



AGENDA

Transit Committee Meeting

Committee Members

Tim Shaw, Chairman
Al Murray, Vice Chairman
Andrew Do
Steve Jones
Miguel Pulido
Tom Tait
Gregory T. Winterbottom

Orange County Transportation Authority Headquarters
550 South Main Street
Board Room – Conf. Room 07
Orange, California

Thursday, September 14, 2017 at 9:00 a.m.

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

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

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Call to Order

Pledge of Allegiance

Director Jones

1. Public Comments

Special Calendar

There are no Special Calendar matters.



Consent Calendar (Items 2 and 3)

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

2. Approval of Minutes

Approval of the minutes of the Transit Committee meeting of August 10, 2017.

3. Low Carbon Transit Operations Program Recommendations for Fiscal Year 2015-16 Funds

Louis Zhao/Kia Mortazavi

Overview

Funding recommendations are presented for the balance of fiscal year 2015-16 Low Carbon Transit Operations Program funds to promote ridership growth and reduce greenhouse gas emissions. This program is part of the state Cap-and-Trade Program.

Recommendations

- A. Approve the use of \$3,045,578 in Low Carbon Transit Operations Program funding for acquisition and inspection of six, 40-foot low floor compressed natural gas buses for the Bravo! 529 Rapid Bus Service.
- B. Approve the use of \$549,283 in Congestion Mitigation and Air Quality Improvement Program funding for acquisition and inspection of six, 40-foot low floor compressed natural gas buses for the Bravo! 529 Rapid Bus Service.
- C. Pending approval of the Low Carbon Transit Operations Program funding by the state, authorize the Chief Executive Officer to negotiate and execute Amendment No. 11 to Agreement No. C-4-1280, between the Orange County Transportation Authority and New Flyer of America, Inc., in the amount of \$3,567,861, to exercise the option to purchase six, 40-foot low floor compressed natural gas buses painted with the Bravo! branding. This will increase the maximum obligation of the agreement to a total contract value of \$95,145,227.

3. (Continued)

- D. Pending approval of the Low Carbon Transit Operations Program funding by the state, amend the Orange County Transportation Authority's Fiscal Year 2017-18 Adopted Budget, in the amount of \$3,594,861, for the purchase of six, 40-foot low floor compressed natural gas buses painted with Bravo! branding, and associated in-plant inspection services and staff travel.
- E. Approve Resolution 2017-068, consistent with the Low Carbon Transit Operations Program Guidelines.
- F. Authorize staff to make all necessary amendments to the Federal Transportation Improvement Program, as well as execute any necessary agreements to facilitate the recommendations above.

Regular Calendar

4. Agreement for Janitorial Services

Cliff Thorne/Beth McCormick

Overview

On June 12, 2017, the Board of Directors approved the release of a request for proposals for janitorial services. Offers were received in accordance with the Orange County Transportation Authority procurement procedures for professional and technical services. Board of Directors' approval is requested to execute an agreement for these services.

Recommendations

- A. Approve the selection of Corporate Image Maintenance as the firm to provide janitorial services.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1723 between the Orange County Transportation Authority and Corporate Image Maintenance, in the amount of \$3,243,840, to provide janitorial services, for a three-year initial term beginning November 1, 2017, with one, two-year option term.



Discussion Items

- 5. Chief Executive Officer's Report**
- 6. Committee Members' Reports**
- 7. Closed Session**

There are no Closed Session items scheduled.

- 8. Adjournment**

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Thursday, September 28, 2017**, at the Orange County Transportation Authority Headquarters, 550 South Main Street, Board Room - Conference Room 07, Orange, California.



MINUTES

Transit Committee Meeting

Committee Members Present

*Tim Shaw, Chairman
Andrew Do
Steve Jones
Gregory T. Winterbottom*

Staff Present

*Darrell Johnson, Chief Executive Officer
Laurena Weinert, Clerk of the Board,
Sara Meisenheimer, Deputy Clerk of the Board
James Donich, General Counsel
OCTA Staff and members of the General Public*

Committee Members Absent

*Al Murray, Vice Chairman
Miguel Pulido
Tom Tait*

Call to Order

The August 10, 2017 meeting of the Transit Committee was called to order by Committee Chairman Shaw at 9:03 a.m.

Pledge of Allegiance

Director Do led in the Pledge of Allegiance

1. Public Comments

There were no public comments.

Special Calendar

There were no Special Calendar matters.

Consent Calendar (Items 2 through 7)

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

2. Approval of Minutes

A motion was made by Director Winterbottom, seconded by Director Do, and declared passed by those present, to approve the minutes of the July 13, 2017 meeting.



MINUTES

Transit Committee Meeting

3. Regional Rail and Facilities Engineering Quarterly Report

A motion was made by Director Winterbottom, seconded by Director Do, and declared passed by those present, to receive and file as an information item.

4. Consultant Selection to Prepare the Plans, Specifications, and Estimates for Anaheim Canyon Metrolink Station Improvement Project

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

- A. Approve the selection of HNTB Corporation as the firm to prepare the plans, specifications, and estimates for the Anaheim Canyon Metrolink Station Improvement project.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1609 between the Orange County Transportation Authority and HNTB Corporation to prepare the plans, specifications, and estimates for the Anaheim Canyon Metrolink Station Improvement project.

5. Amendments to Cooperative Agreements for Federal Transit Administration Section 5316 and Section 5317 Grant Programs

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

- A. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-3-1827 between the Orange County Transportation Authority and Abrazar, Inc., in the amount of \$5,000, to fund the Section 5316 grant program through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$990,105.
- B. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-3-1830 between the Orange County Transportation Authority and Boys and Girls Clubs of Huntington Valley, in the amount of \$60,925, to fund the Section 5316 grant program through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$288,238.



