

**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO



## Agenda

### Board of Directors Meeting

**June 7, 2023, 2:00 pm**

### San Mateo County Transit District

Bacciocco Auditorium, 2nd Floor  
1250 San Carlos Ave., San Carlos, CA

Members of the public may attend in-person or participate remotely via Zoom at: <https://us06web.zoom.us/j/87609824114?pwd=UGhLRjNXb2xWeFM3aIBrNUxVbGNmQT09> or by entering Webinar ID: **876 0982 4114**, Passcode: **519746** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only.

***Please Note the following COVID-19 Protocols for in-person attendance:***

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
  - Cough
  - Shortness of Breath
  - Fever
  - Chills
  - Muscle Pain
  - Sore Throat
  - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

**Public Comments:** Public comments may be submitted to [publiccomment@samtrans.com](mailto:publiccomment@samtrans.com) prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting in person and through Zoom\* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial \*67 if you do not want your telephone number to appear on the live broadcast. Callers may dial \*9

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

to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial \*6 to unmute themselves when recognized to speak.

Each public comment is limited to two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The video live stream will be available after the meeting at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>.

**Wednesday, June 7, 2023**

**2:00 pm**

1. Call to Order/Pledge of Allegiance

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

2. Roll Call

3. Consent Calendar

3.a. Approval of Minutes of the Board of Directors Meeting of May 3, 2023 Motion

3.b. Acceptance of Statement of Revenues and Expenses for the Period Ending April 30, 2023 Motion

3.c. Acceptance of Capital Projects Quarterly Status Report for 3rd Quarter Fiscal Year 2023 Motion

3.d. Acceptance of Quarterly Fuel Hedge Update Motion

3.e. Authorize Execution of Contracts and Amendments for Information Technology Licenses, Maintenance Services and Professional Services, and for Technology-related Products and Services Through Piggyback Contracts and Cooperative Purchasing Programs Resolution

3.f. Authorize the Filing of an Application to Receive Transit Performance Initiative Program Funds for the El Camino Real Mid-County Transit and Multimodal Corridor Plan Resolution

4. Public Comment for Items Not on the Agenda

*Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.*

5. Report of the Chair
  - 5.a. Recognizing Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Pride Month and Reaffirming a Commitment to Diversity, Equity, Access, and Inclusion Resolution
  - 5.b. Report from District Headquarters Ad Hoc Committee Meeting of May 5, 2023 Informational
6. Report of the General Manager/CEO
  - 6.a. General Manager/CEO Report – May 31, 2023 Informational
  - 6.b. Update on Implementation of Caltrain Governance Memorandum of Understanding Informational
  - 6.c. Reimagine SamTrans Implementation Update Informational
7. Board Member Requests/Comments
8. Recess to Committee Meetings
  - 8.a. Community Relations Committee / Committee of the Whole  
*M. Chuang (Chair), R. Mueller, P. Ratto*
    - 8.a.1. Call to Order
    - 8.a.2. Approval of Minutes of the Community Relations Committee Meeting of May 3, 2023 Motion
    - 8.a.3. Appointment of Judith Lamarre, Representing Bus Riders, to the Citizens Advisory Committee Motion
    - 8.a.4. Accessible Services Update Informational
    - 8.a.5. Paratransit Coordinating Council Update Informational
    - 8.a.6. Citizens Advisory Committee Update Informational
    - 8.a.7. Monthly Performance Report | April 2023 Informational
    - 8.a.8. Adjourn
  - 8.b. Finance Committee / Committee of the Whole  
*J. Gee (Chair), M. Chuang, M. Fraser*

- 8.b.1. Call to Order
- 8.b.2. Approval of Minutes of the Finance Committee Meeting of May 3, 2023 Motion
- 8.b.3. Award of Contracts for On-call General Engineering Consultant Design Services Motion
- 8.b.4. Adoption of Proposed Fiscal Year 2024 and Fiscal Year 2025 Operating and Capital Budgets Motion
- 8.b.5. Adoption of Revisions to the District Procurement Policy Motion
- 8.b.6. Adjourn
- 8.c. Strategic Planning, Development, and Sustainability Committee / Committee of the Whole  
*D. Canepa (Chair), R. Medina, P. Ratto*
  - 8.c.1. Call to Order
  - 8.c.2. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of April 5, 2023 Motion
  - 8.c.3. Fare Programs Informational Update: Clipper Next Generation, Clipper BayPass Pilot Program, and Redwood City / Sequoia Union High School Districts Youth Unlimited Pass Program Informational
  - 8.c.4. Clipper START Program Update and Proposed Fare Structure Changes Motion
  - 8.c.5. Adjourn
- 8.d. Legislative Committee / Committee of the Whole  
*R. Mueller (Chair), R. Medina*
  - 8.d.1. Call to Order
  - 8.d.2. Approval of Minutes of the Legislative Committee Meeting of May 3, 2023 Motion



- 8.d.3. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1377 (Friedman) Motion
- 8.d.4. Adjourn
- 9. Reconvene Board of Directors Meeting
- 10. Matters for Board Consideration: Community Relations Committee
  - 10.a. Appointment of Judith Lamarre, Representing Bus Riders, to the Citizens Advisory Committee Motion
  - 10.b. Accessible Services Update Informational
  - 10.c. Paratransit Coordinating Council Update Informational
  - 10.d. Citizens Advisory Committee Update Informational
  - 10.e. Monthly Performance Report | April 2023 Informational
- 11. Matters for Board Consideration: Finance Committee
  - 11.a. Awarding Contracts to Stantec Architecture Inc. and STV Incorporated for On-call General Engineering Consultant (GEC) Design Services for an Aggregate Total Not-to-exceed Amount of \$15 Million for a Six-year Base Term and up to Two One-year Option Terms Resolution
  - 11.b. Adopting Fiscal Years 2024 and 2025 Operating Budgets in the Amounts of \$264,461,894 and \$273,278,060, Respectively, and Fiscal Years 2024 and 2025 Capital Budgets in the Amounts of \$187,925,555 and \$67,099,514, Respectively Resolution
  - 11.c. Adopting Revisions to District Procurement Policy Resolution
- 12. Matters for Board Consideration: Strategic Planning, Development, and Sustainability Committee
  - 12.a. Fare Programs Informational Update: Clipper Next Generation, Clipper BayPass Pilot Program, and Redwood City / Sequoia Union High School Districts Youth Unlimited Pass Program Informational

- |   |               |
|---|---------------|
| 12.b. Amending the Fare Structure to Extend Participation in the Clipper START Regional Means-based Fare Program and Make Other Minor Revisions   | Resolution    |
| 13. Matters for Board Consideration: Legislative Committee  |               |
| 13.a. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1377 (Friedman)   | Motion        |
| 14. Communications to the Board of Directors  | Informational |
| 15. Date/Time of Next Regular Meeting - Wednesday, July 5, 2023, at 2:00 pm   |               |
| <i>The meeting will be accessible via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Please see the meeting agenda for more information.</i> |               |
| 16. General Counsel Report  |               |
| 17. Adjourn   |               |

## Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at: <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to [board@samtrans.com](mailto:board@samtrans.com).

*Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287*

### **Date and Time of Board and Citizens Advisory Committee Meetings**

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;  
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

### **Location of Meeting**

This meeting will be held in-person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

\*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

### **Public Comment**

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the District Secretary. Prior to the meeting's call to order, public comments may be submitted to [publiccomment@samtrans.com](mailto:publiccomment@samtrans.com) prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

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### **Accessible Public Meetings/Translation**

Upon request, SamTrans 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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email [titlevi@samtrans.com](mailto:titlevi@samtrans.com); or request by phone at 650-622-7864 or TTY 650-508-6448.

### **Availability of Public Records**

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Board of Directors Meeting**

**May 3, 2023**

**Members Present:** D. Canepa, M. Chuang, M. Fraser (Vice Chair), J. Gee, R. Medina,  
**(In Person)** R. Mueller (arrived at 2:13 pm), J. Powell (Chair), P. Ratto

**Members Present:** None  
**(Via Teleconference)**

**Members Absent:** None

**Staff Present:** A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**1. Call to Order/Pledge of Allegiance**

Chair Josh Powell called the meeting to order at 2:02 pm and led the Pledge of Allegiance.

**2. Roll Call**

Ms. Seamans confirmed that a quorum of the Board was present.

**3. Report from Closed Session at April 5 Board Meeting**

**3.a Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): SC Transit Village, LLC, et al. v. San Mateo County Transit District, et al.; San Mateo County Superior Court Case No. 22-CIV-04642**

Joan Cassman, Legal Counsel, reported that no action was taken.

**4. Consent Calendar**

**4.a. Approval of Minutes of the Board of Directors Meeting of April 5, 2023**

**4.b. Acceptance of Statement of Revenues and Expenses for the Period Ending March 31, 2023**

**4.c. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook**

**4.d. Authorization of the Application for and Receipt of Annual Cap and Trade Funding for Battery Electric Buses – Approved by Resolution No. 2023-23**

Public Comment:

Aleta Dupree expressed her support for Item 4d.

Motion/Second: Medina/Chuang

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Powell, Ratto

Noes: None

Absent: Mueller

## **5. Public Comment for Items Not on the Agenda**

Aleta Dupree thanked SamTrans and April Chan, General Manager/CEO, for supporting the General Manager Ride-Along event. She said she looked forward to having electric buses on the fleet.

## **6. Report of the Chair**

### **6.a. Recognizing Asian-American and Pacific Islander Heritage Month – Approved by Resolution No. 2023-24**

Tasha Bartholomew, Media Relations Manager, summarized the resolution for the record.

Director Marie Chuang encouraged people to participate in the various events celebrating Asian-American and Pacific Islander Heritage Month around the Bay Area.

Motion/Second: Chuang/Ratto

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Powell, Ratto

Noes: None

Absent: Mueller

### **6.b. Report of the Board Nominating Committee for Public Member and Appointment of Public Member (Chuang, Gee, Medina)**

Director Jeff Gee reported on behalf of the Board Nominating Committee. He noted that they were not yet ready to make a recommendation and wanted to extend the application period another 30 days to ensure there are applicants from throughout the County.

#### Public Comment:

Thanh Van said he had recently applied for the open public member position on the Board and that it was difficult for him to find the application on the website. He suggested making the application more publicly available.

Ms. Cassman suggested increasing the outreach regarding the public member recruitment to cities and other local agencies.

*Director Ray Mueller arrived at 2:13 pm.*

## **7. Report of the General Manager/CEO**

### **7.a General Manager/CEO Report – April 26, 2023**

April Chan, General Manager/CEO, summarized the items that would be presented on the agenda. She noted that Clipper START, which provides 50-percent discounted fares to eligible recipients, will be brought to the Board at a future meeting to approve extending the program.

**7.b. Delegation of Authority to the General Manager/CEO to Approve Designs and Plans for District Capital Projects – Approved by Resolution No. 2023-25**

Liria Larano, Deputy Chief, Bus Fleet and Facilities, presented the staff report and noted that the number of capital projects has increased with the acquisition of zero emission buses, replacement of aging infrastructure, combatting climate change, and sea level rise, and requested delegation of authority for all projects going forward.

Chair Powell requested getting reports on any requested approvals, which Ms. Cassman acknowledged. She explained that they could keep the Board apprised in the staff reports.

Motion/Second: Ratto/Gee

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

**8. Board Member Requests/Comments**

There were no requests or comments.

**9. Recess to Committee Meetings**

The Board meeting recessed to Committee meetings at 2:26 pm.

*Director Jeff Gee left the meeting at approximately 4:00 pm.*

**10. Reconvene Board of Directors Meeting**

Chair Powell reconvened the Board meeting at 4:11 pm.

**11. Matters for Board Consideration: Community Relations Committee**

Director Marie Chuang led the Board in voting on the following items:

**11.a. Proclamation Declaring May as Older Americans Month**

Motion/Second: Chuang/Powell

Ayes: Canepa, Chuang, Fraser, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**11.b. Appointment of Member, Representing Bus Riders, to the Citizens Advisory Committee**

Motion/Second: Medina/Powell

Ayes: Canepa, Chuang, Fraser, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

Director Chuang reported on the following items:

**11.c. Accessible Services Update**

**11.d. Paratransit Coordinating Council Update**

- 11.e. **Citizens Advisory Committee Update**
- 11.f. **Monthly Performance Report | March 2023**

## **12. Matters for Board Consideration: Finance Committee**

Director Chuang led the Board in voting on the following items:

- 12.a. **Awarding a Contract to Jacobs Project Management Company for On-call Construction Management Services for Battery Electric Bus, Hydrogen Fuel Cell Electric Bus, and Bus Facility Infrastructure Projects for an Aggregate Total Not-to-exceed Amount of \$9 Million for a Six-year Base Term and up to Two One-year Option Terms – Approved by Resolution No. 2023-26**
- 12.b. **Amending to Increase the Fiscal Year 2023 Capital Budget by \$4,008,474 for the Hydrogen Fuel Cell Electric Bus Infrastructure Project for a Total Capital Budget of \$40,093,146 – Approved by Resolution No. 2023-27**
- 12.c. **Awarding a Contract to Plug Project Holding Co., LLC to Provide Interim Hydrogen Fueling Services for a Total Not-to-exceed Amount of \$2,588,560 for a Two-year Term and Authorizing Options for an Additional Not-to-exceed Amount of \$3,051,826 – Approved by Resolution No. 2023-28**
- 12.d. **Awarding a Contract to Reliable Monitoring Services dba RMS Construction for the North Base Bus Maintenance Facility Modifications for Hydrogen Fuel Cell Electric Buses for a Total Contract Amount of \$1,419,914 – Approved by Resolution No. 2023-29**
- 12.e. **Authorizing Participation in, and Delegating Authority to Request Disbursements from, the California Employers' Pension Prefunding Trust Administered by the California Public Employees' Retirement System – Approved by Resolution No. 2023-30**

Motion/Second: Mueller/Ratto

Ayes: Canepa, Chuang, Fraser, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

Director Chuang reported on the following item:

- 12.f. **Preliminary Operating and Capital Budgets for Fiscal Years 2024 and 2025**

## **13. Matters for Board Consideration: Legislative Committee**

Director Ray Mueller led the Board in voting on the following item:

- 13.a. **State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 557 (Hart)**

Motion/Second: Ratto/Chuang

Ayes: Canepa, Chuang, Fraser, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**14. Communications to the Board of Directors**

Chair Powell noted that the correspondence was in the agenda packet (available online).

**15. Date/Time of Next Regular Meeting**

Chair Powell announced the time and location of the next meeting as Wednesday, June 7, 2023 at 2:00 pm, in person at the SamTrans Auditorium and via Zoom teleconference.

**16. General Counsel Report**

Ms. Cassman said she had no report.

**17. Adjourn**

The meeting adjourned at 4:15 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).

DRAFT



**San Mateo County Transit District  
Staff Report**

To: Board of Directors  
Through: April Chan, General Manager/CEO  
From: Kate Steiner, Chief Financial Officer  
Subject: **Acceptance of Statement of Revenues and Expenses for the Period Ending April 30, 2023**

**Action**

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the period ending April 30, 2023 and supplemental information.

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through April 30, 2023. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide an easy comparison of current year-to-date actuals to information for the prior year-to-date actuals, including dollar and percentage variances.

**Significance**

**Annual Forecast:** The annual forecast was derived by examining actual revenue and expense trends through April 2023, and then analyzing trends and reviewing details with cost center managers. The Agency budget for FY 2023 was approved with a projected deficit of \$19.0 million, using a draw from Prior Years' Surplus to cover the balance. During this year, several items have changed significantly, such that the Agency is now projected to end the year with a surplus of \$5.8 million, a change of \$24.8 million from the approved budget.

The large variance is based on:

- 1) Revenue increases of \$30.7 million;
- 2) Expense savings of \$5.9 million;
- 3) Reduction of \$3.2 million in the amount required to fund reserves to their minimum levels; partially offset by
- 4) Allocation of \$15.0 million to Future Capital Fund due to the significant capital needs of the agency.

**Forecast Revenues:** Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 18) are forecasted to be \$30.7 million higher than budget, \$13.9 million of which is due to Sales Tax revenues (page 1, line 6, 10, & 11). The latest projections for sales tax continue to reflect a strong recovery from the pandemic. Local TDA and STA Funds (page 1, line 2) are projected to be \$8.0 million higher than budget due to the STA Caltrain ROW repayment. Investment Income (page 1, line 12) is projected to be \$6.5 million higher than budget due to continued rising interest rates to combat inflation. Rental Income (page 2, line 14) is projected

to be \$1.6 million higher than budget, driven by rental of the Headquarters' 1<sup>st</sup> floor and the basement leases. Finally, although much smaller than the other increases, Passenger Fares (page 1, line 1) are expected to be higher than budget by \$0.8 million due to continued improving ridership.

**Forecast Expenses:** Total Operating Expense (page 1, line 27) are forecast to be \$5.9 million lower than budget, with almost all of the savings in Contracted Urban Bus Service (CUB) (page 3, line 34). The CUB costs are lower than budget by \$5.1 million, driven by the impact of service DNO (Did Not Operate) in the first half of FY 2023. Additionally, Professional Services (page 3, line 7) are projected to end the year \$1.3 million lower than budget mainly due to the timing of Microtransit operations. There are also several other items with projected decreases:

- 1) Technical Services (page 3, line 8): \$1.1 million favorable to budget due to reductions in IT contracts and lower spend as of Apr'23 YTD;
- 2) \$0.6 million lower Shuttle Service (page 4, line 61) due to 3 suspended shuttles through Dec'22 and no Norfolk / 2nd Oyster Point BART vehicles in FY 2023.

These savings are partially offset by some increased costs:

- 1) \$1.6 million higher Insurance Claims (page 3, line 22 & 42) due to more incidents in FY 2023;
- 2) \$0.6 million higher Bus Parts and Materials (page 3, line 12) due to increased service levels/demands and aging fleet; and
- 3) \$0.5 million higher Coastside ADA services (page 4, line 50) driven by an extended contract with average 40% of cost increase.

**Forecast Contribution to Reserves:** The FY 2023 Budget included a total of \$56.9 million to fund three reserve funds: an Operating Reserve (page 1, line 38), Sales Tax Stabilization Reserve (page 1, line 39) and Pension (page 1, line 40). Staff is proposing to reallocate the amount of funding proposed in the budget for the Operating Reserve, based on further analysis of the intent of the Operating Reserve Policy. At the end of FY 2023, the Operating Reserve will be funded at the level called for in the Policy and will continue to meet the policy for FY 2024 and FY 2025. The Sales Tax Stabilization Reserve, though, is not yet funded at the level called for in that Policy, so staff recommends reallocating enough funds from the FY 2023 budget to the Sales Tax Stabilization Reserve to bring it to the policy level. After the reallocation of the FY 2023 budget from one reserve to the other, the total funds required for to fund the two reserves through FY 2025, are forecast to be \$3.2 million lower than budget.

**Year to Date Revenues:** As of April year-to-date actual, the Total Sources of Funds (page 1, line 18) are \$50.5 million higher than the prior year. This is primarily driven by the increases in Passenger Fares (page 1, line 1), Local TDA and STA Funds (page 1, line 2), Operating Grants (page 1, line 5), District Sales Tax (page 1, line 10), Measure W Sales Tax (page 1, line 11), Investment Income (page 1, line 12), and Other Interest, Rent & Other Income (page 1, line 13). The Local TDA and STA Funds (page 1, line 2) significantly increased due to the repayment of

\$8.0 million in STA funds related to the acquisition of the Caltrain right of way. The increases are partially offset by the decreases in CARES ACT and CRRSSAA and ARPA (page1, line 4).

**Year to Date Expenses:** As of April year-to-date actual, the Total Uses of Funds (page 1, line 42) are \$40.5 million higher than the prior year-to-date actual. This is primarily due to the increases in Motor Bus (page 1, line 22), A.D.A. Programs (page 1, line 23), Other Multi-Modal Programs (page, line 24), and Sales Tax Allocation for Capital Programs (page 1, line 34). The Motor Bus Wages & Benefits (Page 3, Line 1) increased due to a 3.5% wage increase and \$1,000 lump sum payment. Measure W Sales Tax Capital (Page 1, line 32) increased because eligible Measure W capital projects increased as reflected in the Fiscal Year 2023 adopted capital budget.

**Other Information:** The Agency accounts for revenue and expenditures on a modified cash basis (only material revenues and expenses are accrued) on the monthly financial statement. As such, the variance between the current year actual and the prior year actual may show noticeable variances due to the timing of expenditures.

**Budget Impact**

There is no budget impact for the month of April 2023.

Prepared By:	Soe Aung	Accountant III	650-622-8020
	Victor Lo	Manager – GL & Financial Reporting	650-508-6208

Statement of Revenues and Expenses

SUMMARY OF REVENUES AND EXPENSES  
FISCAL YEAR 2023  
APRIL 2023

% OF YEAR ELAPSED: 83.3%

	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	VARIANCE
<b>SOURCES OF FUNDS</b>							
<b>Operating Revenues</b>							
1 Passenger Fares	7,423,594	9,229,976	1,806,383	24.3%	9,739,000	10,500,000	761,000
2 Local TDA and STA Funds	41,120,141	62,940,518	21,820,377	53.1%	65,886,455	73,886,455	8,000,000
3 Pass through to Other Agencies	497,810	497,810	-	-	597,375	597,375	-
4 CARES ACT and CRRSAA and ARPA	15,633,362	11,882,760	(3,750,602)	(24.0%)	11,882,760	11,882,760	-
5 Operating Grants	674,041	2,040,314	1,366,274	202.7%	3,931,070	3,931,070	-
6 SMCTA Measure A	3,216,518	3,968,037	751,519	23.4%	4,330,880	4,691,800	360,920
7 AB434 Funds, TA Funded Shuttle & Other	340,251	148,666	(191,585)	(56.3%)	114,300	114,300	-
8 <b>Subtotal - Operating Revenues</b>	<b>68,905,716</b>	<b>90,708,082</b>	<b>21,802,366</b>	<b>31.6%</b>	<b>96,481,840</b>	<b>105,603,760</b>	<b>9,121,920</b>
<b>Other Revenue Sources</b>							
10 District Sales Tax	87,452,990	96,905,079	9,452,089	10.8%	108,272,000	117,295,000	9,023,000
11 Measure W Sales Tax	43,645,058	48,397,209	4,752,151	10.9%	54,136,000	58,647,500	4,511,500
12 Investment Income	1,802,111	7,665,860	5,863,749	325.4%	2,840,000	9,300,000	6,460,000
13 Other Interest, Rent & Other Income	5,247,642	9,930,153	4,682,511	89.2%	9,249,477	10,846,077	1,596,600
14 Due from PCJPB, SMCTA & SAMTR Capital W&B	21,283,898	25,235,095	3,951,196	18.6%	47,076,041	47,076,041	-
15 <b>Subtotal - Other Revenues</b>	<b>159,431,700</b>	<b>188,133,396</b>	<b>28,701,696</b>	<b>18.0%</b>	<b>221,573,518</b>	<b>243,164,618</b>	<b>21,591,100</b>
16 <b>Total Revenues</b>	<b>228,337,416</b>	<b>278,841,478</b>	<b>50,504,062</b>	<b>22.1%</b>	<b>318,055,358</b>	<b>348,768,378</b>	<b>30,713,020</b>
17 <b>Total Sources of Funds</b>	<b>228,337,416</b>	<b>278,841,478</b>	<b>50,504,062</b>	<b>22.1%</b>	<b>318,055,358</b>	<b>348,768,378</b>	<b>30,713,020</b>
<b>USES OF FUNDS</b>							
20 PCJPB, SMCTA & SAMTR Capital W&B	21,283,898	25,235,095	3,951,196	18.6%	47,076,041	47,076,041	-
21 Motor Bus	103,120,916	120,006,603	16,885,687	16.4%	159,493,835	153,879,772	(5,614,063)
22 A. D. A. Programs	13,968,564	15,937,881	1,969,317	14.1%	18,712,269	19,156,669	444,400
23 Other Multi-Modal Programs	1,561,003	4,254,780	2,693,777	172.6%	5,941,200	5,308,054	(633,146)
24 Pass through to Other Agencies	497,810	497,810	-	-	597,375	597,375	-
25 Land Transfer Interest Expense	-	-	-	-	95,411	-	(95,411)
26 <b>Total Operating Expense</b>	<b>140,432,191</b>	<b>165,932,169</b>	<b>25,499,977</b>	<b>18.2%</b>	<b>231,916,131</b>	<b>226,017,911</b>	<b>(5,898,220)</b>
27 <b>Total Operating Surplus / (Deficit)</b>	<b>87,905,224</b>	<b>112,909,309</b>	<b>25,004,085</b>	<b>28.4%</b>	<b>86,139,227</b>	<b>122,750,467</b>	<b>36,611,240</b>
28							
29 District Sales Tax Capital	3,035,171	4,606,167	1,570,996	51.8%	5,527,400	5,527,400	-
30 Measure W Sales Tax Capital	5,675,601	19,613,323	13,937,722	245.6%	23,535,988	23,535,988	-
31 Reserves for Future Capital Allocation	-	-	-	-	-	-	-
32 <b>Sales Tax Allocation - Capital Program</b>	<b>8,710,772</b>	<b>24,219,490</b>	<b>15,508,718</b>	<b>178.0%</b>	<b>29,063,388</b>	<b>29,063,388</b>	<b>-</b>
33							
34 <b>Total Debt Service</b>	<b>7,097,012</b>	<b>6,582,568</b>	<b>(514,445)</b>	<b>(7.2%)</b>	<b>19,144,578</b>	<b>19,144,578</b>	<b>-</b>
35							
36 <b>Operating Reserve</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,814,124</b>	<b>2,000,000</b>	<b>(25,814,124)</b>
37 <b>Sales Tax Stabilization Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,120,400</b>	<b>30,779,130</b>	<b>22,658,730</b>
38 <b>Pension</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,000,000</b>	<b>21,000,000</b>	<b>-</b>
39							
40 <b>Total Uses of Funds</b>	<b>156,239,976</b>	<b>196,734,226</b>	<b>40,494,251</b>	<b>25.9%</b>	<b>337,058,621</b>	<b>328,005,007</b>	<b>(9,053,614)</b>
41							
42 <b>SURPLUS/(DEFICIT)</b>	<b>72,097,440</b>	<b>82,107,251</b>	<b>10,009,811</b>	<b>13.9%</b>	<b>(19,003,263)</b>	<b>20,763,371</b>	<b>39,766,634</b>
43 <b>Future Capital Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000,000</b>	<b>15,000,000</b>
44 <b>Draw from Prior Years' Surplus</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,003,263</b>	<b>-</b>	<b>(19,003,263)</b>
45 <b>ADJUSTED SURPLUS/(DEFICIT)</b>	<b>72,097,440</b>	<b>82,107,251</b>	<b>10,009,811</b>	<b>13.9%</b>	<b>-</b>	<b>5,763,371</b>	<b>5,763,371</b>
46							
47							

Statement of Revenues and Expenses							
SAN MATEO COUNTY TRANSIT DISTRICT STATEMENT OF REVENUES FISCAL YEAR 2023 APRIL 2023							
						% OF YEAR ELAPSED: 83.3%	
REVENUE	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE
<b>OPERATING REVENUES - MOTOR BUS</b>							
1 PASSENGER FARES	7,069,180	8,792,627	1,723,447	24.4%	9,309,000	10,000,000	691,000
2 LOCAL (TDA) TRANSIT FUND	29,225,853	44,190,000	14,964,147	51.2%	53,028,002	53,028,002	-
3 STATE TRANSIT ASSISTANCE	8,859,043	15,614,468	6,755,425	76.3%	9,095,193	17,095,193	8,000,000
4 OPERATING GRANTS	399,589	514,474	114,885	28.8%	1,341,421	1,341,421	-
5 DISTRICT SALES TAX REVENUE	53,276,931	38,564,288	(14,712,643)	(27.6%)	81,258,360	58,426,702	(22,831,658)
6 INVESTMENT INTEREST INCOME	1,494,043	7,271,849	5,777,805	386.7%	2,475,000	8,771,849	6,296,849
<b>OTHER REVENUE SOURCES:</b>							
7 Rental Income	1,214,347	3,104,529	1,890,181	155.7%	1,555,354	3,155,354	1,600,000
8 Advertising Income	694,204	1,139,217	445,013	64.1%	1,246,099	1,246,099	-
9 Other Income	887,724	815,152	(72,572)	(8.2%)	185,406	815,152	629,746
10 <b>TOTAL OTHER REVENUES</b>	<b>2,796,275</b>	<b>5,058,898</b>	<b>2,262,623</b>	<b>80.9%</b>	<b>2,986,859</b>	<b>5,216,605</b>	<b>2,229,746</b>
11 <b>TOTAL MOTOR BUS</b>	<b>103,120,916</b>	<b>120,006,603</b>	<b>16,885,688</b>	<b>16.4%</b>	<b>159,493,835</b>	<b>153,879,772</b>	<b>(5,614,063)</b>
<b>AMERICAN DISABILITIES ACT:</b>							
12 Passenger Fares Redi-Wheels	354,413	437,349	82,936	23.4%	430,000	540,000	110,000
13 Local TDA 4.5 Redi-Wheels	1,538,211	2,325,790	787,579	51.2%	2,790,948	2,790,948	-
14 Local STA - Paratransit	1,497,033	810,260	(686,773)	(45.9%)	972,312	972,312	-
15 Operating Grants	274,451	1,525,840	1,251,389	456.0%	2,589,649	2,589,649	-
16 Sales Tax Revenue - ADA	5,485,722	5,843,016	357,294	6.5%	6,033,480	5,877,948	(155,532)
17 Interest Income - Paratransit Fund	308,068	394,012	85,944	27.9%	365,000	494,012	129,012
18 SMCTA Measure A Redi-Wheels	3,216,518	3,968,037	751,519	23.4%	4,330,880	4,691,800	360,920
19 Measure M Paratransit	1,294,147	633,576	(660,571)	(51.0%)	1,200,000	1,200,000	-
20 <b>TOTAL ADA PROGRAMS</b>	<b>13,968,564</b>	<b>15,937,881</b>	<b>1,969,317</b>	<b>14.1%</b>	<b>18,712,269</b>	<b>19,156,669</b>	<b>444,400</b>
<b>MULTI-MODAL TRANSIT PROGRAMS:</b>							
21 AB434 Funds-SamTrans Shuttle	340,251	148,666	(191,585)	(56.3%)	114,300	114,300	-
22 Employer SamTrans Shuttle Funds	1,044,931	3,639,783	2,594,852	248.3%	4,880,200	4,247,054	(633,146)
23 Dumbarton Rental Income	456,566	597,896	141,330	31.0%	182,418	182,418	-
24 Sales Tax Revenue - Gen. Operating Asst.	(280,745)	(131,565)	149,180	53.1%	764,282	764,282	-
25 <b>TOTAL MULTIMODAL</b>	<b>1,561,003</b>	<b>4,254,780</b>	<b>2,693,777</b>	<b>172.6%</b>	<b>5,941,200</b>	<b>5,308,054</b>	<b>(633,146)</b>
26 <b>TOTAL REVENUES</b>	<b>118,650,483</b>	<b>140,199,264</b>	<b>21,548,781</b>	<b>18.2%</b>	<b>184,147,304</b>	<b>178,344,495</b>	<b>(5,802,809)</b>

