



AGENDA

PENINSULA CORRIDOR JOINT POWERS BOARD

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos CA 94070

December 6, 2007 - Thursday

10:00 AM

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comment
4. Consent Calendar MOTION
Members of the public or Board may request that an item under the Consent Calendar be considered separately
 - a) Approval of Minutes of November 1, 2007
 - b) Acceptance of the Statement of Revenues and Expenses, October 2007
5. Chairperson’s Report
 - a) Appointment of Nominating Committee
6. MTC Liaison Report (Sue Lempert)
7. Report of the Citizens Advisory Committee
8. Report of the Executive Director
 - a) Caltrain Performance Report – October 2007
9. Approve Service Level Increase to 98 Weekday Trains RESOLUTION
10. Award of Right of Way Fencing to Crusader Fence Co., Inc. for \$2,764,700 RESOLUTION
11. Approval of a Change Order to Contract with Shimmick Construction Company for an Amount Not-to-Exceed \$300,000 – California Ave/Palo Alto Underpass and Improvements Project RESOLUTION
12. Authorization for Disposition of Four (4-Plex) Surplus Commercial Modular Construction Trailers RESOLUTION
13. Authorization to Reject Proposals for Federal Legislative Advocacy Services MOTION
14. Capital Quarterly Report
15. Correspondence
16. Board Member Requests

17. Report Legal Counsel

18. Date/Time of Next Meeting

Thursday, January 3, 2008, 10 a.m. at San Mateo County Transit District Administrative Building,
Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA 94070

19. Adjourn

INFORMATION FOR THE PUBLIC

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

If you have questions on the agenda, please contact the JPB Secretary at 650.508.6242. Assisted listening devices are available upon request. Agendas are available on the JPB Website at www.caltrain.com.

Location, Date and Time of Regular Meetings

Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The building is also accessible by SamTrans bus Routes: 260, 295, 390, 391, and KX.

The JPB meets regularly on the first Thursday of the month at 10 AM. The JPB Citizens Advisory Committee meets regularly on the third Wednesday of the month at 6 PM at the same location. Date, time and place may change as necessary.

Public Comment

If you wish to address the Board, please fill out a speaker's card located on the agenda table and hand it to the JPB Secretary. If you have anything that you wish distributed to the Board and included for the official record, please hand it to the JPB Secretary, who will distribute the information to the Board members and staff.

Members of the public may address the Board on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to one minute and items raised that require a response will be deferred for staff reply.

Action

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the board.

Accessibility for Individuals with Disabilities

Upon request, the JPB will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to the JPB Secretary at Peninsula Corridor Joint Powers Board, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to board@caltrain.com; or by phone at 650.508.6242, or TDD 650.508.6448.

**Peninsula Corridor Joint Powers Board
Board of Directors Meeting
1250 San Carlos Avenue, San Carlos CA 94070**

Draft

**Minutes
November 1, 2007**

MEMBERS PRESENT: J. Cisneros (Chair), D. Gage, J. Hartnett, J. Hill, A. Lloyd,
F. Williams, K. Yeager

MEMBERS ABSENT: N. Ford, S. Maxwell

MTC LIAISON ABSENT: S. Lempert

STAFF PRESENT: D. Auyoung, M. Bouchard, G. Cameron, B. Doty, C. Cavitt, V.
Harrington, C. Harvey, R. Haskin, R. Lake, L. Larano, I. McAvoy,
M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair José Cisneros, called the meeting to order at 10:06 a.m. and led the Pledge of Allegiance.

PUBLIC COMMENT

Pat Georney, Burlingame, reminded the Board the Tactical Advisory Group meets on November 8 and 14 to discuss bike station upgrades and bikes on cars. Mr. Georney asked the Board to pay special attention to the report and recommendations about the number of bicycles on trains.

Jeff Carter, Burlingame, is asking that the Board look into station-to-station pricing.

CONSENT CALENDAR

The Board approved the items under the Consent Calendar as follows:

- a) Approval of Minutes of October 4, 2007
- b) Acceptance of the Statement of Revenues and Expenses, September 2007
- c) Adoption of Annual Investment Policy and Authorization to Invest Monies with the Local Agency Investment Fund and the San Mateo County Investment Fund
- d) Approval of 2008 Meeting Calendar

CHAIRPERSON'S REPORT

None

MTC LIAISON REPORT

Michael Scanlon, Executive Director, reported that MTC Liaison Sue Lempert was unable to attend today's meeting, but provided Mr. Scanlon with an update. The MTC formally endorsed High Speed Rail and Pacheco Pass as the primary route for entry into the Bay Area. The Pacheco Pass route is favored by Caltrain because it would provide the best and quickest service for the largest market, Los Angeles to San Francisco.

REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)

Michael Kiesling, CAC Chair, reported that the Committee did not meet in October due to lack of a quorum. The November meeting will be in Santa Clara and has been moved up to November 14 because the third Wednesday in November is the day before Thanksgiving.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported on the following:

