehensive Operational Analysis?

- 5-year blueprint for VVTA
- Guides longer term vision
- Looks at all services and aspects of the agency
- A plan for ZEB buses
- A plan for improvements to bus stops and transit centers
- Infrastructure to support services

**Phase I**

- Analysis of current programs and operations
- 6 tasks

**Phase II**

- Development of a system plan that looks at reorienting services to better serve VVTA's customers
- 4 tasks

**Phase III**

- Final plan that includes a comprehensive capital program and financially constrained implementation program
- 3 tasks

## Analysis Findings

- No significant demands beyond the current service area
- Missed connections are a major concern
- Passengers requested later and more frequent service
- Major new development areas need to be served in later years
- There are areas where microtransit may be more effective than fixed route
- NTC commuter service not meeting expectations – grow it or shift riders to vanpool?
- Route 15 intercity service is very popular
- Fare program modernization will provide benefits to riders and VVTA

## Recommendations



### Short-term Alternatives

- Serve new and emerging destinations
- New connections
- Streamlined route alignments
- Span and frequency improvements
- Additional Route 15 stops and trips
- Commuter – future to be decided

### Long-term Vision

- Serving new developments
- More extensive frequency and span improvements
- New connections
- New transit centers
- Streamlined route alignments
- Span and frequency improvements

### Additional Recommendations

- Vanpool
  - Advertise to new markets
  - Include as part of the future of NTC transportation
- Direct Access
- Fare modernization program
  - Introduce fare capping program
  - Can replace passes
  - Introduce open-loop payment structure
- Additional administration staff
- CTSA
  - Restoration of the Transit Ambassador and Travel Training programs
  - Introduction of a Veterans Transportation program
  - Develop a mobility assessment center associated with the Hesperia facility expansion

## Capital Program

- Vehicles
- ZEB transition
- Transit/transfer center
- O&M facilities
- Fare collection
- Passenger amenities
- Brightline

Line-Item Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>40-Foot FCEB</b>	\$10,675,000	\$5,924,825	\$10,679,497	\$1,571,412	\$3,237,108
Paratransit Vehicles	\$850,000	\$525,300	\$1,082,118	\$1,114,582	\$956,682
Microtransit Vehicles	\$190,000	\$-	\$604,713	\$-	\$641,540
Non-Revenue Vehicles	\$310,000	\$319,300	\$328,879	\$474,244	\$558,252
Additional funding 3 buses purchased	\$1,596,462	\$-	\$-	\$-	\$-
On-Board Vehicle Modems (security)	\$110,000	\$-	\$-	\$-	\$-
Hesperia Hydrogen	\$-	\$-	\$-	\$-	\$-
Hesperia Shop Upgrades for Hydrogen	\$1,430,000	\$-	\$-	\$-	\$-
Barstow Hydrogen and chargers	\$15,000,000	\$-	\$-	\$-	\$-
Garage and Shop Equipment	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
GFI Vault Upgrade	\$75,000	\$-	\$-	\$-	\$-
Barstow Transit Center	\$730,000	\$141,684	\$-	\$-	\$-
Victorville Transportation Center Expansion	\$-	\$-	\$2,385,227	\$-	\$-
Automatic Passenger Counters	\$150,000	\$-	\$-	\$-	\$-
Hesperia Yard and Transit Center	\$1,800,000	\$-	\$-	\$-	\$-
Hesperia Facility Capital Lease	\$1,539,550	\$1,540,300	\$1,539,050	\$1,540,800	\$1,535,300
Barstow Facility Capital Lease	\$641,900	\$641,900	\$640,150	\$642,900	\$641,400
Transit Amenities/Street furniture	\$-	\$75,000	\$100,000	\$100,000	\$100,000
Grant Management Software	\$50,000	\$-	\$-	\$-	\$-
IT and Office Equipment Replace	\$55,000	\$50,000	\$50,000	\$50,000	\$50,000
Security	\$-	\$110,000	\$110,000	\$110,000	\$110,000
<b>Capital Total</b>	<b>\$35,302,912</b>	<b>\$9,428,309</b>	<b>\$17,619,634</b>	<b>\$5,703,938</b>	<b>\$7,930,282</b>

## Financial Plan

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>Costs</b>					
Transit Operations Costs	\$46,175,510	\$48,734,285	\$53,490,852	\$58,738,557	\$65,245,138
CTSA Costs	\$861,225	\$930,436	\$999,954	\$1,075,221	\$1,156,751
Vanpool Costs	\$1,762,358	\$1,935,113	\$2,124,970	\$2,333,629	\$2,562,963
Facility Costs	\$1,036,700	\$1,308,535	\$1,352,462	\$1,398,585	\$1,447,014
Administration Costs	\$4,603,741	\$5,050,469	\$5,394,056	\$5,762,108	\$6,156,431
<b>Total Operating Costs</b>	<b>\$54,439,534</b>	<b>\$57,958,838</b>	<b>\$63,362,294</b>	<b>\$69,308,101</b>	<b>\$76,568,297</b>
<b>Capital Costs</b>	<b>\$35,302,912</b>	<b>\$9,428,310</b>	<b>\$17,619,634</b>	<b>\$5,703,937</b>	<b>\$7,930,283</b>
<b>Revenues</b>					
Fare Revenue	\$2,439,834	\$2,067,021	\$2,142,274	\$2,236,059	\$2,377,026
Funding	\$101,385,848	\$86,387,269	\$60,812,522	\$62,011,354	\$64,654,443
<b>Total Revenue</b>	<b>\$103,825,681</b>	<b>\$88,454,290</b>	<b>\$62,954,796</b>	<b>\$64,247,412</b>	<b>\$67,031,469</b>
<b>Balance</b>	<b>\$14,083,236</b>	<b>\$21,067,142</b>	<b>(\$18,027,133)</b>	<b>(\$10,764,625)</b>	<b>(\$17,467,111)</b>
Carryover Revenue	\$24,540,269	\$38,623,505	\$59,690,647	\$41,663,514	\$30,898,889
<b>Net Revenue</b>	<b>\$38,623,505</b>	<b>\$59,690,647</b>	<b>\$41,663,514</b>	<b>\$30,898,889</b>	<b>\$13,431,778</b>





## ***Minute Action***

AGENDA ITEM: 4

***Date:*** *October 10, 2024*

***Subject:***

West Valley Connector Project Quarterly Update

***Recommendation:***

Receive and file the West Valley Connector Project Quarterly Update.

***Background:***

**Project Description:**

The West Valley Connector (WVC) project will be a 100% zero-emission Bus Rapid Transit (BRT) system, the first stage of the San Bernardino County Zero-emission Bus Initiative and second BRT route in San Bernardino County. The project is 19 miles and will upgrade a portion of existing Route 61, which runs along Holt Boulevard adding approximately 3.5 miles as center running dedicated bus-only lanes. There will be 21 stations in Phase I that will provide a much-improved transit connection to Ontario International Airport (ONT) and help build transit connectivity by linking ONT, two Metrolink lines (San Bernardino and Riverside), and multiple major activity centers along the route including Ontario Mills and Victoria Gardens. Headways will be 10 minutes in the peak commute period and 15 minutes off-peak, providing a high level of service to the community. The overall project includes the procurement of 18 Battery Electric Buses (BEBs) and the charging infrastructure to support the BEBs. The charging infrastructure includes the installation of two on-route chargers at the Pomona Metrolink Station and 18 chargers at the Omnitrans West Valley Maintenance Facility.

**Project Update:**

The mainline corridor construction continues with Stage 2 widening on the north side of Holt Blvd. including extension of water service lines, removing medians, temporary paving, performing excavations in advance of placing new curbs, and sidewalks. The installation of the construction office trailers on properties owned by San Bernardino County Transportation Authority was completed. The work at the Pomona Transit Center for the two pantograph chargers for the BEBs has begun. Southern California Edison continues to relocate facilities along Holt Blvd.