MINUTES

Transit Committee Meeting

5. (Continued)

- C. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 5 to Agreement No. C-3-1831 between the Orange County Transportation Authority and Dayle McIntosh Center for the Disabled, in the amount of \$124,000, to fund the Section 5316 grant programs through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$767,751.
- D. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-3-1833 between the Orange County Transportation Authority and Jewish Federation and Family Services, in the amount of \$120,182, to fund the Section 5316 and Section 5317 grant programs through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$1,437,582.
- E. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-3-1834 between the Orange County Transportation Authority and North Orange County Community College District, in the amount of \$130,000, to fund the Section 5316 grant program through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$653,107.
- F. Authorize the Chief Executive Officer to negotiate and execute Amendment No. 4 to Agreement No. C-3-1837 between the Orange County Transportation Authority and Women Helping Women/Men2Work, in the amount of \$51,868, to fund the Section 5316 grant program through September 30, 2018. This will increase the maximum obligation of the agreement to a total contract value of \$225,080.



MINUTES

Transit Committee Meeting

6. Amendment to Agreement for the Purchase of Leased Coach Operator Relief Vehicles

A motion was made by Director Winterbottom, seconded by Director Do, and declared passed by those present, to authorize the Chief Executive Officer to negotiate and execute Amendment No. 1 to Agreement No. C-2-1414 between the Orange County Transportation Authority and Enterprise Fleet Management, in the amount of \$173,150, for the purchase of 25 compressed natural gas Honda Civic vehicles at the end of the five-year lease. The amendment will increase the maximum obligation of the agreement to a total contract value of \$959,264.

Director Do did not participate or vote on this item due to a potential conflict of interest.

Due to lack of quorum, this item was forwarded to the August 14, 2017 Board of Directors meeting without the Committee's recommendation.

7. Federal Transit Administration Grant Authorization Renewal

A motion was made by Director Winterbottom, seconded by Director Do, and declared passed by those present, to adopt Orange County Transportation Authority Resolution No. 2017-064 authorizing the Chief Executive Officer, or designee, to file applications and execute grant-related agreements with the Federal Transit Administration.

Regular Calendar

8. Approve the Use of Contractor Pre-Qualification and the Release of the Request for Pre-Qualification for the OC Streetcar Construction Project

Meena Katakia, Department Manager of Contracts Administration and Materials Management, presented a PowerPoint presentation for this item as follows:

- What is Contractor Pre-Qualification;
- Legal Authority for Contractor Pre-Qualification;
- Why Use Pre-Qualification for OC Streetcar;
- How Will Pre-Qualification Work;
- Scoring the Questionnaire;
- Scoring; and
- Next Steps.



8. (Continued)

A discussion ensued regarding:

- How the Orange County Transportation Authority (OCTA) scores reference checks.
- The reason for using the contractor “pre-qualification” process.
- Prevailing wage in a different state and California.
- The construction invitation for bid is scheduled to be released on October 23, 2017, Board award of agreement to follow in April 2018, and a notice to proceed in July 2018.
- The Federal Transit Administration’s (FTA) risk assessment review and how the FTA agreed to have OCTA use this process to help minimize risk, cost, and schedule of the project.
- This process is not a change towards OCTA’s entire procurement policy.
- Mary Shavalier was hired two years ago as the Program Manager for the OC Streetcar project.

A motion was made Director Do, seconded by Director Jones, and declared passed by those present, to:

- A. Approve the use of a pre-qualification process for the upcoming invitation for bids for construction of the OC Streetcar project.
- B. Approve the release of the Request for Pre-Qualification 7-1882 of contractors for construction of the OC Streetcar project.

9. **Low Carbon Transit Operations Program College Student Pass Pilot Program Update**

Stella Lin, Department Manager of Marketing and Customer Engagement, presented a PowerPoint presentation for this item as follows:

- Background;
- Success Story;
- Santa Ana College Program Overview;
- Adding Additional Students; and
- Next Steps.



MINUTES

Transit Committee Meeting

9. (Continued)

A public comment was heard from James Kennedy, Vice President of Rancho Santiago Community College (College) in Continuing Education. Mr. Kennedy expressed his appreciation to OCTA and explained that transportation is the big barrier among students. He stated that this program would allow students to achieve a degree or certificate. Mr. Kennedy also thanked Stella Lin, Ryan Maloney, Acting Section Manager of Customer Engagement and Data Analytics, and Lance Larson, Executive Director of External Affairs, for their dedicated efforts on the agreement.

A discussion ensued regarding:

- Initiating a marketing campaign to inform students of this program once passed at the August 14, 2017 Board of Directors' meeting.
- The College is facing an enrollment challenge and this program is a key aspect to increase the enrollment.
- Students having to register for 12 hours per week (a full-time student) and students not meeting the attendance and performance guidelines will be removed from the program.
- Students must attend 75 percent of all classes and pass their classes in order to continue the program.
- The Cap-and-Trade funding amount is \$900,000. This amount will be sufficient to cover Santa Ana College and Rancho Santiago College.
- The program may change going forward depending on how that program looks and how the allocations come to OCTA.
- Student ID's being encoded to be valid on the buses and possibly having a mobile application in the future to avoid any fare fraud.
- This program will help the parking problem at the colleges.

A motion was made Director Do, seconded by Director Winterbottom, and declared passed by those present, to approve the use of fiscal year 2016-17 Low Carbon Transit Operations Program funds of \$900,000 for a three-year pilot pass program with Rancho Santiago Community College District.