- Performance Statistics for September 2007 compared to September 2006:
 - a. Total Ridership was 959,823, an increase of 5.7 percent.
 - b. Average Weekday Ridership was 38,592, an increase of 7.7 percent.
 - c. Total Revenue was \$3,255,631, an increase of 14.5 percent.
 - d. On-time Performance was 94.1 percent, an increase of 1.4 percent.
 - e. Caltrain Shuttle Ridership was 5,405, an increase of 13.5 percent.
- Year-to-Date Statistics:
 - f. Total Ridership was 3,070,637, an increase of 8.1 percent.
 - g. Average Weekday Ridership was 39,092, an increase of 7.9 percent.
 - h. Total Revenue was \$10,476,714, an increase of 15.9 percent.
 - i. On-time Performance was 93.8 percent, a decrease of 0.7 percent.
 - j. Caltrain Shuttle Ridership was 5,271, an increase of 10.2 percent.
- Gigi Harrington, Chief Financial Officer, said the bond transaction closed yesterday and \$23.1 million worth of debt was issued. The total cost of issuance was about 4.7 percent. We received an A+ rating from Moody's and an A from S&P.
- Fuel budget is over slightly for the first 17 weeks of the fiscal year at just under \$2.45 a gallon, 2 percent over budget.
- A soft launch on Google Transit for Caltrain is completed. VTA and BART also are participants.
- Staff was at various Caltrain stations yesterday handing out "Trick or Transit" bags for Halloween.
- The Federal Transit Administration just completed its Triennial Audit for both Caltrain and SamTrans. Of the 20 specific areas, the auditors found two minor deficiencies. One item is in the maintenance area and the other is relative to the half-fare and the use of Medicare cards.
- Caltrain will run a regular schedule the Friday after Thanksgiving on a pilot basis.
- Upcoming special events are IceAir at AT&T Park and the Big Game on December 1.
- CEMOF opening continues to progress. The day shift of locomotive maintenance has moved in.
- There was an earthquake Wednesday evening and commended Amtrak and their crews for a quick response. There was no service lost and only some slight delays.
- There will be a recommendation to the Board next month to expand service to 98 trains, adding two additional trains, one northbound and one southbound, in the evening. Staff will be having community meetings to seek input in November.
- The Board reading file contains the August 2007 Safety and Security Report.

Director Don Gage suggested that we issue a news release to let people know of our increased ridership and tie it in with our customer satisfaction survey.

AWARD OF CONTRACT FOR SAN BRUNO GRADE SEPARATION PHASE 1 PROJECT TO MITCHELL ENGINEERING FOR \$4,357,000

Cheryl Cavitt, Director of Contracts and Procurement, said that Staff Coordinating Council recommends the Board approve the contract to Mitchell Engineering of San Francisco for the first phase of the San Bruno grade separation and authorize the Executive Director to execute the contract. Ms. Cavitt said the first phase of the San Bruno grade separation is going to provide grade crossing improvements, realignment of San Mateo Avenue, installation of traffic signals and demolition of some existing structures and minor temporary improvements at the site of the San

Bruno lumber yard. Ms. Cavitt said construction is anticipated to begin in the middle of November and conclude in December 2008. This is a precursor to the full grade separation construction scheduled to begin in 2010. Staff followed the customary IFB sealed competitive bid process and received four very competitive bids. The lowest bid, from Mitchell Engineering, was 26 percent below the engineer's estimate. Staff received some negative comments regarding this bidder but upon appropriate inquiry and due diligence, staff has concluded that Mitchell Engineering is a qualified and responsible bidder for this project. Among other things staff relies on the JPB's actual experience with this firm in connection with the Translink project. Mitchell will be using DBE subcontractors and suppliers for 9.5 percent of the work.

Director Jim Hartnett asked about the bids coming in below estimate and whether staff sees this as a change in the marketplace or in the estimating. Ms. Cavitt said that Mitchell is a much smaller outfit than the other firms, which means their overhead is smaller and Mitchell viewed this as a less risky project.

Director Gage asked if we are breaking bids up in smaller parcels so that the smaller companies can actually take on some of these tasks. Liria Larano, Deputy Director for Capital Programs, said we do break some projects into smaller ones whenever feasible.

Director Forrest Williams asked about Mitchell's experience, the negative comments and staff's decision to recommend them. Ms. Larano said that Mitchell Engineering is currently our contractor for the TransLink project. This project is very similar because it involves work at different stations and they are doing an excellent job for us. Director Williams asked if they are going over budget on this project and inquired about the quality of their work. Ms. Larano said they are about 10 percent under budget and their quality is good.

AUTHORIZING AWARD OF A CONTRACT TO EDELSTEIN & GILBERT/SHAW-YODER, INC. TO PROVIDE STATE LEGISLATIVE ADVOCACY SERVICES

Ms. Cavitt said that Staff Coordinating Council recommends the Board approve award of contract to Edelstein & Gilbert/Shaw-Yoder Joint Venture of Sacramento at a cost not-to-exceed \$123,000 for a two-year term and to authorize the Executive Director to execute the contract and to exercise three additional one-year options if in the best interest of the JPB. Approval of this contract will be the first time that the JPB has had a firm under contract to provide legislative advocacy at the state level. The JPB adopted its first legislative program in February 2007 and the proposed contract will be of benefit by having a qualified contractor on-call to analyze pending legislation, help develop and implement strategies for advancing initiatives at the state level that are beneficial to the JPB and to provide representation and advocacy. Ms. Cavitt said that three proposals were received and all were found to be within the competitive range. All three bidders were interviewed with Edelstein & Gilbert/Shaw-Yoder being the highest-ranked.

Director Ken Yeager asked if not enough attention has been paid in Sacramento to Caltrain and inquired as to whether the JPB needs someone specifically to work on these issues. Ms. Cavitt said that the increased focus is going to be the benefit Caltrain receives.

Dillon Auyoung, Manager of Government Affairs, said that Edelstein & Gilbert in partnership with Shaw/Yoder will provide excellent legislative analysis as well as government relations on behalf of the JPB. In terms of coordination, Mr. Auyoung has spoken with his counterparts Kate Green at SFMTA and Kurt Evans at VTA, and wanted to echo that coordination is very key and that

it will be beneficial to have a primary point of contact for sharing information while being able to collaborate and then decide what should be agendized and brought before the Board, both for information and action.

Director Yeager asked where we stand on federal legislation and are Edelstein & Gilbert going to be able to help on these issues as they are just as important. Mr. Auyoung said we will be considering a federal contract in the future.