The Notice to Proceed (NTP) for the charging infrastructure work at the Omnitrans West Valley Maintenance Facility was issued in April 2024. The contractor is currently working on submittals for long-lead procurement equipment and materials.

For the BEB procurement, the first two prototype vehicles have been delivered and Omnitrans is proceeding with local acceptance testing activities.

**Project Milestones and Status:**

<b>Mainline Corridor</b>	
<b>Contract Award</b>	September 6, 2023 (completed)
<b>Limited NTP</b>	October 3, 2023 (completed)
<b>Full NTP</b>	November 16, 2023 (completed)
<b>Substantial Completion</b>	December 2026
<b>Final Acceptance</b>	April 2027
<b>BEB Vehicles</b>	
<b>Contract Award</b>	March 1, 2023 (completed)
<b>NTP</b>	August 17, 2023 (completed)
<b>Prototype (2)</b>	June 2024 (completed)
<b>Production (16)</b>	February, 2025
<b>Charging Infrastructure</b>	
<b>Contract Award</b>	April 3, 2024 (completed)
<b>NTP</b>	April 2024 (completed)
<b>Substantial Completion</b>	April 2026
<b>Final Acceptance</b>	<b>April 2027</b>
<b>Testing and Commissioning</b>	
<b>System Integrated Testing</b>	February 2025
<b>Commissioning</b>	January 2027

***Financial Impact:***

This item has no financial impact on the adopted Budget for Fiscal Year 2024/2025.

***Reviewed By:***

This item is not scheduled for review by any other policy committee or technical advisory committee.

***Responsible Staff:***

Joy Buenaflor, Deputy Director of Transit & Rail Programs

Approved  
 Transit Committee  
 Date: October 10, 2024

Witnessed By:

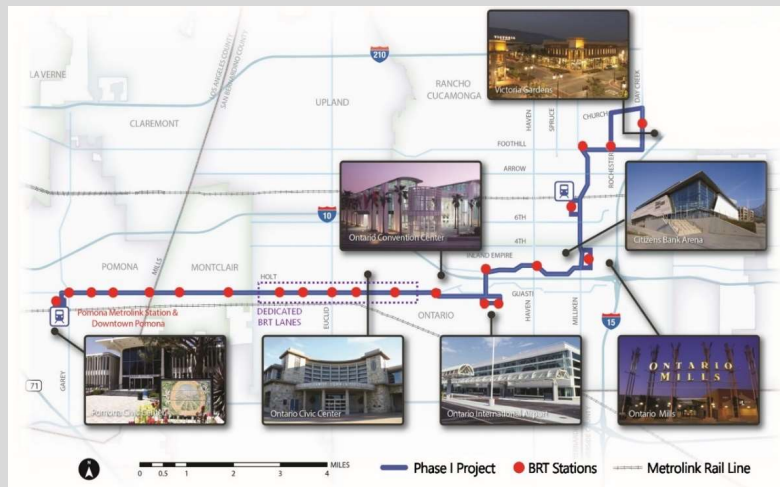
# West Valley Connector Bus Rapid Transit (BRT) Project Quarterly Project Update

Transit Committee  
October 10, 2024




### PROJECT FEATURES



- 19 miles long – through 4 cities
- 3.5 miles dedicated bus lanes on Holt in Ontario
- 21 stations - 33 directional platforms
- 18 Battery Electric Bus (BEB) vehicles
- 2 on-route chargers at Pomona Station
- 18 depot chargers at West Valley Maintenance Facility



Project Overview

Attachment: September 2024 WVC Quarterly Project Update PP (10741 : West Valley Connector Project Quarterly Update)

<p><b>1</b></p> <p><b>Mainline Construction</b></p> <p>3.5 Miles of Dedicated Bus Lanes, 21 Stations</p> <p><b>Base Contract: \$120M</b></p> <p>Awarded September 2023</p>	<p><b>2</b></p> <p><b>Charging Infrastructure</b></p> <p>18 Depot Chargers at West Valley Maintenance Facility</p> <p><b>Base Contract: \$13M</b></p> <p>Awarded April 2024</p>	<p><b>3</b></p> <p><b>Vehicle Procurement</b></p> <p>18 Battery Electric Buses</p> <p><b>Base Contract: \$22M</b></p> <p>Awarded March 2023</p>
		
<b>Primary Contracts</b>		

<p><b>1</b></p> <p><b>Mainline Construction</b></p> <p>3.5 Miles of Dedicated Bus Lanes, 21 Stations</p> <p><b>Base Contract: \$120M</b></p> <p>Awarded September 2023</p>	<p><b>CURRENT ACTIVITIES</b></p> <ul style="list-style-type: none"> <li>• Stage 2 Traffic Switch Complete</li> <li>• Waterline &amp; Fire Hydrant Relocations (cont.)</li> <li>• Storm Drain Improvements</li> <li>• Concrete Flatwork (Curb/Gutter, Driveways, Cross Gutter, Spandrels) (Stage 2)</li> <li>• Electrical Improvements (Street Lights &amp; Traffic Signals)</li> <li>• Utility Relocations</li> <li>• Pomona Transit Center</li> </ul>	
		
<b>Construction Update</b>		



**09/18/2024: Griffith Crew Installing 6" Gate Valves to FH Main Set for Tapping**

**09/12/2024: Griffith Crew Installing 6" Gate Valves to FH Main Set for Tapping @ Sta. 339+98.**



**Construction Progress Photos**



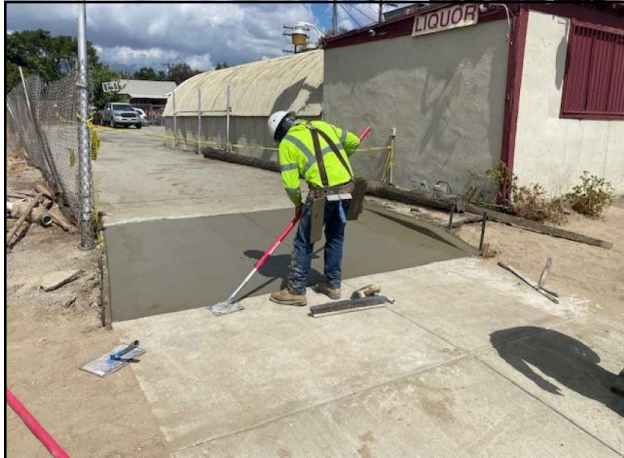
**09/18/2024: Curb & Gutter Concrete Pour from Sta. 501+00 to 500+47.**

**09/16/2024: Concrete Pour along Segment 2C for Curb & Gutter.**



**Construction Progress Photos**

Attachment: September 2024 WVC Quarterly Project Update PP (10741 : West Valley Connector Project Quarterly Update)



09/18/2024: Driveway Tie-in @Sami's Market

09/18/2024: Removal of Billboard at Sta. 448+78



 Construction Progress Photos



09/09/2024: Painting and Glass Beads for the Type 1 Arrows in Segment 2A & 2B.

09/18/2024: Traffic Signal Foundation



 Construction Progress Photos

Attachment: September 2024 WVC Quarterly Project Update PP (10741 : West Valley Connector Project Quarterly Update)

2

### Charging Infrastructure

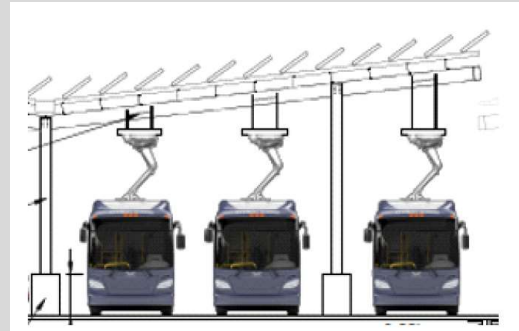
18 Depot Chargers at West Valley Maintenance Facility

Base Contract: \$13M

Awarded April 2024

#### CURRENT ACTIVITIES

- Construction contract of the opportunity charging at Pomona Transit Center underway.
- Metro Builders has ordered the long lead items for the West Valley Charge Canopy.
- Concurrently working with Southern California Edison to bring in power.