Statement of Revenues and Expenses							
SAN MATEO COUNTY TRANSIT DISTRICT OPERATING EXPENSES FISCAL YEAR 2023 APRIL 2023							
% OF YEAR ELAPSED: 83.3%							
EXPENSES	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE
<b>DISTRICT OPERATED BUSES</b>							
1 Motor Bus Wages & Benefits	53,086,212	64,442,442	11,356,230	21.4%	80,455,163	80,455,163	-
2							
3 Services:							
4 Board of Directors	114,670	86,589	(28,082)	(24.5%)	118,733	118,733	-
5 Contracted Vehicle Maintenance	959,528	853,871	(105,657)	(11.0%)	1,252,376	1,252,376	-
6 Property Maintenance	1,363,786	1,482,121	118,336	8.7%	2,020,714	1,866,714	(154,000)
7 Professional Services	4,305,095	3,761,658	(543,438)	(12.6%)	7,231,919	5,981,919	(1,250,000)
8 Technical Services	6,331,104	7,133,530	802,426	12.7%	11,540,170	10,400,000	(1,140,170)
9 Other Services	2,597,178	2,795,315	198,137	7.6%	5,666,269	5,545,244	(121,025)
10 Materials & Supply:							
11 Fuel and Lubricants*	3,350,080	4,442,822	1,092,742	32.6%	5,817,626	5,817,626	-
12 Bus Parts and Materials	1,958,896	2,632,719	673,823	34.4%	2,483,496	3,108,496	625,000
13 Uniforms and Driver Expense	509,278	303,821	(205,457)	(40.3%)	799,140	676,471	(122,669)
14 Timetables and Tickets	75,044	49,255	(25,789)	(34.4%)	175,633	175,633	-
15 Office Supplies / Printing	357,006	435,796	78,790	22.1%	402,243	535,796	133,553
16 Other Materials and Supply	98,950	164,741	65,791	66.5%	132,550	214,741	82,191
17							
18 Utilities:							
19 Telephone	472,154	560,778	88,624	18.8%	669,200	669,200	-
20 Other Utilities	1,113,709	1,247,140	133,431	12.0%	1,676,400	1,676,400	-
21 Insurance	2,748,697	2,917,030	168,333	6.1%	3,030,945	3,030,945	-
22 Claims Reserves and Payments	1,036,216	1,171,918	135,702	13.1%	600,000	1,171,918	571,918
23 Workers' Compensation	2,827,233	3,008,393	181,160	6.4%	3,790,476	3,790,476	-
24 Taxes and License Fees	752,795	582,007	(170,788)	(22.7%)	668,846	668,846	-
25 Leases and Rentals	60,375	39,003	(21,372)	(35.4%)	81,900	81,900	-
26 Promotional and Legal Advertising	241,304	677,207	435,903	180.6%	1,299,786	1,161,536	(138,250)
27 Training and Business Travel	132,600	241,001	108,401	81.8%	790,790	690,440	(100,350)
28 Dues and Membership	143,289	130,425	(12,864)	(9.0%)	250,032	250,032	-
29 Postage and Other	97,331	121,268	23,937	24.6%	207,492	207,492	-
30							
31 <b>Total District Operated Buses</b>	<b>84,732,529</b>	<b>99,280,850</b>	<b>14,548,320</b>	<b>17.2%</b>	<b>131,161,899</b>	<b>129,548,097</b>	<b>(1,613,802)</b>
32							
33 <b>CONTRACTED BUS SERVICES</b>							
34 Contracted Urban Bus Service	15,240,710	15,453,303	212,593	1.4%	23,638,400	18,500,000	(5,138,400)
35 Coastside Services	1,366,933	1,555,614	188,680	13.8%	1,805,000	1,805,000	-
36 Redi Coast Non-ADA	149,722	198,795	49,073	32.8%	212,000	212,000	-
37 La Honda - Pescadero	22,575	35,963	13,388	100.0%	52,600	52,600	-
38 SamCoast - Pescadero	120,161	140,329	20,169	16.8%	158,000	158,000	-
39 CUB Related Wages & Benefits	328,264	465,378	137,115	41.8%	605,512	605,512	-
40 CUB Related Other Support	80,328	204,931	124,603	155.1%	140,760	204,931	64,171
41 CUB Insurance	1,255,604	1,397,472	141,868	11.3%	1,519,664	1,519,664	-
42 CUB Claims Reserves & Payments	(175,910)	1,273,968	1,449,878	824.2%	200,000	1,273,968	1,073,968
43 <b>Total Contracted Bus Service</b>	<b>18,388,387</b>	<b>20,725,754</b>	<b>2,337,367</b>	<b>12.7%</b>	<b>28,331,936</b>	<b>24,331,675</b>	<b>(4,000,261)</b>
44							
45 <b>TOTAL MOTOR BUS</b>	<b>103,120,916</b>	<b>120,006,603</b>	<b>16,885,687</b>	<b>16.4%</b>	<b>159,493,835</b>	<b>153,879,772</b>	<b>(5,614,063)</b>

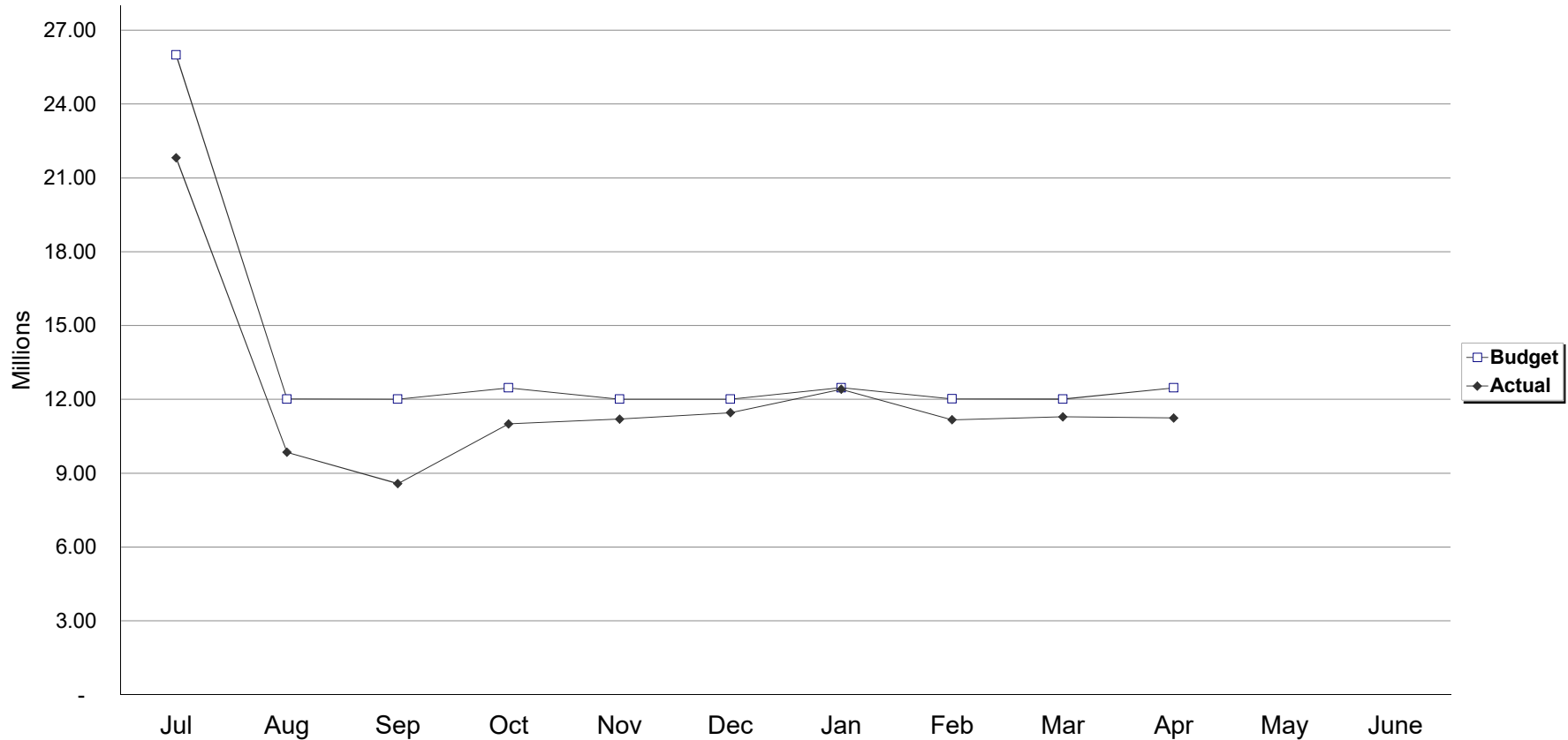
\* Fuel and Lubricants costs were reduced by a realized gain of \$503,897 from the fuel hedge program.

<i>Statement of Revenues and Expenses</i>							
<b>OPERATING EXPENSES FISCAL YEAR 2023 APRIL 2023</b>							
<b>% OF YEAR ELAPSED: 83.3%</b>							
<u>EXPENSES</u>	YEAR-TO-DATE				ANNUAL		
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE
46 <b>AMERICAN DISABILITY ACT PROGRAMS</b>							
47							
48 Elderly & Disabled/Redi-Wheels	6,490,275	7,070,761	580,486	8.9%	8,285,000	8,285,000	-
49 ADA Sedans / Taxi Service	1,889,143	2,135,275	246,132	13.0%	2,457,000	2,457,000	-
50 Coastside ADA	1,131,343	1,620,250	488,907	43.2%	1,306,000	1,828,400	522,400
51 ADA Related Wages & Benefits	2,099,242	2,364,146	264,903	12.6%	2,947,711	2,947,711	-
52 ADA Related Other Support	1,385,931	1,571,035	185,103	13.4%	2,328,014	2,250,014	(78,000)
53 ADA Insurance	1,056,526	1,175,814	119,288	11.3%	1,188,544	1,188,544	-
54 ADA Claims Reserves & Payments	(83,897)	600	84,497	100.0%	200,000	200,000	-
55							
56 <b>TOTAL ADA PROGRAMS</b>	<b>13,968,564</b>	<b>15,937,881</b>	<b>1,969,317</b>	<b>14.1%</b>	<b>18,712,269</b>	<b>19,156,669</b>	<b>444,400</b>
57							
58							
59 <b>MULTI-MODAL TRANSIT PROGRAMS</b>							
60							
61 SamTrans Shuttle Service	1,372,147	3,844,410	2,472,263	180.2%	5,287,500	4,654,354	(633,146)
62 Shuttle Related Wages & Benefits	57,876	207,803	149,927	259.0%	256,282	256,282	-
63 Dumbarton M.O.W.	-	35,328	35,328	100.0%	182,418	182,418	-
64 Maintenance Multimodal Facilities	130,981	167,240	36,259	27.7%	215,000	215,000	-
65							
66 <b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>1,561,003</b>	<b>4,254,780</b>	<b>2,693,777</b>	<b>566.9%</b>	<b>5,941,200</b>	<b>5,308,054</b>	<b>(633,146)</b>
67							
68							
69 <b>TOTAL OPERATING EXPENSES</b>	<b>118,650,483</b>	<b>140,199,264</b>	<b>21,548,781</b>	<b>18.2%</b>	<b>184,147,304</b>	<b>178,344,495</b>	<b>(5,802,809)</b>

## SAN MATEO COUNTY TRANSIT DISTRICT

### MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

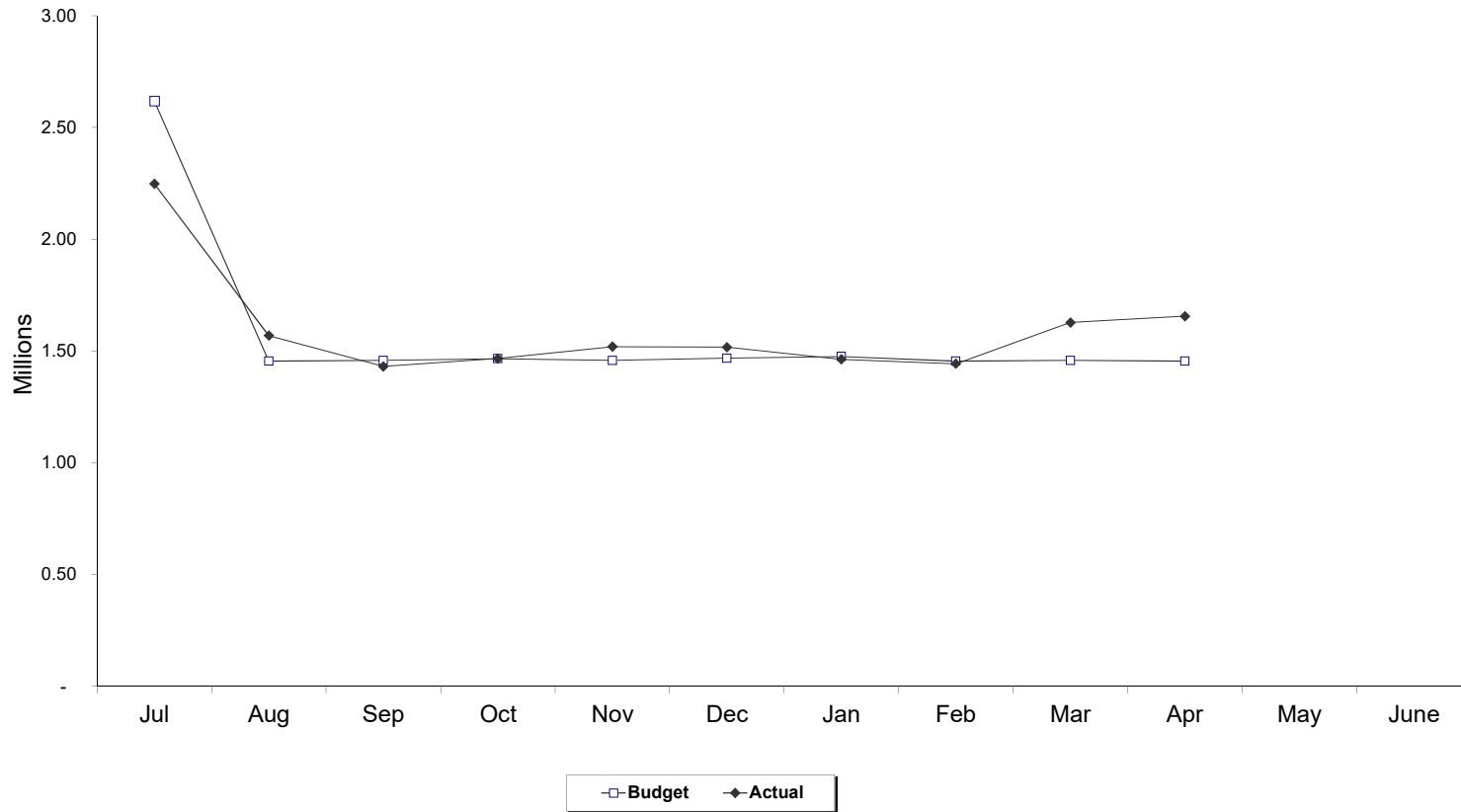
### FISCAL YEAR 2023



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
<b>Budget</b>	25,998,477	12,010,496	12,006,708	12,464,158	12,007,068	12,010,331	12,471,549	12,016,401	12,005,328	12,466,433		
<b>Actual</b>	21,818,382	9,845,874	8,573,523	11,005,352	11,196,251	11,453,519	12,411,184	11,166,355	11,291,241	11,244,921		
<b>CUMULATIVE EXPENSES</b>												
<b>Budget</b>	25,998,477	38,008,973	50,015,681	62,479,839	74,486,907	86,497,238	98,968,787	110,985,188	122,990,516	135,456,949		
<b>Actual</b>	21,818,382	31,664,256	40,237,779	51,243,131	62,439,382	73,892,902	86,304,086	97,470,441	108,761,682	120,006,603		
<b>Variance - F(U)</b>	4,180,095	6,344,717	9,777,902	11,236,708	12,047,525	12,604,336	12,664,701	13,514,747	14,228,834	15,450,346		
<b>Variance %</b>	16.1%	16.7%	19.5%	18.0%	16.2%	14.6%	12.8%	12.2%	11.6%	11.4%		

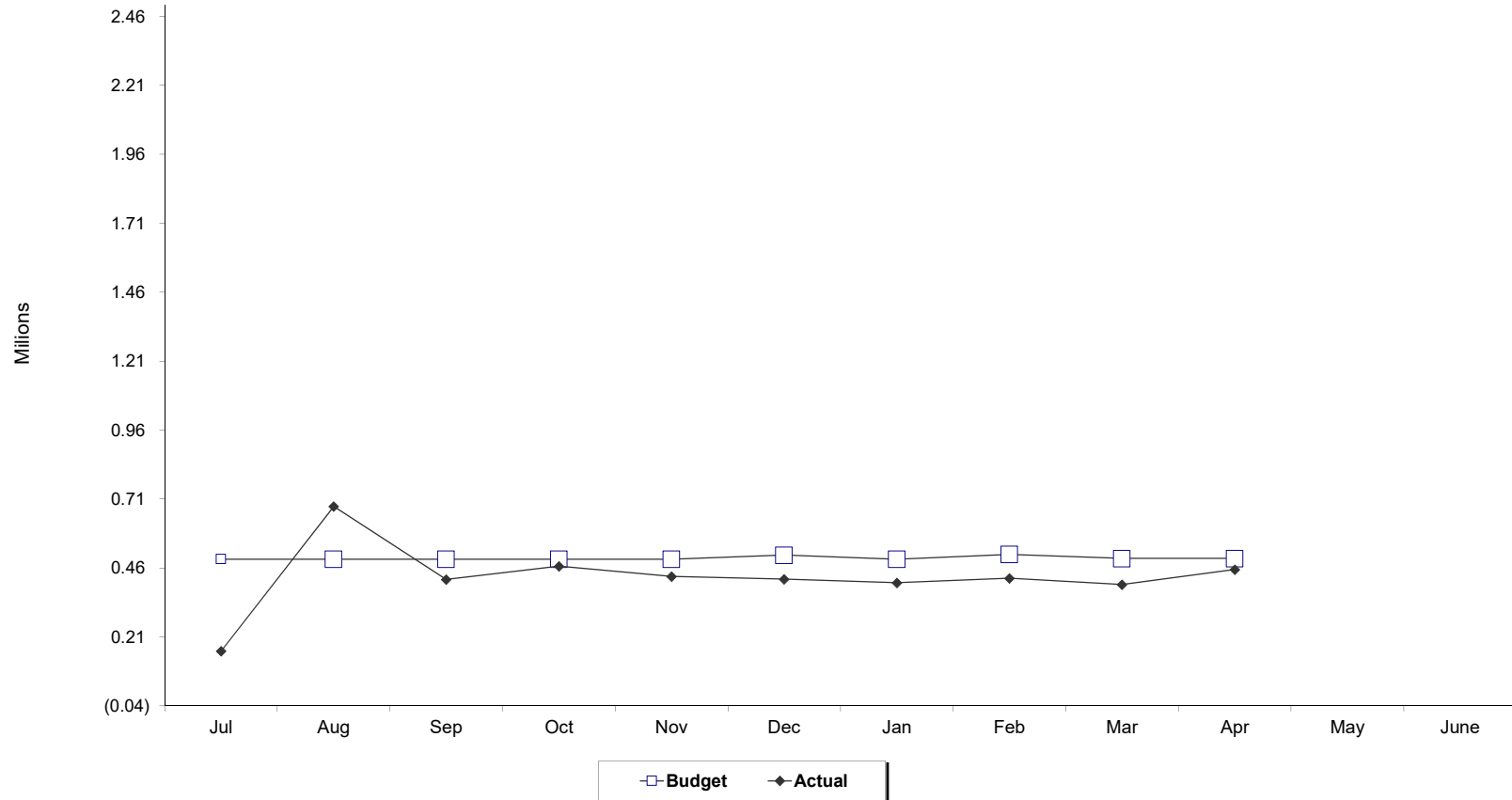


**SAN MATEO COUNTY TRANSIT DISTRICT**  
**ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL**  
**FISCAL YEAR 2023**



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
Budget	2,618,125	1,454,381	1,457,281	1,465,281	1,457,381	1,467,281	1,475,231	1,454,381	1,457,781	1,454,381		
Actual	2,248,116	1,568,907	1,430,922	1,466,196	1,519,028	1,517,065	1,462,229	1,442,824	1,627,347	1,655,246		
<b>CUMULATIVE EXPENSES</b>												
Budget	2,618,125	4,072,506	5,529,787	6,995,068	8,452,449	9,919,730	11,394,961	12,849,342	14,307,123	15,761,504		
Actual	2,248,116	3,817,023	5,247,946	6,714,142	8,233,169	9,750,234	11,212,463	12,655,287	14,282,634	15,937,881		
Variance - F(U)	370,008	255,482	281,840	280,926	219,280	169,496	182,497	194,055	24,489	(176,378)		
Variance %	14.1%	6.3%	5.1%	4.0%	2.6%	1.7%	1.6%	1.5%	0.2%	-1.1%		

### SAN MATEO COUNTY TRANSIT DISTRICT MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL FISCAL YEAR 2023



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>MONTHLY EXPENSES</b>												
Budget	491,809	491,309	491,309	491,309	491,309	506,309	491,309	509,309	494,309	494,309		
Actual	158,050	683,102	418,126	465,795	428,828	419,131	405,792	422,373	399,615	453,969		
<b>CUMULATIVE EXPENSES</b>												
Budget	491,809	983,118	1,474,427	1,965,736	2,457,045	2,963,354	3,454,663	3,963,972	4,458,281	4,952,590		
Actual	158,050	841,152	1,259,278	1,725,072	2,153,900	2,573,031	2,978,823	3,401,196	3,800,812	4,254,780		
Variance - F(U)	333,759	141,966	215,149	240,664	303,145	390,323	475,840	562,776	657,469	697,810		
Variance %	67.9%	14.4%	14.6%	12.2%	12.3%	13.2%	13.8%	14.2%	14.7%	14.1%		

**SAN MATEO COUNTY TRANSIT DISTRICT  
CASH AND INVESTMENTS AS OF APRIL 30,2023**

	<u>4/30/2023</u>
<b><u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF</u></b>	
Bank of America Checking	\$ 100,454,875
Bank of America Checking (Restricted)	12,559,892
LAIF	65,190,990
ICD Investment (Market values)**	35,894,944
<b><u>INVESTMENT FUNDS</u></b>	
Investment Portfolio (Market Values+ Accrued interest)*	203,131,237
MMF - US Bank Custodian Account	12,362,957
<b>TRUSTEE HELD- SALES TAX FUNDS FOR NEXT DEBT SERVICE PAYMENT</b>	13,793,652
<b>TOTAL</b>	<b><u><u>\$ 443,388,547</u></u></b>

\* Fund Managed by PFM Investment Advisor

\*\* Institutional Cash Distributors, LLC is an independent portal that helps organizations make short-term investments simple, safe, and efficient.

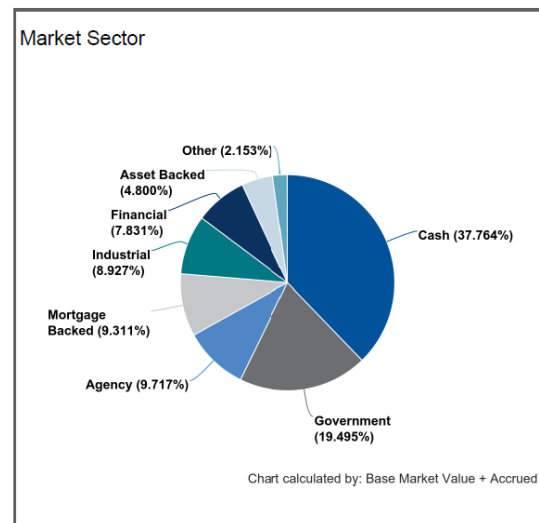
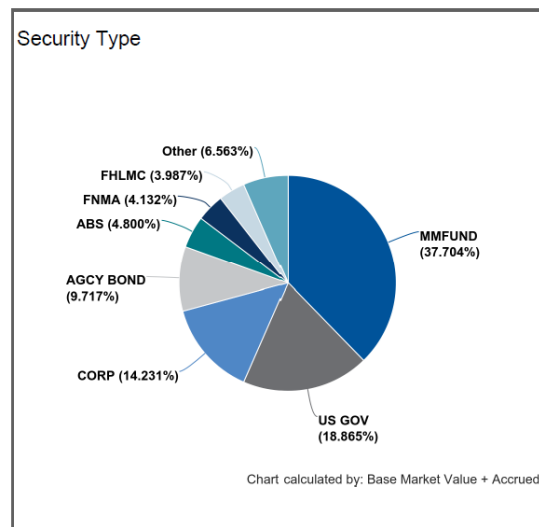
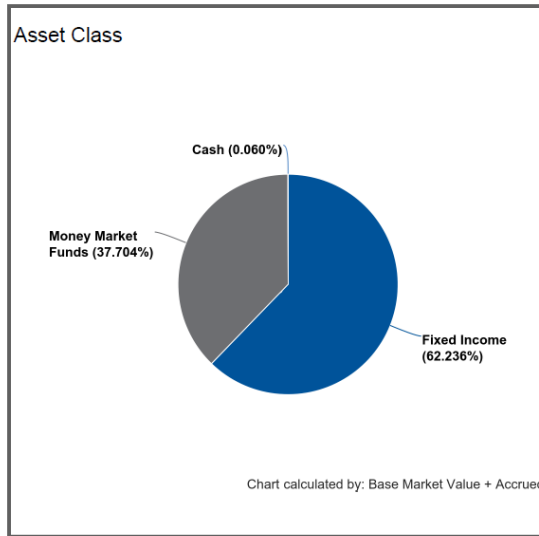
Cash and Fixed Income Summary	
<i>Risk Metric</i>	<i>Value</i>
Cash	194,911.44
MMFund	113,448,891.58
Fixed Income	202,936,326.02
Duration	1.562
Convexity	0.032
WAL	1.314
Years to Final Maturity	1.915
Years to Effective Maturity	1.802
Yield	4.584
Book Yield	1.778
Avg Credit Rating	AA-/Aa3/AA-

Issuer Concentration	
<i>Issuer Concentration</i>	<i>% of Base Market Value + Accrued</i>
Other	28.944%
(SM - LAIF) State of California	20.592%
United States	19.431%
Federal Home Loan Mortgage Corporation	12.045%
Federal National Mortgage Association	6.984%
UBS Series Funds - ESG Prime Preferred Fund	4.859%
U.S. Bancorp Asset Management, Inc.	3.905%
Federated Hermes, Inc.	3.240%
---	100.000%

Footnotes: 1,2

Footnotes:

- 1) Grouped by Issuer Concentration
- 2) Groups sorted by: % of Base Market Value+Accrued

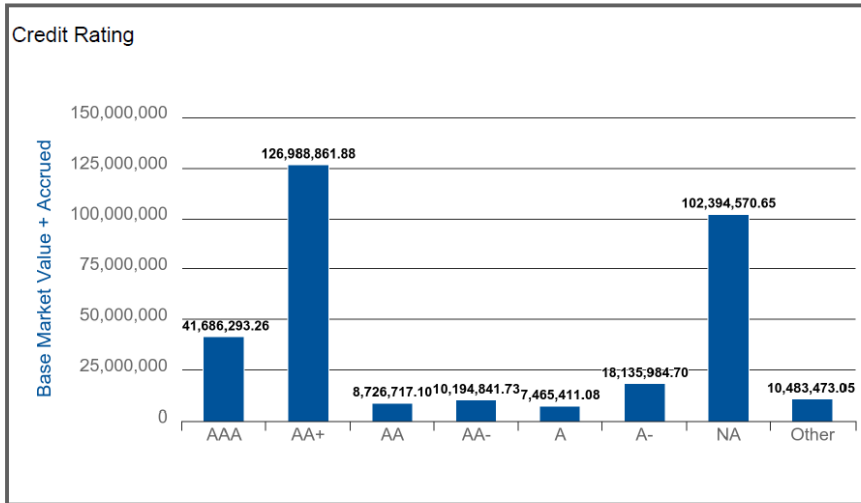


Risk Summary

04/01/2023 - 04/30/2023

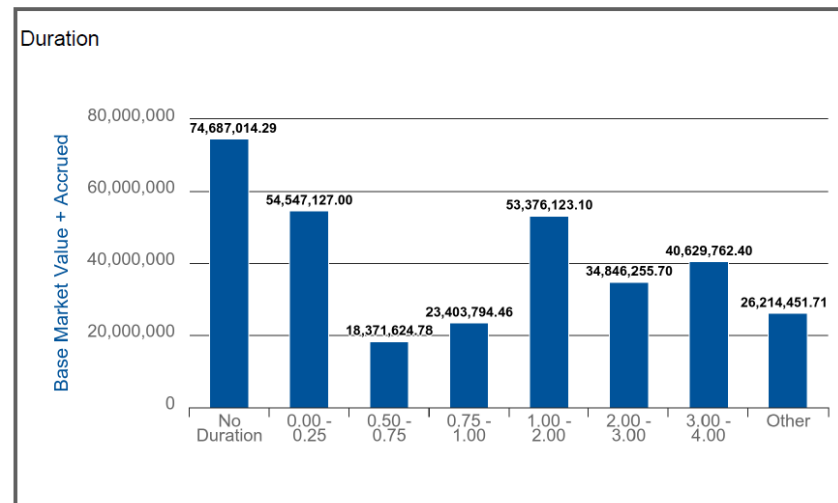
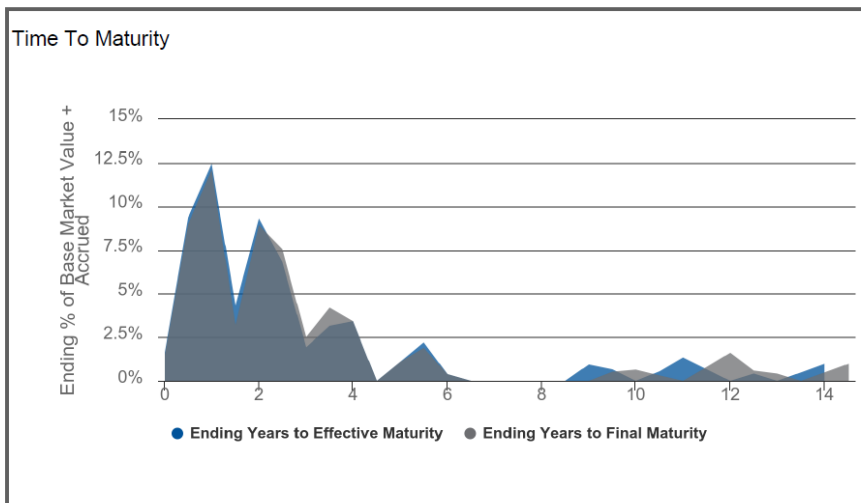
SAM Transit District Agg (136232)

Dated: 05/05/2023



### Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	9.181%	2.668%	0.305%	0.630%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	15.345%	8.059%	8.361%	10.083%	2.899%	0.000%	0.000%	0.000%	0.000%
A	1.718%	4.390%	2.021%	1.747%	0.479%	0.000%	0.000%	0.000%	0.000%
BBB	0.000%	0.712%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	7.957%	0.540%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