CORRESPONDENCE

Provided in the reading file.

BOARD MEMBER REQUESTS

Director Art Lloyd asked about a letter in the reading file from Andrew Reid, Menlo Park. Director Lloyd would like to have a progress report on the elimination of the hold out at Santa Clara and get to the point where ACE and Capital Corridor can stop there.

Director Lloyd asked where we are on the FRA requirement on level platforms. Robert Doty, Chief Rail Transformation, said he just attended a meeting last week in Washington, D.C. Mr. Doty said that this is a Justice Department ruling, not the FRA to mandate a specific height for level boarding. The unanimous consensus at the meeting was that it is not doable as currently designed because it specifies a height based on the northeast corridor.

Mr. Scanlon said that he has appointed Mr. Doty as the Chief Rail Transformation Officer for issues like this plus the ongoing items related to FRA.

Martha Martinez, JPB Board Secretary, introduced Nancy McKenna, new Assistant District Secretary.

REPORT OF LEGAL COUNSEL

No report.

DATE/TIME OF NEXT MEETING

Thursday, December 6, 2007, 10 a.m. at San Mateo County Transit District Administrative Building, 1250 San Carlos Avenue, San Carlos CA 94070.

ADJOURNED

The meeting adjourned at 10:47 a.m.

PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT

TO: Joint Powers Board

THROUGH: Michael J. Scanlon
Executive Director

FROM: Virginia Harrington
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUE AND EXPENSE FOR THE PERIOD
ENDING OCTOBER 31, 2007 AND SUPPLEMENTAL INFORMATION**

ACTION

Staff proposes that the Board of Directors accept and enter into the record the Statement of Revenue and Expense for the month of October 2007 and supplemental information.

SIGNIFICANCE

Revenue: For October of fiscal year 2008, *Total Operating Revenue* (line 7) is **better** than budget by \$1,326,816 or 9.0 percent. This is due to higher than anticipated *Farebox Revenue* (line 1), *Parking Revenue* (line 2), *Rental Income* (line 4) and *Other Income* (line 5) which together was \$1,340,898 or 9.4 percent **better** than budget and is offset by *Shuttles* (line 3), which is **worse** than budget by \$14,082 or 3.9 percent. Compared to the prior year, *Total Operating Revenue* (line 7) is \$1,974,379 or 14.1 percent **better**.

Expense: *Grand Total Expense* (line 47) shows a favorable variance of \$1,940,329 or 6.7 percent **better** than budget. *Fuel* (line 26) costs are \$228,314 or 6.0 percent **worse** than budget as a result of volatility in the fuel market. The fuel costs were budgeted at \$2.40 per gallon whereas the average price for October was \$2.87 per gallon. *Contract Operating & Maintenance* (line 24) costs are \$1,205,626 or 6.7 percent **better** than budget and *Facilities and Equipment Maintenance* (line 29) costs are \$191,137 or 34.4 percent **better** than budget. However, shortfalls in these items are due to timing and are expected to approach budget as the fiscal year progresses. Compared to prior year, *Grand Total Expense* (line 47) is \$2,098,748 or 8.5 percent **worse**. The increase in expenses from year to year are mainly due to the rise in *Contract Operating & Maintenance costs* (line 24), the increased cost of *Fuel* (line 26), *Insurance* (line 28) due to an increase in claims expense and *Wages & Benefits* (line 35) primarily due to an increase in benefits costs.

Budget Revisions: There are no budget revisions this month.