Discussion Items

10. Chief Executive Officer's Report

Darrell Johnson, Chief Executive Officer, reported on the following:

- The OC Fair Express wraps up on August 13, 2017 and so far, 70,658 boardings have been recorded for the season. Last year at this time, OCTA had recorded 72,358, but that included Friday service which is not included this year. By comparing Saturday and Sunday service, ridership is about 38 percent higher than it was last year.
- OCTA's procurement team has received the 2017 Annual Achievement of Excellence in Procurement Award from the National Procurement Institute. This is the seventh year in a row that OCTA has received this award. Within California, OCTA is one of only 45 agencies that have received that award and only one of 25 special districts to receive it in all of North America and Canada.
- There are a series of ramp closures coming to South County. Starting Friday, August 18th, the northbound Interstate 5 on-and off-ramps at Avenida Pico will be closed at 8:00 p.m. and will reopen by 5:00 a.m. on Monday, August 21st. Motorists are being notified through all social media and traditional sources.

11. Committee Members' Reports

There were no Committee Members' reports.

12. Closed Session

There were no Closed Session items scheduled.

13. Adjournment

The meeting adjourned at 9:41 a.m.

The next regularly scheduled meeting of this Committee will be held at **9:00 a.m. on Thursday, September 14, 2017**, at the Orange County Transportation Authority Headquarters, 550 South Main Street, Board Room - Conference Room 07, Orange, California.



MINUTES

Transit Committee Meeting

ATTEST

Tim Shaw
Committee Chairman

Sahara Meisenheimer
Deputy Clerk of the Board



September 14, 2017

To: Transit Committee

From: Darrell Johnson, Chief Executive Officer

Subject: Low Carbon Transit Operations Program Recommendations for Fiscal Year 2015-16 Funds

Overview

Funding recommendations are presented for the balance of fiscal year 2015-16 Low Carbon Transit Operations Program funds to promote ridership growth and reduce greenhouse gas emissions. This program is part of the state Cap-and-Trade Program.

Recommendations

- A. Approve the use of \$3,045,578 in Low Carbon Transit Operations Program funding for acquisition and inspection of six, 40-foot low floor compressed natural gas buses for the Bravo! 529 Rapid Bus Service.
- B. Approve the use of \$549,283 in Congestion Mitigation and Air Quality Improvement Program funding for acquisition and inspection of six, 40-foot low floor compressed natural gas buses for the Bravo! 529 Rapid Bus Service.
- C. Pending approval of the Low Carbon Transit Operations Program funding by the state, authorize the Chief Executive Officer to negotiate and execute Amendment No. 11 to Agreement No. C-4-1280, between the Orange County Transportation Authority and New Flyer of America, Inc., in the amount of \$3,567,861, to exercise the option to purchase six, 40-foot low floor compressed natural gas buses painted with the Bravo! branding. This will increase the maximum obligation of the agreement to a total contract value of \$95,145,227.
- D. Pending approval of the Low Carbon Transit Operations Program funding by the state, amend the Orange County Transportation Authority's Fiscal Year 2017-18 Adopted Budget, in the amount of \$3,594,861, for the purchase of six, 40-foot low floor compressed natural gas buses

painted with Bravo! branding, and associated in-plant inspection services and staff travel.

- E. Approve Resolution 2017-068, consistent with the Low Carbon Transit Operations Program Guidelines.
- F. Authorize staff to make all necessary amendments to the Federal Transportation Improvement Program, as well as execute any necessary agreements to facilitate the recommendations above.

Background

The Low Carbon Transit Operations Program (LCTOP) provides funds to transit agencies on a formula basis to support transit operations or capital projects that reduce greenhouse gas (GHG) emissions and improve mobility.

Projects may include new or expanded bus or rail services, expanded intermodal transit facilities, equipment acquisition, fueling, maintenance, and other costs to operate transit services or facilities, including fare discount and promotion programs. Fifty percent of the funds must benefit disadvantaged communities as defined by the state.

On October 12, 2015, the Orange County Transportation Authority (OCTA) Board of Directors (Board) approved the use of fiscal year (FY) 2015-16 LCTOP funding for a fare adjustment program for \$3,588,424, which was subsequently discontinued. A balance of \$3,045,578 in FY 2015-16 LCTOP remains.

Based on the LCTOP Guidelines and the Capital Programming Policies (CPP) approved by the Board on May 8, 2017, the funds should be used for transit operations or capital for expansion of bus transit service, fare reduction programs, and other bus and commuter rail transit efforts that increase ridership and reduce GHG emissions.

Discussion

On February 22, 2016, as part of the OC Bus 360° Program, the Board directed staff to seek funding for the capital and operating costs for the Bravo! 529 Rapid Bus Service. Consistent with the CPP, staff is recommending that the balance of \$3,045,578 in FY 2015-16 LCTOP and \$549,283 in Congestion Mitigation and Air Quality Improvement (CMAQ) funding be programmed towards the acquisition of six, 40-foot low floor compressed natural gas (CNG) buses for the Bravo! 529 Rapid Bus Service. The total cost of the procurement is \$3,567,861,

with an additional \$27,000 in contracted in-plant inspection services and staff travel in FY 2017-18, for a total of \$3,594,861. A summary of the capital costs is provided in Attachment A. The California Department of Transportation (Caltrans) has requested that the Board approve the project through Resolution 2017-068 (Attachment B).

The proposed Bravo! 529 Rapid Bus Service will provide service at 12 minute headways in the peak period and 18 minute headways in the off-peak period, between the Goldenwest Transportation Center and Fullerton Park-and-Ride. Annual ridership is projected to increase by 563,972. This will require an additional 21,262 annual revenue service hours. A fact sheet for the proposed service is provided in Attachment C.

Staff is currently waiting for the State of California to release the FY 2017-18 LCTOP estimates, and will return at a future date with recommendations to use a combination of LCTOP and CMAQ to fund the first five years in operating costs, currently projected to be \$10,631,000.