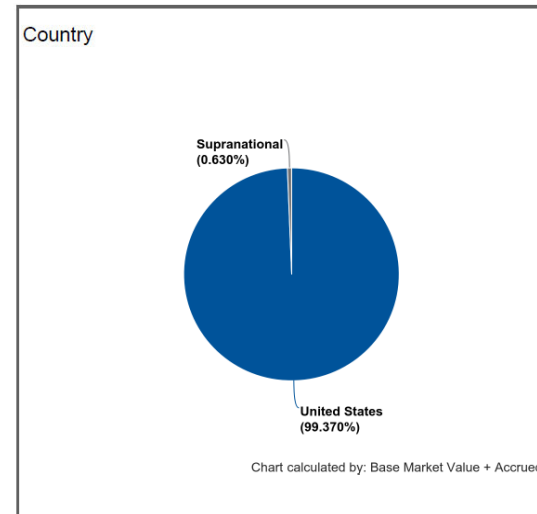
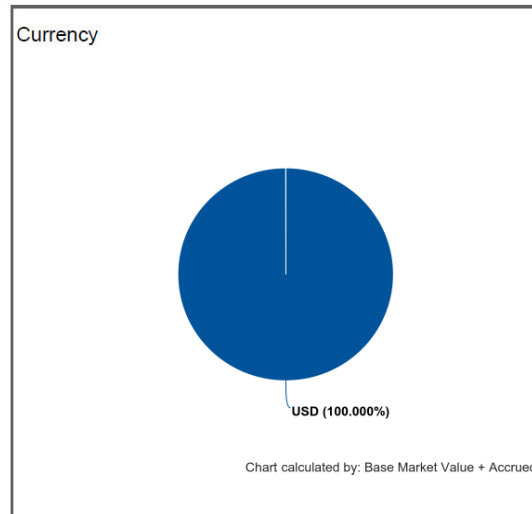
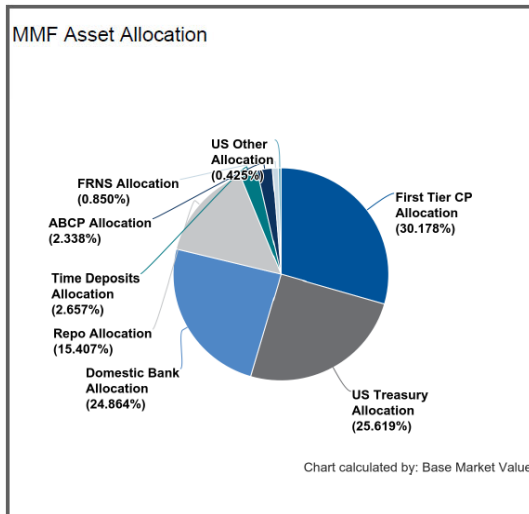
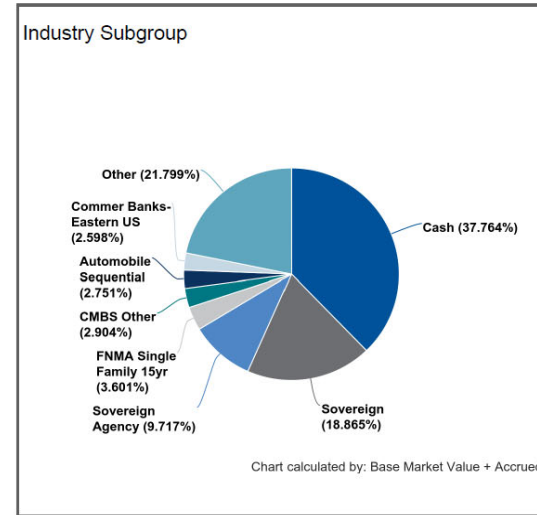
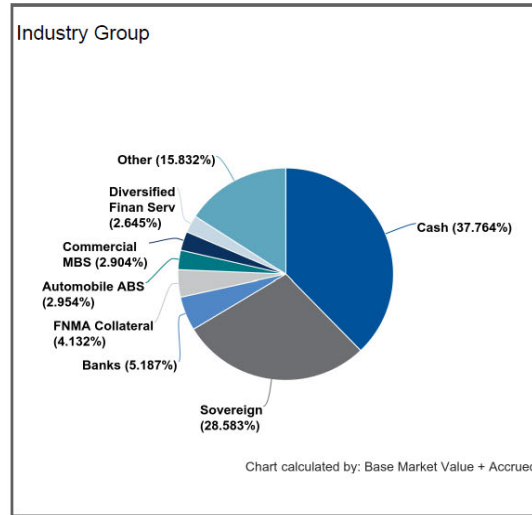
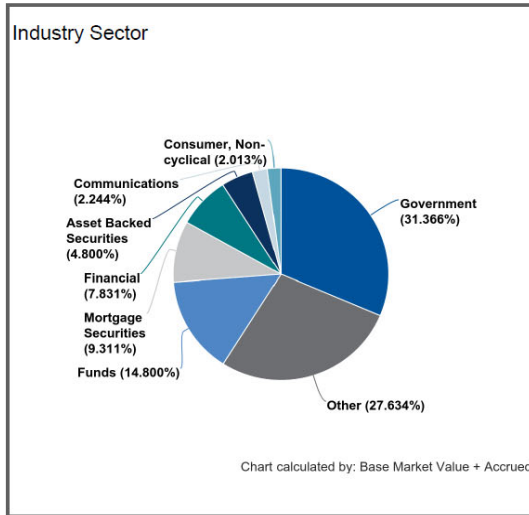


Risk Summary

04/01/2023 - 04/30/2023

SAM Transit District Agg (136232)

Dated: 05/05/2023



# CLEARWATER

## ANALYTICS

Report: Master BS by lot - group by Security type  
 Account: SAM TR Reimbursement Fund (136225)  
 As of: 04/30/2023  
 Base Currency: USD

**CASH**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	29,599.83	---	04/30/2023	29,599.83	0.00	29,599.83	29,599.83
<b>CASH</b>			<b>29,599.83</b>			<b>29,599.83</b>	<b>0.00</b>	<b>29,599.83</b>	<b>29,599.83</b>

**MMFUND**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,627,903.24	---	04/30/2023	8,627,903.24	0.00	8,627,903.24	8,627,903.24
<b>MMFUND</b>			<b>8,627,903.24</b>			<b>8,627,903.24</b>	<b>0.00</b>	<b>8,627,903.24</b>	<b>8,627,903.24</b>

**Summary**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	<b>8,657,503.07</b>	---		<b>8,657,503.07</b>	<b>0.00</b>	<b>8,657,503.07</b>	<b>8,657,503.07</b>

\* Grouped by: Security Type  
 \* Groups Sorted by: Security Type  
 \* Weighted by: Base Market Value + Accrued  
 \* Holdings Displayed by: Lot



**CLEARWATER**

**ANALYTICS.**

Report: Master BS by lot - group by Security type  
 Account: SAM TR Reserve Fund (136226)  
 As of: 04/30/2023  
 Base Currency: USD

**ABS (ASSET-BACKED SECURITY)**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
ABS	05591RAD6	BMWLT 2021-1 A4	370,000.00	03/10/2021	07/25/2024	369,985.31	22.82	365,648.80	365,671.62
ABS	09661RAD3	BMWOT 2020-A A3	37,496.92	07/15/2020	10/25/2024	37,494.09	3.00	37,182.32	37,185.32
ABS	14041NFW6	COMET 2021-1 A	1,475,000.00	07/22/2021	07/15/2024	1,474,940.26	360.56	1,397,105.25	1,397,465.81
ABS	14041NFF2	COMET 2021-3 A	1,145,000.00	11/30/2021	11/16/2026	1,144,842.22	529.24	1,080,891.45	1,081,420.69
ABS	14044CAC6	COPAR 2021-1 A3	460,000.00	10/27/2021	09/15/2026	459,991.31	157.42	437,588.80	437,746.22
ABS	14315FAD9	CARMX 2020-3 A3	101,241.73	07/22/2020	03/17/2025	101,224.38	27.90	99,938.75	99,966.65
ABS	14316HAC6	CARMX 2020-4 A3	209,527.76	10/21/2020	08/15/2025	209,481.65	46.56	204,270.71	204,317.27
ABS	14316NAC3	CARMX 2021-1 A3	146,363.03	01/27/2021	12/15/2025	146,334.10	22.12	141,808.21	141,830.33
ABS	14318MAD1	CARMX 2022-3 A3	1,230,000.00	07/20/2022	08/15/2025	1,229,970.97	2,170.27	1,208,610.30	1,210,780.57
ABS	254683CP8	DCENT 2021-1 A	890,000.00	09/27/2021	09/16/2024	889,809.45	229.42	837,587.90	837,817.32
ABS	344928AD8	FORDO 2023-A A3	470,000.00	03/31/2023	03/15/2026	469,950.98	971.33	470,930.60	471,901.93
ABS	362554AC1	GMCAR 2021-4 A3	385,000.00	10/21/2021	09/16/2026	384,990.18	109.08	366,273.60	366,382.68
ABS	362590AC5	GMCAR 2020-3 A3	166,250.42	08/19/2020	04/16/2025	216,200.94	40.55	212,344.94	212,385.49
ABS	36260KAC8	GMCAR 2020-4 A3	169,669.34	10/14/2020	08/18/2025	169,633.09	26.86	165,929.83	165,956.70
ABS	36261RAD0	GMLT 2021-1 A4	351,995.97	02/24/2021	02/20/2025	351,942.82	35.49	350,151.51	350,187.00
ABS	380140AC7	GMCAR 213 A3	572,917.34	07/21/2021	06/16/2026	572,881.93	114.58	549,897.52	550,012.10
ABS	43815GAC3	HAROT 2021-4 A3	460,000.00	11/24/2021	01/21/2026	459,903.03	112.44	439,350.60	439,463.04
ABS	44891RAC4	HART 2020-C A3	553,243.21	10/28/2020	05/15/2025	553,115.80	93.44	540,601.60	540,695.04
ABS	44933LAC7	HART 2021-A A3	234,998.89	04/28/2021	09/15/2025	234,974.17	39.69	228,564.62	228,604.31
ABS	44935FAD6	HART 2021-C A3	355,000.00	11/17/2021	05/15/2026	354,920.76	116.76	339,443.90	339,560.66
ABS	47787NAC3	JDOT 2020-B A3	45,282.84	07/22/2020	11/15/2024	45,275.93	10.26	44,886.61	44,896.87
ABS	50117TAC5	KCOT 2021-1 A3	342,271.43	04/14/2021	08/15/2025	342,201.40	94.31	330,083.14	330,177.46
ABS	65479CAD0	NAROT 2020-B A3	28,079.54	06/30/2020	07/15/2024	28,078.77	6.86	27,980.70	27,987.56
ABS	65480BAC1	NAROT 2021-A A3	1,257,956.82	06/23/2021	10/15/2025	1,257,935.56	184.50	1,215,966.23	1,216,150.73
ABS	89237VAB5	TAOT 2020-C A3	185,621.75	07/27/2020	10/15/2024	185,607.46	36.30	183,737.69	183,773.99
ABS	89238EAD8	TLOT 2021-A A4	335,000.00	04/21/2021	08/20/2025	334,930.02	51.18	329,047.05	329,098.23
ABS	92290BAA9	VZOT 2020-B A	263,957.63	08/12/2020	02/20/2025	263,902.20	37.91	261,236.23	261,274.14
ABS	92868AAD7	VWALT 2022-A A4	605,000.00	06/14/2022	01/20/2027	604,887.35	674.74	588,658.95	589,333.69
ABS	92868KAC7	VALET 2021-1 A3	685,000.00	12/13/2021	06/22/2026	684,973.15	213.49	656,161.50	656,374.99
ABS	98163KAC6	WOART 2021-D A3	560,000.00	11/03/2021	10/15/2026	559,923.73	201.60	534,436.00	534,637.60
<b>ABS</b>			<b>14,141,874.62</b>			<b>14,140,303.01</b>	<b>6,740.70</b>	<b>13,646,315.31</b>	<b>13,653,056.01</b>

**AGCY BOND (FEDERAL AGENCY BOND/NOTE)**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
AGCY BOND	3130AJHU6	FEDERAL HOME LOAN BANKS	1,000,000.00	04/16/2020	04/14/2025	995,040.00	236.11	932,940.00	933,176.11
AGCY BOND	3130AK5E2	FEDERAL HOME LOAN BANKS	550,000.00	09/11/2020	09/04/2025	548,350.00	326.56	506,000.00	506,326.56
AGCY BOND	3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00	04/24/2020	04/22/2025	997,940.00	156.25	932,950.00	933,106.25
AGCY BOND	3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00	06/19/2020	06/17/2025	997,930.00	1,861.11	927,530.00	929,391.11
AGCY BOND	3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,300,000.00	08/27/2020	08/25/2025	1,293,916.00	893.75	1,195,337.00	1,196,230.75
AGCY BOND	3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,200,000.00	11/12/2020	11/07/2025	1,195,704.00	2,900.00	1,102,260.00	1,105,160.00
AGCY BOND	3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,150,000.00	11/25/2020	11/27/2023	1,148,689.00	1,229.86	1,119,513.50	1,120,743.36
AGCY BOND	3137EAER6SL	FEDERAL HOME LOAN MORTGAGE CORP	950,000.00	05/07/2020	05/05/2023	949,601.00	1,741.67	949,458.50	951,200.17
AGCY BOND	3137EAES4	FEDERAL HOME LOAN MORTGAGE CORP	1,000,000.00	06/26/2020	06/26/2023	997,080.00	868.06	992,690.00	993,558.06
AGCY BOND	3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP	1,600,000.00	07/23/2020	07/21/2025	1,592,032.00	1,666.67	1,475,344.00	1,477,010.67
AGCY BOND	3137EAEV7	FEDERAL HOME LOAN MORTGAGE CORP	2,500,000.00	08/21/2020	08/24/2023	2,497,450.00	1,163.19	2,461,600.00	2,462,763.19
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	1,100,000.00	09/04/2020	09/08/2023	1,100,200.87	404.86	1,081,135.00	1,081,539.86
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	1,500,000.00	09/04/2020	09/08/2023	1,499,505.00	552.08	1,474,275.00	1,474,827.08
AGCY BOND	3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	1,300,000.00	09/25/2020	09/23/2025	1,296,087.00	514.58	1,191,983.00	1,192,497.58
AGCY BOND	3137EAEY1	FEDERAL HOME LOAN MORTGAGE CORP	1,200,000.00	10/16/2020	10/16/2023	1,195,524.00	62.50	1,173,084.00	1,173,146.50
AGCY BOND	3137EAEZ8	FEDERAL HOME LOAN MORTGAGE CORP	1,300,000.00	11/05/2020	11/06/2023	1,298,830.00	1,579.86	1,267,838.00	1,269,417.86
AGCY BOND	3137EAF2	FEDERAL HOME LOAN MORTGAGE CORP	8,000,000.00	12/21/2020	12/04/2023	8,007,360.00	8,166.67	7,778,880.00	7,787,046.67
<b>AGCY BOND</b>			<b>27,650,000.00</b>			<b>27,611,238.87</b>	<b>24,323.78</b>	<b>26,562,818.00</b>	<b>26,587,141.78</b>

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	142,483.08	---	04/30/2023	142,483.08	0.00	142,483.08	142,483.08
<b>CASH</b>			<b>142,483.08</b>			<b>142,483.08</b>	<b>0.00</b>	<b>142,483.08</b>	<b>142,483.08</b>

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CD	89115B6K1	Toronto-Dominion Bank - New York Branch	2,500,000.00	10/31/2022	10/27/2025	2,500,000.00	69,808.22	2,535,250.00	2,605,058.22
<b>CD</b>			<b>2,500,000.00</b>			<b>2,500,000.00</b>	<b>69,808.22</b>	<b>2,535,250.00</b>	<b>2,605,058.22</b>

CORP (COPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CORP	002824BE9	ABBOTT LABORATORIES	900,000.00	07/21/2020	11/30/2023	983,772.00	12,835.00	893,097.00	905,932.00
CORP	023135BW5	AMAZON.COM INC	1,315,000.00	05/12/2021	05/12/2024	1,313,080.10	2,777.94	1,257,718.60	1,260,496.54
CORP	023135CE4	AMAZON.COM INC	880,000.00	04/13/2022	04/13/2025	878,600.80	1,320.00	860,745.60	862,065.60
CORP	02665WCZ2	AMERICAN HONDA FINANCE CORP	900,000.00	06/28/2019	06/27/2024	898,776.00	7,440.00	864,611.00	882,051.00
CORP	037833DT4	APPLE INC	1,000,000.00	05/13/2020	05/11/2025	1,002,010.00	5,312.50	940,380.00	945,692.50
CORP	037833DT4	APPLE INC	1,000,000.00	07/17/2020	05/11/2025	1,026,120.00	5,312.50	940,380.00	945,692.50
CORP	037833DT4	APPLE INC	700,000.00	12/21/2020	05/11/2025	718,249.00	3,718.75	658,266.00	661,984.75
CORP	04636NAF0	ASTRAZENECA FINANCE LLC	1,300,000.00	03/03/2023	03/03/2028	1,297,374.00	10,210.42	1,342,211.00	1,352,421.42
CORP	05531FBH5	TRUIST FINANCIAL CORP	900,000.00	08/05/2019	08/01/2024	901,494.00	5,625.00	865,323.00	870,948.00
CORP	05565EBU8	BMW US CAPITAL LLC	325,000.00	08/12/2021	08/12/2024	324,970.75	534.90	308,821.50	309,356.40
CORP	05565EBW4	BMW US CAPITAL LLC	850,000.00	08/16/2021	08/12/2026	849,745.00	2,331.60	770,032.00	772,363.60
CORP	06051GFS3	BANK OF AMERICA CORP	800,000.00	12/18/2020	08/01/2025	907,952.00	7,750.00	782,552.00	790,302.00
CORP	06051GJD2	BANK OF AMERICA CORP	1,100,000.00	07/27/2021	06/19/2026	1,105,049.00	5,319.97	1,006,181.00	1,011,500.97
CORP	06051GJR1	BANK OF AMERICA CORP	400,000.00	04/22/2021	04/22/2025	400,000.00	97.60	380,924.00	381,021.60
CORP	06406RBA4	BANK OF NEW YORK MELLON CORP	2,700,000.00	01/28/2022	01/26/2027	2,694,006.00	14,606.25	2,457,054.00	2,471,660.25
CORP	084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP	2,700,000.00	03/17/2022	03/15/2027	2,649,348.00	7,935.00	2,575,206.00	2,583,141.00
CORP	14913ZU00	CATERPILLAR FINANCIAL SERVICES CORP	1,350,000.00	01/13/2022	01/08/2027	1,343,182.50	7,203.75	1,239,961.50	1,247,165.25
CORP	166764BW9	CHEVRON CORP	900,000.00	07/17/2020	05/11/2025	934,353.00	6,604.50	850,824.00	857,428.50
CORP	17252MAP5	CINTAS NO 2 CORP	390,000.00	05/03/2022	05/01/2025	389,914.20	6,727.50	380,838.90	387,566.40
CORP	20030NBL4	COMCAST CORP	850,000.00	07/17/2020	02/15/2025	946,611.00	6,056.25	834,504.50	840,560.75
CORP	24422EVU0	JOHN DEERE CAPITAL CORP	485,000.00	09/10/2021	09/10/2024	484,684.75	429.43	459,547.20	459,976.63
CORP	24422EYV2	JOHN DEERE CAPITAL CORP	465,000.00	01/10/2022	01/10/2025	464,781.45	1,792.19	440,499.15	442,291.34
CORP	254687FK7	WALT DISNEY CO	950,000.00	09/06/2019	08/30/2024	946,124.00	2,909.38	913,852.50	916,761.88
CORP	30231GBC5	EXXON MOBIL CORP	900,000.00	07/20/2020	08/16/2024	945,567.00	3,785.63	871,623.00	875,408.63
CORP	38141EC23	GOLDMAN SACHS GROUP INC	900,000.00	07/11/2019	07/08/2024	941,922.00	10,876.25	885,132.00	896,008.25
CORP	437076CM2	HOME DEPOT INC	140,000.00	03/28/2022	04/15/2025	139,755.00	168.00	136,158.40	136,326.40
CORP	459200KS9	INTERNATIONAL BUSINESS MACHINES CORP	1,300,000.00	07/27/2022	07/27/2025	1,300,000.00	13,577.78	1,285,999.00	1,299,576.78
CORP	46625HMN7	JPMORGAN CHASE & CO	450,000.00	12/21/2020	07/15/2025	509,647.50	5,167.50	443,353.50	448,521.00
CORP	46647PCH7	JPMORGAN CHASE & CO	580,000.00	06/01/2021	06/01/2025	580,000.00	1,991.33	551,052.20	553,043.53
CORP	46647PCV6	JPMORGAN CHASE & CO	750,000.00	02/24/2022	02/24/2026	750,000.00	3,622.19	714,037.50	717,659.69
CORP	61747YET8	MORGAN STANLEY	1,300,000.00	07/20/2022	07/17/2026	1,300,000.00	17,572.24	1,289,275.00	1,306,847.24
CORP	63743HFC1	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP	390,000.00	02/07/2022	02/07/2025	389,988.30	1,706.25	371,283.90	372,990.15
CORP	63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP	220,000.00	05/04/2022	06/15/2025	219,940.60	2,867.33	214,599.00	217,466.33
CORP	693475AV7	PNC FINANCIAL SERVICES GROUP INC	900,000.00	02/15/2019	01/23/2024	906,408.00	8,575.00	886,662.00	895,237.00
CORP	69371RR09	PACCAR FINANCIAL CORP	395,000.00	08/11/2020	08/11/2023	394,482.55	307.22	389,513.45	389,820.67
CORP	69371RR40	PACCAR FINANCIAL CORP	635,000.00	08/09/2021	08/09/2024	634,657.10	723.19	601,124.35	601,947.54
CORP	771196BT8	ROCHE HOLDINGS INC	2,330,000.00	03/10/2022	03/10/2025	2,330,000.00	7,037.38	2,231,534.20	2,238,571.58
CORP	808513BN4	CHARLES SCHWAB CORP	495,000.00	03/18/2021	03/18/2024	494,752.50	443.44	473,561.55	474,004.99
CORP	857477BR3	STATE STREET CORP	400,000.00	02/07/2022	02/06/2026	400,000.00	1,649.00	376,592.00	378,241.00
CORP	87612EBM7	TARGET CORP	240,000.00	01/24/2022	01/15/2027	239,592.00	1,378.00	223,267.20	224,645.20
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	450,000.00	05/26/2020	02/13/2025	454,396.50	1,755.00	429,781.50	431,536.50
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	135,000.00	05/26/2020	02/13/2025	136,879.20	526.50	128,934.45	129,460.95
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	140,000.00	05/26/2020	02/13/2025	141,367.80	546.00	133,709.80	134,255.80
CORP	89236TJK2	TOYOTA MOTOR CREDIT CORP	260,000.00	09/13/2021	06/18/2026	259,422.80	1,080.63	235,856.40	236,937.03
CORP	90327QD89	USAA CAPITAL CORP	1,255,000.00	05/26/2022	05/01/2025	1,250,896.15	21,178.13	1,218,253.60	1,239,431.73
CORP	904764BN6	UNILEVER CAPITAL CORP	280,000.00	08/12/2021	08/12/2024	280,000.00	384.64	265,246.80	265,631.44
CORP	91159HHX1	US BANCORP	1,800,000.00	07/20/2020	07/30/2024	1,920,420.00	10,920.00	1,737,972.00	1,748,892.00
CORP	91324PEC2	UNITEDHEALTH GROUP INC	1,150,000.00	05/19/2021	05/15/2026	1,147,999.00	6,098.19	1,053,526.50	1,059,624.69
CORP	931142FB4	WALMART INC	930,000.00	04/18/2023	04/15/2028	928,288.80	1,309.75	928,781.70	930,091.45
<b>CORP</b>			<b>41,885,000.00</b>			<b>42,456,580.35</b>	<b>250,096.97</b>	<b>40,110,461.45</b>	<b>40,360,558.42</b>

CP (COMMERCIAL PAPER)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CP	62479MZ14	MUFG Bank - New York Branch	2,000,000.00	03/31/2023	12/01/2023	1,929,766.67	0.00	1,936,520.00	1,936,520.00
<b>CP</b>			<b>2,000,000.00</b>			<b>1,929,766.67</b>	<b>0.00</b>	<b>1,936,520.00</b>	<b>1,936,520.00</b>

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3132CWMM3	FH SB0364	906,229.67	06/25/2021	06/01/2035	976,462.47	2,643.17	877,755.94	880,399.11
FHLMC	3133L7LB1	FH RC1222	1,035,405.75	10/19/2021	12/01/2034	1,113,061.18	3,019.93	1,004,913.05	1,007,932.98
FHLMC	3133L9AJ2	FH RC2709	1,120,208.33	10/18/2022	09/01/2037	1,099,904.55	4,200.78	1,113,464.67	1,117,665.45
FHLMC	3137BGK24	FHMS K-043 A2	650,000.00	03/25/2020	12/25/2024	682,195.31	1,658.58	632,229.00	633,887.58
FHLMC	3137F6255	FHMS K-J31 A1	65,733.40	10/29/2020	05/26/2026	65,732.08	31.17	62,975.88	63,007.05
FHLMC	3137H4RZ5	FHMS K-J36 A1	156,156.30	12/16/2021	12/25/2026	156,155.68	168.91	144,655.39	144,824.30
FHLMC	3137H8B42	FHMS K-J40 A1	832,770.24	07/14/2022	06/25/2028	832,760.24	2,359.52	809,835.75	812,195.26
FHLMC	3137H8H79	FHMS K-J41 A1	1,793,853.07	08/04/2022	01/25/2029	1,793,831.55	4,689.43	1,728,682.39	1,733,371.82
FHLMC	3137H92N8	FHMS K-J42 A1	1,098,167.77	09/15/2022	07/25/2029	1,098,126.04	3,570.88	1,080,520.22	1,084,091.09
FHLMC	3137H9MM8	FHMS K-J43 A1	1,797,297.39	12/15/2022	12/25/2028	1,797,266.84	1,311.13	1,797,261.44	1,798,572.57
FHLMC	3137H9QT9	FHMS K-J44 A1	1,797,085.35	02/23/2023	01/25/2029	1,797,029.64	6,825.93	1,822,945.41	1,829,771.34
<b>FHLMC</b>			<b>11,252,907.27</b>			<b>11,412,525.59</b>	<b>30,479.43</b>	<b>11,075,239.14</b>	<b>11,105,718.56</b>

FHLMC CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC CMO	3133Q5GZ3	FHS 370 A3	1,096,445.71	12/29/2020	09/25/2033	1,111,950.14	913.70	1,025,801.71	1,026,715.42
FHLMC CMO	3137F7DH5	FHR 5048 B	703,767.32	11/30/2020	05/25/2033	712,674.38	586.47	633,841.00	634,427.48
<b>FHLMC CMO</b>			<b>1,800,213.04</b>			<b>1,824,624.52</b>	<b>1,500.18</b>	<b>1,659,642.72</b>	<b>1,661,142.90</b>

FNMA (FEDERAL AGENCY MORTGAGE BACK SECURITY)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3140K7XA6	FN BP0672	988,432.58	05/18/2021	03/01/2035	1,059,167.29	2,471.08	942,549.54	945,020.62
FNMA	3140Q9FM0	FN CA1971	1,215,174.52	01/18/2022	06/01/2033	1,282,198.99	3,544.26	1,178,488.40	1,182,032.66
FNMA	3140QGKN6	FN CA8400	998,051.80	03/22/2021	12/01/2035	1,091,931.05	2,910.98	968,339.80	971,250.78
FNMA	3140X92C8	FN FM6170	873,576.34	06/25/2021	07/01/2035	946,738.36	2,911.92	860,411.54	863,323.46
FNMA	3140X9K46	FN FM5714	675,590.85	03/25/2021	11/01/2035	735,971.78	2,251.97	665,416.45	667,668.42
FNMA	3140XALC4	FN FM6622	1,241,330.03	03/29/2021	02/01/2036	1,305,336.11	2,586.10	1,155,901.70	1,158,487.80
FNMA	3140XC4K1	FN FM8925	1,193,115.01	11/16/2021	08/01/2034	1,293,784.09	3,977.05	1,189,833.94	1,193,810.99
FNMA	3140XHQQ3	FN FS2262	1,615,684.97	06/30/2022	06/01/2037	1,636,133.48	5,385.62	1,585,407.03	1,590,792.65
FNMA	3140XJHF3	FN FS2929	1,665,202.66	10/18/2022	09/01/2037	1,615,506.77	5,550.68	1,633,996.76	1,639,547.44
FNMA	3140XJH87	FN FS2986	1,534,537.75	10/21/2022	10/01/2032	1,488,981.16	5,115.13	1,512,517.13	1,517,632.26
<b>FNMA</b>			<b>12,000,696.50</b>			<b>12,455,749.07</b>	<b>36,704.79</b>	<b>11,692,862.30</b>	<b>11,729,567.08</b>

FNMA CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA CMO	31394CP22	FNR 2005-33 QE	1,764,852.26	03/31/2023	04/25/2035	1,798,839.45	7,353.55	1,808,885.33	1,816,238.88
<b>FNMA CMO</b>			<b>1,764,852.26</b>			<b>1,798,839.45</b>	<b>7,353.55</b>	<b>1,808,885.33</b>	<b>1,816,238.88</b>

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	3,548,403.40	---	04/30/2023	3,548,403.40	0.00	3,548,403.40	3,548,403.40
<b>MMFUND</b>			<b>3,548,403.40</b>			<b>3,548,403.40</b>	<b>0.00</b>	<b>3,548,403.40</b>	<b>3,548,403.40</b>

MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MUNI	13017HAK2	CALIFORNIA EARTHQUAKE AUTH REV	255,000.00	11/24/2020	07/01/2023	255,000.00	1,255.45	253,314.45	254,569.90
MUNI	13077DQD7	CALIFORNIA ST UNIV REV	430,000.00	07/29/2021	11/01/2025	430,000.00	1,853.30	393,329.60	395,182.90
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	230,000.00	12/05/2019	08/01/2024	230,000.00	1,208.08	221,795.90	223,003.98
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	350,000.00	09/16/2020	07/01/2025	352,320.50	1,467.67	327,198.67	327,198.67
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	650,000.00	09/16/2020	07/01/2025	650,000.00	2,725.67	604,929.00	607,654.67
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	250,000.00	09/16/2020	07/01/2025	251,767.50	1,048.33	232,665.00	233,713.33
MUNI	54438CYK2	LOS ANGELES CALIF CMNTY COLLEGE DIST	550,000.00	11/10/2020	08/01/2025	550,000.00	1,062.88	505,840.50	506,903.38
MUNI	574193TQ1	MARYLAND ST	750,000.00	08/05/2020	08/01/2024	749,790.00	956.25	710,955.00	711,911.25
MUNI	60412AVJ9	MINNESOTA ST	405,000.00	08/25/2020	08/01/2025	405,000.00	637.88	372,964.50	373,602.38
MUNI	646140DP5	NEW JERSEY ST TPK AUTH TPK REV	330,000.00	02/04/2021	01/01/2026	330,000.00	1,151.70	301,530.90	302,682.60
MUNI	650036DT0	NEW YORK ST URBAN DEV CORP REV	1,600,000.00	12/23/2020	03/15/2025	1,600,000.00	1,778.67	1,500,176.00	1,501,954.67
MUNI	798306WN2	SAN JUAN CALIF UNI SCH DIST	575,000.00	10/29/2020	08/01/2024	575,000.00	1,009.13	544,898.75	545,907.88
<b>MUNI</b>			<b>6,375,000.00</b>		<b>03/04/2025</b>	<b>6,378,878.00</b>	<b>16,154.98</b>	<b>5,968,130.60</b>	<b>5,984,285.58</b>

SUPRANATIONAL

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
SUPRANATIONAL	459058KJ1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	1,800,000.00	07/19/2022	06/15/2027	1,799,064.00	21,250.00	1,760,868.00	1,782,118.00
<b>SUPRANATIONAL</b>			<b>1,800,000.00</b>			<b>1,799,064.00</b>	<b>21,250.00</b>	<b>1,760,868.00</b>	<b>1,782,118.00</b>

US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	9128286R6	UNITED STATES TREASURY	4,000,000.00	09/29/2021	04/30/2024	4,185,312.50	244.57	3,898,600.00	3,898,844.57
US GOV	912828R69	UNITED STATES TREASURY	1,350,000.00	05/03/2019	05/31/2023	1,317,515.63	9,160.71	1,346,706.00	1,355,866.71
US GOV	912828T91	UNITED STATES TREASURY	1,100,000.00	07/08/2019	10/31/2023	1,090,460.94	48.57	1,082,345.00	1,082,393.57
US GOV	912828T91	UNITED STATES TREASURY	2,300,000.00	10/04/2019	10/31/2023	2,313,207.03	101.56	2,263,085.00	2,263,186.56
US GOV	912828U24	UNITED STATES TREASURY	500,000.00	10/11/2022	11/15/2026	460,820.31	4,613.26	472,675.00	477,288.26
US GOV	912828U24	UNITED STATES TREASURY	2,000,000.00	12/07/2022	11/15/2026	1,861,015.63	18,453.04	1,890,700.00	1,909,153.04
US GOV	912828U24	UNITED STATES TREASURY	1,550,000.00	01/06/2023	11/15/2026	1,442,044.92	14,301.11	1,465,292.50	1,479,593.61
US GOV	912828XX3	UNITED STATES TREASURY	5,000,000.00	11/06/2019	06/30/2024	5,101,171.88	33,425.41	4,849,600.00	4,883,025.41
US GOV	912828XX3	UNITED STATES TREASURY	1,475,000.00	12/05/2019	06/30/2024	1,497,125.00	9,860.50	1,450,632.00	1,440,492.50
US GOV	912828XX3	UNITED STATES TREASURY	650,000.00	01/07/2020	06/30/2024	659,572.27	4,345.30	630,448.00	634,793.30
US GOV	912828XX3	UNITED STATES TREASURY	450,000.00	02/07/2020	06/30/2024	462,216.80	3,008.29	436,464.00	439,472.29
US GOV	912828XX3	UNITED STATES TREASURY	1,350,000.00	03/06/2020	06/30/2024	1,415,759.77	9,024.86	1,309,392.00	1,318,416.86
US GOV	912828YY0	UNITED STATES TREASURY	850,000.00	08/07/2020	12/31/2024	908,503.91	4,972.03	816,068.00	821,040.03
US GOV	912828ZW3	UNITED STATES TREASURY	2,500,000.00	12/24/2020	06/30/2025	2,490,820.31	2,089.09	2,310,450.00	2,312,539.09
US GOV	91282CBA8	UNITED STATES TREASURY	1,500,000.00	12/31/2020	12/15/2023	1,498,066.41	705.70	1,456,635.00	1,457,340.70
US GOV	91282CBC4	UNITED STATES TREASURY	350,000.00	06/07/2021	12/31/2025	344,859.38	438.71	320,292.00	320,730.71
US GOV	91282CBC4	UNITED STATES TREASURY	1,200,000.00	11/04/2021	12/31/2025	1,167,234.38	1,504.14	1,098,144.00	1,099,648.14
US GOV	91282CBC4	UNITED STATES TREASURY	7,200,000.00	12/06/2021	12/31/2025	6,983,437.50	9,024.86	6,588,864.00	6,597,888.86
US GOV	91282CBV2	UNITED STATES TREASURY	16,600,000.00	12/06/2021	04/15/2024	16,454,750.00	2,721.31	15,913,922.00	15,916,643.31
US GOV	91282CEN7	UNITED STATES TREASURY	4,400,000.00	02/03/2023	04/30/2027	4,236,546.88	328.80	4,260,080.00	4,260,408.80
<b>US GOV</b>			<b>56,325,000.00</b>			<b>55,890,441.44</b>	<b>128,371.83</b>	<b>53,840,394.50</b>	<b>53,968,766.33</b>