Prepared by: Ladi Millard, Manager, Budgets
Marilyn Tirona, Senior Accountant

650-508-7755
650-508-6334

PENINSULA CORRIDOR JOINT POWERS BOARD

STATEMENT OF REVENUE AND EXPENSE

FISCAL YEAR 2008

OCTOBER 2007

% OF YEAR ELAPSED **33.3%**

	MONTH		YEAR TO DATE			ANNUAL				
	CURRENT ACTUAL	PRIOR ACTUAL	CURRENT ACTUAL	REVISED BUDGET	% REV BUDGET	APPROVED BUDGET	REVISED BUDGET	% REV BUDGET		
(AS PROJECTED)										
REVENUE										
OPERATIONS:										
1	Farebox Revenue	3,220,006	11,865,403	13,697,160	12,522,712	109.4%	36,686,340	36,686,340	37.3%	1
2	Parking Revenue	142,610	505,171	632,138	613,640	103.0%	1,841,000	1,841,000	34.3%	2
3	Shuttles	96,718	335,467	347,734	361,816	96.1%	1,085,509	1,085,509	32.0%	3
4	Rental Income	133,915	481,809	506,137	467,680	108.2%	1,401,210	1,401,210	36.1%	4
5	Other Income	223,002	841,325	820,385	710,890	115.4%	2,129,670	2,129,670	38.5%	5
6										6
7	TOTAL OPERATING REVENUE	3,816,250	14,029,175	16,003,554	14,676,738	109.0%	43,143,729	43,143,729	37.1%	7
8										8
CONTRIBUTIONS:										
9										9
10	AB-434-Peninsula Feeder Shuttle	86,196	353,132	344,785	344,785	100.0%	1,034,355	1,034,355	33.3%	10
11	FTA Operating/Planning Grant	13,465	0	47,012	47,012	100.0%	193,000	193,000	24.4%	11
12	STA Operating Grant	6,480	0	25,920	25,920	100.0%	78,000	78,000	33.2%	12
13	JPB Member Agencies	3,189,044	10,430,114	12,756,178	12,756,177	100.0%	38,268,530	38,268,530	33.3%	13
14	Other Sources *	102,585	0	358,788	358,788	100.0%	5,359,964	5,359,964	6.7%	14
15										15
16	TOTAL REQUIRED REVENUE	3,397,770	10,783,246	13,532,684	13,532,682	100.0%	44,933,849	44,933,849	30.1%	16
17										17
18	GRAND TOTAL REVENUE	7,214,020	24,812,421	29,536,237	28,209,420	104.7%	88,077,578	88,077,578	33.5%	18
19										19
EXPENSE										
20										20
21										21
22										22
OPERATING EXPENSE:										
23										23
24	Contract Operating & Maintenance	4,216,223	15,992,498	16,756,175	17,950,124	93.3%	55,847,740	54,359,507	30.8%	24
25	Shuttles (Including Peninsula Pass)	251,982	904,513	935,250	944,847	99.0%	2,834,540	2,834,540	33.0%	25
26	Fuel	1,073,763	3,649,405	4,032,285	3,803,971	106.0%	11,411,992	11,411,992	35.3%	26
27	Timetables & Tickets	35,959	23,996	85,150	103,667	82.1%	223,000	223,000	38.2%	27
28	Insurance	237,099	1,013,715	1,189,593	1,269,992	93.7%	3,810,000	3,810,000	31.2%	28
29	Facilities and Equipment Maintenance	139,753	324,798	353,121	555,935	63.5%	2,393,440	2,393,440	14.8%	29
30	Utilities	98,699	321,278	367,223	570,568	64.4%	1,712,700	1,712,700	21.4%	30
31	Services	78,297	272,132	307,746	391,200	78.7%	1,162,660	1,162,660	26.5%	31
32	TOTAL OPERATING EXPENSE	6,131,776	22,502,335	24,026,543	25,590,303	93.9%	79,396,072	77,907,839	30.8%	32
33										33
ADMINISTRATIVE EXPENSE:										
34										34
35	Wages & Benefits	478,592	1,476,859	1,708,598	1,814,505	94.2%	5,466,425	5,442,942	31.4%	35
36	Board Of Directors	1,272	3,910	3,182	5,433	58.6%	16,300	16,300	19.5%	36
37	Professional Services	106,290	325,992	300,404	506,937	59.3%	1,519,350	1,523,208	19.7%	37
38	Communications/Marketing	4,231	32,105	22,011	95,000	23.2%	331,500	333,000	6.6%	38
39	Other Office Expense and Services	73,892	350,143	356,549	358,311	99.5%	981,272	999,397	35.7%	39
40										40
41	TOTAL ADMINISTRATIVE EXPENSE	664,278	2,189,009	2,390,743	2,780,187	86.0%	8,314,847	8,314,847	28.8%	41
42										42
43	Head End Power (HEP) Debt Service	30,638	121,077	122,553	122,220	100.3%	366,659	366,659	33.4%	43
44										44
45	CEMOF - Startup Expenses*	102,585	-	358,788	358,788	100.0%	-	1,488,233	24.1%	45
46										46
47	GRAND TOTAL EXPENSE	6,929,277	24,812,421	26,898,627	28,851,498	93.2%	88,077,578	88,077,578	30.5%	47

"% OF YEAR ELAPSED" provides a general measure for evaluating overall progress against the annual budget. When comparing it to the amounts shown in the "% REV BUDGET" column, please note that individual line items reflect variations due to seasonal activities during the year.



BOARD OF DIRECTORS 2007

JOSÉ CISNEROS, CHAIR
 JIM HARTNETT, VICE CHAIR
 NATHANIEL P. FORD, SR.
 DON GAGE
 JERRY HILL
 ARTHUR L. LLOYD
 SOPHIE MAXWELL
 FORREST WILLIAMS
 KEN YEAGER

MICHAEL J. SCANLON
 EXECUTIVE DIRECTOR

PENINSULA CORRIDOR JOINT POWERS BOARD

INVESTMENT PORTFOLIO

AS OF OCTOBER 31, 2007

TYPE OF SECURITY	MATURITY DATE	INTEREST RATE	PURCHASE PRICE	MARKET RATE
County Pool # 3 (Capital projects, other)	Liquid Cash	4.52%	30,178,719	30,018,148
County Pool # 3 (Restricted)	Liquid Cash	4.52%	2,000,000	1,989,359
			32,178,719	32,007,506

Accrued Earnings for October 2007	\$110,633.54 (1)
Cumulative Earnings FY2008	\$378,909.05

(1) Earnings do not include prior period adjustments

* County Pool average yield for the month ending October 31, 2007 was 4.52%. As of October 31, 2007, the amortized cost of the Total Pool was \$2,503,339,288.61 and the fair market value per San Mateo County Treasurer's Office was \$2,490,019,861.35.

** The Portfolio and this Investment Report comply with the Investment Policy and the provisions of SB 564. The Joint Powers Board has the ability to meet its expenditure requirements for the next six months.

PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT

TO: Joint Powers Board

THROUGH: Michael J. Scanlon
Executive Director

FROM: C.H. (Chuck) Harvey
Chief Operating Officer

SUBJECT: **CALTRAIN PERFORMANCE — OCTOBER 2007**

For October 2007, Caltrain average weekday ridership increased by 5.3 percent when compared to October 2006. Average weekday ridership based on ticket sales was 36,204 for October 2007, an increase of 1,819 over October 2006. The total number of passengers for the month of October was 996,063. This is a 7.1 percent increase compared to last year's October total of 929,766.

For October 2007, on-time performance was 93.4 percent. This represents a decrease of 0.6 percent from the previous year and is lower than our 95 percent on-time performance goal. For the last 7 months on-time performance has been below our 95 percent goal. This is attributed to a variety of causes including mechanical and signal issues, and an earthquake, as well as a 50 percent increase in dwell time delays due to increased ridership.

Weekday shuttles provided 5,453 average daily trips in October, a 3.9 percent increase from October 2006. The Broadway-Millbrae Caltrain Shuttle had an average weekday ridership of 90. The Tamien weekend shuttle service carried 82 passengers per average service day.

