

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

**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.