Construction Update

3

### Vehicle Procurement

18 Battery Electric Buses

Base Contract: \$22M

Awarded March 2023



#### CURRENT ACTIVITIES

- First 2 pilot vehicles are tentatively accepted.
- Remaining vehicles enter production line on October 28th.
- Delivery of remaining 16 staggered and all delivered by February 2025.



Vehicle Update

Attachment: September 2024 WVC Quarterly Project Update PP (10741 : West Valley Connector Project Quarterly Update)



# Questions?



**cta**

San Bernardino County  
Transportation Authority

## *Minute Action*

AGENDA ITEM: 5

**Date:** *October 10, 2024*

**Subject:**

West Valley Connector Right-of-Way Budget Amendment

**Recommendation:**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority (SBCTA):

A. Approve an increase of \$6,000,000 to fund additional Right-of-Way capital acquisitions for the West Valley Connector Project, in accordance with SBCTA Policies, including but not limited to relocation assistance, demolition of existing structures, and goodwill, for a new not-to-exceed amount of \$64,000,000 to be funded with Measure I Valley Express Bus/Rapid Transit Program funds previously allocated to the Project.

B. Authorize the Executive Director, or his designee, to execute Contract Task Orders greater than \$500,000, to the Transit and Rail On-Call Right-of-Way Services consulting firms, as required for West Valley Connector Project acquisitions, for a combined not-to-exceed amount of \$9,500,000, previously authorized by the SBCTA Board of Directors for Contract Nos. 19-1002009, 19-1002007, 19-1002008, and 18-1001924.

C. Approve a Budget Amendment to increase the Fiscal Year 2024/2025 Budget for Task No. 0315 – Capital Projects in the amount of \$6,000,000 to be funded with Measure I Valley Express Bus/Rapid Transit Program funds.

**Background:**

In May 2019, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) approved the award of On-Call Right-of-Way (ROW) contracts to four firms to support current and future ROW services for Transit and Rail projects and programs. The Board also authorized a total not-to-exceed contract authority of \$5,500,000 between the four on-call firms. Work under the various on-call contracts has been issued on a Contract Task Order (CTO) basis and according to SBCTA's On-Call CTO policies and procedures.

On January 6, 2021, the Board approved proceeding with voluntary acquisitions of property necessary for the West Valley Connector (WVC) project with a total not-to-exceed amount of \$58,000,000 for ROW acquisition capital expenses. Additionally, the Board authorized the Executive Director, or his designee, to execute CTOs over \$500,000 to the on-call firms, as required for the WVC acquisitions, for a combined not-to-exceed amount of \$5,500,000. In January 2023, the Board approved an increase of \$2,000,000 to the not-to-exceed amount, increasing the total contract authority to \$7,500,000. Further, in May 2024, the Board approved an increase of \$2,000,000 to the combined contract authority for the four ROW on-call firms, for a total not-to-exceed amount of \$9,500,000. While staff presumed the subsequent contract authority increases allowed the Executive Director to issue CTOs up to \$9,500,000, it was later determined that a specific Board action is needed to increase the cumulative CTO authority to \$9,500,000. Recommendation B will rectify the issuance of CTOs above \$5,500,000. At this time, there have been 10 CTOs issued to the various on-call firms for a combined amount of \$8,030,839.02, with a remaining authority of \$1,470,427.53. Staff recommends that the

*Entity: San Bernardino County Transportation Authority*

Executive Director, or his designee, be authorized to execute CTOs greater than \$500,000 up to the ROW on-call contract authority of \$9,500,000, for the four on-call contracts.

Although the number of acquisitions required for the project has not significantly increased, the level of demolition efforts for the various full acquisitions has been higher than originally anticipated. As the WVC project construction continues, additional ROW services are needed, such as appraisals to extend various temporary construction easements and reconfiguration of buildings that are in the public ROW. Other services that are currently needed for the project include, but are not limited to, building demolition support services, close-out of temporary construction easements, temporary easement extensions, transfer of public easements to the cities, and support for the sale of excess land.

While staff has secured all the properties needed to proceed with construction, either through Purchase and Sale Agreements or Orders of Possession, negotiations continue to determine final compensation for 20 properties that range from property acquisition, partial property acquisition, permanent easements, and temporary construction easements. In addition, the following items are included in the ROW capital expenditure budget: relocation assistance, demolition, goodwill, and cost to cure for improvements. Staff previously requested budget authority for ROW capital of \$58,000,000. Based on previous and expected settlements and miscellaneous payments, staff recommends that the maximum ROW budget authority be increased by \$6,000,000 for a combined not-to-exceed amount of \$64,000,000. This increase will allow staff to complete negotiations for the remaining capital acquisitions needed for the WVC project. This increase in budget authority will be drawn from the project contingency and does not affect the overall project budget.

**Financial Impact:**

The West Valley Connector Right-of-Way acquisitions and On-Call Right-of-Way professional services are included in the adopted Budget for Fiscal Year 2024/2025 and funded with Measure I Valley Express Bus/Rapid Transit Program funds, Federal Fixed Guideway Capital Investment Grant funds, Federal American Recover Plan Act Capital Investment Grant funds, and Local Project Funds in Program 30, Transit. A budget amendment is required as described in Recommendation C and described in the background section of this item.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee.

**Responsible Staff:**

Joy Buenaflor, Deputy Director of Transit & Rail Programs

Approved  
Transit Committee  
Date: October 10, 2024

Witnessed By:

## *Minute Action*

AGENDA ITEM: 6

**Date:** *October 10, 2024*

**Subject:**

Amendment No. 3 to Cooperative Agreement No. 15-1001125 with the Southern California Regional Rail Authority

**Recommendation:**

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve Amendment No. 3 to Cooperative Agreement No. 15-1001125 with the Southern California Regional Rail Authority, to remove the agreement termination date for rail-related support services for rail corridor improvement projects within San Bernardino County.

B. Authorize an exception to Section IV.B.4. of SBCTA's Procurement Policy 11000, to allow for a contract term in excess of five years.

**Background:**

Cooperative Agreement No. 15-1001125, between San Bernardino County Transportation Authority (SBCTA) and Southern California Regional Rail Authority (SCRRA), was approved by the SBCTA Board of Directors on February 4, 2015. The agreement allows SBCTA to expedite the completion of projects along the railroad right-of-way within San Bernardino County on which SCRRA operates commuter rail service. SBCTA must enter into a specific agreement for flagging, inspections, design reviews, and general coordination of proposed projects in and around the railroad right-of-way, and execution of such agreements can take months due to the agreement execution process.

The Cooperative Agreement allows the issuance of work orders which SBCTA's Executive Director and SCRRA's Chief Executive Officer can approve when the need arises, increasing the efficiency of staff and allowing projects along and in the railroad right-of-way to be implemented with greater efficiency. To date, there have been 13 Work Orders executed listed below:

<b>Work Order No.</b>	<b>Project</b>	<b>Purpose</b>	<b>Work Order Amount</b>	<b>Status</b>
1	Sierra Ave. Grade Crossing Improvements	Construct six-foot-wide sidewalk, curb, and gutter on both sides Sierra Avenue	\$ 31,185.00	Closed
2	Juniper Ave. Grade Crossing	Construct six-foot-wide sidewalk, curb, and gutter on both sides Juniper Avenue	\$ 31,185.00	Closed
3	Redlands Passenger Rail Project	Rehabilitating or replacing track, bridges, at-grade highway-rail crossing, building a new wayside signal and communications system that includes positive train control (PTC), and up to five passenger loading platforms.	\$ 90,000.00	Closed