Procurement Approach

The six additional buses needed for the Bravo! 529 Rapid Bus Service can be purchased from the existing option of 40 buses in Agreement No. C-4-1280 with New Flyer of America, Inc. (New Flyer). New Flyer has indicated that the buses could be delivered within 52 weeks after receiving a notice to proceed to build the buses.

This bus procurement was originally handled in accordance with OCTA's Board-approved procedures for goods and services. The original firm-fixed price agreement was awarded on October 27, 2014, in the amount of \$116,459,710, for the purchase of 202, 40-foot low floor CNG buses, plus an option to purchase five additional buses with an express bus configuration, and five buses with the Bravo! branding. Through a later amendment, the number of buses was reduced to 157 buses on the initial order, with an additional option to purchase 40 CNG powered buses. The contract amount was decreased to \$91,608,796.

The proposed Amendment No. 11 is intended to exercise a partial option on Agreement No. C-4-1280 by purchasing six of the 40 available option buses. The buses will be equipped with the Bravo! branding and near-zero (0.02 grams NOx per brake-horse power hour) Cummins engines. The bus specifications under this agreement require a 2014 or later model engine, and with the California Air Resources Board's certification of the Cummins near-zero emission engine, Cummins will no longer make the currently installed 0.2 grams

NOx per brake-horse power hour engine, effective January 1, 2018. Therefore, staff has negotiated a total procurement cost for the buses with the near-zero engine, including spare parts and manuals, for \$3,567,861.

In order to provide a notice to exercise the option to purchase the additional six, 40-foot CNG buses with the Bravo! branding, it is necessary to amend the agreement to cover the additional cost of purchasing each bus, including the near-zero Cummins engines. The bus purchase will increase the total contract amount by \$3,567,861, for a total contract amount of \$95,145,227.

With Board approval, staff will submit a revised FY 2015-16 LCTOP allocation request to Caltrans. Pending Caltrans' approval, staff will exercise an option for six, 40-foot low floor CNG buses for the Bravo! 529 Rapid Bus Service. A New Flyer Agreement No. C-4-1280 fact sheet is provided in Attachment D.

This purchase is contingent upon completion of the pre-award Buy America audit that will be performed by OCTA's Internal Audit Department. The audit is to verify the requirement that 65 percent of the parts content of the vehicle to be purchased are made in the United States.

Fiscal Impact

This project was not included in the approved FY 2017-18 budget. A budget amendment in the amount of \$3,594,861, with \$3,567,861 to account 2114-9024-D2116-04H for the purchase of the six buses, and \$27,000 to account 2114-7519-D2116-07Y for in-plant inspections services and staff travel, is necessary to accommodate this project.

Summary

Staff is recommending the use of FY 2015-16 LCTOP and CMAQ funds to exercise an option to purchase six, 40-foot low floor CNG buses for the Bravo! 529 Rapid Bus Service to increase bus system ridership. Pending Caltrans' approval of the use of LCTOP funds, the Board is further requested to authorize the Chief Executive Officer to negotiate and execute Amendment No. 11 to amend Agreement No. C-4-1280 with New Flyer, in the amount of \$3,567,861, for the purchase of six, 40-foot Bravo! branded buses with near-zero Cummins engines, and amend the FY 2017-18 budget by \$3,594,861, for the purchase of the buses plus the in-plant inspection contract and staff travel.

Attachments

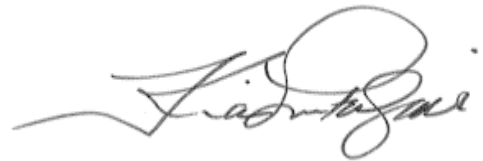
- A. Bravo! 529 Rapid Bus Service Capital Cost Summary
- B. Resolution 2017-18, Authorization for the Submittal and Executive of the Low Carbon Transit Operations Program Project: Bravo! 529 Rapid Bus Service Vehicle Acquisition: Fiscal Year 215-16 Low Carbon Transit Operations Program Funding, \$3,045,578
- C. Bravo! 529 Rapid Bus Service Fact Sheet
- D. New Flyer of America, Inc., Agreement No. C-4-1280 Fact Sheet

Prepared by:



Louis Zhao
Section Manager, Transit and Local
Transportation Programming
(714) 560-5494

Approved by:



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



Virginia Abadessa
Director, Contracts Administration and
Materials Management
(714) 560-5623

Bravo! 529 Rapid Bus Service Capital Cost Summary

Task / Item	Cost	Orange County Transportation Authority Budget Year
Six, 40-foot Low Floor Compressed Natural Gas Buses ¹	\$3,567,861	Fiscal Year (FY) 2017-18
In-plant Inspection Services	\$15,000	FY 2017-18
Staff Travel	\$12,000	FY 2017-18
<i>Total Capital Costs</i>	<i>\$3,594,861</i>	

1. New Flyer of America, Inc., Agreement No. C-4-1280 Amendment No. 11.

RESOLUTION 2017-068

AUTHORIZATION FOR THE SUBMITTAL AND EXECUTION OF THE LOW
CARBON TRANSIT OPERATIONS PROGRAM PROJECT:
BRAVO! 529 RAPID BUS SERVICE VEHICLE ACQUISITION: FISCAL YEAR 2015-16
LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDING, \$3,045,578

WHEREAS, the Orange County Transportation Authority (OCTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, SB 862 (Chapter 36, Statutes 2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, OCTA wishes to delegate authorization to execute these documents and any amendments thereto to Darrell Johnson, Chief Executive Officer (CEO); and

WHEREAS, OCTA wishes to implement the LCTOP project listed above;

NOW, THEREFORE, BE IT RESOLVED by the OCTA Board of Directors (Board) that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP-funded transit projects;