Table A shows performance indicators for October 2007 and Graph A shows average weekday ridership for the past 13 months as compared to the rolling average.

Caltrain October 2007 Promotions

Trick or Transit – Caltrain employed its ample staff of ghosts and goblins on Oct. 31 to distribute Trick or Transit bags to riders as a demonstration of the agency’s appreciation. Commuters were welcomed at the station and onboard by less than terrifying Caltrain employees wearing Halloween masks or hats with bags of goodies including pens, bag clips, note pads and other premium items. Nearly 1,100 bags were prepared, many of the bags contained \$5 Starbucks cards; we also had 20 free passes to the BodyWorlds2 donated by the San Jose Tech for a lucky few. The program was part of the Communities in Motion campaign which has been held the last few Octobers. To reinforce the two-way connection with employees, before the bags were assembled, “Thanks for riding” cards were created in three languages (English, Spanish and Chinese) with a space for Caltrain employees to sign their names. Bags were handed out at the San Francisco, San Bruno, Millbrae, Hillsdale, Redwood City, Palo Alto and San Jose Caltrain stations.

Stanford Football – October football on the Farm saw Texas Christian University visit Stanford Stadium to take on the Cardinals Oct. 13. Caltrain, in partnership with Stanford, has been promoting service with take-ones and Web links. With this year’s Big Game being held at Stanford, Caltrain also will reach out to both sides of the Bay to promote the special service with radio ads to air during Stanford and Cal games. To date, Caltrain has carried more than 2,700 football fans to Stanford Stadium.

San Jose Sharks – This year’s cooperative promotion with the San Jose Sharks includes a brochure, train card and a scoreboard announcement during the game by Sharkie, the Sharks’ mascot, announcing the departure time for Caltrain. To date, Sharks ridership is up 16 percent from last year.

Spare the Air Summit at Genentech - On Oct. 2, Caltrain staffed a table at the Spare the Air Employer Summit at Genentech in South San Francisco sponsored by the Bay Area Air Quality Management District. More than 100 people attended the event to listen to a panel of experts discuss best practices for businesses interested in preserving Bay Area air quality and “greening” their companies. The panel included experts in the area of banking, law, transportation, communications, manufacturing and landscape management.

20th Annual “Seniors on the Move” – The conference, sponsored by Assemblyman Gene Mullin and County Supervisor Adrienne Tissier, was held at the South San Francisco Conference Center on Oct. 17. More than 300 seniors attended the event, which has been a valuable way to assist seniors with their health, housing and transportation needs for the past 20 years. Caltrain staffed a booth and informed seniors about the transit options available to them in San Mateo County.

Table A

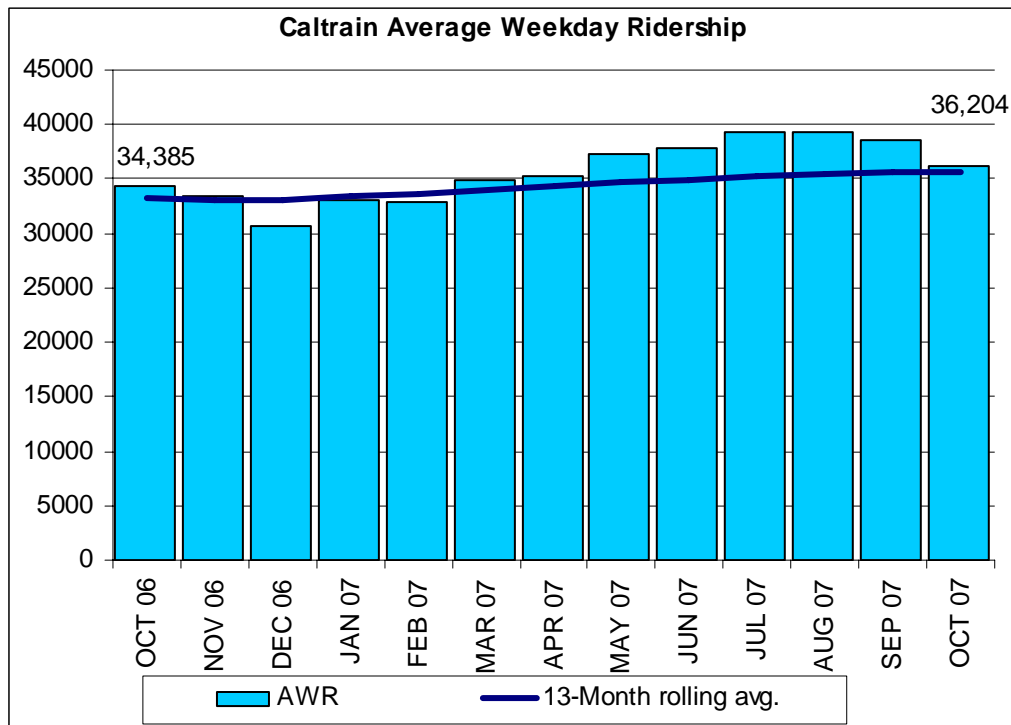
October 2007

	FY 07	FY 08	%Change
Total Ridership	929,766	996,063	7.1%
Average Weekday Ridership	34,385	36,204	5.3%
Total Fare Revenue	\$2,820,588	\$3,220,006	14.2%
On-time Performance	94.0%	93.4%	-0.6%
Caltrain Shuttle Ridership	5,247	5,453	3.9%

Year to Date

	FY 07	FY 08	%Change
Total Ridership	3,771,484	4,066,700	7.8%
Average Weekday Ridership	35,759	38,370	7.3%
Total Fare Revenue	\$11,863,270	\$13,696,720	15.5%
On-time Performance	94.4%	93.7%	-0.7%
Caltrain Shuttle Ridership	4,899	5,317	8.5%

GRAPH A



**PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT**

TO: Joint Powers Board

THROUGH: Michael J. Scanlon
Executive Director

FROM: C.H. (Chuck) Harvey
Chief Operating Officer

SUBJECT: **CALTRAIN TIMETABLE CHANGES**

ACTION

Staff Coordinating Council recommends that the Board approve a proposed service level increase to 98 weekday trains, as illustrated in the attached timetable.