*Entity: San Bernardino County Transportation Authority*

## Transit Committee Agenda Item

October 10, 2024

Page 2

<b>Work Order No.</b>	<b>Project</b>	<b>Purpose</b>	<b>Work Order Amount</b>	<b>Status</b>
4	CP Lilac-Rancho Double Track	Preliminary engineering and environmental clearance for the addition of a second mainline track in Rialto and San Bernardino.	\$ 75,950.00	Closed
5	Hybrid-rail (DMU) Service Planning	Study the feasibility and operating parameters for supplementing Metrolink service on the San Bernardino (SB) Line with Diesel Multiple Unit (DMU) or Hybrid-rail	\$ 20,000.00	Closed
6	Mt. Vernon Avenue Viaduct	Replace the existing Mt. Vernon Viaduct by demolishing the existing structure and replacing the structure with a new structure over 1,000' in length.	\$ 100,000.00	Closed
7	Inspection & Maintenance Spur Tracks	Provide Track inspection and maintenance of SBCTA museum tracks.	\$ 5,007.00	Closed
8	Defective Light Poles Response Services	Provide rail-related support services to SBCTA, related to a light pole defect for lighting at the SB Depot and Downtown SB stations.	\$ 450,000.00	Closed
9	Staff Support Operational & Technical Review of ZEMU	Staff Support for Operational and Technical Review of the ZEMU	\$100,000.00	Active
10	I-15 Rochester OH Widening	Rail-related support I-15 Rochester Overhead Structure Widening	\$ 99,000.00	Active
11	Euclid Ave. Pedestrian Gates-Design Review	Rail-related support for Euclid Ave Ped Gate for Metrolink ATP Phase II Project	\$ 152,700.00	Closed
12	Implementation Study	DMU, ZEMU Implementation Study	\$ 240,000.00	Active
13	SCRRRA Operations	DMU and ZEMU Vehicle Testing	\$ 100,000.00	Active

Amendment No. 1, effective December 20, 2019, extended the agreement term through December 31, 2020. Amendment No. 2, effective December 7, 2020, further extended the term through December 31, 2024. The agreement is useful and has allowed SBCTA staff to expedite

San Bernardino County Transportation Authority

the completion of projects by allowing the use of work orders to task SCRRA staff with completing rail-related services in support of projects undertaken by SBCTA in and along the railroad right-of-way. SBCTA and SCRRA desire to amend the agreement to remove the expiration date, as there is a need to have such an agreement in place as long as SCRRA operates the Metrolink and Arrow Service. Work Orders executed under this contract will be reported to the Transit Committee on a quarterly basis.

**Financial Impact:**

This item has no financial impact on the adopted Budget for Fiscal Year 2024/2025.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Enterprise Risk Manager, and Procurement Manager have reviewed this item and the draft amendment.

**Responsible Staff:**

Victor Lopez, Director of Transit & Rail Programs

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Approved  
Transit Committee  
Date: October 10, 2024  
Witnessed By:

General Contract Information

Contract No: 15-1001125 Amendment No.: 3
Contract Class: Payable Department: Transit
Vendor No.: 02003 Vendor Name: Southern California Regional Rail Authority (SCRRRA)
Description: Cooperative Agreement for Rail-Related Support Service

List Any Related Contract Nos.:

Table with Dollar Amount columns: Original Contract, Prior Amendments, Prior Contingency Released, Current Amendment, Total/Revised Contract Value, Total Contingency Value, Total Dollar Authority (Contract Value and Contingency).

Contract Authorization

Board of Directors Date: 11/6/2024 Committee Item #

Contract Management (Internal Purposes Only)

Other Contracts Sole Source? N/A N/A
Zero Dollar MOU/COOP/JPA (zero dollar contract) N/A

Accounts Payable

Estimated Start Date: 3/25/2015 Expiration Date: 12/31/2024 Revised Expiration Date: 12/31/2039
NHS: N/A QMP/QAP: N/A Prevailing Wage: N/A

Table with columns: Fund, Prog, Task, Sub-Task, Object, Revenue, PA Level, Revenue Code Name, Total Contract Funding, Total Contingency. Includes a grid for data entry.

Victor Lopez
Project Manager (Print Name)

Victor Lopez
Task Manager (Print Name)

Additional Notes:

**COOPERATIVE AGREEMENT NO. 15-1001125 AMENDMENT NO. 3**

**BETWEEN**

**SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY  
AND**

**SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY  
FOR**

**SUPPORT ACTIVITIES FOR RAIL CORRIDOR IMPROVEMENT PROJECTS  
WITHIN SAN BERNARDINO COUNTY**

This Amendment No. 3 (“AMENDMENT”) is made by and between SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY (“SBCTA”) and SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (“SCRRA”). SBCTA and SCRRA are each a “Party” and collectively “Parties” herein.

**RECITALS**

- A. On March 26, 2015, the Parties entered into Cooperative Agreement 15-1001125 (“Agreement”) in order advance SBCTA projects involving its railroad right-of-way; and
- B. The Parties executed Amendment 1 to the Agreement, effective December 20, 2019, to extend the term of the agreement through December 31, 2020; and
- C. The Parties executed Amendment No. 2 to the Agreement, effective December 7, 2020, to further extend the term of the agreement through December 31, 2024; and
- D. Parties now desire to amend the Cooperative Agreement to remove the termination date.

NOW, THEREFORE, in consideration of the above recitals, and the terms and conditions contained herein, Parties mutually agree to amend Cooperative Agreement 15-1001125.

1. Article 10, “ADDITIONAL PROVISIONS”, sub-paragraph A, is deleted and replaced in its entirety with the following:
 

“This AGREEMENT shall continue in full force and effect, unless modified or terminated earlier in accordance with this AGREEMENT, until terminated by mutual written agreement of the Parties.”
2. Except as amended by this Amendment No. 3, all other provisions of the Cooperative Agreement shall remain in full force and effect and are incorporated herein by this reference.
3. This Amendment No. 3 is effective upon execution by SBCTA.



IN WITNESS WHEREOF, the PARTIES have caused this AMENDMENT No. 3 to be executed by their duly qualified and authorized officials.

**SOUTHERN CALIFORNIA REGIONAL  
RAIL AUTHORITY**

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
Darren M. Kettle  
Chief Executive Officer

By: \_\_\_\_\_  
Ray Marquez  
Board of Directors President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

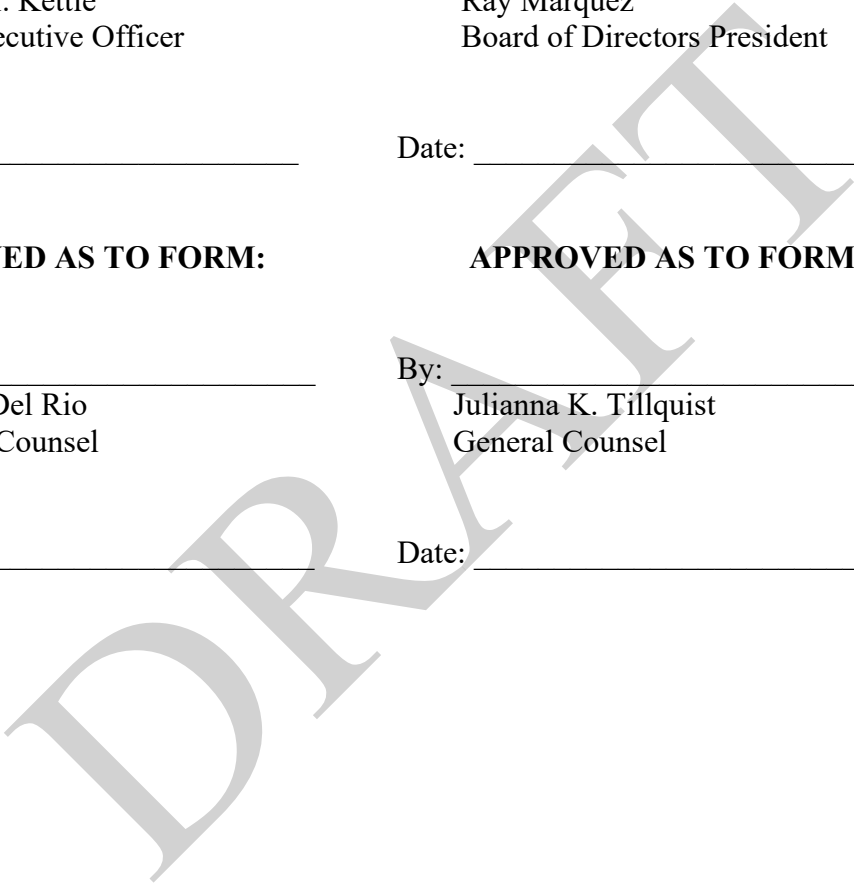
**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Don O. Del Rio  
General Counsel