YANKEE

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
YANKEE	63254ABD9	NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH	1,395,000.00	06/09/2022	06/09/2025	1,395,000.00	19,258.75	1,359,162.45	1,378,421.20
YANKEE	63254ABE7	NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH	1,250,000.00	06/13/2022	06/09/2027	1,238,825.00	19,253.82	1,222,325.00	1,241,578.82
<b>YANKEE</b>			<b>2,645,000.00</b>			<b>2,633,825.00</b>	<b>38,512.57</b>	<b>2,581,487.45</b>	<b>2,620,000.02</b>

SUMMARY

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	<b>185,831,430.17</b>			<b>186,522,722.46</b>	<b>631,297.00</b>	<b>178,869,761.27</b>	<b>179,501,058.27</b>

\* Grouped by: Security Type  
 \* Groups Sorted by: Security Type  
 \* Weighted by: Base Market Value + Accrued  
 \* Holdings Displayed by: Lot

**CLEARWATER**  
ANALYTICS.

Report: Master BS by lot - group by Security type  
Account: SAM Paratransit Fund (136227)  
As of: 04/30/2023  
Base Currency: USD

**ABS (ASSET-BACKED SECURITY)**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
ABS	05591RAD6	BMWLT 2021-1 A4	65,000.00	03/10/2021	07/25/2024	64,997.42	4.01	64,235.60	64,239.61
ABS	09661RAD3	BMWOT 2020-A A3	10,713.41	07/15/2020	10/25/2024	10,712.60	0.86	10,623.52	10,624.38
ABS	14041NFW6	COMET 2021-1 A	255,000.00	07/22/2021	07/15/2024	254,989.67	62.33	241,533.45	241,595.78
ABS	14041NFY2	COMET 2021-3 A	215,000.00	11/30/2021	11/16/2026	214,970.37	99.38	202,962.15	203,061.53
ABS	14044CAC6	COPAR 2021-1 A3	80,000.00	10/27/2021	09/15/2026	79,998.49	27.38	76,102.40	76,129.78
ABS	14315FAD9	CARMX 2020-3 A3	29,247.61	07/22/2020	03/17/2025	29,242.60	8.06	28,871.20	28,879.25
ABS	14316HAC6	CARMX 2020-4 A3	49,300.65	10/21/2020	08/15/2025	49,289.80	10.96	48,063.70	48,074.65
ABS	14316NAC3	CARMX 2021-1 A3	25,828.77	01/27/2021	12/15/2025	25,823.67	3.90	25,024.98	25,028.88
ABS	14318MAD1	CARMX 2022-3 A3	195,000.00	07/20/2022	08/15/2025	194,995.40	344.07	191,608.95	191,953.02
ABS	254683CP8	DCENT 2021-1 A	155,000.00	09/27/2021	09/16/2024	154,966.81	39.96	145,872.05	145,912.01
ABS	344928AD8	FORDO 2023-A A3	70,000.00	03/31/2023	03/15/2026	69,992.70	144.67	70,138.60	70,283.27
ABS	362554AC1	GMCAR 2021-4 A3	65,000.00	10/21/2021	09/16/2026	64,998.34	18.42	61,838.40	61,856.82
ABS	36260KAC8	GMCAR 2020-4 A3	36,054.74	10/14/2020	08/18/2025	36,047.03	5.71	35,260.09	35,265.80
ABS	36261RAD0	GMALT 2021-1 A4	60,096.87	02/24/2021	02/20/2025	60,087.80	6.06	59,781.97	59,788.02
ABS	380140AC7	GMCAR 213 A3	98,616.92	07/21/2021	06/16/2026	98,610.82	19.72	94,654.49	94,674.21
ABS	43815GAC3	HAROT 2021-4 A3	85,000.00	11/24/2021	01/21/2026	84,982.08	20.78	81,184.35	81,205.13
ABS	44891RAC4	HART 2020-C A3	121,713.51	10/28/2020	05/15/2025	121,685.48	20.56	118,932.35	118,952.91
ABS	44933LAC7	HART 2021-A A3	45,596.80	04/28/2021	09/15/2025	45,592.00	17.70	44,348.36	44,356.06
ABS	44935FAD6	HART 2021-C A3	60,000.00	11/17/2021	05/15/2026	59,986.61	9.73	57,370.80	57,390.53
ABS	47787NAC3	JDOT 2020-B A3	10,867.88	07/22/2020	11/15/2024	10,866.23	2.46	10,772.79	10,775.25
ABS	65479CAD0	NAROT 2020-B A3	7,721.87	06/30/2020	07/15/2024	7,721.66	1.89	7,694.69	7,696.58
ABS	89237VAB5	TAOT 2020-C A3	19,746.99	07/27/2020	10/15/2024	19,745.47	3.86	19,546.56	19,550.42
ABS	89238EAD8	TLOT 2021-A A4	65,000.00	04/21/2021	08/20/2025	64,986.42	9.93	63,844.95	63,854.88
ABS	92290BAA9	VZOT 2020-B A	38,440.43	08/12/2020	02/20/2025	38,432.36	5.52	38,044.11	38,049.63
ABS	92868KAC7	VALET 2021-1 A3	115,000.00	12/13/2021	06/22/2026	114,995.49	35.84	110,158.50	110,194.34
ABS	98163KAC6	WOART 2021-D A3	95,000.00	11/03/2021	10/15/2026	94,987.06	34.20	90,663.25	90,697.45
<b>ABS</b>			<b>2,073,946.45</b>			<b>2,073,704.37</b>	<b>957.94</b>	<b>1,999,132.25</b>	<b>2,000,090.19</b>

**AGCY BOND (FEDERAL AGENCY BOND/NOTE)**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
AGCY BOND	3130AJHU6	FEDERAL HOME LOAN BANKS	275,000.00	04/16/2020	04/14/2025	273,636.00	64.93	256,558.50	256,623.43
AGCY BOND	3130AKSE2	FEDERAL HOME LOAN BANKS	115,000.00	09/11/2020	09/04/2025	114,655.00	68.28	105,800.00	105,868.28
AGCY BOND	3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	04/24/2020	04/22/2025	274,433.50	42.97	256,561.25	256,604.22
AGCY BOND	3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	06/19/2020	06/17/2025	274,430.75	511.81	255,070.75	255,582.56
AGCY BOND	3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	08/27/2020	08/25/2025	273,713.00	189.06	252,859.75	253,048.81
AGCY BOND	3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	275,000.00	11/12/2020	11/07/2025	274,015.50	664.58	252,601.25	253,265.83
AGCY BOND	3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	250,000.00	11/25/2020	11/27/2025	249,715.00	267.36	243,372.50	243,639.86
AGCY BOND	3137EAER6SL	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	05/07/2020	05/05/2023	274,884.50	504.17	274,843.25	275,347.42
AGCY BOND	3137EAE84	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	06/26/2020	06/26/2023	274,197.00	238.72	272,989.75	273,228.47
AGCY BOND	3137EAEU9	FEDERAL HOME LOAN MORTGAGE CORP	350,000.00	07/23/2020	07/21/2025	348,257.00	364.58	322,731.50	323,096.08
AGCY BOND	3137EAEV7	FEDERAL HOME LOAN MORTGAGE CORP	800,000.00	08/21/2020	08/24/2023	799,184.00	372.22	787,712.00	788,084.22
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	340,000.00	09/04/2020	09/08/2023	340,062.09	125.14	334,169.00	334,294.14
AGCY BOND	3137EAEW5	FEDERAL HOME LOAN MORTGAGE CORP	460,000.00	09/04/2020	09/08/2023	459,848.20	169.31	452,111.00	452,280.31
AGCY BOND	3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	550,000.00	09/25/2020	09/23/2025	548,344.50	217.71	504,300.50	504,518.21
AGCY BOND	3137EAEY1	FEDERAL HOME LOAN MORTGAGE CORP	260,000.00	10/16/2020	10/16/2023	259,030.20	13.54	254,168.20	254,181.74
AGCY BOND	3137EAEZ8	FEDERAL HOME LOAN MORTGAGE CORP	275,000.00	11/05/2020	11/06/2023	274,752.50	334.20	268,196.50	268,530.70
<b>AGCY BOND</b>			<b>5,325,000.00</b>			<b>5,313,158.74</b>	<b>4,148.58</b>	<b>5,094,045.70</b>	<b>5,098,194.28</b>

**CASH**

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	22,828.53	---	04/30/2023	22,828.53	0.00	22,828.53	22,828.53
<b>CASH</b>			<b>22,828.53</b>			<b>22,828.53</b>	<b>0.00</b>	<b>22,828.53</b>	<b>22,828.53</b>

CD (CERTIFICATE OF DEPOSIT)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CD	65558UYF3	Nordea ABP - New York Branch	400,000.00	11/03/2022	11/03/2025	400,000.00	10,998.56	405,192.00	416,190.56
CD	89115B6K1	Toronto-Dominion Bank - New York Branch	400,000.00	10/31/2022	10/27/2025	400,000.00	11,169.32	405,640.00	416,809.32
<b>CD</b>			<b>800,000.00</b>			<b>800,000.00</b>	<b>22,167.87</b>	<b>810,832.00</b>	<b>832,999.87</b>

CORP (CORPORATE NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CORP	023135BW5	AMAZON.COM INC	245,000.00	05/12/2021	05/12/2024	244,642.30	517.56	234,327.80	234,845.36
CORP	023135CE4	AMAZON.COM INC	130,000.00	04/13/2022	04/13/2025	129,793.30	195.00	127,155.60	127,350.60
CORP	02665WCZ2	AMERICAN HONDA FINANCE CORP	250,000.00	06/28/2019	06/27/2024	249,660.00	2,066.67	242,947.50	245,014.17
CORP	037833DT4	APPLE INC	275,000.00	05/13/2020	05/11/2025	275,552.75	1,460.94	258,604.50	260,065.44
CORP	04636NAF0	ASTRAZENECA FINANCE LLC	200,000.00	03/03/2023	03/03/2028	199,596.00	1,570.83	206,494.00	208,064.83
CORP	05531FBH5	TRUIST FINANCIAL CORP	250,000.00	08/05/2019	08/01/2024	250,415.00	1,562.50	240,367.50	241,930.00
CORP	05565EBU8	BMW US CAPITAL LLC	55,000.00	08/12/2021	08/12/2024	54,995.05	90.52	52,262.10	52,352.62
CORP	05565EBW4	BMW US CAPITAL LLC	150,000.00	08/16/2021	08/12/2026	149,955.00	411.46	135,888.00	136,299.46
CORP	06051GJD2	BANK OF AMERICA CORP	200,000.00	07/27/2021	06/19/2026	200,918.00	967.27	182,942.00	183,909.27
CORP	06051GJR1	BANK OF AMERICA CORP	200,000.00	04/22/2021	04/22/2025	200,000.00	48.80	190,462.00	190,510.80
CORP	06406RBA4	BANK OF NEW YORK MELLON CORP	425,000.00	01/28/2022	01/26/2027	424,056.50	2,299.13	386,758.50	389,057.63
CORP	084664CZ2	BERKSHIRE HATHAWAY FINANCE CORP	400,000.00	03/17/2022	03/15/2027	392,496.00	1,175.56	381,512.00	382,687.56
CORP	14913R2U0	CATERPILLAR FINANCIAL SERVICES CORP	200,000.00	01/13/2022	01/08/2027	198,990.00	1,067.22	183,698.00	184,765.22
CORP	17252MAP5	CINTAS NO 2 CORP	60,000.00	05/03/2022	05/01/2025	59,986.80	1,035.00	58,590.60	59,625.60
CORP	24422EVU0	JOHN DEERE CAPITAL CORP	90,000.00	09/10/2021	09/10/2024	89,941.50	79.69	85,276.80	85,356.49
CORP	24422EYV2	JOHN DEERE CAPITAL CORP	70,000.00	01/10/2022	01/10/2025	69,967.10	269.79	66,311.70	66,581.49
CORP	254687FK7	WALT DISNEY CO	270,000.00	09/06/2019	08/30/2024	268,898.40	826.88	259,726.50	260,553.38
CORP	38141EC23	GOLDMAN SACHS GROUP INC	250,000.00	07/11/2019	07/08/2024	261,645.00	3,021.18	245,870.00	248,891.18
CORP	437076CM2	HOME DEPOT INC	20,000.00	03/28/2022	04/15/2025	19,965.00	24.00	19,451.20	19,475.20
CORP	459200KS9	INTERNATIONAL BUSINESS MACHINES CORP	200,000.00	07/27/2022	07/27/2025	200,000.00	2,088.89	197,846.00	199,934.89
CORP	46647PBS4	JPMORGAN CHASE & CO	100,000.00	09/16/2020	09/16/2024	100,000.00	81.63	98,130.00	98,211.63
CORP	46647PCH7	JPMORGAN CHASE & CO	205,000.00	06/01/2021	06/01/2025	205,000.00	703.83	194,768.45	195,472.28
CORP	46647PCV6	JPMORGAN CHASE & CO	100,000.00	02/24/2022	02/24/2026	100,000.00	482.96	95,205.00	95,687.96
CORP	61747YET8	MORGAN STANLEY	200,000.00	07/20/2022	07/17/2026	200,000.00	2,703.42	198,350.00	201,053.42
CORP	63743HFC1	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP	60,000.00	02/07/2022	02/07/2025	59,998.20	262.50	57,120.60	57,383.10
CORP	63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP	35,000.00	05/04/2022	06/15/2025	34,990.55	456.17	34,140.75	34,596.92
CORP	693475AV7	PNC FINANCIAL SERVICES GROUP INC	250,000.00	02/15/2019	01/23/2024	251,780.00	2,381.94	246,295.00	248,676.94
CORP	69371RR40	PACCAR FINANCIAL CORP	105,000.00	08/09/2021	08/09/2024	104,943.30	119.58	99,415.05	99,534.63
CORP	771196BT8	ROCHE HOLDINGS INC	365,000.00	03/10/2022	03/10/2025	365,000.00	1,102.42	349,575.10	350,677.52
CORP	808513BN4	CHARLES SCHWAB CORP	85,000.00	03/18/2021	03/18/2024	84,957.50	76.15	81,318.65	81,394.80
CORP	857477BR3	STATE STREET CORP	60,000.00	02/07/2022	02/06/2026	60,000.00	247.35	56,488.80	56,736.15
CORP	87612EBM7	TARGET CORP	35,000.00	01/24/2022	01/15/2027	34,940.50	200.96	32,559.80	32,760.76
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	125,000.00	05/26/2020	02/13/2025	126,221.25	487.50	119,383.75	119,871.25
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	25,000.00	05/26/2020	02/13/2025	25,348.00	97.50	23,876.75	23,974.25
CORP	89236TGT6	TOYOTA MOTOR CREDIT CORP	50,000.00	05/26/2020	02/13/2025	50,488.50	195.00	47,753.50	47,948.50
CORP	90327QD89	USAA CAPITAL CORP	200,000.00	05/26/2022	05/01/2025	199,346.00	3,375.00	194,144.00	197,519.00
CORP	91324PEC2	UNITEDHEALTH GROUP INC	200,000.00	05/19/2021	05/15/2026	199,652.00	1,060.56	183,222.00	184,282.56
CORP	931142FB4	WALMART INC	140,000.00	04/18/2023	04/15/2028	139,742.40	197.17	139,816.60	140,013.77
<b>CORP</b>			<b>6,280,000.00</b>			<b>6,283,881.90</b>	<b>35,010.51</b>	<b>6,008,056.10</b>	<b>6,043,066.61</b>

FHLMC (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3132CWMM3	FH SB0364	168,209.68	06/25/2021	06/01/2035	181,245.93	490.61	162,924.54	163,415.15
FHLMC	3133L7LB1	FH RC1222	186,373.04	10/19/2021	12/01/2034	200,351.01	543.59	180,884.35	181,427.94
FHLMC	3133L9AJ2	FH RC2709	181,637.49	10/18/2022	09/01/2037	178,345.30	681.14	180,544.03	181,225.17
FHLMC	3137BGK24	FHMS K-043 A2	175,000.00	03/25/2020	12/25/2024	183,667.97	446.54	170,215.50	170,662.04
FHLMC	3137F6Z55	FHMS K-J31 A1	15,503.16	10/29/2020	05/26/2026	15,502.85	7.35	14,852.80	14,860.15
FHLMC	3137H4RZ5	FHMS K-J36 A1	24,843.05	12/16/2021	12/25/2026	24,842.95	26.87	23,013.36	23,040.23
FHLMC	3137H8B42	FHMS K-J40 A1	138,795.04	07/14/2022	06/25/2028	138,793.37	393.25	134,972.62	135,365.88
FHLMC	3137H8H79	FHMS K-J41 A1	298,975.51	08/04/2022	01/25/2029	298,971.92	781.57	288,113.73	288,895.30
FHLMC	3137H92N8	FHMS K-J42 A1	183,856.14	09/15/2022	07/25/2029	183,849.16	597.84	180,901.57	181,499.41
FHLMC	3137H9MM8	FHMS K-J43 A1	274,587.10	12/15/2022	12/25/2028	274,582.43	200.31	274,581.61	274,781.92
FHLMC	3137H9QT9	FHMS K-J44 A1	274,554.71	02/23/2023	01/25/2029	274,546.20	1,042.85	278,505.55	279,548.40
<b>FHLMC</b>			<b>1,922,334.92</b>			<b>1,954,699.10</b>	<b>5,211.93</b>	<b>1,889,509.67</b>	<b>1,894,721.60</b>

FHLMC CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC CMO	3137F7DH5	FHR 5048 B	148,873.86	11/30/2020	05/25/2033	150,758.04	124.06	134,081.75	134,205.81
<b>FHLMC CMO</b>			<b>148,873.86</b>			<b>150,758.04</b>	<b>124.06</b>	<b>134,081.75</b>	<b>134,205.81</b>

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3140K7XA6	FN BP0672	174,429.28	05/18/2021	03/01/2035	186,911.87	436.07	166,332.27	166,768.35
FNMA	3140Q9FM0	FN CA1971	182,276.18	01/18/2022	06/01/2033	192,329.85	531.64	176,773.26	177,304.90
FNMA	3140QGKN6	FN CA8400	195,348.51	03/22/2021	12/01/2035	213,723.48	569.77	189,532.98	190,102.75
FNMA	3140X92C8	FN FM6170	163,795.56	06/25/2021	07/01/2035	177,513.44	545.99	161,327.16	161,873.15
FNMA	3140X9K46	FN FM5714	120,641.22	03/25/2021	11/01/2035	131,423.53	402.14	118,824.37	119,226.50
FNMA	3140XALC4	FN FM6622	232,749.38	03/29/2021	02/01/2036	244,750.52	484.89	216,731.57	217,216.46
FNMA	3140XC4K1	FN FM8925	223,709.06	11/16/2021	08/01/2034	242,584.52	745.70	223,093.86	223,839.56
FNMA	3140XJHF3	FN FS2929	277,533.78	10/18/2022	09/01/2037	269,251.13	925.11	272,332.79	273,257.91
FNMA	3140XJ87	FN FS2986	217,266.64	10/21/2022	10/01/2032	210,816.54	724.22	214,148.86	214,873.08
<b>FNMA</b>			<b>1,787,749.61</b>			<b>1,869,304.88</b>	<b>5,365.53</b>	<b>1,739,097.13</b>	<b>1,744,462.66</b>

FNMA CMO (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA CMO	31394CP22	FNR 2005-33 QE	267,879.36	03/31/2023	04/25/2035	273,038.13	1,116.16	274,562.95	275,679.12
<b>FNMA CMO</b>			<b>267,879.36</b>			<b>273,038.13</b>	<b>1,116.16</b>	<b>274,562.95</b>	<b>275,679.12</b>

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	186,650.81	---	04/30/2023	186,650.81	0.00	186,650.81	186,650.81
<b>MMFUND</b>			<b>186,650.81</b>			<b>186,650.81</b>	<b>0.00</b>	<b>186,650.81</b>	<b>186,650.81</b>

MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MUNI	13017HAK2	CALIFORNIA EARTHQUAKE AUTH REV	55,000.00	11/24/2020	07/01/2023	55,000.00	270.78	54,636.45	54,907.23
MUNI	13077DQD7	CALIFORNIA ST UNIV REV	75,000.00	07/29/2021	11/01/2025	75,000.00	323.25	68,604.00	68,927.25
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	60,000.00	12/05/2019	08/01/2024	60,000.00	315.15	57,859.80	58,174.95
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	55,000.00	09/16/2020	07/01/2025	55,388.85	230.63	51,186.30	51,416.93
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	75,000.00	09/16/2020	07/01/2025	75,497.25	314.50	69,799.50	70,114.00
MUNI	341271AD6	FLORIDA ST BRD ADMIN FIN CORP REV	130,000.00	09/16/2020	07/01/2025	130,000.00	545.13	120,985.80	121,530.93
MUNI	54438CYK2	LOS ANGELES CALIF CMNTY COLLEGE DIST	115,000.00	11/10/2020	08/01/2025	115,000.00	222.24	105,766.65	105,988.89
MUNI	60412AVJ9	MINNESOTA ST	85,000.00	08/25/2020	08/01/2025	85,000.00	133.88	78,276.50	78,410.38
MUNI	646140DP5	NEW JERSEY ST TPK AUTH TPK REV	55,000.00	02/04/2021	01/01/2026	55,000.00	191.95	50,255.15	50,447.10
MUNI	650036DT0	NEW YORK ST URBAN DEV CORP REV	275,000.00	12/23/2020	03/15/2025	275,000.00	305.71	257,842.75	258,148.46
MUNI	798306WN2	SAN JUAN CALIF UNI SCH DIST	125,000.00	10/29/2020	08/01/2024	125,000.00	219.38	118,456.25	118,675.63
<b>MUNI</b>			<b>1,105,000.00</b>			<b>1,105,886.10</b>	<b>3,072.60</b>	<b>1,033,669.15</b>	<b>1,036,741.75</b>

SUPRANATIONAL

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
SUPRANATIONAL	459058KJ1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM	275,000.00	07/19/2022	06/15/2027	274,857.00	3,246.53	269,021.50	272,268.03
<b>SUPRANATIONAL</b>			<b>275,000.00</b>			<b>274,857.00</b>	<b>3,246.53</b>	<b>269,021.50</b>	<b>272,268.03</b>

US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	1,357.14	199,512.00	200,869.14
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	3,732.14	548,658.00	552,390.14
US GOV	912828T91	UNITED STATES TREASURY	850,000.00	07/08/2019	10/31/2023	842,628.91	37.53	836,357.50	836,395.03
US GOV	912828T91	UNITED STATES TREASURY	625,000.00	10/04/2019	10/31/2023	628,588.87	27.60	614,968.75	614,996.35
US GOV	912828U24	UNITED STATES TREASURY	150,000.00	10/11/2022	11/15/2026	138,246.09	1,383.98	141,802.50	143,186.48
US GOV	912828U24	UNITED STATES TREASURY	100,000.00	01/06/2023	11/15/2026	93,035.16	922.65	94,535.00	95,457.65
US GOV	912828XX3	UNITED STATES TREASURY	1,050,000.00	11/06/2019	06/30/2024	1,071,246.10	7,019.34	1,018,416.00	1,025,435.34
US GOV	912828XX3	UNITED STATES TREASURY	425,000.00	12/05/2019	06/30/2024	431,375.00	2,841.16	412,216.00	415,057.16
US GOV	912828XX3	UNITED STATES TREASURY	125,000.00	01/07/2020	06/30/2024	126,840.82	835.64	121,240.00	122,075.64
US GOV	912828XX3	UNITED STATES TREASURY	175,000.00	02/07/2020	06/30/2024	179,750.98	1,169.89	169,736.00	170,905.89
US GOV	912828XX3	UNITED STATES TREASURY	450,000.00	03/06/2020	06/30/2024	471,919.92	3,008.29	436,464.00	439,472.29
US GOV	912828YY0	UNITED STATES TREASURY	250,000.00	08/07/2020	12/31/2024	267,207.03	1,462.36	240,020.00	241,482.36
US GOV	91282CBC4	UNITED STATES TREASURY	150,000.00	10/06/2021	12/31/2025	147,304.69	188.02	137,268.00	137,456.02
US GOV	91282CBC4	UNITED STATES TREASURY	525,000.00	11/04/2021	12/31/2025	510,665.04	658.06	480,438.00	481,096.06
US GOV	91282CBV2	UNITED STATES TREASURY	600,000.00	12/06/2021	04/15/2024	594,750.00	98.36	575,202.00	575,300.36
US GOV	91282CBW0	UNITED STATES TREASURY	350,000.00	01/06/2022	04/30/2026	341,468.75	7.13	320,631.50	320,638.63
US GOV	91282CCP4	UNITED STATES TREASURY	450,000.00	07/08/2022	07/31/2026	411,943.36	699.24	408,127.50	408,826.74
US GOV	91282CCP4	UNITED STATES TREASURY	150,000.00	08/15/2022	07/31/2026	136,593.75	233.08	136,042.50	136,275.58
US GOV	91282CEN7	UNITED STATES TREASURY	650,000.00	02/03/2023	04/30/2027	625,853.52	48.57	629,330.00	629,378.57
US GOV			<b>7,825,000.00</b>			<b>7,750,738.30</b>	<b>25,730.19</b>	<b>7,520,965.25</b>	<b>7,546,695.44</b>

YANKEE

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
YANKEE	63254ABD9	NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH)	250,000.00	06/09/2022	06/09/2025	250,000.00	3,451.39	243,577.50	247,028.89
YANKEE			<b>250,000.00</b>			<b>250,000.00</b>	<b>3,451.39</b>	<b>243,577.50</b>	<b>247,028.89</b>

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	<b>28,270,263.54</b>	---	---	<b>28,309,505.91</b>	<b>109,603.28</b>	<b>27,226,030.29</b>	<b>27,335,633.57</b>

\* Grouped by: Security Type  
 \* Groups Sorted by: Security Type  
 \* Weighted by: Base Market Value + Accrued  
 \* Holdings Displayed by: Lot



# CLEARWATER ANALYTICS.

Report: Trade Activity  
Account: SAM Transit District Agg (136232)  
Date: 04/01/2023 - 04/30/2023  
Base Currency: USD

\* Does not Lock Down

Identifier	Description	Base Current Units	Coupon Rate	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Base Accrued Interest	Base Amount
36261RAD0	GMALT 2021-1 A4	(58,004.03)	0.330	Principal Paydown	04/20/2023	04/20/2023	02/20/2025	(58,004.03)	0.00	58,004.03
65480BAC1	NAROT 2021-A A3	(88,894.16)	0.330	Principal Paydown	04/15/2023	04/15/2023	10/15/2025	(88,894.16)	0.00	88,894.16
36261RAD0	GMALT 2021-1 A4	(9,903.13)	0.330	Principal Paydown	04/20/2023	04/20/2023	02/20/2025	(9,903.13)	0.00	9,903.13
14316NAC3	CARMX 2021-1 A3	(11,452.16)	0.340	Principal Paydown	04/15/2023	04/15/2023	12/15/2025	(11,452.17)	0.00	11,452.17
14316NAC3	CARMX 2021-1 A3	(2,020.97)	0.340	Principal Paydown	04/15/2023	04/15/2023	12/15/2025	(2,020.97)	0.00	2,020.97
36260KAC8	GMCAR 2020-4 A3	(17,966.25)	0.380	Principal Paydown	04/16/2023	04/16/2023	08/18/2025	(17,966.25)	0.00	17,966.25
44891RAC4	HART 2020-C A3	(64,176.51)	0.380	Principal Paydown	04/15/2023	04/15/2023	05/15/2025	(64,176.50)	0.00	64,176.50
44933LAC7	HART 2021-A A3	(20,175.68)	0.380	Principal Paydown	04/15/2023	04/15/2023	09/15/2025	(20,175.68)	0.00	20,175.68
36260KAC8	GMCAR 2020-4 A3	(3,817.83)	0.380	Principal Paydown	04/16/2023	04/16/2023	08/18/2025	(3,817.83)	0.00	3,817.83
44891RAC4	HART 2020-C A3	(14,118.83)	0.380	Principal Paydown	04/15/2023	04/15/2023	05/15/2025	(14,118.83)	0.00	14,118.83
44933LAC7	HART 2021-A A3	(3,914.68)	0.380	Principal Paydown	04/15/2023	04/15/2023	09/15/2025	(3,914.68)	0.00	3,914.68
89237VAB5	TAOT 2020-C A3	(40,593.79)	0.440	Principal Paydown	04/15/2023	04/15/2023	10/15/2024	(40,593.79)	0.00	40,593.79
89237VAB5	TAOT 2020-C A3	(4,318.49)	0.440	Principal Paydown	04/15/2023	04/15/2023	10/15/2024	(4,318.49)	0.00	4,318.49
362590AC5	GMCAR 2020-3 A3	(27,845.90)	0.450	Principal Paydown	04/16/2023	04/16/2023	04/16/2025	(27,845.90)	0.00	27,845.90
92290BAA9	VZOT 2020-B A	(74,839.48)	0.470	Principal Paydown	04/20/2023	04/20/2023	02/20/2025	(74,839.48)	0.00	74,839.48
92290BAA9	VZOT 2020-B A	(10,898.95)	0.470	Principal Paydown	04/20/2023	04/20/2023	02/20/2025	(10,898.95)	0.00	10,898.95
09661RAD3	BMWOT 2020-A A3	(12,202.05)	0.480	Principal Paydown	04/25/2023	04/25/2023	10/25/2024	(12,202.05)	0.00	12,202.05
380140AC7	GMCAR 213 A3	(33,730.06)	0.480	Principal Paydown	04/16/2023	04/16/2023	06/16/2026	(33,730.05)	0.00	33,730.05
09661RAD3	BMWOT 2020-A A3	(3,486.30)	0.480	Principal Paydown	04/25/2023	04/25/2023	10/25/2024	(3,486.30)	0.00	3,486.30
380140AC7	GMCAR 213 A3	(5,805.99)	0.480	Principal Paydown	04/16/2023	04/16/2023	06/16/2026	(5,805.99)	0.00	5,805.99
14316HAC6	CARMX 2020-4 A3	(20,419.89)	0.500	Principal Paydown	04/15/2023	04/15/2023	08/15/2025	(20,419.89)	0.00	20,419.89
14316HAC6	CARMX 2020-4 A3	(4,804.68)	0.500	Principal Paydown	04/15/2023	04/15/2023	08/15/2025	(4,804.68)	0.00	4,804.68
47787NAC3	JDOT 2020-B A3	(11,786.57)	0.510	Principal Paydown	04/15/2023	04/15/2023	11/15/2024	(11,786.57)	0.00	11,786.57
47787NAC3	JDOT 2020-B A3	(2,828.78)	0.510	Principal Paydown	04/15/2023	04/15/2023	11/15/2024	(2,828.78)	0.00	2,828.78
65479CAD0	NAROT 2020-B A3	(15,154.55)	0.550	Principal Paydown	04/15/2023	04/15/2023	07/15/2024	(15,154.56)	0.00	15,154.56
65479CAD0	NAROT 2020-B A3	(4,167.50)	0.550	Principal Paydown	04/15/2023	04/15/2023	07/15/2024	(4,167.50)	0.00	4,167.50
3137F62S5	FHMS K-J31 A1	(1,507.11)	0.569	Principal Paydown	04/01/2023	04/01/2023	05/26/2026	(1,507.11)	0.00	1,507.11
3137F62S5	FHMS K-J31 A1	(355.45)	0.569	Principal Paydown	04/01/2023	04/01/2023	05/26/2026	(355.45)	0.00	355.45
14315FAD9	CARMX 2020-3 A3	(19,290.31)	0.620	Principal Paydown	04/15/2023	04/15/2023	03/17/2025	(19,290.31)	0.00	19,290.31
50117TAC5	KCOT 2021-1 A3	(12,728.57)	0.620	Principal Paydown	04/15/2023	04/15/2023	08/15/2025	(12,728.57)	0.00	12,728.57
14315FAD9	CARMX 2020-3 A3	(5,572.76)	0.620	Principal Paydown	04/15/2023	04/15/2023	03/17/2025	(5,572.76)	0.00	5,572.76
3137F7DH5	FHR 5048 B	(14,414.86)	1.000	Principal Paydown	04/01/2023	04/01/2023	05/25/2033	(14,414.86)	0.00	14,414.86
3133Q5GZ3	FHS 370 A3	(39,907.22)	1.000	Principal Paydown	04/01/2023	04/01/2023	09/25/2033	(39,907.22)	0.00	39,907.22
3137F7DH5	FHR 5048 B	(3,049.30)	1.000	Principal Paydown	04/01/2023	04/01/2023	05/25/2033	(3,049.30)	0.00	3,049.30
3137H4RZ5	FHMS K-J36 A1	(717.25)	1.298	Principal Paydown	04/01/2023	04/01/2023	12/25/2026	(717.25)	0.00	717.25
3137H4RZ5	FHMS K-J36 A1	(114.11)	1.298	Principal Paydown	04/01/2023	04/01/2023	12/25/2026	(114.11)	0.00	114.11
92348TAA2	VZOT 2020-A A1A	(14,226.34)	1.850	Principal Paydown	04/20/2023	04/20/2023	07/22/2024	(14,226.34)	0.00	14,226.34
92348TAA2	VZOT 2020-A A1A	(3,743.77)	1.850	Principal Paydown	04/20/2023	04/20/2023	07/22/2024	(3,743.76)	0.00	3,743.76
3140XALC4	FN FM6622	(8,228.38)	2.500	Principal Paydown	04/01/2023	04/01/2023	02/01/2036	(8,228.38)	0.00	8,228.38
3140XALC4	FN FM6622	(1,542.82)	2.500	Principal Paydown	04/01/2023	04/01/2023	02/01/2036	(1,542.82)	0.00	1,542.82
3140K7XA6	FN BP0672	(8,284.08)	3.000	Principal Paydown	04/01/2023	04/01/2023	03/01/2035	(8,284.08)	0.00	8,284.08
3140K7XA6	FN BP0672	(1,461.90)	3.000	Principal Paydown	04/01/2023	04/01/2023	03/01/2035	(1,461.90)	0.00	1,461.90
3137H8H79	FHMS K-J41 A1	(758.97)	3.137	Principal Paydown	04/01/2023	04/01/2023	01/25/2029	(758.97)	0.00	758.97
3137H8H79	FHMS K-J41 A1	(126.50)	3.137	Principal Paydown	04/01/2023	04/01/2023	01/25/2029	(126.50)	0.00	126.50
3137H8B42	FHMS K-J40 A1	(884.13)	3.400	Principal Paydown	04/01/2023	04/01/2023	06/25/2028	(884.13)	0.00	884.13