NOW THEREFORE, BE IT FURTHER RESOLVED that Darrell Johnson, CEO, or his designee, be authorized to execute all required documents of the LCTOP and any amendments thereto with Caltrans;

NOW, THEREFORE, BE IT RESOLVED by the OCTA Board that the fund recipient agrees to comply with all conditions and requirements set forth in applicable statutes, regulations, and guidelines for all LCTOP-funded transit projects;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the OCTA Board that it hereby authorizes the submittal of the following project nomination and allocation request to Caltrans in fiscal year (FY) 2015-16 LCTOP funds:

Project Name: Bravo! 529 Rapid Bus Service Vehicle Acquisition

Amount of LCTOP funds requested: FY 2015-16 LCTOP funding at \$3,045,578

Short Description of Project: The OC Bus 360° Program included implementation of Bravo! 529 Rapid Bus Service pending funding. FY 2015-16 LCTOP funds will be used to procure six, 40-foot low floor compressed natural gas buses for the Bravo! 529 Rapid Bus Service. The total cost of the procurement is \$3,594,861. FY 2015-16 LCTOP funds would provide \$3,045,578 to the project and Congestion Mitigation and Air Quality Improvement funds will make up the balance of \$549,283. It is projected that Bravo! 529 will result in increased ridership and a reduction in greenhouse gas emissions and 65 percent of the stops are in disadvantaged communities.

Contributing Sponsor: City of Laguna Beach

ADOPTED, SIGNED AND APPROVED this 25th day of September, 2017.

AYES:

NOES:

ABSENT:

ATTEST:

Laurena Weinert
Clerk of the Board

Michael Hennessey, Chair
OCTA

OCTA Resolution No. 2017-068

Bravo! 529 Rapid Bus Service Fact Sheet

29-529

La Habra to/a/đến Huntington Beach
via/por/qua đường Beach Boulevard

WEEKDAY SERVICE PROPOSAL

Servicio de los días de semana
Dịch vụ những ngày trong tuần



LEGEND leyenda / huyền thoại



- **New Bravo! or Xpress Route**
Nueva ruta Bravo! o Xpress | Tuyến đường Bravo! hay Xpress mới
- **High Frequency Improvement**
Mejora de la frecuencia alta | Cải thiện dịch vụ xe buýt có tần suất chạy cao
- **Frequency Improvement and/or Extension**
Mejora o extensión de la frecuencia | Tăng tần suất chạy xe và/hoặc mở rộng tuyến xe
- **Frequency Reduction**
Reducción de la frecuencia | Giảm tần suất chạy xe
- **Discontinued Route or Segment**
Ruta o segmento suspendido | Tuyến đường hoặc phần tuyến đường bị loại bỏ
- **Other OCTA Route**
Otra ruta de OCTA | Tuyến đường khác của OCTA
- Transit Center**
Centro de tránsito | Trung Tâm Giao Thông
- Metrolink Station**
Estación de Metrolink | Trạm Metrolink

PROPOSED CHANGES

CAMBIOS PROPUESTOS / CÁC ĐỀ XUẤT THAY ĐỔI

- New BRAVO! route from Fullerton Park and Ride to Goldenwest Transportation Center. Provide 12 min. peak frequency and 18 min. off-peak frequency.

Nueva ruta BRAVO! desde Fullerton Park and Ride hasta Goldenwest Transportation Center. Proporcionar una frecuencia de 12 min. en horas pico. y una frecuencia de 18 min. fuera de horas pico.

Tuyến BRAVO! mới từ Fullerton Park and Ride tới Goldenwest Transportation Center. Cung cấp với tần suất 12 phút một chuyến giờ cao điểm và 18 phút một chuyến ngoài giờ cao điểm.

- Reduce local service to 20 min. with Bravo! 529 implementation.

Reducir el servicio local a 20 min. con Bravo! 529 implementación.

Giảm thời gian phục vụ trong khu vực xuống 20 phút với Bravo! Thực hiện 529.

CURRENT WEEKDAY FREQUENCIES (MINUTES)

Frecuencias de los días de semana actuales (Minutos) / Tần suất chạy xe hiện tại vào các ngày trong tuần (nhiều phút)

	AM	MID	PM	EVE
Beach & La Habra to/a/đến Pacific Coast Hwy & 1st	20	40	30	40
Beach & Malvern to/a/đến Pacific Coast Hwy & 1st	15	20	15	20

PROPOSED WEEKDAY FREQUENCIES (BRAVO! 529) (MINUTES)

Frecuencias de los días de semana propuestas (BRAVO! 529) (Minutos) / Tần suất chạy xe đề xuất vào các ngày trong tuần (BRAVO! 529) (nhiều phút)

	AM	MID	PM	EVE
Fullerton Park-and-Ride to/a/đến Goldenwest Transportation Center	12	18	12	NS

PROPOSED WEEKDAY FREQUENCIES (MINUTES)

Frecuencias de los días de semana propuestas (Minutos) / Tần suất chạy xe đề xuất vào các ngày trong tuần (nhiều phút)

	AM	MID	PM	EVE
Beach & La Habra to/a/đến Pacific Coast Hwy & 1st	20	20	20	20

AM: 6a - 9a | MID: 9a - 3p | PM: 3p - 6p | EVE: 6p - 8p | NS = No Service / Sin servicio / Không có dịch vụ