By: \_\_\_\_\_  
Julianna K. Tillquist  
General Counsel

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Attachment: Contract 15-1001125 Amendment No. 3 SCRRA (10860 : Amendment No. 3 to Cooperative Agreement No. 15-1001125 with SCRRA)

## *Minute Action*

AGENDA ITEM: 7

***Date:*** *October 10, 2024*

***Subject:***

Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation for Program Management/Construction Management Services for the Ontario International Airport Connector Project

***Recommendation:***

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Approve Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation, for Program Management/Construction Management Services for the Ontario International Airport Connector Project (Project), increasing the authorized budget under Notice to Proceed (NTP) 1 by \$700,000, for a revised not-to-exceed amount authorized under NTP 1 to \$18,321,085, to be funded with State Transit Assistance funds previously programmed for the Project.

B. Approve a contingency increase to Contract No. 21-1002452 of \$70,000, to be funded with State Transit Assistance funds previously programmed for the Project, for a remaining not-to-exceed contingency amount of \$955,000, and authorize the Executive Director, or his designee, to release contingency as necessary for the completion of the Project.

***Background:***

In January 2021, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) awarded Contract No. 21-1002452 to HNTB Corporation (HNTB) for Project Management/Construction Management (PCM) Services for the Ontario International Airport (ONT) Connector Project (Project). On July 3, 2024, the Board approved moving forward with the next phase of the procurement process by shortlisting two Design Build (DB) teams. The next step in the DB procurement process will be to issue the Request for Proposals (RFP), which includes instructions to proposers, a draft DB contract term sheet, technical provisions, reference documents, and third-party agreements. Based on the RFP, the DB firms will then advance their designs during an approximately 10-month pre-proposal phase.

The Project alignment requires crossing the Union Pacific Railroad (UPRR) alignment near East Guasti Road and Milliken Avenue. UPRR's Public Projects Checklist and Plan Submittal Guidelines require detailed analysis and documentation to demonstrate that tunneling activities will not negatively impact railroad operations. Due to the sequence and duration of required submittals, UPRR approval is a critical path activity, and it is prudent to begin work as soon as possible to mitigate schedule risk related to prolonged UPRR reviews. To mitigate this risk, staff recommends that the PCM team advance the UPRR crossing design to a 30% level and perform the required coordination with UPRR staff related to early design submittals.

As a result of the additional work to advance the UPRR crossing, the PCM requires additional contract authority under the current Notice to Proceed (NTP) of the Project. Since the overall level of effort during the construction phase is not fully developed, rather than increasing the overall contract authority by the additional budget for NTP 1 that is needed to complete the

*Entity: San Bernardino County Transportation Authority*

Transit Committee Agenda Item

October 10, 2024

Page 2

additional work, staff is recommending approval to increase NTP 1 by \$700,000, to be re-allocated from the previously approved NTP 2 budget. As a result, PCM Contract No. 21-1002452 NTP 1 contract value will be revised to a not-to-exceed amount of \$18,321,085, and the total authorized contract value will remain at \$28,947,939. A contract amendment that increases the overall contract authority and budget under NTP 2 will be needed at a future date and is anticipated to be brought back to the Board for approval once the environmental clearance phase is completed, pre-construction phase work is completed, and a DB contract is awarded.

Additionally, staff is recommending approval of a contingency increase of \$70,000 for Contract No. 21-1002452, bringing the total authorized contingency to \$1,862,511, approximately 10% of the NTP 1 contract value, and authorize the Executive Director, or his designee, to release the contingency as necessary for the Project.

**Financial Impact:**

The Ontario Connector Project is included in the adopted Budget for Fiscal Year 2024/2025 and funded with State Transit Assistance, in Program 30, Transit.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel, Enterprise Risk Manager, and Procurement Manager have reviewed this item and the draft amendment.

**Responsible Staff:**

Victor Lopez, Director of Transit & Rail Programs

Approved  
Transit Committee  
Date: October 10, 2024

Witnessed By:

**General Contract Information**

Contract No: 21-1002452 Amendment No.: 3  
 Contract Class: Payable Department: Transit  
 Vendor No.: 01022 Vendor Name: HNTB Corporation  
 Description: Project/Construction Management Services for the Ontario International Airport Connector Project.

List Any Related Contract Nos.: \_\_\_\_\_

Dollar Amount					
Original Contract	\$	26,940,428.00	Original Contingency	\$	907,511.00
Prior Amendments	\$	1,100,000.00	Prior Amendments	\$	885,000.00
Prior Contingency Released	\$	907,511.00	Prior Contingency Released (-)	\$	(907,511.00)
Current Amendment	\$	-	Current Amendment	\$	70,000.00
<b>Total/Revised Contract Value</b>	<b>\$</b>	<b>28,947,939.00</b>	<b>Total Contingency Value</b>	<b>\$</b>	<b>955,000.00</b>
<b>Total Dollar Authority (Contract Value and Contingency)</b>				<b>\$</b>	<b>29,902,939.00</b>

**Contract Authorization**

Board of Directors \_\_\_\_\_ Date: 11/6/2024 \_\_\_\_\_ Committee \_\_\_\_\_ Item # \_\_\_\_\_

**Contract Management (Internal Purposes Only)**

Other Contracts \_\_\_\_\_ Sole Source? No \_\_\_\_\_ No Budget Adjustment \_\_\_\_\_  
 State \_\_\_\_\_ Construction Management \_\_\_\_\_ N/A \_\_\_\_\_

**Accounts Payable**

Estimated Start Date: 1/7/2021 Expiration Date: 12/31/2025 Revised Expiration Date: \_\_\_\_\_

NHS: N/A QMP/QAP: N/A Prevailing Wage: Yes

Fund	Prog	Task	Sub-Task	Object	Revenue	PA Level	Revenue Code Name	Total Contract Funding:	Total Contingency:
								\$	\$
								28,947,939.00	955,000.00
GL	1050	30	0315	0337	52001		42218001	18,321,085.00	955,000.00
GL	1050	30	0315	0337	52001		42218001	10,626,854.00	-
GL								-	-
GL								-	-
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Victor Lopez \_\_\_\_\_ Victor Lopez \_\_\_\_\_  
 Project Manager (Print Name) Task Manager (Print Name)

Additional Notes:

Attachment: 21-1002452\_03 - HNTB CSS [Revision 2] (10680 : Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation for the ONT

**AMENDMENT NO. 3 TO CONTRACT 21-1002452**

**FOR**

**PROJECT MANAGEMENT/CONSTRUCTION MANAGEMENT SERVICES FOR THE  
ONTARIO INTERNATIONAL AIRPORT CONNECTOR PROJECT  
(FORMERLY KNOWN AS THE EMERGING TECHNOLOGY TUNNEL  
TO ONTARIO INTERNATIONAL AIRPORT)**

**(HNTB CORPORATION)**

This AMENDMENT No. 3 to Contract No. 21-1002452 (“Amendment”) is made by and between San Bernardino County Transportation Authority (“SBCTA”) and HNTB Corporation (“CONSULTANT”). SBCTA and CONSULTANT are each a “Party” and collectively are “Parties” herein.