Identifier	Description	Base Current Units	Coupon Rate	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Base Accrued Interest	Base Amount
3137H8B42	FHMS K-J40 A1	(147.35)	3.400	Principal Paydown	04/01/2023	04/01/2023	06/25/2028	(147.35)	0.00	147.35
3132CWMM3	FH SB0364	(5,964.37)	3.500	Principal Paydown	04/01/2023	04/01/2023	06/01/2035	(5,964.37)	0.00	5,964.37
3140QGKN6	FN CA8400	(7,228.19)	3.500	Principal Paydown	04/01/2023	04/01/2023	12/01/2035	(7,228.19)	0.00	7,228.19
3133L7LB1	FH RC1222	(25,432.73)	3.500	Principal Paydown	04/01/2023	04/01/2023	12/01/2034	(25,432.73)	0.00	25,432.73
3140Q9FM0	FN CA1971	(15,691.64)	3.500	Principal Paydown	04/01/2023	04/01/2023	06/01/2033	(15,691.64)	0.00	15,691.64
3132CWMM3	FH SB0364	(1,107.08)	3.500	Principal Paydown	04/01/2023	04/01/2023	06/01/2035	(1,107.08)	0.00	1,107.08
3140QGKN6	FN CA8400	(1,414.77)	3.500	Principal Paydown	04/01/2023	04/01/2023	12/01/2035	(1,414.77)	0.00	1,414.77
3133L7LB1	FH RC1222	(4,577.89)	3.500	Principal Paydown	04/01/2023	04/01/2023	12/01/2034	(4,577.89)	0.00	4,577.89
3140Q9FM0	FN CA1971	(2,353.75)	3.500	Principal Paydown	04/01/2023	04/01/2023	06/01/2033	(2,353.75)	0.00	2,353.75
46647PAP1	JPMORGAN CHASE & CO	(900,000.00)	3.559	Call Redemption	04/23/2023	04/23/2023	04/23/2024	(900,000.00)	0.00	900,000.00
931142FB4	WALMART INC	930,000.00	3.900	Buy	04/12/2023	04/18/2023	04/15/2028	928,288.80	0.00	(928,288.80)
931142FB4	WALMART INC	140,000.00	3.900	Buy	04/12/2023	04/18/2023	04/15/2028	139,742.40	0.00	(139,742.40)
3137H92N8	FHMS K-J42 A1	(887.65)	3.902	Principal Paydown	04/01/2023	04/01/2023	07/25/2029	(887.65)	0.00	887.65
3137H92N8	FHMS K-J42 A1	(148.61)	3.902	Principal Paydown	04/01/2023	04/01/2023	07/25/2029	(148.61)	0.00	148.61
3140X9K46	FN FM5714	(11,128.50)	4.000	Principal Paydown	04/01/2023	04/01/2023	11/01/2035	(11,128.50)	0.00	11,128.50
3140X92C8	FN FM6170	(8,087.36)	4.000	Principal Paydown	04/01/2023	04/01/2023	07/01/2035	(8,087.36)	0.00	8,087.36
3140XC4K1	FN FM8925	(9,974.53)	4.000	Principal Paydown	04/01/2023	04/01/2023	08/01/2034	(9,974.53)	0.00	9,974.53
3140XHQQ3	FN FS2262	(17,583.84)	4.000	Principal Paydown	04/01/2023	04/01/2023	06/01/2037	(17,583.84)	0.00	17,583.84
3140XJHF3	FN FS2929	(24,356.99)	4.000	Principal Paydown	04/01/2023	04/01/2023	09/01/2037	(24,356.99)	0.00	24,356.99
3140XJJ87	FN FS2986	(39,408.75)	4.000	Principal Paydown	04/01/2023	04/01/2023	10/01/2032	(39,408.75)	0.00	39,408.75
3140X9K46	FN FM5714	(1,987.23)	4.000	Principal Paydown	04/01/2023	04/01/2023	11/01/2035	(1,987.23)	0.00	1,987.23
3140X92C8	FN FM6170	(1,516.38)	4.000	Principal Paydown	04/01/2023	04/01/2023	07/01/2035	(1,516.38)	0.00	1,516.38
3140XC4K1	FN FM8925	(1,870.22)	4.000	Principal Paydown	04/01/2023	04/01/2023	08/01/2034	(1,870.22)	0.00	1,870.22
3140XJHF3	FN FS2929	(4,059.50)	4.000	Principal Paydown	04/01/2023	04/01/2023	09/01/2037	(4,059.50)	0.00	4,059.50
3140XJJ87	FN FS2986	(5,579.67)	4.000	Principal Paydown	04/01/2023	04/01/2023	10/01/2032	(5,579.67)	0.00	5,579.67
31846V534	FIRST AMER:US TRS MM Y	29,961.99	4.230	Buy	04/04/2023	04/04/2023	04/30/2023	29,961.99	0.00	(29,961.99)
31846V534	FIRST AMER:US TRS MM Y	1,874,830.82	4.230	Buy	---	---	04/30/2023	1,874,830.82	0.00	(1,874,830.82)
31846V534	FIRST AMER:US TRS MM Y	(887,612.06)	4.230	Sell	04/18/2023	04/18/2023	04/30/2023	(887,612.06)	0.00	887,612.06
31846V534	FIRST AMER:US TRS MM Y	136,578.14	4.230	Buy	---	---	04/30/2023	136,578.14	0.00	(136,578.14)
31846V534	FIRST AMER:US TRS MM Y	(135,415.09)	4.230	Sell	04/18/2023	04/18/2023	04/30/2023	(135,415.09)	0.00	135,415.09
3137H9MM8	FHMS K-J43 A1	(575.10)	4.377	Principal Paydown	04/25/2023	04/25/2023	12/25/2028	(575.10)	0.00	575.10
3137H9MM8	FHMS K-J43 A1	(87.86)	4.377	Principal Paydown	04/25/2023	04/25/2023	12/25/2028	(87.86)	0.00	87.86
3133L9AJ2	FH RC2709	(30,903.54)	4.500	Principal Paydown	04/01/2023	04/01/2023	09/01/2037	(30,903.54)	0.00	30,903.54
3133L9AJ2	FH RC2709	(5,010.89)	4.500	Principal Paydown	04/01/2023	04/01/2023	09/01/2037	(5,010.89)	0.00	5,010.89
3137H9QT9	FHMS K-J44 A1	(1,014.32)	4.558	Principal Paydown	04/01/2023	04/01/2023	01/25/2029	(1,014.32)	0.00	1,014.32
3137H9QT9	FHMS K-J44 A1	(154.97)	4.558	Principal Paydown	04/01/2023	04/01/2023	01/25/2029	(154.97)	0.00	154.97
902656404	UBS SL ESG PRIME INS	40,771.27	4.880	Buy	04/03/2023	04/03/2023	04/30/2023	40,779.42	0.00	(40,779.42)
608919775	FEDERATED HRMS IS MM IS	40,809.50	4.890	Buy	04/03/2023	04/03/2023	04/30/2023	40,789.10	0.00	(40,789.10)
902656602	UBS SL ESG PRIME PFD	61,667.10	4.920	Buy	04/03/2023	04/03/2023	04/30/2023	61,679.43	0.00	(61,679.43)
31394CP22	FNR 2005-33 QE	(19,974.47)	5.000	Principal Paydown	04/01/2023	04/01/2023	04/25/2035	(19,974.47)	0.00	19,974.47
31394CP22	FNR 2005-33 QE	(3,031.84)	5.000	Principal Paydown	04/01/2023	04/01/2023	04/25/2035	(3,031.84)	0.00	3,031.84
---	---	<b>376,090.64</b>	<b>3.663</b>	---	---	---	<b>03/05/2025</b>	<b>374,121.93</b>	<b>0.00</b>	<b>(374,121.93)</b>

\* Weighted by: Absolute Value of Base Principal

\* MMF transactions are collapsed

\* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

## Glossary of Terms

**Accrued Interest** - The interest that has accumulated on a bond since the last interest payment up to, but not including, the settlement date  
Accrued interest occurs as a result of the difference in timing of cash flows and the measurement of these cash flows

**Amortized Cost** - The amount at which an investment is acquired, adjusted for accretion, amortization, and collection of cash

**Book Yield** - The measure of a bond's recurring realized investment income that combines both the bond's coupon return plus its amortization

**Average Credit Rating** - The average credit worthiness of a portfolio, weighted in proportion to the dollar amount that is invested in the portfolio

**Convexity** - The relationship between bond prices and bond yields that demonstrates how the duration of a bond changes as the interest rate changes

**Credit Rating** - An assessment of the credit worthiness of an entity with respect to a particular financial obligation. The credit rating is inversely related to the possibility of debt default.

**Duration** - A measure of the exposure to interest rate risk and sensitivity to price fluctuation of fixed-income investments  
Duration is expressed as a number of years.

**Income Return** - The percentage of the total return generated by the income from interest or dividends

**Original Cost** - The original cost of an asset takes into consideration all of the costs that can be attributed to its purchase and to putting the asset to use

**Par Value** - The face value of a bond. Par value is important for a bond or fixed-income instrument because it determines its maturity value as well as the dollar value of coupon payments.

**Price Return** - The percentage of the total return generated by capital appreciation due to changes in the market price of an asset

**Short-Term Portfolio** - The city's investment portfolio whose securities' average maturity is between 1 and 5 years

**Targeted-Maturities Portfolio** - The city's investment portfolio whose securities' average maturity is between 0 and 3 years

**Total Return** - The actual rate of return of an investment over a given evaluation period. Total return is the combination of income and price return

**Unrealized Gains/(Loss)** - A profitable/(losing) position that has yet to be cashed in. The actual gain/(loss) is not realized until the position is closed  
A position with an unrealized gain may eventually turn into a position with an unrealized loss, as the market fluctuates and vice versa

**Weighted Average Life (WAL)** - The average number of years for which each dollar of unpaid principal on an investment remains outstanding, weighted by the size of each principal payment

**Yield** - The income return on an investment. This refers to the interest or dividends received from a security and is expressed as a percentage based on the investment's cost and its current market value.

**Yield to Maturity at Cost (YTM @ Cost)** - The internal rate of return of a security given the amortized price as of the report date and future expected cash flows

**Yield to Maturity at Market (YTM @ Market)** - The internal rate of return of a security given the market price as of the report date and future expected cash flows

**Years to Effective Maturity** - The average time it takes for securities in a portfolio to mature, taking into account the possibility that any of the bonds might be called back to the issuer

**Years to Final Maturity** - The average time it takes for securities in a portfolio to mature, weighted in proportion to the dollar amount that is invested in the portfolio  
Weighted average maturity measures the sensitivity of fixed-income portfolios to interest rate changes.

SAN MATEO COUNTY TRANSIT DISTRICT  
SUMMARY OF BUDGET ACTIVITY FOR APRIL 2023

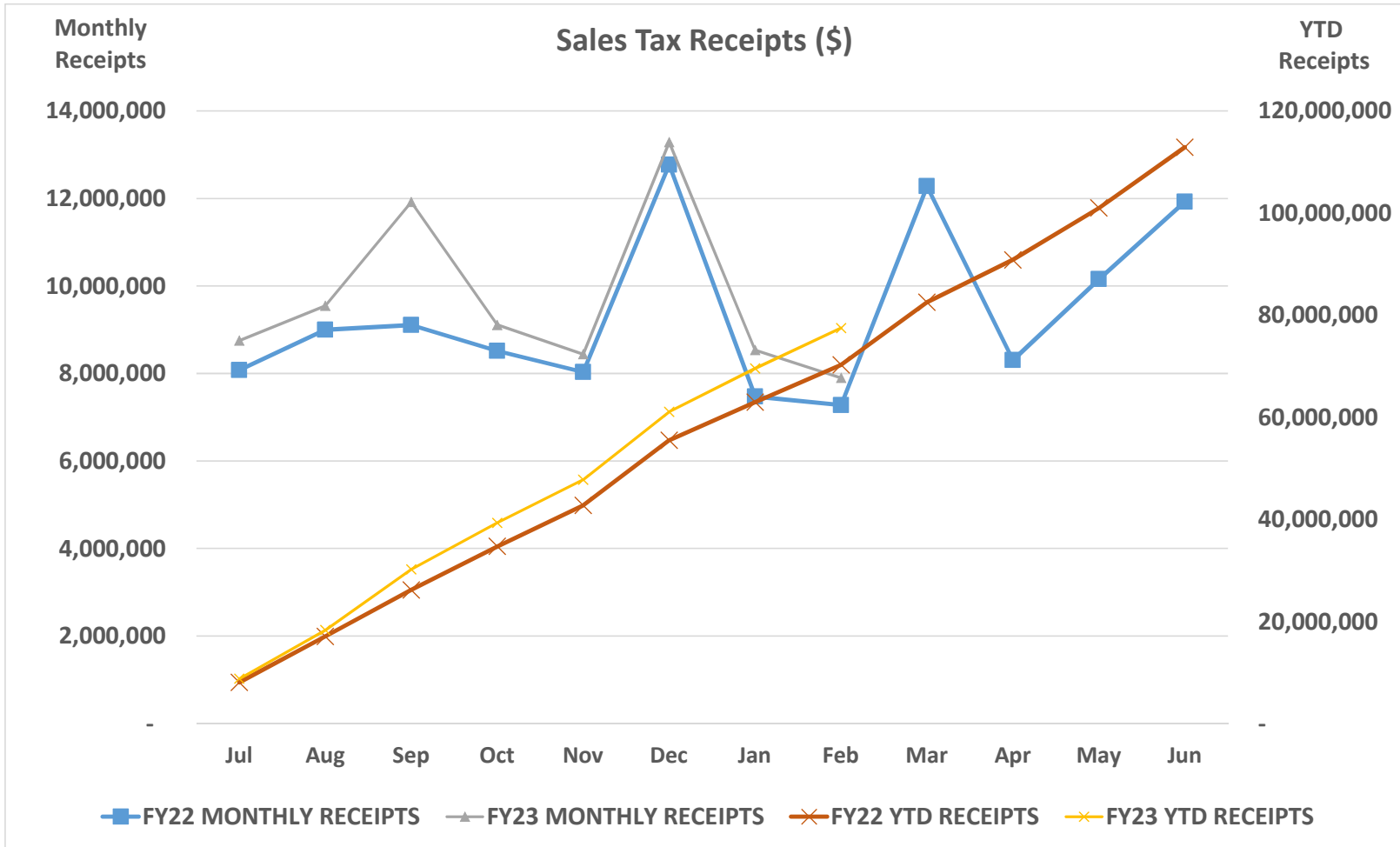
BUDGET AMENDMENTS

Amount	Line Item	Description
Apr-23		No Budget Amendments for April 2023
<u>\$ -</u>	Total	<u>\$ -</u> Total

BUDGET REVISIONS

Amount	Line Item	Description
Apr-23		No Budget Revisions for April 2023
<u>\$ -</u>	Total	<u>\$ -</u> Total

**SAN MATEO COUNTY TRANSIT DISTRICT  
FY2023  
Measure A Sales Tax  
April 2023**



\* Sales tax receipts are received and reconciled two months in arrears  
with a quarterly true up by the State of California also two months in arrears

**SAN MATEO COUNTY TRANSIT DISTRICT**  
**Monthly Sales Tax Receipts**  
**FY2023**  
**APRIL 2023**

	<b>FY22 MONTHLY RECEIPTS*</b>	<b>FY23 MONTHLY RECEIPTS*</b>	<b>MONTHLY % Change</b>	<b>FY22 YTD RECEIPTS</b>	<b>FY23 YTD RECEIPTS</b>	<b>YTD % Change</b>
<b>Jul</b>	8,073,453	8,751,087	8.4%	8,073,453	8,751,087	8.4%
<b>Aug</b>	8,998,280	9,545,280	6.1%	17,071,733	18,296,367	7.2%
<b>Sep</b>	9,104,933	11,914,443	30.9%	26,176,665	30,210,810	15.4%
<b>Oct</b>	8,516,856	9,109,158	7.0%	34,693,522	39,319,968	13.3%
<b>Nov</b>	8,032,736	8,437,702	5.0%	42,726,257	47,757,670	11.8%
<b>Dec</b>	12,772,114	13,282,326	4.0%	55,498,371	61,039,996	10.0%
<b>Jan</b>	7,468,855	8,533,234	14.3%	62,967,226	69,573,230	10.5%
<b>Feb</b>	7,276,489	7,899,675	8.6%	70,243,715	77,472,905	10.3%
<b>Mar</b>	12,281,405		(100.0%)	82,525,120		(100.0%)
<b>Apr</b>	8,307,361		(100.0%)	90,832,481		(100.0%)
<b>May</b>	10,152,361		(100.0%)	100,984,842		(100.0%)
<b>Jun</b>	11,921,111		(100.0%)	112,905,953		(100.0%)
<b>Total</b>	<u>112,905,953</u>	<u>77,472,905</u>				

**San Mateo County Transit District  
Staff Report**

To: Board of Directors  
Through: April Chan, General Manager/CEO  
From: David Olmeda, Chief Operating Officer, Bus  
Subject: **Acceptance of Capital Projects Quarterly Status Report for 3<sup>rd</sup> Quarter Fiscal Year 2023**

**Action**

The [Capital Projects Quarterly Status Report](#) is submitted to the Board for information only.

**Significance**

The Capital Projects Quarterly Status Report is submitted to keep the board advised as to the scope, budget and progress of current ongoing capital projects.

**Budget Impact**

There is no impact to the budget.

**Background**

Staff prepares the Capital Projects Quarterly Status Report for the Board on a quarterly basis. The report is a summary of the scope, budget and progress of capital projects. It is being presented to the Board for informational purposes and is intended to better inform the Board of the capital project status.

Prepared By: Nasser Haghtalab                      Project Controls Manager                      650-622-7828



# San Mateo County Transit District

## Capital Program

### Quarterly Status Report and DBE Status Report



### 3rd Quarter Fiscal Year 2023 (January - March 2023)

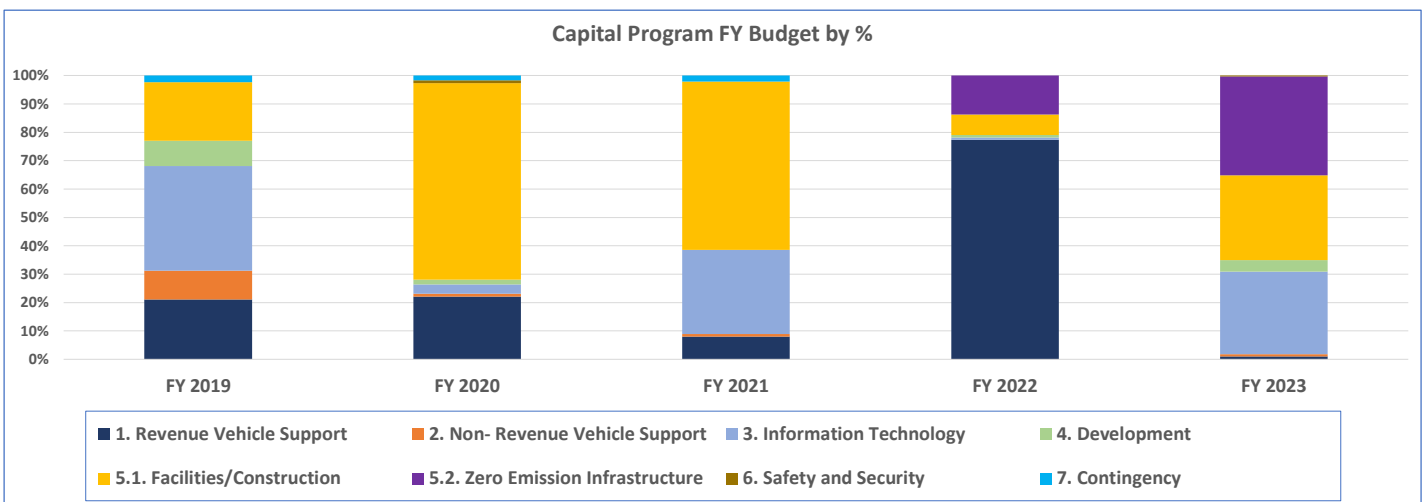
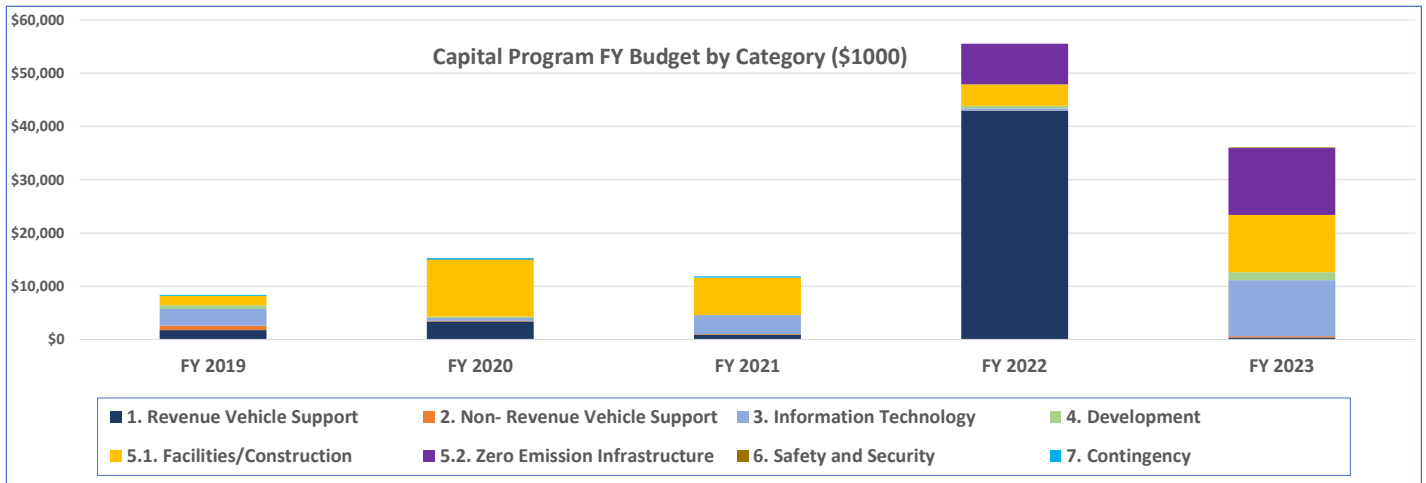
Prepared for the June, 2023 SamTrans Board Meeting



**Capital Program Budget Status Summary (\$1000)**

Programs	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
1. Revenue Vehicle Support	\$1,777	\$3,382	\$952	\$42,955	\$359
2. Non- Revenue Vehicle Support	\$847	\$164	\$117	\$0	\$285
3. Information Technology	\$3,100	\$500	\$3,529	\$431	\$10,488
4. Development	\$750	\$250	\$0	\$500	\$1,491
5.1. Facilities/Construction	\$1,730	\$10,612	\$7,052	\$4,007	\$10,782
5.2. Zero Emission Infrastructure	\$0	\$0	\$0	\$7,626	\$12,566
6. Safety and Security	\$0	\$150	\$0	\$0	\$114
7. Contingency	\$200	\$250	\$250	\$0	\$0
<b>Total Board Approved Budget by FY*</b>	<b>\$8,405</b>	<b>\$15,308</b>	<b>\$11,899</b>	<b>\$55,520</b>	<b>\$36,085</b>

**Note**  
\* The "Total Board Approved Budget by FY" reflects the annual budget approved by the SamTrans Board of Directors for each fiscal year. This authorizes the amount that can be spent on projects. Unspent budget in a fiscal year may be carried forward to subsequent budget years.



**samTrans Capital Programs Quarterly Progress Report Project Controls**

**Projects Completed Within FY20 - FY23**

Prj. ID	Project Name	Budget
021207	Facilities Smaller Projects - FY2012	\$ 562,000
020112	North & South Base IW Line to Brake Pit Replacement	\$ 21,432
100511	South Base Natural Gas Line Replacement	\$ 466,832
100354	Purchase a New Bus Simulator	\$ 515,216
100461	Replace 13 Paratransit Cutaway	\$ 1,991,203
100176	SamTrans Visioning	\$ 988,000
100350	Central Office Sanitary Sewer Pump Replacement	\$ 139,388
100247	FY18 Tech Refresh Project	\$ 887,586
021201	Major Bus Components - FY2012	\$ 985,004
021501	Replacement of 55 - 2002 NABI Buses Project	\$ 48,983,433
100113	Procurement of 10 Electric Buses Project	\$ 2,403,353
100348	Upgrade District Website	\$ 950,000
100513	ZEB Program Management	\$ 446,000
100389	BEB Pilot Infrastructure	\$ 1,440,000
100058	FY16 Facilities Smaller Projects	\$ 2,924,125
100477	Intranet Solution Replacement	\$ 131,000

Project Performance Status Light Criteria

Sections	On Target (Green)	Moderate Risk (Yellow)	High Risk (Red)
1. Budget*	<p>(a) Estimate at Completion forecast is within plus /minus 3% of the Current Approved Budget,</p> <p>(b) Incurred expenditures during the report period is consistent with the cost baseline (+/- 3%)</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget between 3% to 10%</p> <p>(b) Incurred expenditures during the report period is higher than the cost baseline by 3% to 10%</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 10%</p> <p>(b) Incurred expenditures during the report period is higher than the cost baseline by more than 10%</p>
2.Schedule**	<p>(a) Project started not later than one year after funded</p> <p>(b) Project milestones/critical path are within plus/minus 5% of the duration of the approved baseline schedule, or less than 15 days late.</p> <p>(c) Physical progress during the report period is consistent with the baseline schedule .</p> <p>(d) Schedule is baselined.</p>	<p>a) Project milestones / critical path show slippage. Critical milestones are late between 5% to 10% of the approved baseline but not more than 30 days late.</p> <p>(b) Physical progress during the report period is not consistent with the baseline schedule .</p> <p>(c) Schedule has not been baselined.</p>	<p>(a) Project started later than one year after funded</p> <p>(b) Project milestones / critical path show slippage. The delay is more than 10% of the baselined schedule or 30 days</p>
3.Funding*	<p>(a) Expenditure is consistent with Available Funding.</p> <p>(b) All funding has been secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 80% of Available Funding, where remaining funding is NOT yet available.</p> <p>(b) NOT all funding is secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 90% of Available Funding, where remaining funding is NOT yet available.</p> <p>(b) No funding is secured or available for scheduled work.</p>

Notes:

\* If more than one event is triggered, the worst performing light will be shown.

\*\* Light color is based on the worst performing pending milestone (completed milestones are not considered).