SIGNIFICANCE

The change will implement an increase in the number of weekday trains from 96 to 98 and will provide one additional northbound train and one additional southbound train.

The addition of two trains will fill gaps in evening service after 7:30 p.m., and will provide hourly service at each station, making it easier for customers to remember the schedule. The schedule change also will enable single tracking for construction work by putting in place consistent train meets after 7 p.m.

The new schedule will take effect on March 3, 2008.

BUDGET IMPACT

The impact to FY2008 budget will be limited to an increase in fuel costs related to running two additional trains. The service increase can be achieved without adding staff or equipment. The additional trains will provide service to AT&T Park during baseball season, reducing the need for special baseball trains and creating the potential for cost savings.

BACKGROUND

Caltrain has been running 96 weekday trains since August 2005. During that time, average weekday ridership has increased 21 percent.

Staff is recommending the increases in service as part of its ongoing efforts to improve and increase service and reflects a continuing desire among customers and residents for increased service locally, including more, regularly timed service in the evening hours.

On November 27, 2007, staff conducted public outreach sessions in San Francisco, San Carlos and San Jose to gauge public response to the change. Persons who were unable to attend the public outreach sessions were invited to view the new schedule on the Caltrain Web site and to comment on the proposed change via a special e-mail address created for the purpose. A summary of the public comments is in the Board Reading File.

The new schedule has been reviewed with the JPB Citizens Advisory Committee.

Prepared by: Éva Goode, Senior Accountant

650.508.7754

RESOLUTION NO. 2007 -

**BOARD OF DIRECTORS, PENINSULA CORRIDOR JOINT POWERS BOARD
STATE OF CALIFORNIA**

* * *

AUTHORIZING CHANGE TO SERVICE SCHEDULE TO INCREASE SERVICE

WHEREAS, the Peninsula Corridor Joint Powers Board (“JPB”) has been running 96 weekday trains since August 2005; and

WHEREAS, during that time, average weekday ridership has increased 21 percent; and

WHEREAS, to fill gaps in evening service after 7:30 p.m., staff recommends that the JPB increase Caltrain service by adding one northbound and one southbound train every weekday evening to provide hourly service at each station; and

WHEREAS, staff has conducted public outreach and solicited comments from the public on the proposed change, and has presented the proposed change for review by the JPB Citizens Advisory Committee; and

WHEREAS, Staff Coordinating Council has recommended that the JPB approve the proposed increase in service from 96 to 98 weekday trains beginning March 3, 2008.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Peninsula Corridor Joint Powers Board that Caltrain service will increase from 96 to 98 weekday trains beginning March 3, 2008, and that the Caltrain timetable will change to reflect such increase; and

BE IT FURTHER RESOLVED THAT the Executive Director is authorized to execute such other documents and to take such further actions as may be needed to give effect to this resolution.

Regularly passed and adopted this 6th day of December, 2007 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Peninsula Corridor Joint Powers Board

ATTEST:

JPB Secretary

**PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT**

TO: Joint Powers Board

THROUGH: Michael J. Scanlon
Executive Director

FROM: George Cameron
Chief Administrative Officer

Ian McAvoy
Chief Development Officer

**SUBJECT: AWARD OF RIGHT OF WAY FENCING TO CRUSADER FENCE CO.,
INC. FOR \$2,764,700**

ACTION

Staff Coordinating Council (SCC) recommends that the Board:

1. Award the subject contract to the lowest, responsive and responsible bidder, Crusader Fence Company, Inc. of Rancho Cordova, California, in the total amount of \$2,764,700, comprised of \$458,000 for the base year, \$1,161,500 for the first option year and \$1,145,200 for the second option year.
2. Authorize the Executive Director or his designee to execute a contract in full conformity with the terms and conditions of the solicitation documents.
3. Authorize the Executive Director or his designee to exercise the contract options if it is in the best interest of the JPB.

SIGNIFICANCE

The Right of Way Fencing project will provide for fencing at many strategic locations along the right of way with the goal of discouraging trespassing and improving public safety. This project will consist of fencing work for one base year with work to continue for two option years as funding allows.

BUDGET IMPACT

Funding for this project was included in the Fiscal Years 2007 and 2008 Capital Budgets and would be used to finance the base year and first option year. Funding for the second option year is anticipated to be included as part of future year capital budget development process.

BACKGROUND

This solicitation is a re-bid of the fencing project. The single bid received from Crusader Fence in the original solicitation was rejected at the September 6, 2007 Board Meeting. The solicitation package was revised to add scope, while clarifying standards and modifying requirements to allow for year-to-year bonding to encourage more competition, especially from DBE firms.

The base year contract will include the demolition of existing fence that does not meet the JPB standards and the installation of approximately 7,800 linear feet of chain link, expanded metal and welded wire mesh fence. The bid price for the base year work is \$458,000. The first option year would involve the installation of approximately 20,800 linear feet of fence for a bid price of \$1,161,500 and the second option year would involve the installation of approximately 20,450 linear feet of fence for a bid price of \$1,145,200.