**RECITALS:**

- A. SBCTA, under Contract No. 21-1002452, engaged CONSULTANT to provide project management/construction management services for the Emerging Technology Tunnel to Ontario International Airport Project (“Contract”); and
- B. On July 12, 2022, SBCTA and CONSULTANT entered into Amendment No. 1 to Contract to increase the number of borings included in the scope of work for Additional Geotechnical Investigations; and
- C. On May 29, 2024, SBCTA and CONSULTANT entered into Amendment No. 2 to Contract to expand the scope of work, as shown in Exhibit A.2, and to increase the authorized budget under Notice to Proceed (NTP) 1 by \$6,538,464, as shown in Exhibit B.1; and
- D. SBCTA and CONSULTANT desire to amend the Contract to expand the scope of work as shown in Exhibit A.3, Scope of Work, attached hereto, and to re-allocate \$700,000 from the previously approved NTP 2 budget to the NTP 1 budget, as shown in Exhibit B.2, attached hereto.

**NOW THEREFORE**, in consideration of the terms and conditions set forth herein, the Parties agree to amend Contract No. 21-1002452 as follows:

1. **ARTICLE 3.10 “COMPENSATION”** is deleted and replaced in its entirety to read as follows:

The total amount payable by SBCTA to CONSULTANT including the fixed fee shall not exceed \$28,947,939; the amount payable for work authorized under Notice to Proceed 1 shall not exceed \$18,321,085.

2. The Scope of Work for Contract No. 21-1002452 (Exhibit “A”) shall be amended to include the additional services described in Exhibit A.3 to this Amendment No.3, which shall augment the original Scope of Work.
3. The FeeSchedule shall be amended to include the costs and fees show in Exhibit B.2 to this Amendment No. 3.
4. Exhibits A.3, Scope of Work, and B.2, Summary of Labor Hours and Fees, are attached hereto and incorporated herein.
5. The Recitals set forth above are incorporated herein by this reference.
6. Except as amended by this Amendment No. 3, all other provisions of Contract No. 21-1002452 as previously amended shall remain in full force and effect.
7. This Amendment No. 3 shall be effective upon execution by SBCTA.

-----SIGNATURES ON FOLLOWING PAGE-----

IN WITNESS WHEREOF, the Parties have duly executed this Amendment No. 3 below.

**HNTB CORPORATION**

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
Kevin A. Haboian  
Senior Vice President  
Principle-In-Charge

By: \_\_\_\_\_  
Ray Marquez  
President, Board of Directors

Date: \_\_\_\_\_

Date: \_\_\_\_\_

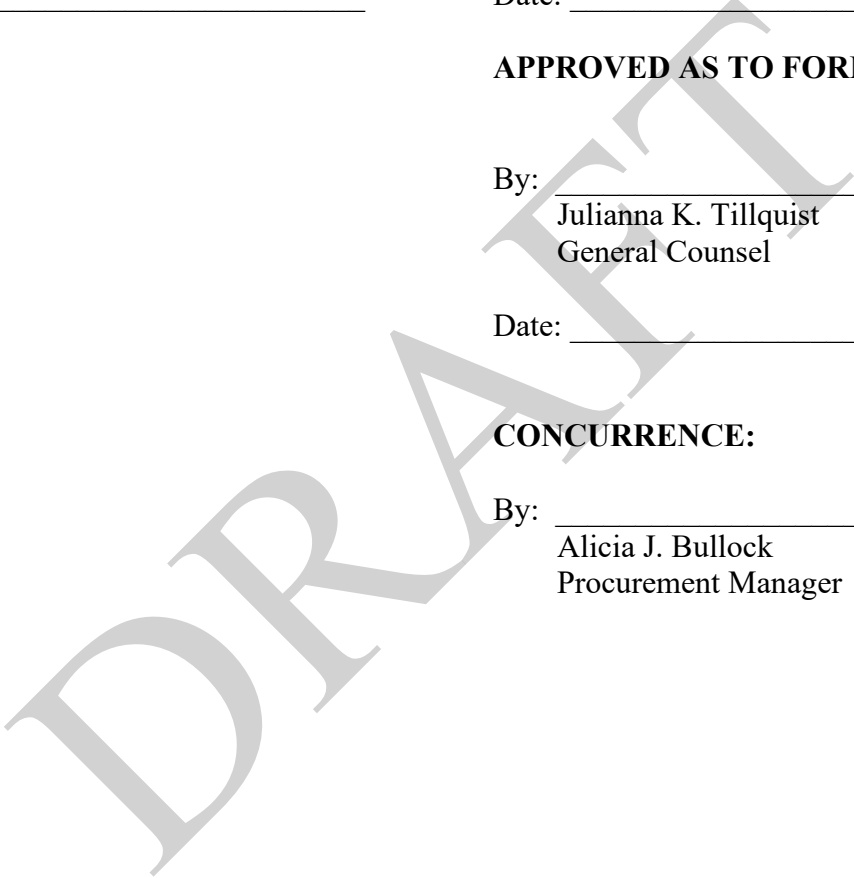
**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Julianna K. Tillquist  
General Counsel

Date: \_\_\_\_\_

**CONCURRENCE:**

By: \_\_\_\_\_  
Alicia J. Bullock  
Procurement Manager



Attachment: Contract No. 21-1002452 Amendment No. 3 HNTB (10680 : Amendment No. 3 to Contract No. 21-1002452 with HNTB Corporation

## Exhibit A-3: Additional Scope of Work

### A. Project Management

#### A.11 Conceptual Design Analysis for Development of Infrastructure Developer Contract Technical Specifications

##### A.11.iv Preliminary (30%) Design of UPRR Undercrossing

Consultant to prepare preliminary design documents for the tunnel undercrossing of the Union Pacific Railroad (UPRR) corridor near Milliken Avenue and Airport Drive. These tasks include:

- Develop design submittal package compliant with UPRR design process (see UPRR Public Project – Plan Submittal Process, January 3, 2019), including:
  - 10% Design
  - 25% Design
  - 30% Design
- Facilitate design reviews by PPWA Design-Build teams of each submittal. Document and incorporate comments as appropriate.
- Conduct design review and coordination meetings with UPRR staff.
- Assume one workshop with UPRR, SBCTA and Ranch Cucamonga Public Works to define access, approach and monitoring plan.
- Assume monthly meetings with Regional UPRR operations and design representatives.

Discipline-specific tasks include:

- Project Management
  - Coordinate and oversee design development by all disciplines.
  - Conduct regular design coordination meetings.
  - Lead design submittal meetings with UPRR staff.
  - Perform QAQC activities in accordance with Project Quality Manual.
  - Manage subconsultants as necessary.
  - Maintain design schedule & incorporate into master program schedule, as necessary.
- Alignment
  - Refine tunnel alignment design through UPRR undercrossing.
  - Develop UPRR track alignment through reference area.
  - Develop 10%, 25% and 30% Design Drawings, including:
    - Survey Plans
    - Civil Plans
    - Alignment Plan & Profile
    - Track Plans
    - Typical Sections
- Civil & Survey
  - Develop ROW plans in reference area.
  - Establish survey control points in reference area.
  - Develop civil roadway plans for N. Milliken Ave and E Guasti Rd intersection (N/S).



- Structural
  - Develop drawings/models for as-built condition of UPRR approach and bridge structures.
- Geotechnical
  - Utilize existing geotechnical data included in Geotechnical Data Report (previously developed)
- Tunnel
  - Perform initial settlement analyses of UPRR embankment and bridge abutments.
  - Develop technical memorandum including settlement analyses results, proposed instrumentation & monitoring plan, and expected mitigation measures.
  - Develop plans of expected settlement contours.
  - Develop typical tunnel Spaceproofing section.
  - Develop sections for tunnel adjacent to UPRR structures.
  - Develop instrumentation & monitoring plan sheets.
  - Develop Technical Provision language for instrumentation & monitoring requirements to be reviewed by UPRR and included in the Design-Build procurement documents.
- Utilities
  - Develop existing utilities plans in reference area.