**New Flyer of America Inc.
Agreement No. C-4-1280 Fact Sheet**

- October 27, 2014, Agreement No. C-4-1280, \$116,459,710, approved by Board of Directors (Board).
 - To manufacture and deliver 202, 40-foot low floor compressed natural gas-powered (CNG) buses, plus an option to purchase 10 additional buses with an express bus configuration.
- February 5, 2015, Amendment No. 1 to Agreement No. C-4-1280, (\$3,493), approved by Contracts Administration and Materials Management (CAMM). Revised technical specifications in order to update equipment requirements. The amendment deleted coolant level sensors, water filters, and other items.
- April 13, 2015, Amendment No. 2 to Agreement No. C-4-1280, \$0.00 approved by CAMM.
 - Revised delivery schedule.
- June 22, 2015, Amendment No. 3 to Agreement No. C-4-1280, \$1,127,974, approved by the Board.
 - Amendment to rebrand 201 new buses.
- September 14, 2015, Amendment No. 4 to Agreement No. C-4-1280, \$2,899,896, approval by the Board.
 - Changed the option to purchase ten buses with express bus configurations, to an option to purchase five buses with the express bus configuration and five buses with the Bravo! bus configuration.
 - Accept grant funding from California Transportation Agency to purchase five Bravo! buses with Bravo! exterior paint scheme.
 - Exercise option to purchase five additional buses with the Bravo! configuration.
- December 5, 2015, Amendment No. 5 to Agreement No. C-4-1280, \$56,726, approval by CAMM.
 - Miscellaneous equipment and parts.

- May 9, 2016, Amendment No. 6 to Agreement No. C-4-1280, \$17,199, approved by CAMM.
 - Reduce the number of original CNG buses to 193 and increase the number of Bravo! buses to 14.
- June 13, 2016, Amendment No. 7 to Agreement No. C-4-1280, \$63,017, approved by CAMM.
 - Restocking fees, removal, and other related costs for the mobile routers.
- December 6, 2016, Amendment No. 8 to Agreement No. C-4-1280, (\$28,988,218), approved by CAMM.
 - Reduce the initial bus order to 157 buses and increase the option to purchase to 40 additional buses.
- May 2, 2017, Amendment No. 9 to Agreement No. C-4-1280, (\$24,015), approved by CAMM.
 - Adjust specifications to decrease the diagnostic equipment order and hoist adapters.
- June 9, 2017, Amendment No. 10 to Agreement No. C-4-1280, \$0, approved by CAMM.
 - Amend acceptance and retention payment procedures.
- September 25, 2017, Amendment No. 11 to Agreement No. C-4-1280, \$3,567,861, pending approval by the Board.
 - Exercise option to purchase six additional buses with the Bravo! branding and near-zero CNG Cummins engines.

Total commitment to New Flyer of America Inc., Agreement No. C-4-1280, \$95,145,227.



September 14, 2017

To: Transit Committee
From: Darrell Johnson, Chief Executive Officer
Subject: Agreement for Janitorial Services

Overview

On June 12, 2017, the Board of Directors approved the release of a request for proposals for janitorial services. Offers were received in accordance with the Orange County Transportation Authority procurement procedures for professional and technical services. Board of Directors' approval is requested to execute an agreement for these services.

Recommendations

- A. Approve the selection of Corporate Image Maintenance as the firm to provide janitorial services.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1723 between the Orange County Transportation Authority and Corporate Image Maintenance, in the amount of \$3,243,840, to provide janitorial services, for a three-year initial term beginning November 1, 2017, with one, two-year option term.

Discussion

Janitorial services are currently provided at five Orange County Transportation Authority (OCTA)-owned bus maintenance and operations bases, six transportation centers, and one park-and-ride facility throughout Orange County. These facilities require janitorial services on a daily, weekly, monthly, and quarterly basis. OCTA requires the vendor to furnish a qualified labor force sufficient to complete all specified requirements in the prescribed time and to furnish all cleaning materials and equipment to perform these services. OCTA provides all of the paper products.

On June 12, 2017, the OCTA Board of Directors (Board) approved the release of a request for proposals (RFP) for janitorial services. Services to be performed include the cleaning of offices, restrooms, locker rooms, and break areas in the operations and maintenance buildings, bus yards, and maintenance shop areas. The scope of work also provides for monthly pressure washing service, with the capture of all fluids and quarterly window cleaning. Additionally, the janitorial company ensures that the transit centers and the park-and-ride facilities are free from trash and debris. The janitorial contractor is responsible for the cleanliness of more than 400,000 square feet of OCTA-owned bus bases, 1,518 parking stalls for buses and cars, 75 maintenance bays, and 66 multi-stall restrooms.

Procurement Approach

This procurement was handled in accordance with OCTA Board-approved procedures for professional and technical services. In addition to cost, other factors are considered in an award for professional and technical services. Award is recommended to the firm offering the most comprehensive overall proposal, considering factors such as qualifications, prior experience with similar projects, staffing and project organization, work plan, and cost and price.

On June 12, 2017, the Board authorized the release of RFP 7-1723 to select a firm to provide janitorial services. The RFP was issued electronically on CAMM NET. The project was advertised in a newspaper of general circulation on June 13 and 19, 2017. A pre-proposal conference and job walk were held on June 19, 2017, with eight firms attending. Two addenda were issued to provide a copy of the pre-proposal conference registration sheets and respond to questions related to the RFP, as well as for administrative changes.

On July 6, 2017, seven proposals were received. An evaluation committee consisting of OCTA staff from Contracts Administration and Materials Management, Facilities Maintenance, Financial Planning and Analysis, Bus Operations, and Health, Safety and Environmental Compliance met to review the submitted proposals. The proposals were evaluated based on the following Board-approved evaluation criteria and weights:

- Qualifications of the Firm, Staffing and Project Organization 40 percent
- Work Plan 20 percent
- Cost and Price 40 percent

Given the nature of the services and types of skills required, staff chose to combine the qualifications of the firm and staffing into one criterion. A higher level of importance was assigned to the qualifications of the firm and staffing to emphasize the importance of the proposing firms' related experience, with a

proven history in successfully completing similar services efficiently. The cost and price was also a critical requirement for firms to demonstrate competitiveness in pricing to carry out the required services. The work plan was weighted at 20 percent, as firms needed to address every aspect of the requirements specified in the scope of work, demonstrate knowledge and understanding of the requested services, and clearly describe the quality control measures that will be taken to maintain a high level of service standards.