Invitations for Bids (IFBs) were distributed throughout the construction industry. Eleven fence contractors downloaded the plans and specifications from the JPB's Website and the solicitation was advertised in local newspapers. Two bids were received and opened publicly on Tuesday, October 31, 2007, with the following result:

	Company	Total Bid Amount
	<i>Engineer's Estimate</i>	\$3,220,198
1.	Crusader Fence Company, Inc.	\$2,764,700
2.	Golden Bay Fence Plus Iron Works, Inc.	\$2,804,550

The bid submitted by Crusader Fence Company, Inc. was determined to be the low bid, 14 percent lower than the engineer's estimate. Staff then reviewed the bids for responsiveness to the solicitation requirements and determined that both bidders were responsive. Staff evaluated Crusader Fence for responsibility, the ability to satisfactorily perform the work of the contract, and determined that they are responsible, having performed similar work for Amtrak, Sacramento Regional Transit and the Sonoma County Airport. Staff analysis concluded that Crusader Fence Company, Inc. is a responsible bidder that submitted the lowest responsive bid.

The DBE Officer found that Crusader has properly submitted all of the required DBE documentation and found no apparent evidence that would indicate that Crusader was discriminatory in its contracting practices. While the nature of the work is not conducive to subcontracting because the contractor can usually perform all of the work in-house, it is worth noting that Crusader is a small business enterprise certified by the California Department of General Services. It is the determination of the DBE Officer that Crusader has complied with the DBE requirements applicable to this project.

Prepared by: Contract Officer: Patrick May
Project Manager: Steve Hill

650.508.7732
650.622.7941

RESOLUTION NO. 2007-

**BOARD OF DIRECTORS, PENINSULA CORRIDOR JOINT POWERS BOARD
STATE OF CALIFORNIA**

* * *

**AUTHORIZING AWARD OF CONTRACT TO
CRUSADER FENCE CO. INC.
FOR THE PROVISION OF FENCING ALONG THE CALTRAIN RIGHT OF WAY
AT A TOTAL COST OF \$2,764,700**

WHEREAS, the Peninsula Corridor Joint Powers Board (“JPB”) solicited bids for the provision of fencing along the Caltrain right of way; and

WHEREAS, in response to the JPB’s invitation for bids, two firms submitted bids; and

WHEREAS, staff and General Counsel have reviewed the bids; and

WHEREAS, the Executive Director has recommended that a contract be awarded to the lowest responsive, responsible bidder, Crusader Fence Company, Inc., whose bid meets the requirements of the contract documents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards a contract to Crusader Fence Company, Inc. of Rancho Cordova, for the provisioning of fencing along the Caltrain right of way for a total cost of \$2,764,700, consisting of \$458,000 for the base year, \$1,161,500 for the second year option and \$1,145,200 for the third option year, inclusive of all taxes, other costs and expenses; and

BE IT FURTHER RESOLVED that the Executive Director or his designee is authorized to execute a contract on behalf of the Peninsula Corridor Joint Powers Board with Crusader Fence Company, Inc., in full conformity with all the terms and conditions of the contract documents; and

BE IT FURTHER RESOLVED that the Executive Director or his designee is authorized to exercise the options under this contract if in the best interest of the JPB.

Regularly passed and adopted this 6th day of December 2007 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Peninsula Corridor Joint Powers Board

ATTEST:

JPB Secretary

**PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT**

TO: Joint Powers Board

THROUGH: Michael J. Scanlon
Executive Director

FROM: Ian McAvoy
Chief Development Officer

**SUBJECT: APPROVAL OF A CHANGE ORDER TO CONTRACT WITH
SHIMMICK CONSTRUCTION COMPANY FOR AN AMOUNT NOT-TO-
EXCEED \$300,000**

ACTION

Staff Coordinating Council (SCC) recommends that the Board:

1. Approve a contract change order to contract number 04-PCJPB-C-004 with Shimmick Construction Company, not to exceed \$300,000, for the installation caissons and grounding components as passive provisions for future electrification of the Caltrain system at California and Palo Alto Caltrain stations; and
2. Authorize the Executive Director or his designee to execute such contract change order covering negotiated costs and schedule changes resulting from the added work.

SIGNIFICANCE

The approval of the contract change order will allow provisions to be made for these future electrification elements in conjunction with the current station reconstruction work. By assigning this change order to the contractor currently engaged on the California Avenue/Palo Alto Underpasses and Station Improvements Project, these activities can be executed more efficiently and in a manner which will not require major disruption to passengers at the California Avenue and Palo Alto stations platforms at the time of electrification construction. Staff proposes the subject work to be performed by change order as to not preclude the implementation of the electrification program on its approved schedule.

The change order work is within the general scope of the current contract. The work includes installation of caissons (vertical steel pipes) under the station platforms and surrounding finished surfaces, and the construction of an underground grounding system which connects the metallic structures on the station platforms into an electrically continuous grid. It is estimated that this action will increase the Board awarded contract authority by \$300,000 from \$18,990,000 to \$19,290,000.

BUDGET IMPACT

The budget for the proposed contract change order is part of the Electrification Project. The expenditure of Electrification funds to provide passive provision for future installations is prudent and cost effective. Funding for the Electrification project has previously been approved in the prior years' Capital Budgets. No additional member contributions are required.

BACKGROUND

The California Avenue and Palo Alto Underpasses and Station Improvements project, which will rebuild station platforms, various passenger amenities, and construct pedestrian underpasses, is currently in the construction phase. The Electrification Project, which is currently in the preliminary engineering design stage, has identified the need to place overhead catenary (OCS) poles on the station platforms. The Electrification Project also will require the station platforms and all metallic structures in the surrounding area to be grounded to a common ground wire in the future. It is prudent to perform this work now rather than disrupt passenger operations in the future.

Contract number 04-PCJPB-C-004 with Shimmick Construction Company was awarded by the JPB on September 6, 2007 under Resolution 2007-39 in the amount of \$18,990,000.