Deliverables:

- 10%, 25% and 30% Design Drawing Packages, including:
  - Alignment Plans & Profiles
  - Civil Plans
  - Survey Plans
  - Structural Plans & Sections (Based on As Built Files)
  - Tunnel Plans & Sections
  - Existing Utilities Plans
  - Site plans identifying access needs, and general layout of Instrumentation & monitoring equipment layout
- Technical Memorandum for Instrumentation & Monitoring Plan
- Technical Memorandum for Settlement Analyses

Schedule / Duration:

- Approximate duration of 24 months

## Exhibit B.2 Fee Breakdown

## UPRR Undercrossing Monitoring and Preliminary Design Packages to 30%

HOURS TABLE	10% Concept Package	25% Concept Package	30% Concept Package	Total
A - Project Management	228	184	154	566
A - Project Management - UPRR Design	1,014	432	263	1,709
<b>Subtotal A</b>	<b>1,242</b>	<b>616</b>	<b>417</b>	<b>2,275</b>
B - Design Management	4	4	4	12
C - Contract Mgmt & Procurement Services	16	14	14	44
D - Project Controls	19	19	19	57
<b>Total Hours</b>	<b>1,281</b>	<b>653</b>	<b>454</b>	<b>4,663</b>

FEE TABLE	10% Concept Package	25% Concept Package	30% Concept Package	Total
A - Project Management	\$53,239	\$42,094	\$33,980	\$129,312
A - Project Management - UPRR Design	\$279,848	\$101,143	\$67,206	\$448,197
<b>Subtotal A</b>	<b>\$333,087</b>	<b>\$143,237</b>	<b>\$101,185</b>	<b>\$577,509</b>
B - Design Management	\$969	\$969	\$969	\$2,906
C - Contract Mgmt & Procurement Services	\$2,717	\$2,378	\$2,378	\$7,473
D - Project Controls	\$4,142	\$4,142	\$4,142	\$12,426
<b>SUB-TOTAL&gt;&gt; Labor Fee</b>	<b>\$340,915</b>	<b>\$150,725</b>	<b>\$108,674</b>	<b>\$600,314</b>
Fixed Fee @ 9.5%	\$32,387	\$14,319	\$10,324	\$57,030
<b>Total Fee &gt;&gt;</b>	<b>\$373,302</b>	<b>\$165,044</b>	<b>\$118,998</b>	<b>\$657,344</b>
Other Costs (Travel, Office Supplies, Vehicles, Admin Fee)	\$5,507	\$1,006	\$510	\$7,023
<b>SUB-TOTAL&gt;&gt; Total Fee &amp; Expenses</b>	<b>\$378,809</b>	<b>\$166,050</b>	<b>\$119,508</b>	<b>\$664,367</b>
<b>GRAND TOTAL (Rounded)</b>				<b>\$700,000</b>

## *Minute Action*

AGENDA ITEM: 8

***Date:*** *October 10, 2024*

***Subject:***

Use of Upland Surplus Sale Proceeds Update

***Recommendation:***

That the Transit Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Consider options for allocation of the \$1,595,305.10 revenue from the sale of the properties located at 201-299 East Stowell Street, Assessor's Parcel Number (APN) 1046-605-01; and 120 South Euclid Avenue, APN 1046-605-02 and APN 1046-605-03, in the City of Upland across from the Upland Metrolink Station (Upland Surplus Properties) and choose an option.

B. Direct staff to effect the chosen option for allocation of said revenue.

***Background:***

At the April 2023 Transit Committee meeting, the committee considered options for the allocation of the sale proceeds of the Upland Surplus Properties. At that time, the Transit Committee recommended that the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) direct staff to hold sale proceeds for the City of Upland (City) project for parking improvements at the Upland Metrolink Station (Station) for one year and report back to the Board the City's plan for the allocation of the sale proceeds, at which time the Board would re-evaluate the allocation of the sale proceeds. In April 2024, staff returned to the Transit Committee to re-evaluate the allocation of the sale proceeds of the Upland Surplus Properties, where the Committee had recommended that the Board further grant another six months for evaluation. Staff returns now to again seek direction for a recommendation, concerning the allocation of the Upland Surplus Properties sale proceeds.

When the Board declared 201-299 East Stowell Street, Assessor's Parcel Number (APN) 1046-605-01; and 120 South Euclid Avenue, APN 1046-605-02 and APN 1046-605-03, known as the Upland Surplus Properties, to be surplus in April 2016, the Board directed that the revenue generated from the sale be allocated toward additional parking for the Station. The Board also directed staff to work with the (City) on an agreement, which was to be approved prior to the sale of the properties, for additional parking to be constructed on City-owned land in the vicinity of the Station. At the time, parking demand at the Station was close to full capacity.

The Upland Surplus Properties were not sold in 2016 for lack of any offers close to the then appraised value of \$3,290,000. In 2020, an updated appraisal of the Upland Surplus Properties placed the collective value at \$1,470,000, approximately 45% of what it was appraised five years earlier. At the November 10, 2021, Transit Committee meeting, it was recommended that the Board approve the purchase and sale agreements for the Upland Surplus Properties as SBCTA Contract No. 22-1002709 and Contract No. 22-1002710. Additionally, at the November 2021 meeting, the prior Board action regarding the allocation of the proceeds from the sales towards additional parking for the Station came up in discussion and the need for such additional parking was in question. Consequently, the Committee requested that staff return to the Transit Committee with alternatives for the use of the proceeds from the sales.

*Entity: San Bernardino County Transportation Authority*

**Boarding, Alighting, and Parking Utilization**Update in the last six months:

At the time of the April 2024 Transit Committee, Southern California Regional Rail Authority (SCRRA) only had boarding data through December of 2023, the six-month average of daily weekday boardings at the Station was approximately 233, which was 4.8% greater than the prior six-month average. SCRRA currently has boarding data through June of 2024 and the six-month running average is approximately 229, which is roughly the same as the prior six-month average with only a 1.4% decrease. Generally, the number of boardings at the Station continues to trend upward, with the 12-month average daily boardings increasing roughly 5% from 219 for Fiscal Year (FY) 2022/2023 to 231 for FY 2023/2024.

Previously reported Boarding, Alighting, and Parking Utilization:

To demonstrate the need for additional parking, staff collected boarding, alighting, and parking utilization data. The 12-month moving average of daily boardings and daily alightings at the Station for 2016 and 2017 was 527. During this time period, the parking lots were regularly at around 95% occupancy, based upon aerial photography, with roughly a 40% ratio between the average of daily boardings and daily alightings and the number of parking spaces occupied at the Station.

The 12-month moving average of daily boardings and daily alightings at the Station for 2018 and 2019 was 455. During this time period, the parking lots were observed to be at peak occupancy of 75% and 50% respectively, based upon aerial photography, with ratios between the average of daily boardings and daily alightings and the number of parking spaces occupied at the Station of 40% and 25%, respectively. The decrease in the occupancy of the parking lots and the 12-month moving average of daily boardings and daily alightings at the Station have attributed to the instigation of a paid parking program at the Station parking lots.

The 12-month moving average of daily boardings and daily alightings at the Station for the month of February 2020 was 467, pre-COVID-19 (COVID), and for the months of February 2023 and January 2024, this moving average was 209 and 225, respectively. The further decrease in the 12-month moving average of daily boardings and daily alightings at the Station is attributed to the system wide decreases observed in the wake of COVID.

The scenario which generates the greatest demand for parking, from the latest ridership forecast commissioned by SCRRA, assumes a recovery of steady state occupancy rates for office spaces to reach 95% by 2027 and forecasts a 92% recovery of pre-COVID ridership numbers by 2027. The system wide 12-month moving average number of daily boardings and daily alightings was (43,178) from February 2019 through February 2020, just before COVID. In February 2023, this system wide metric had recovered to 38.5% of the pre-COVID number, and as of January 2024, the system wide metric is at 44.1% of the pre-COVID numbers. The Station has had, comparatively, a faster recovery at 44.9% in February 2023 and 48.2% in January 2024, which may be attributed to the discontinuation of the imposition of parking fees during and post COVID.