On July 13, 2017, the evaluation committee reviewed all proposals based on the evaluation criteria and shortlisted the three firms listed below in alphabetical order:

Firm and Location

Commercial Cleaning Systems (CCS)
Costa Mesa, California

Corporate Image Maintenance (CIM)
Santa Ana, California

PRIDE Industries One, Inc. (PRIDE)
Roseville, California

On July 18, 2017, the evaluation committee conducted interviews with the three short-listed firms. Each firm had the opportunity to present its approach for accomplishing the requested services, project team qualifications, and respond to evaluation committee's questions. During the interview, each firm described its health and safety program and quality control program in the area of compliance, with the required standards of performance, as well as to answer specific questions related to each firm's proposal relative to OCTA's service requirements.

After interviews, all short-listed firms were requested to submit a best and final offer (BAFO) to provide more competitive pricing.

After considering the information obtained from interviews and the BAFO, the evaluation committee made adjustments to preliminary scores. However, the ranking of the firms remained unchanged.

Based on the evaluation of the written proposals, the information obtained from interviews, and the BAFO, it is recommended that CIM be selected to provide janitorial services. The following is a brief summary of the proposal evaluation results.

Qualifications of the Firm, Staffing and Project Organization

All three short-listed firms are established companies with experience in providing janitorial services to various agencies.

CIM's proposal displayed a thorough understanding of the requested services specified in the RFP. It included the details on the transition experience and strategies performed with customers, which demonstrated the strong technical experience and effective operational plans to satisfy OCTA's requirements and quality standards. CIM's customers include Gulfstream Aerospace Corporation, Long Beach, Orange County Sanitation District, and United Parcel Service. CIM proposed a dedicated full-time account manager to this project, who has been a supervisor experienced in janitorial services, and its president as the single point of contact working with the proposed project team to ensure execution of requirements identified in the RFP. This will allow OCTA to receive a high level of commitment, support, and direction required to administer this project on a daily basis. The proposed CIM team demonstrated a full comprehension of the project's requirements in the interview.

CCS has experience in providing a wide range of janitorial services to public agencies and cities. Its customers include the cities of Fullerton and Santa Ana, OC Fair and Event Center, and Omnitrans San Bernardino. As the current provider to OCTA for janitorial services, CCS demonstrated its abilities and experience in janitorial services through the written proposal. CCS proposed a less experienced, dedicated account manager to serve as the point of contact and assist the onsite crews with fulfilling the daily scope of work required by OCTA. CCS delivered an exceptional presentation in the interview, including an approach for real-time team supervision and support, inspections of the facilities, and supporting technologies resulting in clear and timely communications. During the interview, CCS' staff was organized and demonstrated a solid understanding of the requirements of the RFP.

PRIDE has related project experience in performing the services in the scope of work and maintains its regional offices in Southern California. Some of PRIDE's customers include County of Ventura General Services Agency, Los Angeles County Internal Services Department, and Sacramento International Airport Terminal B. While PRIDE possesses experience in office cleaning, the services requested in the scope of work require experience with industrial facilities and equipment related to large vehicle maintenance. PRIDE's proposed project team displayed experience working as a team in providing janitorial services to its customers during the interview.

Work Plan

CIM's work plan showed a thorough approach and understanding of OCTA's requirements and quality standards described in the scope of work. CIM's work plan analyzed the requirements specified in the scope of work at each location and illustrated the best solution logistically for a cleaning schedule. CIM acknowledged that a difference exists in the configuration and scope of work at transit centers and the park-and-ride facility, and proposed to use a select number of employees to clean each of these locations to provide consistency in cleaning non-base locations. CIM provided a transition and implementation plan in its proposal, detailing employee evaluations and hiring, and identifying the priority and challenges that may be encountered when performing services in the first month. The firm's work plan clearly presented an in-depth knowledge and experience to carry out and maintain a high level of service standards, as well as ensure a successful program transition.

CCS presented a work plan that addressed elements of the scope of work in the written proposal, such as hiring, training, supervision, and quality control. It also included other components such as emergency services and a software-based communication log system. CCS' work plan demonstrated a general approach to accomplish OCTA's requirements.

PRIDE's work plan addressed tasks specified in the RFP and demonstrated similar project experience. PRIDE discussed its approach toward OCTA's requirements of the project in its work plan. PRIDE also included hiring, training, safety, and quality assurance in its work plan, but lacked details on how the requested services will be provided for all locations.

Cost and Price

The firms were asked to propose a total firm-fixed price based on the monthly firm-fixed rates for services at five bus maintenance and operations bases, six transportation centers, and one park-and-ride facility throughout Orange County. Pricing scores were based on a formula which assigns the highest score to the lowest total pricing and scores the other proposals total pricing based on their relation to the lowest total pricing. CIM proposed the lowest total pricing.

Procurement Summary

Based on the evaluation of the written proposals, the firm's qualifications, and information obtained from the interviews and the BAFO, the evaluation committee recommends the contract award to CIM. The firm demonstrated a thorough understanding of OCTA's specific requirements for janitorial services and submitted a comprehensive proposal responsive to all requirements of the RFP.

Fiscal Impact

Funds for these services are included in the OCTA Fiscal Year 2017-18 Budget, Transit Division, Maintenance Department, Account 2166-7615-D3107-2WR; this project is 80 percent funded with Federal Transit Administration Section 5307 Preventive Maintenance formula funds and 20 percent funded with the local transportation fund.