SamTrans Capital Projects Summary Report - FY23 Q3									
Project ID	Project Name	Project Manager	Schedule		Budget		Funding		Page
			FY23 Q2	FY23 Q3	FY23 Q2	FY23 Q3	FY23 Q2	FY23 Q3	
<b>Revenue Vehicle Support Projects</b>									
021502	Major Bus Components	Daniel Stewart	●	●	●	●	●	●	8
100353	FY19 Maintenance Support Equipment	David Harbour	●	●	●	●	●	●	10
100585	Purchase 17 Battery Electric Bus	David Harbour	●	●	●	●	●	●	12
100633	Purchase (21) Paratransit Cutaway	David Parsons	●	●	●	●	●	●	14
100634	Replace (10) 2017 RW Minivans	David Harbour	●	●	●	●	●	●	16
100635	Replace (135) 2009 Gillig Buses	David Harbour	●	●	●	●	●	●	18
<b>Non-Revenue Vehicle Support</b>									
100462	Replacement Non-Rev Toyota Priuses	Steve Prieto	●	●	●	●	●	●	20
100549	Replacement Non-Rev Vehicles	Steve Prieto	●	●	●	●	●	●	22
<b>Information Technology Projects</b>									
021505	Technology Refresh Project	Michael Salazar	●	●	●	●	●	●	24
100016	Mobile View (Wi-Fi) Enhancement	Karambir Cheema	●	●	●	●	●	●	26
100248	FY18 EPM Replacement	Mike Torres	●	●	●	●	●	●	28
100463	SPEAR System Improvement	David Harbour	●	●	●	●	●	●	30
100534	Onboard Wi-Fi	Karambir Cheema	●	●	●	●	●	●	32
100546	Automating Daily Dispatch	Jonathan Stekete	●	●	●	●	●	●	34
100628	APC Validation	Jonathan Stekete	●	●	●	●	●	●	36
100706	Intelligent Transportation System (ITS)	Karambir Cheema	●	●	●	●	●	●	38
100707	Cybersecurity Program	Michael Salazar	●	●	●	●	●	●	40
100708	Paratransit Scheduling Software	Tina Dubost	●	●	●	●	●	●	42
100715	Multi Platform Upgrades	Michael Salazar	●	●	●	●	●	●	44
<b>Facilities/Construction Projects</b>									
021507	Facilities Smaller Projects	Ron Robertson	●	●	●	●	●	●	46
100018	Lighting Upgrade at North Base	Jeffrey Thomas	●	●	●	●	●	●	48
100252	FY18 Ctrl Bldg. Roof Replace	Jeffrey Thomas	●	●	●	●	●	●	50
100352	ADA Self Eval Plan	Jeffrey Thomas	●	●	●	●	●	●	52
100466	Remodel NB - SB	Jeffrey Thomas	●	●	●	●	●	●	54
100468	NB SB Bus Vacuum Replacement	Jeffrey Thomas	●	●	●	●	●	●	56
100469	NB Washer Replacement	Jeffrey Thomas	●	●	●	●	●	●	58
100472	Central Building Development Options	Xiaomei Tan	●	●	●	●	●	●	60
100473	Central Building Refresh	Jeffrey Thomas	●	●	●	●	●	●	62
100474	SB Bus Washer Walls	Jeffrey Thomas	●	●	●	●	●	●	64
100475	ADA Study & Phase 1 Retrofits	Jeffrey Thomas	●	●	●	●	●	●	66
100476	North and South Base Exterior Painting	Jeffrey Thomas	●	●	●	●	●	●	68
100538	NB / SB Front Entrance Mod	Jeffrey Thomas	●	●	●	●	●	●	70
100548	North Base 200 Transportation Bldg.	Yoko Watanabe	●	●	●	●	●	●	72
100629	EV Chargers Non-Rev Vehicles	Jeffrey Thomas	●	●	●	●	●	●	74
100710	South Base Water Utility Lines Replacement	Jeffrey Thomas	●	●	●	●	●	●	76
100711	Bus Shelter Upgrades and Replacements	Jeffrey Thomas	●	●	●	●	●	●	78
<b>Zero Emission Infrastructure Projects</b>									
100547	SB Switchgear Replacement and Charger Installation	Jeffrey Shu	●	●	●	●	●	●	80
100631	ZEB Implementation and Deployment	Liria Larano	●	●	●	●	●	●	82
100631-01	NB Interim Chargers Installation Implementation and Deployment	Jeff Shu	●	●	●	●	●	●	84
100723	North Base H2 Fueling Station for 10 FCEBs	Liria Larano	N/A	●	N/A	N/A	N/A	N/A	86
100723-01	North Base Maintenance Modifications	Yoko Watanabe	●	●	●	●	●	●	88

SamTrans Capital Projects Master Schedule - FY23 Q3

Legend:		Planning	Final Design	Procurement	Implementation																																																
		Preliminary Design	Right of Way	Construction	Close out																																																
Project ID	Project Name	2022					2023					2024					2025					2026																															
		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O
<b>North Base Projects</b>																																																					
021502	Major Bus Components (Maintenance)	[Gantt bars for 2022-2026]																																																			
100018	Lighting Upgrade at North Base	[Gantt bars for 2022-2026]																																																			
100353	FY19 Maintenance Support Equipment (Maintenance)	[Gantt bars for 2022-2026]																																																			
100469	NB Washer Replacement	[Gantt bars for 2022-2026]																																																			
100548	North Base 200 Transportation Building Replacement	[Gantt bars for 2022-2026]																																																			
100631-01	North Base Interim Charger Installation	[Gantt bars for 2022-2026]																																																			
100723	North Base Hydrogen Fueling Station for 10 FCEBs	[Gantt bars for 2022-2026]																																																			
100723-01	North Base Modifications for Hydrogen Fuel	[Gantt bars for 2022-2026]																																																			
<b>South Base Projects</b>																																																					
100474	SB Bus Washer Walls	[Gantt bars for 2022-2026]																																																			
100547	South Base Switchgear Replacement and Charger Installation	[Gantt bars for 2022-2026]																																																			
100631	SB 37 BEB Charger Infrastructure	[Gantt bars for 2022-2026]																																																			
100710	South Base Water Utility Lines Replacement	[Gantt bars for 2022-2026]																																																			
<b>North Base and South Base Projects</b>																																																					
021507	Facilities Smaller Projects	[Gantt bars for 2022-2026]																																																			
100016	Mobile View (Wi-Fi) Enhancement	[Gantt bars for 2022-2026]																																																			
100466	Remodel North and South Base Employee Areas	[Gantt bars for 2022-2026]																																																			
100468	NB & SB Bus Vacuum Replacement	[Gantt bars for 2022-2026]																																																			
100476	North and South Base Exterior Painting	[Gantt bars for 2022-2026]																																																			
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100546	Automating Daily Dispatch	[Gantt bars for 2022-2026]																																																			
<b>Central Building Projects</b>																																																					
100252	FY18 Central Bldg. Roof Replacement	[Gantt bars for 2022-2026]																																																			
100472	Central Building Development Options	[Gantt bars for 2022-2026]																																																			
100473	Central Building Various Size Improvements	[Gantt bars for 2022-2026]																																																			
100629	EV Chargers Non-Rev Vehicles at Central Garage	[Gantt bars for 2022-2026]																																																			
<b>System Wide Information Technology Projects</b>																																																					
021505	Technology Refresh Project	[Gantt bars for 2022-2026]																																																			
100248	FY18 Enterprise Performance Management Replacement	[Gantt bars for 2022-2026]																																																			
100707	Cybersecurity Program	[Gantt bars for 2022-2026]																																																			
100708	Paratransit Scheduling Software	[Gantt bars for 2022-2026]																																																			
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<b>System Wide Development and Study</b>																																																					
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100706	Intelligent Transportation System (ITS)	[Gantt bars for 2022-2026]																																																			
<b>Location Projects within Cities of San Mateo County</b>																																																					
100352	ADA Self Evaluation Plan	[Gantt bars for 2022-2026]																																																			
100475	ADA Study & Phase 1 Retrofits	[Gantt bars for 2022-2026]																																																			
100711	Bus Shelter Upgrades and Replacements	[Gantt bars for 2022-2026]																																																			

**Major Bus Components**

FY23 Q3 Project ID: 021502

Project Manager: Joe Almondia

**SCOPE Summary**

**STATUS Summary**

Phase: Procurement

The objective of this project is to maintain a state of good repair for bus transit. Well maintained capital bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons. This project provides funding for new parts, rebuilt parts, and major bus components, not accounted for in the operating budget, that exceed \$5,000 in accordance and compliance with FTA guidelines. Parts and major bus components include; engines, transmissions, differentials, ECU (electronic control unit), HVAC units (heating, ventilation and air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 7,221,517	97%	96.6%	\$ 7,221,517

**Schedule**

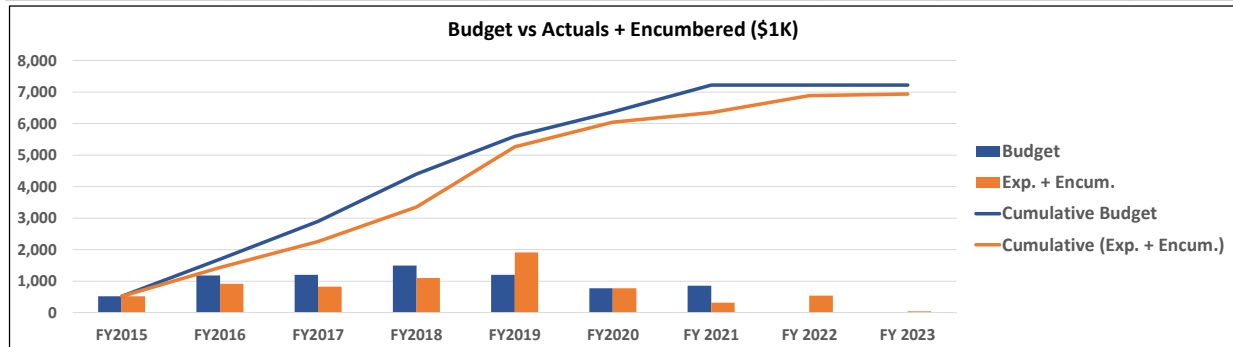
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Start	07/01/15	07/01/15			0	0	
Project Finish			06/30/23	06/30/23	0	0	Duration is expanded to the end of FY23 with no budget allocation

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	7,222		7,222	44	7,222	0	9	6,934	6,978	243
<b>Totals</b>	<b>7,222</b>	<b>0</b>	<b>7,222</b>	<b>44</b>	<b>7,222</b>	<b>0</b>	<b>9</b>	<b>6,934</b>	<b>6,978</b>	<b>243</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2015	517		517	0				517	517	0
FY2016	1,183		1,183	133				786	919	264
FY2017	1,202		1,202	-103				923	821	646
FY2018	1,497		1,497	87				1,011	1,098	1,044
FY2019	1,198		1,198	494				1,416	1,909	333
FY2020	772		772	-499				1,274	775	331
FY 2021	852		852					314	314	868
FY 2022			0	-107				643	536	332
FY 2023			0	38			9	51	89	243
<b>Totals</b>	<b>7,222</b>	<b>0</b>	<b>7,222</b>	<b>44</b>	<b>7,222</b>	<b>0</b>	<b>9</b>	<b>6,934</b>	<b>6,978</b>	<b>243</b>



Major Bus Components

FY23 Q3 **Proejct ID: 021502**

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	5,993	0		5,993	5,993	0	During 2015-2018, \$2,170 has been deducted from budget but not from any fund.
FY19 STA-State of Good Repair (03122)	State	1,230	0		1,230	1,230	0	
<b>Totals</b>		<b>7,224</b>	<b>0</b>	<b>0</b>	<b>7,224</b>	<b>7,224</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**


**KEY ACTIVITIES - Next Reporting Month (top 5)**

1. Continue to purchase major bus components and replacement parts, as needed.

**Project Notes**

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Maintenance Support Equipment

FY23 Q3

Prj. ID: 100353

Project Manager: Steven Prieto

**SCOPE Summary**

Equipment used to support day-to-day shop activities.

**STATUS Summary**

Phase: Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,105,146	83.3%	61.0%	\$ 1,105,146

**Schedule**

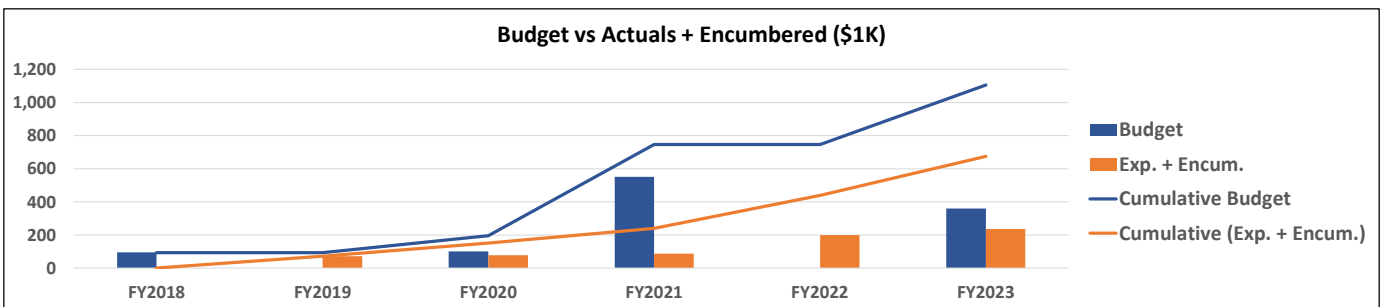
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/19	07/01/19			0	0	
Finish			12/31/23	12/31/23	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
15 - Procurement	1,105		1,105	238	1,105	0	4	436	674	431
<b>Totals</b>	1,105	0	1,105	238	1,105	0	4	436	674	431

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2018	94		94					0	0	94
FY2019			0					72	72	22
FY2020	101		101	2				76	79	44
FY2021	551		551	65				23	88	507
FY2022	0		0	83				116	199	308
FY2023	359		359	87			4	149	236	431
<b>Totals</b>	1,105	0	1,105	238	1,105	0	4	436	674	431





Maintenance Support Equipment

FY23 Q3

Prj. ID: 100353

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	1,105	0		1,105	1,105	0	
<b>Totals</b>		1,105	0	0	1,105	1,105	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**


**KEY ACTIVITIES - Next Reporting Month (top 5)**


**Project Notes**

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Express Bus - BEB (Purchase 17 Battery Electr Bus)

FY23 Q3

Prj. ID: 100585

Project Manager: David Harbour

**SCOPE Summary**

To purchase 7 battery electric heavy-duty, low-floor, 40-foot buses (BEBs) that will be used for the Express Bus Pilot Program and 10 battery electric buses will be replacing the ten 2003 Gillig that were scheduled for replacements with the initial 10 pilot battery electric buses. There will also be 20 ABB depot chargers included in this procurement.

**STATUS Summary**

Phase: Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 21,233,918	43%	94.9%	\$ 21,233,918

Project Manager: David Harbour

**Schedule**

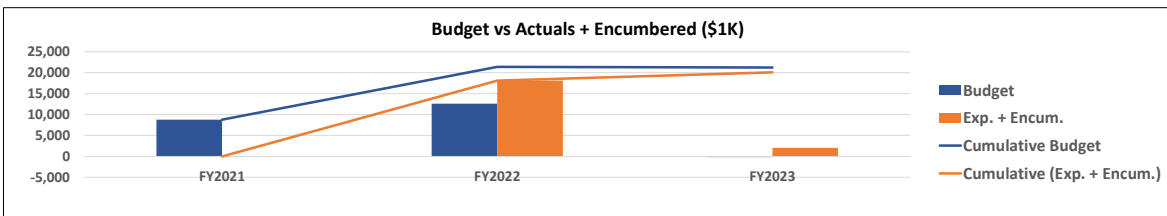
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (E= A-B)	Completion Variance (Days) (F= C-D)	Comments
	(A)	(B)	(C)	(D)			
Research bus type and COOP purchasing	01/01/21	01/01/21	03/05/21	03/05/21	0	0	Initial 7 BEB as Expansion; Add 10 BEB to replace Proterra
Procurement: Staff Report/Reso, BOD, Agreement, Amendment, PO	03/05/21	03/05/21	04/20/22	04/20/22	0	0	Agreement signed 6/30/21; Amendment signed 4/20/22
Pre-Production Meetings, Bus Configurations	06/04/21	06/04/21	06/23/22	06/23/22			
Production, Inspection, Quality Control	07/01/22	07/01/22	04/24/23	04/24/23	0	0	Pilot Bus delayed by 2 month. Supply chain caused delay at New Flyer Plant.
<b>NB 2 ABB Temporary Chargers:</b> Delivery to North Base; Payment; Commissioning	08/08/22	08/08/22	09/15/22	12/12/22	0	-88	2 Temp Chargers delivered 8/8/22; started commissioning 11/29/22 and completed 12/12/22.
<b>1 Pilot Bus:</b> Delivery, Acceptance, In-Service, Payments	09/12/22	11/14/22	10/12/22	01/13/23	-63	-93	Pilot Bus delivered on 11/14/22; conditional acceptance 1/13/23
<b>NB 8 ABB Chargers:</b> Delivery to North Base; Payment; Commissioning	11/28/22	12/23/22	12/28/22	05/30/23	-25	-153	8 NB chargers delivered 12/21/22; ancillary parts received and ready for installation; 2 NB chargers de-energized for installation at permanent location with the other 8 chargers.
<b>16 Serial Buses:</b> Delivery, Acceptance, In-Service, Payments	02/10/23	06/06/23	06/09/23	09/04/23	-116	-87	Serial Buses; expecting delay to production schedule with door controller/annunciator shortages
<b>SB 10 ABB Chargers:</b> Delivery to South Base; Payment; Commissioning	09/15/23	09/15/23	10/15/23	10/15/23	0	0	ETA Q3 2023 based on infrastructure schedule
Post Delivery	10/16/23	10/16/23	05/30/24	05/30/24	0	0	
Close-out	06/03/24	06/03/24	06/28/24	06/28/24	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion (E)	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
	15 -Procurement	21,234		21,234			17,498	21,234		
<b>Totals</b>	<b>21,234</b>	<b>0</b>	<b>21,234</b>	<b>17,498</b>	<b>21,234</b>	<b>0</b>	<b>889</b>	<b>2,646</b>	<b>20,144</b>	<b>1,090</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion (E)	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
	FY2021	8,803		8,803						
FY2022	12,631		12,631	16,431				1,694	3,309	
FY2023	-200		-200	1,067			889	952	2,019	1,090
<b>Totals</b>	<b>21,234</b>	<b>0</b>	<b>21,234</b>	<b>17,498</b>	<b>21,234</b>	<b>0</b>	<b>889</b>	<b>2,646</b>	<b>20,144</b>	<b>1,090</b>



Express Bus - BEB (Purchase 17 Battery Electr Bus)

FY23 Q3

Prj. ID: 100585

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax (01024)	Local	4,665	0		4,665	4,665	0	
Sec 5307 Grant (02182)	Federal	3,679	0		3,679	3,679	0	
FTA 1671 (02186)	Federal	1,630	0		1,630	1,630	0	
SOGR FY18 (03120)	State	568	0		568	568	0	
Prop 1B PTMISEA (03618)	State	629	0		629	629	0	
LCTOP - FY16 Electric Buses (03933)	State	950	0		950	950	0	
LCTOP - FY17 Electric Buses (03934)	State	309	0		309	309	0	
LCTOP - FY18 Express Buses (03940)	State	1,133	0		1,133	1,133	0	
LCTOP - FY19 Express Buses Pilot (03942)	State	1,717	0		1,717	1,717	0	
LCTOP Program - FY20 (03944)	State	1,703	0		1,703	1,703	0	
SB1 LLP-Express Bus Project (03947)	State	2,000	0		2,000	2,000	0	
AHSC - Express Bus Project (04429)	Local	2,250	0		2,250	2,250	0	
<b>Totals</b>		<b>21,234</b>	<b>0</b>	<b>0</b>	<b>21,234</b>	<b>21,234</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Price increases for bus price	Increase budget
Delayed Infrastructure: chargers, etc.	Service delay is expected
Training Delays; Will affect operators/maintenance driving and working on buses, cannot put in service	Delay in service is expected
Post-Delivery support by Manufacturer; Labor shortages: FSRs are not available due to COVID or any other issues	Delay in service is expected

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Price increased by Mfg.	Negotiated price increase with Mfg.; signed Amendment 2
Supply Chain issues: Vapor controller and voice annunciator	Delayed parts for production and delivery of buses: Parts delayed until mid-2023
Delayed production of buses	Received revised schedule from New Flyer regarding remaining 16 BEB on 1/26/23

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Pilot Bus used for training and familiarization; Estimated In-Service Date in May
Serial buses entered production line started week of 3/27/23 and will go through week of 7/31/23
North Base - Portable charger rental; 10 chargers ready for install and commissioning in mid-April
South Base - 10 ABB chargers delivery in Q3 2023; purchased extended warranty

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Pilot Bus used for training and familiarization; Estimated In-Service Date in May
Serial buses entered production line started week of 3/27/23 and will go through week of 7/31/23
North Base - Portable charger rental; 10 chargers ready for install and commissioning in mid-April
South Base - 10 ABB chargers delivery in Q3 2023; purchased extended warranty

**Project Notes**

1 Pilot Bus received and accepted 1/13/23; Use for training; Estimated in-service of pilot bus in May 2023
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Purch (21) Paratransit Cutaway

FY23 Q3

Prj. ID: 100633

Project Manager: David Harbour

SCOPE Summary

This project plan is for the replacement of twenty one (21) Revenue Para Transit Vehicles. This procurement will replace twenty (21) 2015 Eldorado Aerotech Cut-Aways, Units 219 to 239. These vehicles went into revenue service in 2014.

STATUS Summary

Phase: Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 4,806,900	13%	0.0%	\$ 4,806,900

Schedule

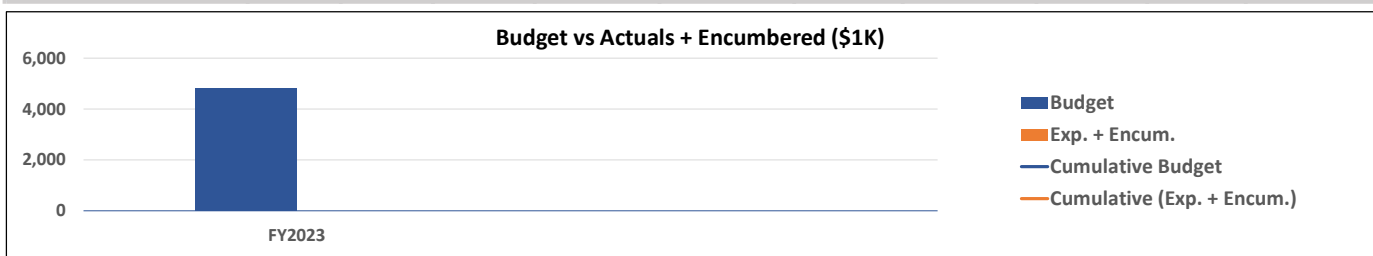
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Research bus type and COOP purchasing	11/01/21	11/01/21	10/31/22	01/30/23	0	-91	El Dorado Aerotechs are no longer available for purchase; Supply chain delays
Procurement: Staff Report/Reso, BOD, Agreement, PO	11/01/22	02/01/23	05/17/23	05/17/23	-92	0	Supply Chain delaying procurement process
Pre-Production Meetings, Bus Configurations	12/07/22	06/07/23	12/07/23	12/07/23	-182	0	
Production, Inspection, Quality Control	12/07/23	12/07/23	03/15/24	03/15/24	0	0	
Post-Delivery: Acceptance, In-Service, Payments	03/18/24	03/18/24	11/30/24	11/30/24	0	0	
Close-out	12/02/24	12/02/24	12/31/24	12/31/24	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	4,807		4,807		4,807	0			0	4,807
<b>Totals</b>	<b>4,807</b>	<b>0</b>	<b>4,807</b>	<b>0</b>	<b>4,807</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,807</b>

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2023	4,807		4,807		4,807				0	4,807
<b>Totals</b>	<b>4,807</b>	<b>0</b>	<b>4,807</b>	<b>0</b>	<b>4,807</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,807</b>



Purch (21) Paratransit Cutaway

FY23 Q3

Prj. ID: 100633

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax (01024)	Local	101	0		101	101	0	
Sec5307 FY 21/22 (03639)	Fed	3,846	0		3,846	3,846	0	
Prob-1B-FY11 PTMISAE SAMTR (03618)	State	178	0		178	178	0	
Prop 1B PTMISEA FY14 (03639)	State	211	0		211	211	0	
FY22 MTC AB664 Brdg Toll SAMTR (04126)	Local	471	0		471	471	0	
<b>Totals</b>		<b>4,807</b>	<b>0</b>	<b>0</b>	<b>4,807</b>	<b>4,807</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Price increases for bus price	Increase budget
Delayed Infrastructure: chargers, etc.	Service delay is expected
Training Delays	Service delay is expected
Post-Delivery support by Manufacturer; Labor shortages: FSRs are not available due to COVID or any other issues	Service delay is expected
Lack of Internal Support; C&P, Legal, IT, Budgets, etc.	Ask for management support

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Price increases being reviewed by CalAct	CalAct amended their contract with price increases
Supply Chain issues affecting ability to order buses	Dealers are slow providing quotes due to price increase and availability

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Transit Van with Side Lift demonstration on March 20th
Accessibility and Bus Contract management recommended to change purchase of cutaways to transit vans

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Review new pricing for Transit Vans
Draft Staff Report/Resolution for Agenda Review in May and Board authorization in June

**Project Notes**

Buy America audits: 1) Required if there is any federal funds and 2) order is 10 quantity or more. Pre-Award must be done before any PO or agreement with Dealer/Mfg.
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Repl (10) 2017 RW Minivans

FY23 Q3

Prj. ID: 100634

Project Manager: David Harbour

**SCOPE Summary**

The purpose of this project is to replace (10) 2017 model year El Dorado American minivans that will be beyond their useful life in calendar-year 2022. The procurement will replace existing RediWheels minivans with fleet numbers 250-259.

**STATUS Summary**

Phase:

Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,093,876	44.5%	80.3%	\$ 1,093,876

**Schedule**

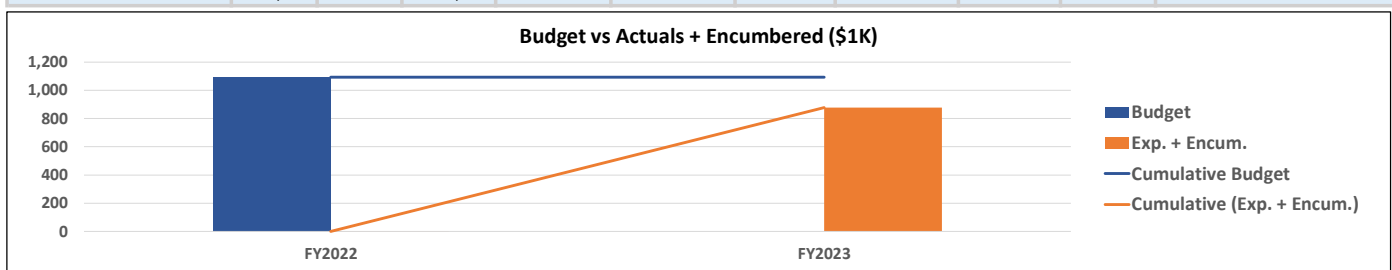
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Research bus type and COOP purchasing	11/01/21	11/01/21	04/01/22	04/01/22	0	0	
Procurement: Staff Report/Reso, BOD, Agreement, PO	04/01/22	04/01/22	09/30/22	09/30/22	0	0	Agreement fully executed 8/31/22; PO issued 7/18/22
Pre-Production Meetings, Bus Configurations	06/01/22	06/01/22	10/14/22	02/12/23	0	-121	
Production, Inspection, Quality Control	10/17/22	02/20/23	12/05/22	05/15/23	-126	-161	Production started 2/20/23
Post-Delivery: Acceptance, In-Service, Payments	12/05/22	03/20/23	01/13/23	06/15/23	-105	-153	
Close-out	12/01/23	12/01/23	12/29/23	12/29/23	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	1,094		1,094	871	1,094	0	1	7	879	215
<b>Totals</b>	<b>1,094</b>	<b>0</b>	<b>1,094</b>	<b>871</b>	<b>1,094</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>879</b>	<b>215</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2022	1,094		1,094					1	1	1,093
FY2023			0	871				7	878	215
<b>Totals</b>	<b>1,094</b>	<b>0</b>	<b>1,094</b>	<b>871</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>879</b>	<b>215</b>



Repl (10) 2017 RW Minivans

FY23 Q3

Prj. ID: 100634

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	526	0		526	526	0	
Sec5307 Grant -CA-2021-082 (02904)	Federal	568	0		568	568	0	
<b>Totals</b>		<b>1,094</b>	<b>0</b>	<b>0</b>	<b>1,094</b>	<b>1,094</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Price increases for bus price	Increase budget
Delayed Infrastructure: chargers, etc.	Service delay is expected
Training Delays	Service delay is expected
Post-Delivery support by Manufacturer; Labor shortages:	Service delay is expected
Lack of Internal Support; C&P, Legal, IT, Budgets, etc.	Ask for management support

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Labor shortages and availability of chassis and components for vans causing delays	Delaying vans being built with ADA components at plant

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Production of 3 vans started 2/20/23, additional 2 more in March
Corresponded with Inspector on defects and release for delivery
Coordinated with internal team for acceptance
Coordinated paint with dealer and contractor

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Waiting for delivery of vans, ETA week of 4/17/23 (delayed by 1 month, previous ETA 3/20/23)
Coordinate with internal team for acceptance
Coordinate with paint contractor for paint schedule
Coordinate with FMS for Post Delivery Buy America audit/report

**Project Notes**

Buy America audits: 1) Required if there is any federal funds and 2) order is 10 quantity or more. Pre-Award must be done before any PO or agreement with Dealer/Mfg.

Replace (135) 2009 Gillig Buses

FY23 Q3

Prj. ID: 100635

Project Manager: David Harbour

**SCOPE Summary**

**STATUS Summary**

Phase: Procurement

This project will replace (135) 2009 model-year heavy duty diesel buses that will be beyond their useful, with a combination of Battery Electric buses (BEB) and Hydrogen Fuel Cell buses. There will be multiple phases for this replacement project. Phase 1 will be the purchase of 20 BEB and 10 Hydrogen Fuel Cell buses. Subsequent phases are yet to be determined with the breakdown of type of buses and quantities. Subsequent phases would replace the remaining (105) 2009 diesel buses.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 42,584,078	17.1%	86.3%	\$ 42,584,078

**Schedule**

Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
<b>PHASE 1: 30 ZERO EMISSION BUSES</b>							
Research bus type and COOP purchasing	04/01/22	04/01/22	05/03/22	05/03/22	0	0	
Procurement: Staff Report/Reso, BOD, Agreement, PO	05/02/22	05/02/22	09/30/22	09/30/22	0	0	
Gillig (20 BEB): Pre-Production Meetings, Bus Configurations	10/17/22	10/24/22	07/21/23	07/21/23	-7	0	
Gillig (20 BEB): Production, Inspection, Quality Control	07/24/23	07/24/23	11/10/23	11/10/23	0	0	
Gillig (1 Pilot BEB): Delivery, Acceptance, In-Service, Payments	08/01/23	05/06/24	10/02/23	06/10/24	-279	-252	Schedule changed; supply chain delay; 60 day testing of Pilot Bus
Gillig (19 BEB): Delivery, Acceptance, In-Service, Payments	09/01/23	08/26/24	02/05/24	12/02/24	-360	-301	30 day testing of Serial Buses
New Flyer (10 FCEB): Pre-Production Meetings, Bus Configurations	11/01/22	10/12/22	07/31/23	07/31/23	20	0	
New Flyer (10 FCEB): Production, Inspection, Quality Control	04/10/23	04/17/23	09/01/23	01/15/24	-7	-136	
New Flyer (1 Pilot FCEB): Delivery, Acceptance, In-Service, Payments	06/12/23	07/24/23	08/14/23	10/09/23	-42	-56	60 day testing of Pilot Bus
New Flyer (9 FCEB): Delivery, Acceptance, In-Service, Payments	07/14/23	12/11/23	11/03/23	01/15/24	-150	-73	30 day testing of Serial Buses
<b>PHASE 2: 105 ZERO EMISSION BUSES</b>							
Research bus type and COOP purchasing	01/09/23	01/09/23	01/31/23	01/31/23	0	0	
Procurement: Staff Report/Reso, BOD, Agreement, PO	02/01/23	02/01/23	06/30/23	06/30/23	0	0	
Pre-Production Meetings, Bus Configurations	03/01/23	03/01/23	06/03/24	06/03/24	0	0	
Production, Inspection, Quality Control	06/03/24	06/03/24	06/03/25	06/03/25	0	0	
1 Pilot-Delivery: Acceptance, In-Service, Payments	07/05/24	07/05/24	09/07/24	09/07/24	0	0	60 day testing of Pilot Bus
104-Serial Buses: Delivery: Acceptance, In-Service, Payments	09/05/24	09/05/24	07/03/25	07/03/25	0	0	30 day testing of Serial Buses
Post delivery	07/04/25	07/04/25	05/30/26	05/30/26	0	0	
Close-out	06/01/26	06/01/26	06/30/26	06/30/26	0	0	

**PROJECT BUDGET vs Actuals & Encumbrance**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	42,584		42,584	36,699	42,584	0	16	55	36,754	5,830
<b>Totals</b>	<b>42,584</b>	<b>0</b>	<b>42,584</b>	<b>36,699</b>	<b>42,584</b>	<b>0</b>	<b>16</b>	<b>55</b>	<b>36,754</b>	<b>5,830</b>



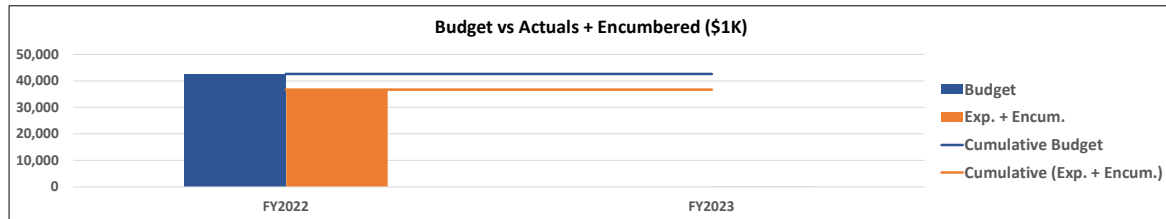
Replace (135) 2009 Gillig Buses

FY23 Q3

Prj. ID: 100635

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2022	42,659		42,659	36,699				1	36,701	5,958
FY2023	-75		-75				16	54	54	5,830
<b>Totals</b>	<b>42,584</b>	<b>0</b>	<b>42,584</b>	<b>36,699</b>	<b>42,584</b>	<b>0</b>	<b>16</b>	<b>55</b>	<b>36,754</b>	<b>5,830</b>



**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	1,604	0		1,604	1,604	0	
Sect 5339 Repl 2009 Gillig Bus (02754)	Federal	811	0		811	811	0	
Sec5307 FY 21/22 (02908)	Federal	25,731			25,731	25,731	0	
Sec5307 FY 22/23 (02909)	Federal	5,279			5,279	5,279	0	
Prop 1B PTMISEA FY14 (03954)	State	9,160			9,160	9,160	0	
<b>Totals</b>		<b>42,584</b>	<b>0</b>	<b>0</b>	<b>42,584</b>	<b>42,584</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk Title	Mitigation
Price increases for bus price	Increase budget
Delayed Infrastructure: chargers, etc.	Service delay is expected
Training Delays	Service delay is expected
Post-Delivery support by Manufacturer; Labor shortages:	Service delay is expected
Lack of Internal Support; C&P, Legal, IT, Budgets, etc.	Ask for management support

**ISSUES (Risks that are materialized, in order of priority)**

Issue Title	Status
Delayed production of buses	Received revised schedule from New Flyer regarding FCEB on 12/7/22
Delayed production of buses	Received revised schedule from Gillig regarding BEB on 3/3/23

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Phase 1: Continued bus configuration for both New Flyer FCEB and Gillig BEB buses to keep conformity and standardization
Phase 1: Received Revised Production schedule for Gillig BEB
Phase 1: Work in Progress Amendment 3 for New Flyer and Amendment 1 for Gillig
Phase 2: Review infrastructure timeline for bus purchase/delivery; Require Management's decision on type of Zero Emission Buses

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Phase 1: Continue bus configuration for both New Flyer FCEB and Gillig BEB buses to keep conformity and standardization
Phase 2: Review infrastructure timeline for bus purchase/delivery; Require Management's decision on type of Zero Emission Buses

**Project Notes**

Multiple Phases procurement and different zero emission technology buses
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Replace Non-Rev Toyota Priuses

FY23 Q3

Prj. ID: 100462

Project Manager: Steve Prieto

**SCOPE Summary**

FY19 This project Plan is for the procurement will replace nineteen 2009 Toyota Priuses and back fill one Prius operations pool vehicle that was reassigned as a relief-vehicle, two 2010 Ford Escape hybrid, one 2012 Ford Escape Hybrid and three 2010 Ford Focus. All vehicles have exceeded their useful life expectancy.