If the boardings and alightings at the Station were to recover to 92% of what they were before the paid parking program was implemented and the ratio between boardings, alightings, and peak parking demand remained at 40%, then the Metrolink rider demand for the Station parking lot spaces is projected to be 85% of existing capacity. In any Metrolink ridership scenario with less

than a 92% recovery, the Metrolink rider demand for Station parking lot spaces can reasonably be expected to be less than 85% of the existing capacity.

On February 24, 2023, the SCRRA Board unanimously adopted the use of the Low Growth Scenario for SCRRA's FY 2024 Budget. This is in light of a system wide boardings shortfall of 28% from the forecasted 58% recovery used for their FY 2023 Budget to an actual recovery of 42% as of February 2023. In the Low Growth Scenario, the projected recovery by FY 2027 is only 61%, which would further indicate that the parking demand recovery discussed above is an unlikely scenario and Metrolink ridership metrics indicate we should reasonably expect lower demand than the theoretical levels discussed above.

### **City Efforts**

#### Update in the last six months:

Since the April 2024 Transit Committee meeting, the City of Upland engaged the services of Watry Design, Inc. (Watry) to complete a schematic design and preliminary engineering for a multi-story parking structure at the southeast corner of C Street and 1st Avenue in Downtown Upland. Four workshops have been held with Downtown stakeholders, Planning Commission, and City Council. The conceptual parking structure design has been completed and Watry Design is currently working on the schematic design and preliminary engineering. The final design and supplementary plans and exhibits will be completed in November 2024 and will be presented to the City Council in December 2024.

City staff will begin the entitlement and California Environmental Quality Act (CEQA) process in January 2025 and prepare an Addendum to the Program Environmental Impact Report for the Downtown Upland Specific Plan and a Development Plan Review for the parking structure, which will be reviewed by the Planning Commission and City Council. The project will be fully entitled no later than May 2025.

The City has also been pursuing funding to construct the project through the City's lobbyist in Washington D.C. and through contacts in Sacramento and will continue with the goal of securing funding by the time the construction documents have been completed and the project is shovel ready. Watry Design can complete the construction documents by September 2025, or approximately four months after the project is entitled, at an estimated cost of roughly \$500,000. In summary, the City plans to have construction documents ready for the multi-story parking structure project within 12 months.

City staff requests that the Transit Committee consider forwarding the following recommendations to SBCTA's Board:

- To provide the City a 12-month extension on the roughly \$1.6 million in proceeds from the sale of SBCTA's Upland Surplus Properties. In 12 months, the City anticipates that it will have construction ready documents and will be prepared to request allocation of the sale proceeds towards construction of the multi-story parking structure project.
- To allocate \$500,000 from the \$1.6 million proceeds for the sale of the Upland Surplus Properties to the City for the preparation of construction documents for the multi-story parking structure project.

Previously reported City updates:

The City released a Request for Proposals on March 19, 2024, to obtain a parking structure consultant to provide conceptual and schematic design and preliminary engineering services for a multi-story parking structure in Historic Downtown Upland. The scope of work requires the City's consultant to evaluate two site alternatives in Downtown to determine the optimal site for a multi-story parking structure. Both sites being evaluated are located at the southeast corner of C Street and 1<sup>st</sup> Avenue, or alternatively at both the southeast and northeast corners of C Street and 1<sup>st</sup> Avenue and are less than a one-quarter mile from the Station, or about a 1,095-foot linear walking distance to the station platforms from the southerly portions of the site alternatives. City staff anticipates presentation of the award of the parking structure consultant contract to the City Council on May 27, 2024. Once the preliminary engineering and design scope of work has been completed, the City's consultant will provide the City a complete set of drawings showing concepts, schematics, and design alternatives, including required site and layout drawings, elevations, off-site improvements, general details, and preliminary cost estimates for the parking structure. The City intends to use these plans, and the City consultant will assist the City in their efforts to obtain entitlements for the parking structure in preparation of CEQA clearance. City staff acknowledges that the approximately \$1.6 million of sale proceeds would only cover a fraction of the costs to deliver a parking structure in the area of Historic Downtown Upland; consequently, the City is aggressively pursuing additional funding sources to fully fund and deliver the project. The City anticipates they will have both an approved project and completed CEQA clearance by 2025 and requests an additional year to present its plan for the allocation of the sale proceeds.

**Options to consider for allocation of the sale proceeds:**

At the April 10, 2024, Transit Committee meeting, the committee opted to recommend that the Board direct staff to defer the allocation of the approximately \$1.6 million in proceeds from the sale of the Upland Surplus Properties to the General Fund - Rail Assets for six more months, to allow the City time to formalize and present a plan. At this time staff requests that the Transit Committee consider the following options: 1.) to allocate the sale proceeds to the General Fund - Rail Assets to fund railroad property management activities; 2.) to hold the sale proceeds for an additional time frame as determined by the committee and report back after that additional time frame for the Board to re-evaluate allocation of the sale proceeds; 3.) allocate a portion of the sale proceeds to the City for design costs for the multi-story parking structure project on terms and conditions, set forth by the Board or negotiated by SBCTA staff on behalf of the Board, memorialized in a funding agreement; or 4.) other options as the Transit Committee deems appropriate.

***Financial Impact:***

This item has no financial impact on the adopted Budget for Fiscal Year (FY) 2024/2025, however, a budget amendment may be required if the committee chooses to recommend that the Upland Surplus Property sale proceeds be allocated and used in FY 2024/2025.

***Reviewed By:***

This item is not scheduled for review by any other policy committee or technical advisory committee.

***Responsible Staff:***

Ryan Aschenbrenner, Right of Way Manager

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Approved  
Transit Committee  
Date: October 10, 2024  
Witnessed By:

# Additional Information



## TRANSIT COMMITTEE ATTENDANCE RECORD – 2024

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Eunice Ulloa</b> City of Chino		X	X	X	X	X		X	X			
<b>Ray Marquez</b> City of Chino Hills		X	X	X	X	X		X	X			
<b>Frank Navarro</b> City of Colton		X	X	X		X		X	X			
<b>Aquanetta Warren</b> City of Fontana		X	X	X	X			X				
<b>Larry McCallon</b> City of Highland		X	X	X	X	X		X	X			
<b>John Dutrey</b> City of Montclair		X	X	X	X				X			
<b>Alan Wapner</b> City of Ontario				X	X			X	X			
<b>L. Dennis Michael</b> City of Rancho Cucamonga				X				X	X			
<b>Sylvia Robles</b> City of Grand Terrace				X	X	X		X	X	X	X	X
<b>Bobby Duncan</b> City of Yucaipa		X	X	X	X			X				
<b>Rick Denison</b> Town of Yucca Valley		X	X	X	X	X		X	X			
<b>Dawn Rowe</b> Board of Supervisors		X		X		X						
<b>Joe Baca, Jr.</b> Board of Supervisors		X	X	X	X	X		X	X			

Communication: Attendance (Additional Information)

X = Member attended meeting      Empty box = Member did not attend meeting  
 Crossed out box = Not a member at the time      Shaded box = The Transit Committee did not meet

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist Board Members and partners as they participate in deliberations at Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. Staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

**Acronym List**

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
S RTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 <sup>st</sup> Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments



## MISSION STATEMENT

Our mission is to improve the quality of life and mobility in San Bernardino County. Safety is the cornerstone of all we do.

We achieve this by:

- Making all transportation modes as efficient, economical, and environmentally responsible as possible.
- Envisioning the future, embracing emerging technology, and innovating to ensure our transportation options are successful and sustainable.
- Promoting collaboration among all levels of government.
- Optimizing our impact in regional, state, and federal policy and funding decisions.
- Using all revenue sources in the most responsible and transparent way.

Approved December 4, 2019