Summary

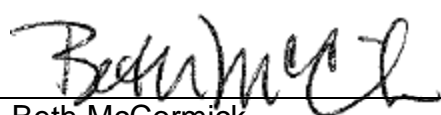
Based on the information provided, staff recommends the Board authorize the Chief Executive Officer to negotiate and execute Agreement No. C-7-1723 with Corporate Image Maintenance, in the amount of \$3,243,840, to provide janitorial services, for a three-year initial term beginning November 1, 2017, with one, two-year option term.

Attachments

- A. Review of Proposals, RFP 7-1723 Janitorial Services
- B. Proposal Evaluation Criteria Matrix (Short-Listed Firms), RFP 7-1723 Janitorial Services
- C. Contract History for the Past Two Years, RFP 7-1723 Janitorial Services

Prepared by:

Cliff Thorne
Manager, Maintenance
(714) 560-5975

Approved by:

Beth McCormick
General Manager, Transit
(714) 560-5964



Virginia Abadessa
Director, Contracts Administration and
Materials Management
(714) 560-5623

Review of Proposals
RFP 7-1723 Janitorial Services
Presented to Transit Committee - September 14, 2017
7 proposals were received, 3 firms were interviewed, 1 firm is being recommended.

Overall Ranking	Proposal Score	Firm & Location	Sub-Contractors	Evaluation Committee Comments	Three-Year Initial Term Total Firm-Fixed Price
1	87	Corporate Image Maintenance Santa Ana, California	Alert Power Washing Orange County Window Cleaning	Highest-ranked firm overall. Firm and key staff demonstrated a thorough understanding of the service requirements in the proposal and during the interview. Work plan includes a comprehensive transition and implementation plan to ensure a successful program transition. Currently providing janitorial services to Gulfstream Aerospace Corporation, Long Beach, Orange County Sanitation District, and United Parcel Service. Lowest pricing proposed.	\$3,243,840
2	78	Commercial Cleaning Systems Costa Mesa, California	None	Second-ranked firm overall. Firm has experience in providing a wide range of janitorial services to public agencies and cities. Experienced and well-rounded project team. Work plan addressed most elements of the scope of work. Currently providing janitorial services to Orange County Transportation Authority. Highest pricing proposed	\$3,730,192
3	74	Pride Industries One, Inc. Roseville, California	None	Third-ranked firm overall. Firm experienced in providing janitorial services and steam cleaning to large agencies. Proposed staff are qualified and have experience in providing the services required by the scope of work. Provided a good work plan and approach, but lacked details on how to provide the requested services for all locations. Higher pricing proposed	\$3,683,491

Evaluation Panel:

Contracts Administration and Materials Management (1)
Financial Planning and Analysis (1)
Health Safety and Environmental Compliance (1)
Facilities Maintenance (1)
Bus Operations (1)

Proposal Criteria

Qualifications of the Firm, Staffing and Project Organization
Work Plan
Cost and Price

Weight Factors

40%
20%
40%

**PROPOSAL EVALUATION CRITERIA MATRIX (SHORT-LISTED FIRMS)
RFP 7-1723 JANITORIAL SERVICES**

FIRM: Corporate Image Maintenance						Weights	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm,							
Staffing and Project	4.0	4.0	4.0	4.0	3.5	8	31.2
Work Plan	4.0	4.0	4.0	4.0	3.5	4	15.6
Cost and Price	5.0	5.0	5.0	5.0	5.0	8	40.0
Overall Score	88.0	88.0	88.0	88.0	82.0		87
FIRM: Commercial Cleaning Systems						Weights	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm,							
Staffing and Project							
Organization	4.0	4.0	4.0	4.0	3.5	8	31.2
Work Plan	3.0	3.5	3.0	3.0	3.5	4	12.8
Cost and Price	4.2	4.2	4.2	4.2	4.2	8	33.9
Overall Score	77.9	79.9	77.9	77.9	75.9		78
FIRM: PRIDE Industries One, Inc.						Weights	Overall Score
Evaluator Number	1	2	3	4	5		
Qualifications of Firm,							
Staffing and Project							
Organization	3.5	3.5	3.5	3.5	3.0	8	27.2
Work Plan	3.5	3.0	3.0	3.5	3.0	4	12.8
Cost and Price	4.3	4.3	4.3	4.3	4.3	8	34.5
Overall Score	76.5	74.5	74.5	76.5	70.5		74

Scores for non-shortlisted firms range from 47 to 63

CONTRACT HISTORY FOR THE PAST TWO YEARS
RFP 7-1723 JANITORIAL SERVICES

Prime and Subcontractor	Contract No.	Description	Contract Start Date	Contract End Date	Subconsultant Amount	Total Contract Amount
Commercial Cleaning Systems						
Contract Type: Firm-Fixed Price	C41655	Janitorial Services	November 1, 2014	October 30, 2017	N/A	\$ 3,184,276
Subconsultants: None						
Sub Total						\$ 3,184,276
Corporate Image Maintenance						
Contract Type: Firm-Fixed Price	C53680	Bus Cleaning and Pesticide Application Services	May 1, 2016	April 30, 2019	\$ 74,138.00	\$ 1,067,260
Subconsultants: Orkin Commercial Services						
Contract Type: Firm-Fixed Price	C31418	Pesticide Application and Bus Cleaning Services	May 1, 2013	April 30, 2016	\$ 21,400.00	\$ 798,562
Subconsultants: Accurid Commercial Services by Orkin						
Sub Total						\$ 1,865,822
PRIDE Industries One, Inc.						
Contract Type: N/A	None	N/A	N/A	N/A	N/A	\$ -
Subconsultants: None						
Sub Total						\$ -