FY20 This project plan is for the replacement of twenty-three Non-Revenue Service Support Vehicles. This procurement will replace eighteen 2009 Toyota Priuses and back fill one Prius operations pool vehicle that was reassigned as a relief-vehicle, two 2010 Ford Escape Hybrid, one 2012 Ford Escape Hybrid, and two electric carts. All vehicles have exceeded their useful life expectancy.

**STATUS Summary**

Phase: Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 744,455	75%	94%	\$ 744,455

**Schedule**

Summary Activities		Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
		(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Research Available Cooperative Purchasing	FY19 Class 10001	07/01/18	07/01/18	07/01/18	07/01/18	0	0	Availability and Late Delivery
Requisition submission, Issue PO, Place Orders (12 vehicles)	FY19 Class 10001	06/02/20	06/02/20	06/02/20	06/02/20	0	0	
Delivery	FY19 Class 10001	04/09/19	04/09/19	04/09/19	04/09/19	0	0	
Acceptance	FY19 Class 10001	01/02/20	01/02/20	12/10/20	12/10/20	0	0	
Research Available Cooperative Purchasing	FY19 Class 10001	12/11/19	12/11/19	12/11/19	12/11/19	0	0	
Requisition submission, Issue PO, Place Orders (9 vehicles)	FY19 Class 10001	06/02/20	06/02/20	07/14/20	07/14/20	0	0	
Delivery	FY19 Class 10001	12/09/20	12/09/20	12/09/20	12/09/20	0	0	
Acceptance	FY19 Class 10001	12/11/20	12/11/20	12/11/20	12/11/20	0	0	
Close-out	FY19 Class 10001	12/11/20	12/11/20	12/11/20	12/11/20	0	0	
Research Available Cooperative Purchasing	FY20 Class 10020	12/15/21	12/15/21			0	0	
Research Modification/Price Adjustment based on availability	FY20 Class 10020	08/15/22	08/15/22			0	0	
Requisition submission, Issue PO, Place Orders (3 vehicles)	FY20 Class 10020	10/31/22	10/31/22			0	0	
Delivery	FY20 Class 10020	05/01/23	05/01/23			0	0	
Acceptance	FY20 Class 10020	05/15/23	05/15/23			0	0	
Close-out	FY20 Class 10020	05/31/23	05/31/23			0	0	

Replace Non-Rev Toyota Priuses

FY23 Q3

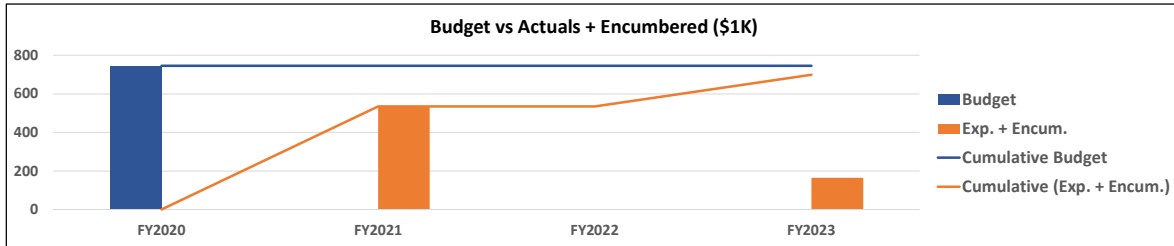
Prj. ID: 100462

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	744		744	166	744	0		533	699	46
<b>Totals</b>	<b>744</b>	<b>0</b>	<b>744</b>	<b>166</b>	<b>744</b>	<b>0</b>	<b>0.0</b>	<b>533</b>	<b>699</b>	<b>46</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	744		744	0				0	0	744
FY2021	0		0	2				533	535	210
FY2022	0		0						0	210
FY2023	0		0	164					164	46
<b>Totals</b>	<b>744</b>	<b>0</b>	<b>744</b>	<b>166</b>	<b>744</b>	<b>0</b>	<b>0</b>	<b>533</b>	<b>699</b>	<b>46</b>



**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	744	0		744	744	0	
<b>Totals</b>		<b>744</b>	<b>0</b>	<b>0</b>	<b>744</b>	<b>744</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
No estimated or confirmed delivery dates due to supply chain issues	
Due to Pandemic, Employee/driver home isolation orders leads to LTD miles stops	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Price increased by Mfg.	
Late deliveries due to supply chain issues	
Order cancellation due to availability	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Re-assess vehicle replacement demands
Redistribution of project funds

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Quote requests
Availability

**Project Notes**

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**Replacement Non-Rev Vehicles**

FY23 Q3

Prj. ID: 100549

**Project Manager:** Steve Prieto

**SCOPE Summary**

**STATUS Summary**

**Phase:** Procurement

FY21 This Project Plan is for the Procurement of four Non-Revenue District Pool Vehicles. This Procurement will replace two 2010 Ford Escape Hybrid, one 2012 Ford E250 Van, and one 2011 Ford Focus. All vehicles have exceeded their useful life expectancy.

FY23 This Project Plan is for the Procurement of eight Non-Revenue District Pool Vehicles. This Procurement will replace two 2009 Toyota Prius, one 2010 Ford F-150, three 2010 Ford Escape Hybrid and two 2016 Ford Fusions. All vehicles have high mileage and six vehicles have exceeded their useful life expectancy.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 433,000	33.3%	26.0%	\$ 433,000

**Schedule**

Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Research Available Cooperative Purchasing - Class 10001	12/15/20	12/15/20	12/31/20	12/31/20	0	0	Availability and Late Delivery
Research Available Cooperative Purchasing - Class 23001	12/15/21	12/15/21	12/31/21	12/31/21	0	0	
Research Modification/Price Adjustment based on availability - Class 10001	08/15/22	08/15/22			0	0	
Research Modification/Price Adjustment based on availability - Class 23001	08/15/22	08/15/22			0	0	
Requisition submission, Issue PO, Place Orders (2 vehicles) - Class 10001	10/31/22	10/31/22			0	0	
Requisition submission, Issue PO, Place Orders (3 vehicles) - Class 23001	10/31/22	10/31/22			0	0	Start of Covid Pandemic
Delivery - Class 10001	05/01/23	05/01/23			0	0	
Delivery - Class 23001	05/01/23	05/01/23			0	0	
Acceptance - Class 10001	05/15/23	05/15/23			0	0	
Acceptance - Class 23001	05/15/23	05/15/23			0	0	
Close-out - Class 10001	05/31/23	05/31/23			0	0	
Close-out - Class 23001	05/31/23	05/31/23			0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	433		433	113	433	0			113	320
<b>Totals</b>	433	0	433	113	433	0	0	0	113	320

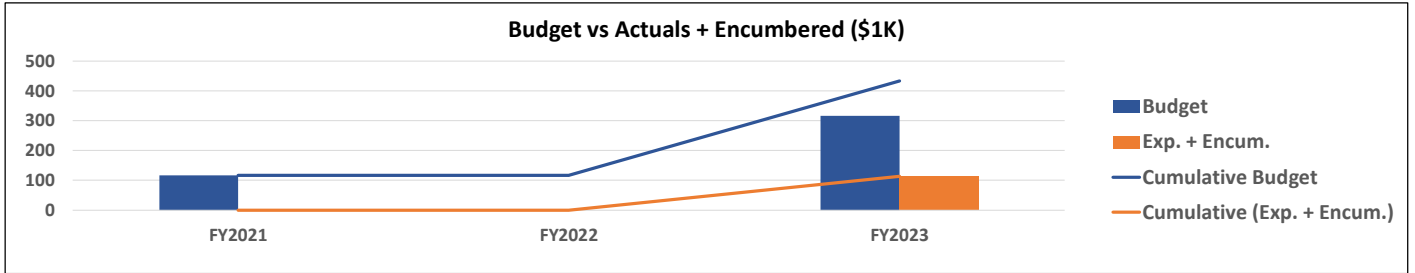
Replacement Non-Rev Vehicles

FY23 Q3

Prj. ID: 100549

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2021	117		117					0	117	
FY2023	317		317	113				113	320	
<b>Totals</b>	<b>433</b>	<b>0</b>	<b>433</b>	<b>113</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>113</b>	<b>320</b>	



**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	433	0		433	433	0	
<b>Totals</b>		<b>433</b>	<b>0</b>	<b>0</b>	<b>433</b>	<b>433</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
No estimated or confirmed delivery dates due to supply chain issues	
Partial telecommuting Policy, lower estimated usage, low LTD miles, slower cycle replacement	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Price increased by Mfg.	
Late deliveries due to supply chain issues	
Order cancelation due to availability	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Verify quotes and availability periodically
High mileage and usage life vehicle replacements only
High wear and tear vehicle replacements

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Quote requests
Availability

**Project Notes**

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**Replace & Upgrade Servers & Out of Warranty Equipment**

**FY23 Q3**

**Prj. ID: 021505**

**Project Manager:** Michael Salazar

**SCOPE Summary**

This project will replace District's servers and data storage, copiers/printers, routers and switches, AC, UPS and other appliances that are at the end of their expected service life and soon to be out of warranty. The project will procure new equipment to replace old and out of warranty equipment in Central's Data Center, North Base, and South Base as well as professional services for setup and configuration.

**STATUS Summary**

**Phase:** Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 7,485,420	97.2%	78.8%	\$ 7,485,420

**Schedule**

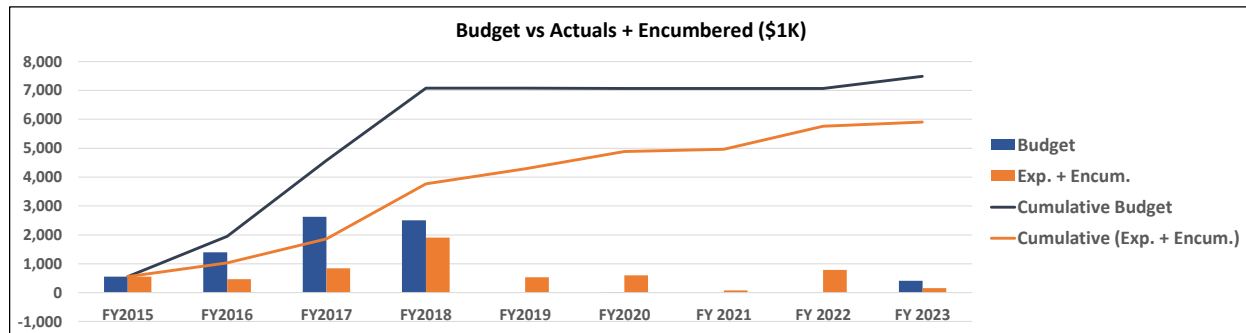
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/14	07/01/14			0	0	This project will span multiple years. The project will very likely be extended beyond the end of FY23.
Finish			06/30/23	06/30/23	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
15 - Procurement	7,485		7,485	344	7,485	0	91	5,556	5,901	1,585
<b>Totals</b>	<b>7,485</b>	<b>0</b>	<b>7,485</b>	<b>344</b>	<b>7,485</b>	<b>0</b>	<b>91</b>	<b>5,556</b>	<b>5,901</b>	<b>1,585</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2015	555		555	0				555	555	0
FY2016	1,397		1,397	232				238	471	926
FY2017	2,627		2,627	-188				1,023	835	2,718
FY2018	2,500		2,500	652				1,251	1,903	3,316
FY2019	0		0	-304				829	525	2,791
FY2020	-9		-9	-160				755	595	2,187
FY2021	0		0	-109				188	79	2,108
FY2022	0		0	253				539	792	1,316
FY2023	416		416	-32			91	179	147	1,585
<b>Totals</b>	<b>7,485</b>	<b>0</b>	<b>7,485</b>	<b>344</b>	<b>7,485</b>	<b>0</b>	<b>91</b>	<b>5,556</b>	<b>5,901</b>	<b>1,585</b>



Replace & Upgrade Servers & Out of Warranty Equipment

FY23 Q3

Prj. ID: 021505

**FUNDING** (in thousands of \$)

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	7,485	0		7,485	7,485	0	
<b>Totals</b>		7,485	0	0	7,485	7,485	0	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status

**KEY ACTIVITIES - Current Reporting Month** (top 5)

- Continued replacement of District's IT equipment on an as needed basis.
- Work with IT management on prioritizing remaining funds.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

- Continued replacement of District's IT equipment on an as needed basis.
- Continue programming replacement priorities.

**Project Notes**

This project funds a number of equipment purchases throughout the year. Many of these purchases are not planned as they are for equipment that has failed. There were no purchases made during this reporting period.

Wi-Fi Bases for Video Review

FY23 Q3

Prj. ID: 100016

Project Manager: Karambir Cheema

**SCOPE Summary**

**STATUS Summary**

Phase: Procurement

The project scope will primarily be as follows:

1. Install and test Wi-Fi equipment at North Base and South Base.
2. Specify software configuration based on stakeholder consensus.
3. Install, configure, and test servers, including:
  - a. Application server, which serves as the back end for client computers allowing users to request video, initiates communication with buses when they enter the yard, and uploads Digital Video Recorders (DVRs) health data as well as any requested video.
  - b. Database server, which runs Microsoft SQL server and houses data for the server application.
4. Install and configure client application on specified computers.
5. Configure all new Wi-Fi equipped DVRs to communicate with the application server.
6. Purchase, install and test Wi-Fi equipment at MV San Francisco CUB and Brewster locations.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 690,499	83%	94.4%	\$ 690,499

**Schedule**

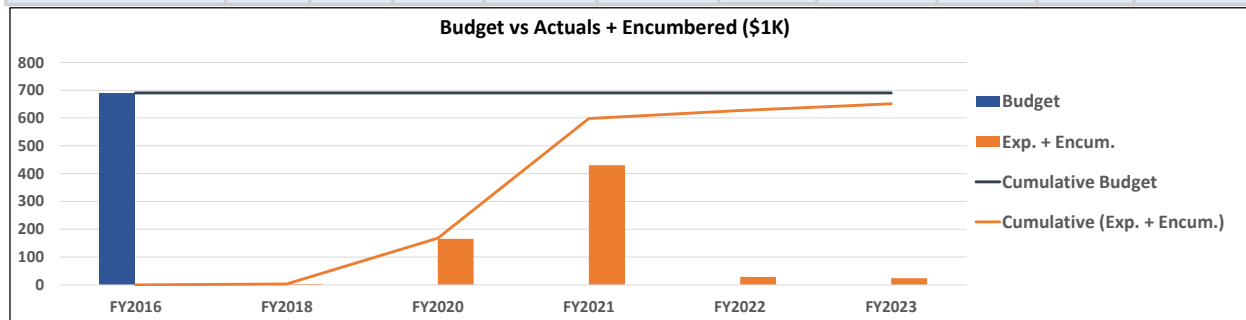
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Funding Released			03/26/17	03/26/18	0	-365	
Procurement of hardware and Base infrastructure installation	03/01/19	03/01/19	12/31/19	12/31/19	0	0	
Integration	08/01/19	08/01/19	12/31/19	12/31/19	0	0	
Testing	01/01/20	01/01/20	12/31/22	12/31/22	0	0	
Finish			12/31/22	12/31/23	0	-365	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning	19		19	0	19	0		0	19	
16 - Construction	671		671	5	671	0	19	646	652	
<b>Totals</b>	<b>690</b>	<b>0</b>	<b>690</b>	<b>5</b>	<b>690</b>	<b>0</b>	<b>19</b>	<b>646</b>	<b>652</b>	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2016	690		690	0				0	690	
FY2018	0		0	0				3	688	
FY2020	0		0	153				12	522	
FY2021	0		0	-148				579	92	
FY2022	0		0	2				27	63	
FY2023	0		0	-1			19	26	39	
<b>Totals</b>	<b>690</b>	<b>0</b>	<b>690</b>	<b>5</b>	<b>690</b>	<b>0</b>	<b>19</b>	<b>646</b>	<b>39</b>	





Wi-Fi Bases for Video Review

FY23 Q3

Prj. ID: 100016

**FUNDING** (in thousands of \$)

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	690	0		690	690	0	
<b>Totals</b>		690	0	0	690	690	0	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation
Heat map - coverage in the bus yards	IT is working on fixing the issue
Bandwith - connectivity (number of vehicles connecting)	Monitoring

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status
Project Schedule Delay	PM extended the finish date to fund any procurements required to complete the project.

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. Receive network equipment.
2. Identify wiring requirements for CUB and Brewster.
3. Obtain quotes from 3 different wiring vendors.
4. Schedule wiring installation.
5. Configure, test, and implement network equipment.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Vendor Hardware Installation at CUB SF and Brewster Sites
2. IT/ITS schedule to inspect the system
3. Testing CUB/Brewster site performance

**Project Notes**

1. PM is extending the forecasted finish date to fund any procurements required to complete this project. Project completion is now estimated at December 31, 2023.
---

FY18 EPM Replacement

FY23 Q3

Prj. ID: 100248

Project Manager:

Jeannie Chen/Mike Torres

SCOPE Summary

STATUS Summary

Phase: Procurement

The current functionality of PeopleSoft EPM fails to provide the District with a solution to meet all Budgeting, Planning and Reporting requirements. This project will identify and procure a replacement solution that is supported and meets a minimum of 90% of the districts requirements.

Scope

1. Develop Strategy for Budgets and Planning Tool solution
2. Planning & Needs Assessment
  - A. Define Business Requirements
  - B. Develop high level implementation plan including Staff resources
  - C. Identify COT's applications that meet requirements (A) and to be included as a minimum in RFP (Procurement)
4. Procurement
5. Implementation

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 500,000	30.0%	15.3%	\$ 500,000

Schedule

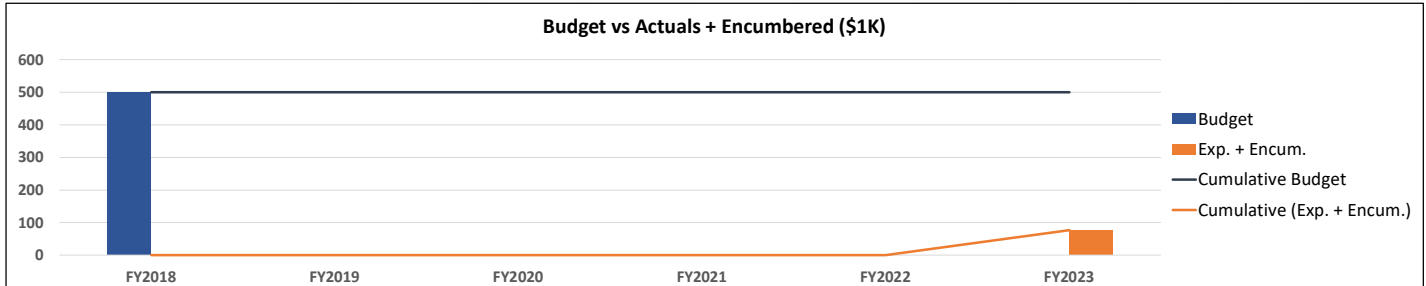
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Phase 0: Project Planning and Management	7/1/2019	7/25/2022	12/9/2022	12/9/2022	-1120	0	
Phase 1: Needs Assessment	8/29/2022	8/29/2022	8/29/2022	11/4/2022	0	-67	
Phase 2: Business Process Analysis	9/26/2022	9/26/2022	9/26/2022	1/13/2023	0	-109	
Phase 3: Development of RFP	11/1/2022	11/1/2022	11/1/2022	3/9/2023	0	-118	
Phase 4: High Level Recommendations	12/15/2022	12/15/2022	2/10/2023	2/22/2023	0	-12	
					0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	500		500	20	500	0	30	56	77	423
<b>Totals</b>	500	0	500	20	500	0	30	56	77	423

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2018	500		500						0	500
FY2019			0						0	500
FY2020			0						0	500
FY2021			0						0	500
FY2022			0						0	500
FY2023			0	20			30	56	77	423
<b>Totals</b>	500	0	500	20	0	0	30	56	77	423



FY18 EPM Replacement

FY23 Q3

Prj. ID: 100248

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	500	0		500	500	0	
<b>Totals</b>		500	0	0	500	500	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
The needs Assessment Phase completion will determine a more accurate cost & schedule for actual implementation.	Identified

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Lack of IT resources	Identified
Competing projects such as HCM, Trapeze, EAM, New Intranet, Hastus, Training, Shared Drives Migration	Identified

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Procurement for Needs Assessment completed.

**KEY ACTIVITIES - Next Reporting Month (top 5)**


**Project Notes**

The outcome of Phase I of the project will determine the actual cost and schedule for Phase II.
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**SPEAR System Improvement**

**FY23 Q3**

**Prj. ID: 100463**

**Project Manager:** David Harbour

**SCOPE Summary**

The Agency intends to purchase an Enterprise Asset Management (EAM) system to replace its current system, SPEAR. The EAM will be used primarily by Agency's departments to include fleet maintenance, facilities, and infrastructure management. The system will interface into Agency's enterprise applications, including legacy systems, for integrated functionality.

**STATUS Summary**

**Phase:** Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 5,644,352	18%	4.3%	\$ 5,644,352

**Schedule**

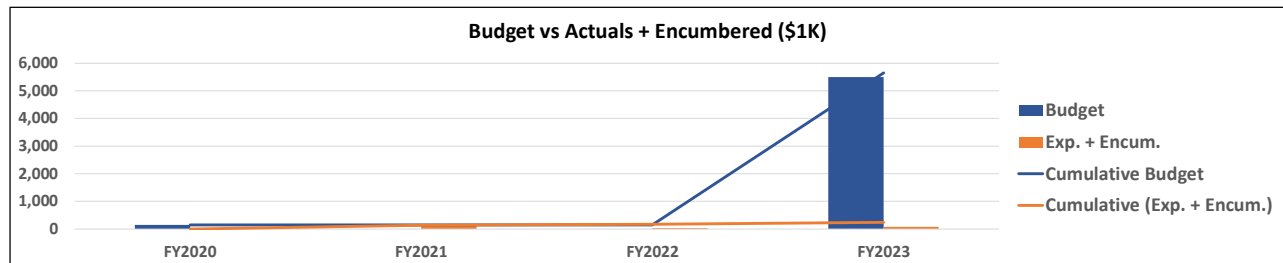
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Procurement	09/01/21	09/01/21	06/01/23	09/06/23	0	-97	March '23 BOD; negotiations delay award
Kick-off Implementation	06/02/23	09/19/23	06/02/23	09/19/23	-109	-109	This could be moved up if no delay in awarding
Complete System Implementation; Go Live	06/02/23	09/19/23	06/02/25	09/19/25	-109	-109	Est. 2 year implementation
Complete Training	06/02/25	06/02/25	06/01/26	06/01/26	0	0	Estimate only
Transition to IT - First Year Maintenance	06/02/25	06/02/25	06/02/26	06/02/26	0	0	
Close-out (10 Year Project)	06/02/26	06/02/26	07/02/36	07/02/36	0	0	Dependent on C&P

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	5,644		5,644	28	5,644	0	58	214	241	5,403
<b>Totals</b>	5,644	0	5,644	28	5,644	0	58	214	241	5,403

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	150		150	0				0	0	150
FY2021	0		0	53				79	132	18
FY2022	0		0	-3				34	32	-13
FY2023	5,494		5,494	-22			58	100	78	5,403
<b>Totals</b>	5,644	0	5,644	28	0	0	58	214	241	5,403



SPEAR System Improvement

FY23 Q3

Prj. ID: 100463

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original (A)	Changes (B)					
General Capital Fund (01050)	Local	150	0		150	150	0	
Measure W Sales Tax (01024)	Local	5,494	0		5,494	5,494	0	
<b>Totals</b>		<b>5,644</b>	<b>0</b>	<b>0</b>	<b>5,644</b>	<b>5,644</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Price increases due to parts shortages or other reasons	Increase budget
Supply chain issues delaying implementation	Delay progress with implementation
Labor shortages supporting implementation	Delay progress with implementation
Lack of Internal Support; C&P, Legal, IT, Budgets, etc.	Ask for Management support
Vendor gets acquired, dissolved or reorganized	Increase budget and extend schedule

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Completed demonstrations: March 9-10, 13-14, 16-17
Completed Technical Interview: March 23
Completed the second round of evaluation and selected vendor for award
Provided additional questions for selected vendor

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Commence negotiations with selected vendor

**Project Notes**

Currently in Procurement process
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Onboard Wi-Fi Equipment Retrofit for 225 buses

FY23 Q3

Prj. ID: 100534

Project Manager: Cheema Karambir

STATUS Summary

Phase: Implementation

**SCOPE Summary**

This project will include the cost of procuring and installing onboard Wi-Fi equipment on 225 buses. This project will also cover the cost of the CAD/AVL backend configuration, hardware installation and a patch for the buses that will allow for the cellular connection to provide a real-time feed.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,765,991	98%	69%	\$ 1,765,991

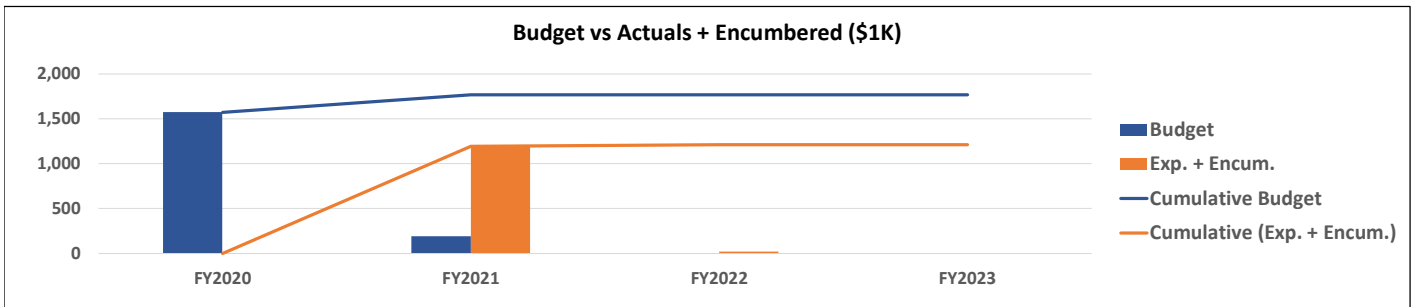
**Schedule**

Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Assigned to ITS			01/01/21	01/01/21	0	0	
Procurement of hardware	01/01/21	01/01/21	02/28/21	02/28/21	0	0	
Installation	05/01/21	05/01/21	06/14/21	06/14/21	0	0	
Testing	02/01/22	02/01/22	03/10/22	03/10/22	0	0	
Close out	03/11/22	08/30/22	08/30/22	12/31/23	-172	-488	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	1,766		1,766	3	1,766	0		1,209	1,212	554
<b>Totals</b>	1,766	0	1,766	3	1,766	0	0	1,209	1,212	554

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	1,572		1,572	0				0	1,572	
FY2021	194		194	153			1,040	1,193	573	
FY2022	0		0	-149			169	20	554	
FY2023	0		0					0	554	
<b>Totals</b>	1,766	0	1,766	3	1,766	0	0.0	1,209	1,212	554



Onboard Wi-Fi Equipment Retrofit for 225 buses

FY23 Q3

Prj. ID: 100534

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	267	0		267	267	0	
FY21 STA -SOGR (03130)	State	1,499			1,499	1,499		
<b>Totals</b>		1,766	0	0	1,766	1,766	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Router configuration, integration with back end CAD system	Monitoring firewall issues
SIM card network coverage	Monitoring

**ISSUES (Risks that are materialized, in order of priority)**

Issue	
Interface with CVAD/AVL configuration	CVAD/AVL which is tied to this project due to configuration and using one SIM card

**KEY ACTIVITIES - Current Reporting Month (top 5)**

1. Inspect, configure and test the routers for connectivity and uploading data to the central server.
2. Passenger Wi-Fi Connectivity to monitor uptime/downtime
3. Passenger Wi-Fi Security to monitor blocked sites/activities

**KEY ACTIVITIES - Next Reporting Month (top 5)**

1. Cradle Point Router operating system update (version 7.22.40)

**Project Notes**

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Automating Daily Dispatch

FY23 Q3

Prj. ID: 100546

Project Manager: Jonathan Steketee

**SCOPE Summary**

Procure and implement HastusDaily and BidWeb and move Hastus software suite to Cloud Services. The two programs are additional modules to our planning software HastusScheduling. With implementation, scheduling, operations, and back end process (payroll, etc.) will be integrated together to make a seamless transition from plan to daily operation.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,750,424	8%	0.0%	\$ 1,750,424

**Schedule**

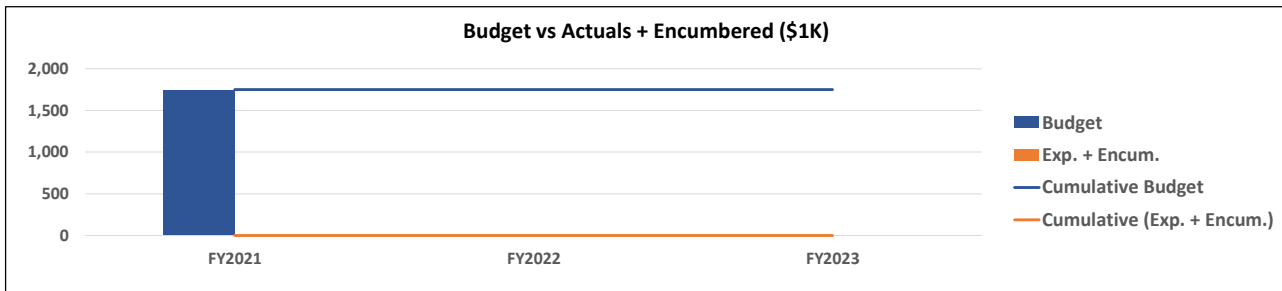
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Scope operational needs for software	06/01/20	06/01/20	01/30/21	12/15/20	0	46	
Determine Cloud best location	10/01/20	10/01/20	01/01/21	09/30/22	0	-637	Determine whether we or software provider should host cloud services.
Software Procurement	12/15/21	12/15/21	04/01/21	12/01/22	0	-609	
Software Implementation	04/01/21	12/01/22	04/01/23	12/01/24	-609	-610	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning	418		418		418	0			0	418
13 - Final Design	279		279		279	0			0	279
14 - ROW	279		279		279	0			0	279
15 - Procurement	635		635		635	0			0	635
19 - Closeout	139		139		139	0			0	139
<b>Totals</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,750</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2021	1,750		1,750	0				0	0	1,750
FY2022			0	0				0	0	1,750
FY2023			0	0				0	0	1,750
<b>Totals</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,750</b>





Automating Daily Dispatch

FY23 Q3

Prj. ID: 100546

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	1,750	0		1,750	1,750	0	
<b>Totals</b>		1,750	0	0	1,750	1,750	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
May have to do a full procurement for software	Evaluating

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Delay in choice for who should host software	Complete

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Software has been uploaded to new Sequel Server
Training Scheduled for end users (Feb. 2023)
Vanilla version of Hastus 2022 is in place and currently being tested.
Negotiated pricing and terms for Hastus Dispatch and Bidweb

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Test access to the cloud for end users
Confirm test program for "Vanilla" version of Hastus
Take procurement of Hastus Dispatch and BidWeb to BOD for approval.