Prepared by:	Brian Kelleher, Manager Capital Contracts	650.508.7952
Program Manager:	Rick Schmedes	650.508.7715

RESOLUTION NO. 2007 -

**PENINSULA CORRIDOR JOINT POWERS BOARD
STATE OF CALIFORNIA**

**APPROVAL OF A CONTRACT CHANGE ORDER, NOT TO EXCEED \$300,000 WITH
SHIMMICK CONSTRUCTION COMPANY FOR THE INSTALLATION OF CAISSONS
AND GROUNDING COMPONENTS AT CALIFORNIA AVENUE AND PALO ALTO
CALTRAIN STATIONS**

WHEREAS, the Peninsula Corridor Joint Powers Board (JPB) awarded a contract for the California Avenue/Palo Alto Underpasses and Station Improvements Project to Shimmick Construction Company of Hayward, California on September 6, 2007, under Resolution 2007-39 in the amount of \$18,990,000; and

WHEREAS, approval of the contract change order will allow for the installation of the caissons and grounding components as passive provisions for future electrification of the Caltrain system at California Avenue and Palo Alto Caltrain Stations; and

WHEREAS, by assigning this Work as a change order to the contractor currently engaged on the California Avenue and Palo Alto Underpasses and Station Improvements Project, these activities can be executed more efficiently and in a manner which will not require major disruption to passengers at the California Avenue and Palo Alto stations platforms at the time of electrification construction; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby authorizes approval of a contract change order, not to exceed \$300,000, for the California Avenue/Palo Alto Underpasses and Station Improvements Project with Shimmick Construction Company for installation of caissons and grounding components; and

BE IT FURTHER RESOLVED that the Executive Director or his designee is authorized to execute such contract change order covering final negotiated amounts resulting from the added work; and

BE IT FURTHER RESOLVED THAT the Executive Director is authorized to take such further actions as may be needed to give effect to this resolution.

Regularly passed and adopted this 6th day of December, 2007 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Directors

ATTEST:

JPB Secretary

**PENINSULA CORRIDOR JOINT POWERS BOARD
STAFF REPORT**

TO: Joint Powers Board

THROUGH Michael J. Scanlon
Executive Director

FROM: George Cameron Ian McAvoy
Chief Administrative Officer Chief Development Officer

SUBJECT: **AUTHORIZATION FOR DISPOSITION OF FOUR (4-PLEX) SURPLUS
COMMERCIAL MODULAR CONSTRUCTION TRAILERS**

ACTION

Staff Coordinating Council (SCC) recommends that the Board authorize the Executive Director to dispose of the following surplus commercial modular construction trailers (trailers) in accordance with existing JPB disposition procedures:

- Williams Scotsman Construction Trailers, Serial Nos. C08563S0005128, C08563S0005129, CA8463S0200387 and CA8463S0200386

SIGNIFICANCE

Approval of the above action will allow the JPB to dispose of trailers that are no longer viable for use in the field on construction projects.

BUDGET IMPACT

The above trailers were purchased with local funds. Should the JPB receive any proceeds from the disposition of these trailers, the proceeds will be deposited in the JPB's General Fund. However, the JPB may incur costs for disposal of the trailers if attempts at sale are unsuccessful.

BACKGROUND

The JPB purchased the trailers, originally manufactured in 1985, from Williams Scotsman, Inc. in August of 2001 to house personnel assigned to the North and South CTX projects.

Because of their poor condition, including a leaky roof, structural damage, and mold issues, it is in the best interest of the JPB to dispose of these trailers for the safety of its employees as well as the public. Due to the high cost of disposal, the JPB may elect to sell the trailers for a minimal

fee with an “as-is” and “with all faults” stipulation. The JPB’s contracted auctioneer has indicated the trailers have no market value.

It is the JPB’s policy to dispose of surplus property in a manner that will yield maximum proceeds to the JPB, in full compliance with the JPB’s procurement policy. Because the original acquisition cost of the trailers was more than \$50,000, Board authorization of the disposition is required. The disposition method can be by a sealed bid procedure, auction, sale, negotiation or transfer to another public agency, or by discarding items as scrap.

Contract Officer: Theresa Ostello
Project Manager: Gordon Hail

650.508.6351
650.508.7795

RESOLUTION NO. 2007-

**BOARD OF DIRECTORS, PENINSULA CORRIDOR JOINT POWERS BOARD
STATE OF CALIFORNIA**

* * *

**AUTHORIZING DISPOSITION OF FOUR SURPLUS
COMMERCIAL MODULAR CONSTRUCTION TRAILERS**

WHEREAS, it is the policy of the Peninsula Corridor Joint Powers Board (JPB) to dispose of surplus items that are no longer viable for use; and

WHEREAS, the JPB has identified the following surplus commercial modular construction trailers for disposition:

Williams Scotsman Construction Trailers, Serial Nos. C08563S0005128,
C08563S0005129, CA8463S0200387, and CA8463S0200386

WHEREAS, the Executive Director recommends that the JPB authorize the disposition of the above trailers by any means permitted by the procurement policy, including through a sealed bid procedure, auction, sale or transfer to another public agency, negotiation, or by discarding as scrap; and

WHEREAS, the proceeds from disposition, if any, will be deposited in the JPB's General Fund.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the JPB authorizes the disposition of the four trailers identified above by any means permitted by the procurement policy, including through a sealed bid procedure, auction, sale or transfer to another public agency, negotiation, or by discarding as scrap, with the proceeds, if any, from the disposition of these trailers to be deposited in the JPB's General Fund; and

BE IT FURTHER RESOLVED that the Board authorizes the Executive Director or his designee to determine the appropriate method of disposition of the trailers.

Regularly passed and adopted this 6th day of December, 2007, by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Directors

ATTEST:

JPB Secretary