**Project Notes**

The project has been stalled several times. The good news is that we are ramping back up the process. The system will be moved to the cloud hosted by

APC Validation

FY23 Q3

Prj. ID: 100628

Project Manager: Jonathan Steketee

**SCOPE Summary**

The purpose of this project is to procure a system that can aggregate, verify, summarize, and report data collected by Automatic Passenger Counter (APC) units on 322 bus vehicles for analysis. Currently, the Federal Transit Administration (FTA) requires the agency to conduct ride checks (physically riding the bus) in order to spot-check the data produced by the APC units. A new system could replace the manual process of riding the bus, increasing staff productivity and saving the agency time and money. Approximately 7 hours per week

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 431,250	10.8%	0.0%	\$ 431,250

**Schedule**

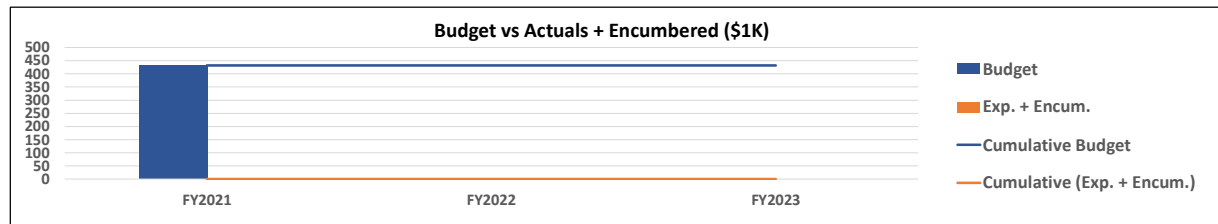
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Conduct Initial Ride Checks	04/01/22	04/01/22	06/30/22	05/28/22	0	33	
Analysis Initial Ride Checks	07/01/22	07/01/22	09/30/22	09/30/22	0	0	
Conduct Secondary Ride Checks	10/01/22	10/01/22	01/30/23	01/30/23	0	0	
Analysis Secondary Ride Checks	02/01/23	02/01/23	04/30/23	04/30/23	0	0	
Development of Parameters for Data Cleansing software	05/01/23	05/01/23	05/30/23	05/30/23	0	0	
Issue RFP	08/01/23	08/01/23			0	0	
Procure Software	10/01/23	10/01/23	12/30/23	12/30/23	0	0	
Implement Software	01/01/24	01/01/24	06/30/24	06/30/24	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
15 - Procurement	431		431		431	0			0	431
<b>Totals</b>	<b>431</b>	<b>0</b>	<b>431</b>	<b>0</b>	<b>431</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>431</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2021	431		431						0	431
<b>Totals</b>	<b>431</b>	<b>0</b>	<b>431</b>	<b>0</b>	<b>431</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>431</b>



APC Validation

FY23 Q3

Prj. ID: 100628

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
Measure W Sales Tax (01024)	Local	431	0		431	431	0	
<b>Totals</b>		<b>431</b>	<b>0</b>	<b>0</b>	<b>431</b>	<b>431</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Poor result from second ride checks	
Trouble finding software meeting our parameters	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Random ride check schedule created for January.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Ride check schedule will be created.

**Project Notes**

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**Intelligent Transportation System (ITS)**

FY23 Q3

Prj. ID: 100706

**Project Manager:** Karambir Cheema

**SCOPE Summary**

The objective of this project is to seek subject matter expertise, and qualified consulting and guidance in order to develop a detailed scope for replacement or refresh of the current Intelligent Transportation System (ITS) which includes, but not limited to, ACS/Orbital CAD/AVL system and Automated Passenger Counter (APC) on District's current fleet.

**STATUS Summary**

**Phase:** Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 228,000	0.0%	0.0%	\$ 228,000

**Schedule**

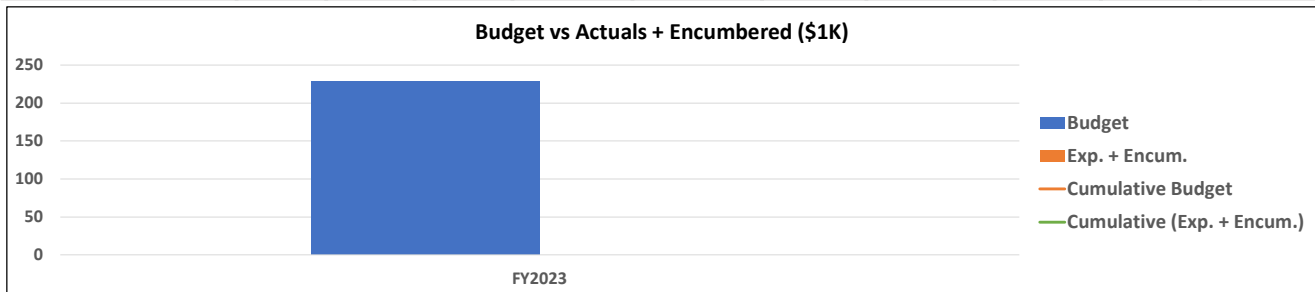
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Internal discussion to evaluate the current system and identify areas of improvement	12/01/22	12/01/22	12/31/23	12/31/23	0	0	
Reviewing the scope with stake holders and inter-department discussions	01/01/24	01/01/24	06/30/24	06/30/24	0	0	
Finding a consulting service or upgrade the ITS systems	07/01/24	07/01/24	06/30/25	06/30/25	0	0	
Implementation	07/01/25	07/01/25	12/31/25	12/31/25	0	0	
Testing & Closing	01/01/26	01/01/26	06/30/26	06/30/26	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
15- Procurement	228		228		228	0	0	0	0	228
<b>Totals</b>	<b>228</b>	<b>0</b>	<b>228</b>	<b>0</b>	<b>228</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>228</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2023	228		228						0	228
<b>Totals</b>	<b>228</b>	<b>0</b>	<b>228</b>	<b>0</b>	<b>228</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>228</b>



Intelligent Transportation System (ITS)

FY23 Q3

Prj. ID: 100706

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	228	0		228	228	0	
<b>Totals</b>		228	0	0	228	228	0	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation
Finding the experienced consulting service	

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status
Current contract with the OrbCAD system	The new contract will expire 12/31/2027

**KEY ACTIVITIES - Current Reporting Month (top 5)**


**KEY ACTIVITIES - Next Reporting Month (top 5)**


**Project Notes**

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# SamTrans

## Capital Programs Monthly Progress Report

### Project Controls

Cybersecurity Program

FY23 Q3

Prj. ID: 100707

Project Manager: Michael Salazar

#### SCOPE Summary

#### STATUS Summary

Phase: Planning

The funds will cover the development of mandated policies, assessments, initial scoping of needed improvements, acquisition and implementation of several cybersecurity tools including hardware, software and professional services.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,111,500	24.9%	18.1%	\$ 1,111,500

#### Schedule

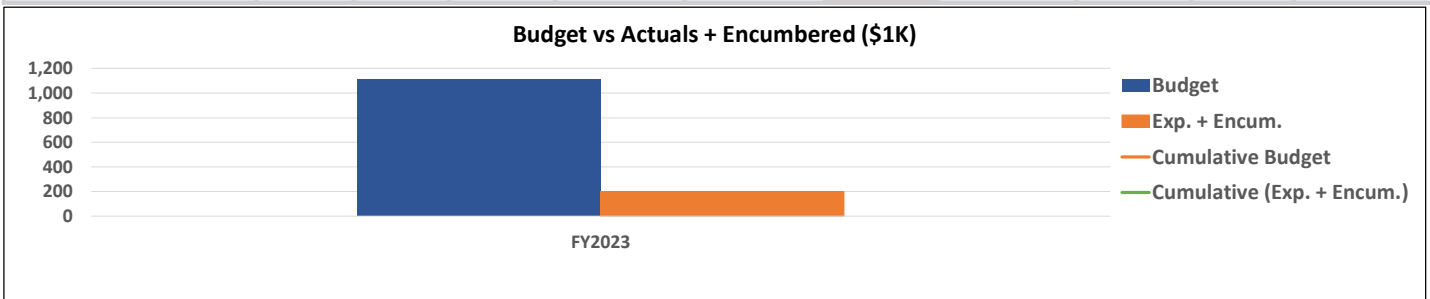
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Cybersecurity Program	07/01/22	07/01/22	06/30/25	06/30/25	0	0	This is a multi-year program

#### PROJECT BUDGET vs Actuals & Encumbrance

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning	1,112		1,112	16	1,112	0	167	185	201	911
<b>Totals</b>	<b>1,112</b>	<b>0</b>	<b>1,112</b>	<b>16</b>	<b>1,112</b>	<b>0</b>	<b>167</b>	<b>185</b>	<b>201</b>	<b>911</b>

#### PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2023	1,112		1,112	16			167	185	201	911
<b>Totals</b>	<b>1,112</b>	<b>0</b>	<b>1,112</b>	<b>16</b>	<b>1,112</b>	<b>0</b>	<b>167</b>	<b>185</b>	<b>201</b>	<b>911</b>



Cybersecurity Program

FY23 Q3

Prj. ID: 100707

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax (01024)	Local	1,112	0		1,112	1,112	0	
<b>Totals</b>		1,112	0	0	1,112	1,112	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
None	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
None	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

1. Creating work plan based on assessment.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

1. Continue planning of remediation work.
2. Continue work on finalizing the spending plan for the year.

**Project Notes**

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Paratransit Scheduling Software

Dec-22

Prj. ID: 100708

Project Manager: Tina Dubost

SCOPE Summary

New paratransit scheduling software will improve the efficiency of paratransit service and will allow new service features.

STATUS Summary

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 570,000	13.5%	0.0%	\$ 570,000

Schedule

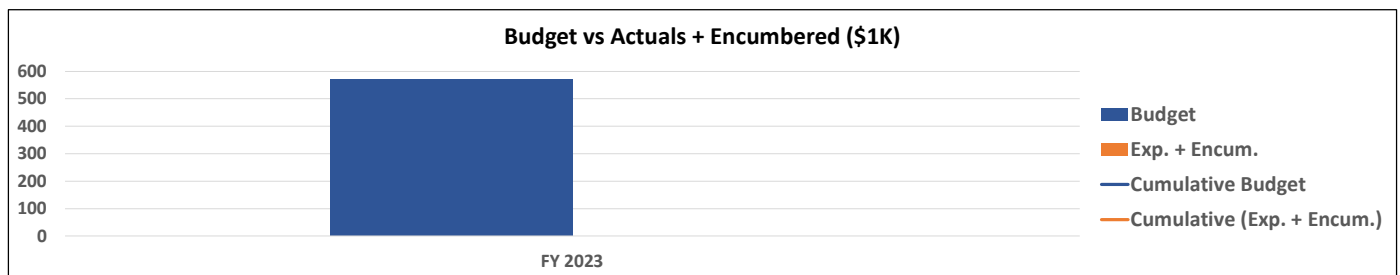
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Design/customize software	09/28/22	09/28/22	04/01/23	04/01/23	0	0	
User acceptance testing	04/02/23	04/02/23	08/30/23	08/30/23	0	0	
Phase 1 Install & implement	01/09/23	01/09/23	07/01/23	07/01/23	0	0	
Phase 2 - adding more functionalities	05/15/23	05/15/23	10/31/23	10/31/23	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
15 - Procurement	570		570		570	0			0	570
<b>Totals</b>	<b>570</b>	<b>0</b>	<b>570</b>	<b>0</b>	<b>570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>570</b>

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY 2023	570		570		570	0			0	570
<b>Totals</b>	<b>570</b>	<b>0</b>	<b>570</b>	<b>0</b>	<b>570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>570</b>



FUNDING (in thousands of \$)

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
Measure W Sales Tax - Capital (01024)	Local	570	0		570	570	0	
<b>Totals</b>		<b>570</b>	<b>0</b>	<b>0</b>	<b>570</b>	<b>570</b>	<b>0</b>	



Paratransit Scheduling Software

Dec-22

Prj. ID: 100708

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation
Vendor delays	Continuing to work with the vendor

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status
Difficulty getting software to interface with other products	In process

**KEY ACTIVITIES - Current Reporting Month** (top 5)

Review design details and customization
Vendor works to set up cloud environment and test database

**KEY ACTIVITIES - Next Reporting Month** (top 5)

Vendor to set up Cloud environment and test database
Reviewing and testing in test database

**Project Notes**

None
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Multi-Platform Upgrades

FY23 Q3

Prj. ID: 100715

Project Manager: Michael Salazar

**SCOPE Summary**

**STATUS Summary**

Phase: Planning

The project will fund the needs assessment, evaluation, planning and implementation of several aging systems throughout the district. The projects will span 18 to 24 months in durations and address the following systems: Service Management, Disaster Recovery, Telephony, Learning Management, SharePoint, CAD-AVL, Resource Planning, Contact Management and Enterprise Software purchases.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 3,083,700	11.1%	15.7%	\$ 3,083,700

**Schedule**

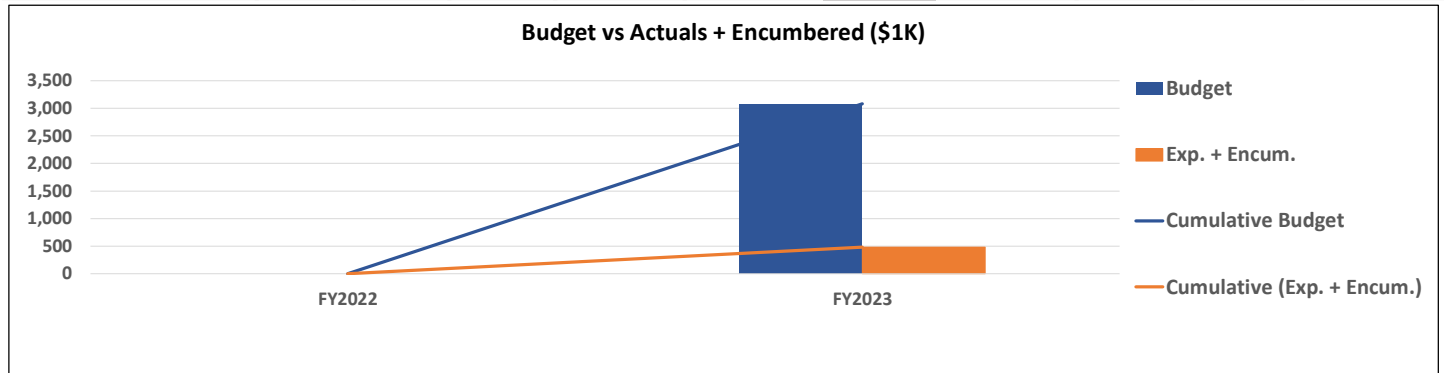
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
ITSM	07/01/22	07/01/22	12/30/22	04/01/23	0	-92	
SharePoint	07/01/22	07/01/22	06/30/23	06/30/23	0	0	
Others	07/01/22	07/01/22	06/30/24	06/30/24	0	0	

**PROJECT BUDGET vs Actuals & Encumbrance**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
11 - Planning	3,084		3,084	62	3,084	0	90	421	483	2,600
<b>Totals</b>	<b>3,084</b>	<b>0</b>	<b>3,084</b>	<b>0</b>	<b>3,084</b>	<b>0</b>	<b>90</b>	<b>421</b>	<b>483</b>	<b>2,600</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2022	0		0	0					0	0
FY2023	3,084		3,084	62			90	421	483	2,600
<b>Totals</b>	<b>3,084</b>	<b>0</b>	<b>3,084</b>	<b>62</b>	<b>3,084</b>	<b>0</b>	<b>90</b>	<b>421</b>	<b>483</b>	<b>2,600</b>



Multi-Platform Upgrades

FY23 Q3

Prj. ID: 100715

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

**FUNDING** (in thousands of \$)

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	3,084	0		3,084	3,084	0	
<b>Totals</b>		3,084	0	0	3,084	3,084	0	
<b>Risk</b>								<b>Mitigation</b>
None								

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status
None	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

1. ITSM solution soft launched on April 7th - currently in limited production.
2. Continue prioritizing other project tasks.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

1. Continue prioritizing remaining project tasks.

**Project Notes**

Facility Smaller Projects

FY23 Q3

Prj. ID: 021507

Project Manager: Ron Robertson

**SCOPE Summary**

STATUS Summary

Phase: Procurement

This project will maintain a state of good repair (SOGR) for the District's infrastructure, shops and facilities. This project will maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement, e.g. carpets.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 3,870,442	97%	85.0%	\$ 3,870,442

**Schedule**

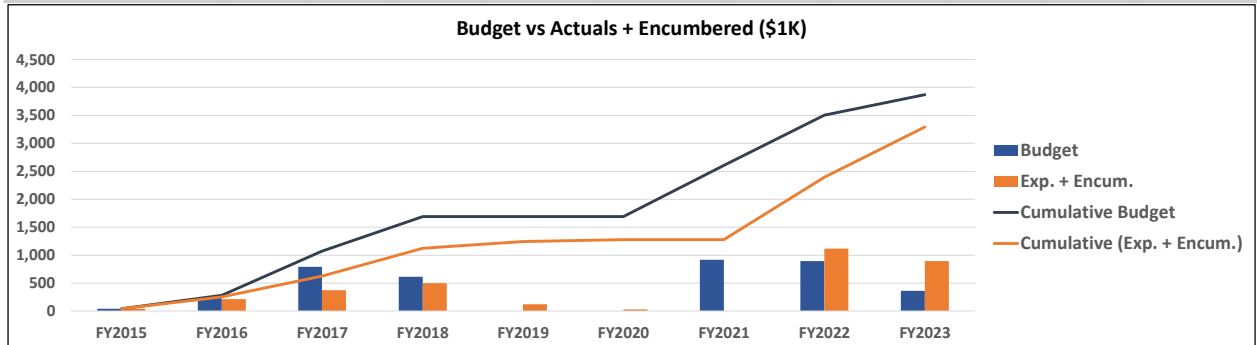
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/15	07/01/15			0	0	
Finish			06/30/23	06/30/23	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
15 - Procurement	1,687		1,687	32	1,687	0	7.5	1,251	1,283	404
16 - Construction	2,183		2,183	384	2,183	0	245	1,622	2,006	177
<b>Totals</b>	<b>3,870</b>	<b>0</b>	<b>3,870</b>	<b>416</b>	<b>3,870</b>	<b>0</b>	<b>253</b>	<b>2,873</b>	<b>3,289</b>	<b>581</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2015	41		41	0				41	41	0
FY2016	241		241	79				135	214	28
FY2017	790		790	28				344	372	446
FY2018	615		615	68				432	500	561
FY2019			0	-117				236	119	442
FY2020			0	-22				55	33	409
FY2021	920		920	0				2	2	1,328
FY2022	898		898	150				966	1,117	1,108
FY2023	366		366	230			253	663	893	581
<b>Totals</b>	<b>3,870</b>	<b>0</b>	<b>3,870</b>	<b>416</b>	<b>3,870</b>	<b>0</b>	<b>253</b>	<b>2,873</b>	<b>3,289</b>	<b>581</b>



Facility Smaller Projects

FY23 Q3

Prj. ID: 021507

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	3,870	0		3,870	3,870	0	
<b>Totals</b>		<b>3,870</b>	<b>0</b>	<b>0</b>	<b>3,870</b>	<b>3,870</b>	<b>0</b>	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**


**KEY ACTIVITIES - Next Reporting Month (top 5)**


**Project Notes**

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LED Lighting Upgrade, Phase-2 at North Base & South Base Facilities

FY23 Q3

Prj. ID: 100018

Project Manager: Jeffrey Thomas

**SCOPE Summary**

Phase 2 of 2: Replacing lighting fixtures in favor of more energy efficient, environmentally friendlier LED lights. Phase One budget approved FY2016 for shops, building perimeters, bus parking areas. Phase Two extends lighting upgrades for interior lighting, related controls at District's North Base and South Base facilities. Design work-cost estimates for Phase Two fully completed.

**STATUS Summary**

Phase: Procurement

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 3,209,701	94.35%	57.2%	\$ 3,209,701

**Schedule**

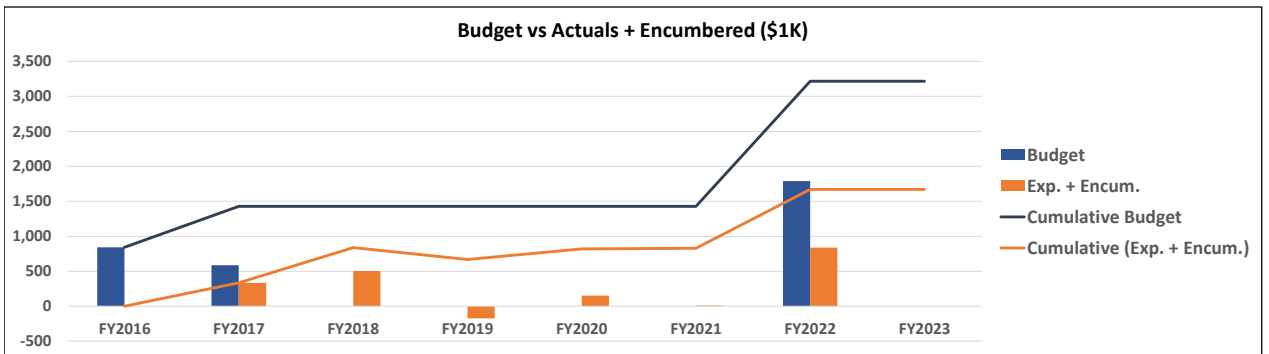
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/15	07/01/15			0	0	
Procurement	06/28/21	06/28/21	03/03/22	03/03/22	0	0	
Construction	03/04/22	03/04/22	08/31/22	04/30/23	0	-242	Extended per CO #4
Close out	11/01/22	05/01/23	05/01/23	08/31/23	-181	-122	Extended per CO #4

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
15 - Procurement	84		84		84	0	0	82	82	2
16 - Construction	3,126		3,126	269	3,126	0	308	1,485	1,755	1,372
<b>Totals</b>	<b>3,210</b>	<b>0</b>	<b>3,210</b>	<b>269</b>	<b>3,210</b>	<b>0</b>	<b>308</b>	<b>1,567</b>	<b>1,837</b>	<b>1,373</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
FY2016	844		844	0				0	844	
FY2017	585		585	334				334	1,094	
FY2018	0		0	-245			750	505	589	
FY2019	0		0	-73			-100	-173	762	
FY2020	0		0	74			80	153	609	
FY2021	0		0	-73			83	11	598	
FY2022	1,790		1,790	781			59	840	1,548	
FY2023	-8		-8	-529			308	696	167	
<b>Totals</b>	<b>3,210</b>	<b>0</b>	<b>3,210</b>	<b>269</b>	<b>3,210</b>	<b>0</b>	<b>308</b>	<b>1,567</b>	<b>1,837</b>	



LED Lighting Upgrade, Phase-2 at North Base & South Base Facilities

FY23 Q3

Prj. ID: 100018

**FUNDING** (in thousands of \$)

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	1,463	0		1,463	1,463	0	
SOGR FY20 (03126)	State	258			258	258		
SOGR FY20 (03134)	State	1,488			1,488	1,488		
<b>Totals</b>		<b>3,210</b>	<b>0</b>	<b>0</b>	<b>3,210</b>	<b>3,210</b>	<b>0</b>	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation
Mfg. delays by OEM for lighting components	Delays are not critical to functional use of workspace; Delay is acceptable to Project Team

**ISSUES** (Risks that are materialized, in order of priority)

Issue	Status
OEM delays for revised materials	Acceptable to Project Team; CO #4 extends completion time to 8/31/2023
Differing site conditions which require new materials	Acceptable to Project Team per CO #3

**KEY ACTIVITIES - Current Reporting Month** (top 5)

North Base construction is over 98% complete and South Base construction is over 95% complete
Preliminary inspections were completed in March'23

**KEY ACTIVITIES - Next Reporting Month** (top 5)

Final construction should end in April with final inspection in April or early May

**Project Notes**

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**Central Roof Replacement**

FY23 Q3

Prj. ID: 100252

Project Manager: Jeff Thomas

**STATUS Summary**

Phase: Design

**SCOPE Summary**

Involves the rehabilitation of the Central office roof, from the east end of the tennis courts to the east side of the building. The roof is a 20+ years old "foam roof", which needs extensive rehabilitation. The current roof allows leaks into the 4th floor of the building, which are contained by garbage cans in heavy rains. The most cost effective approach to rehab the roof will be determined during the design phase. The cost estimate for this project is based on the assumption that this part of the roof will be replaced with a new foam roof.

It is also assumed that walkways for foot traffic will also be added to extend the life of the new roof. This proposal does not include rehab of the tennis courts nor the facilities west of the tennis courts. This project would promote the District's goal of a reliable system in a state of good repair.

Project scope is for rebuilding applicable roof surfaces in distinct areas; the West section will allow for a 'playable surface' sufficient for casual recreational purposes but not to regulation tennis/basketball standards.

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,275,000	4.3%	0.0%	\$ 1,275,000

**Schedule**

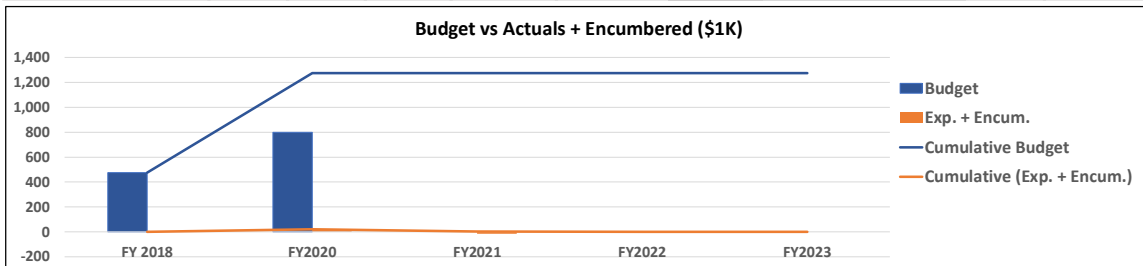
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Start	09/01/19	08/30/22			-1094	0	
Design	09/30/22	03/30/23	01/31/23	08/31/23	-181	-212	
Procurement	02/01/23	09/01/23	09/30/23	04/30/24	-212	-213	
Construction	10/01/23	05/01/24	10/30/24	03/30/25	-213	-151	Existing roofing is mixed types; Construction will be multi-phased for
Closing	11/01/24	04/01/25	12/31/24	05/30/25	-151	-150	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
11 - Planning/CD/Env	50		50		50	0			0	50
12 - PE/Env/PSE	80		80	0	80	0			0	80
13 - Final Design	100		100	0	100	0			0	100
15 -Procurement	50		50		50	0			0	50
16 - Construction	975		975		975	0			0	975
19 - Closeout	20		20		20	0			0	20
<b>Totals</b>	<b>1,275</b>	<b>0</b>	<b>1,275</b>	<b>0</b>	<b>1,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,275</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY 2018	475		475	0					0	475
FY2020	800		800	20					20	1,256
FY2021				-16					-16	1,272
FY2022				-3					-3	1,275
FY2023									0	1,275
<b>Totals</b>	<b>1,275</b>	<b>0</b>	<b>1,275</b>	<b>0</b>	<b>1,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,275</b>





Central Roof Replacement

FY23 Q3

Prj. ID: 100252

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original (A)	Changes (B)					
General Capital Fund (01050)	Local	1,275	0		1,275	1,275	0	
<b>Totals</b>		1,275	0	0	1,275	1,275	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Construction phasing may run long due to mixed types of roof	Project team will seek optimal balance for progress of work within weather constraints.

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

1. GEC/Design consultant engages preliminary plans/schedules with specialty firms.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

On-boarding of design specialists

**Project Notes**

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ADA Self Eval Plan

FY23 Q3

Prj. ID: 100352

Project Manager: Jeff Thomas

SCOPE Summary

Title II of the Americans with Disabilities Act (ADA) requires public agencies to have a self-evaluation plan to identify architectural and administrative barriers to programs and to develop a transition plan to become compliant. SamTrans and Caltrain must develop one. This project will pay for a consultant to develop a self-evaluation plan and ADA transition plan. The plan will evaluate all District-owned buildings and all Caltrain stations. The costs will be split equally between SamTrans and Caltrain. Staff expects that the plan will identify changes that are needed. The cost for these changes are not included in this request. In addition to complying with the law, ensuring program access is part of a reliable system in a state of good repair and promotes the District's role as a mobility manager. No assets will be removed or destroyed as a result of this project.

STATUS Summary

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 200,000	10.0%	0.0%	\$ 200,000

Schedule

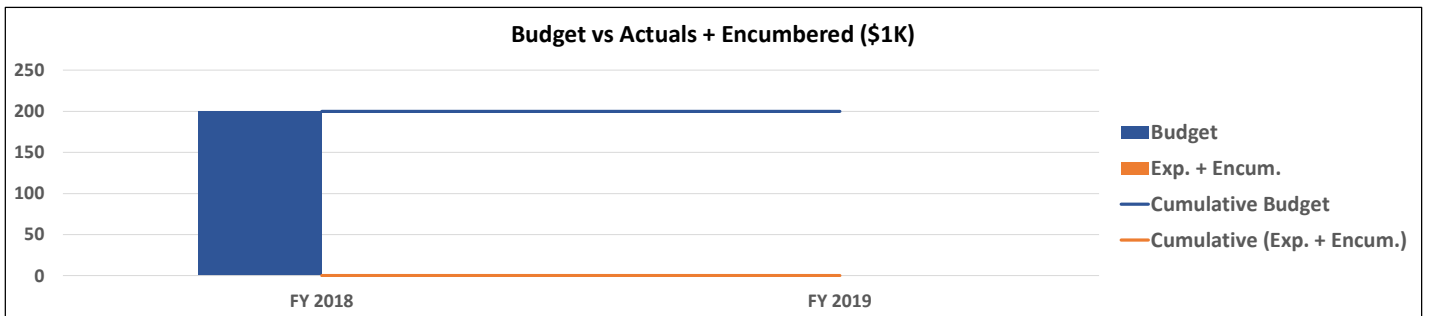
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Planning & Development	07/01/18	07/01/22	06/30/24	06/30/24	-1461	0	Was initially planned as consultant work, but District hired internal staff (ADA Coordinator) for completion of this work
Close out	07/01/24	07/01/24	06/30/25	06/30/25	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning/CD/Env	200		200	0	200	0			0	200
<b>Totals</b>	200	0	200	0	200	0	0	0	0	200

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2018	200		200		200			0	200	
FY 2019			0		0			0	200	
FY 2020			0		0			0	200	
FY 2021			0		0			0	200	
FY 2022			0		0			0	200	
FY 2023			0		0			0	200	
<b>Totals</b>	200	0	200	0	200	0	0	0	200	



ADA Self Eval Plan

FY23 Q3

Prj. ID: 100352

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	200	0		200	200	0	
<b>Totals</b>		200	0	0	200	200	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Goal is a comprehensive and long-term plan for District buildings and 1800+ bus stops	Planning & assessment work in progress
Work is highly collaborative with Samtrans/Caltrain staff, Counsel and 20+ local agencies	Planning work in progress

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Self-evaluation continues as work in progress by District staff in conjunction with Counsel

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Self-evaluation work continues

**Project Notes**

This ADA Self-assessment project is assessment only
Note that any planning/construction for ADA site improvements are separate from Self-assessment; see also CP-100475 and CP-100711

Remodel North and South Base Employee Areas

FY23 Q3

Prj. ID: 100466

Project Manager: Jeffrey Thomas

**SCOPE Summary**

Remodel and update the Maintenance Employees and Operations Areas in North and South Base. This project would promote District's role as a desirable employer by providing a more comfortable and appropriate work environment for all employees. Project focus is to update employee areas (30+ years wear) within the existing building envelope.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 520,000	9.2%	40.2%	\$ 520,000

**Schedule**

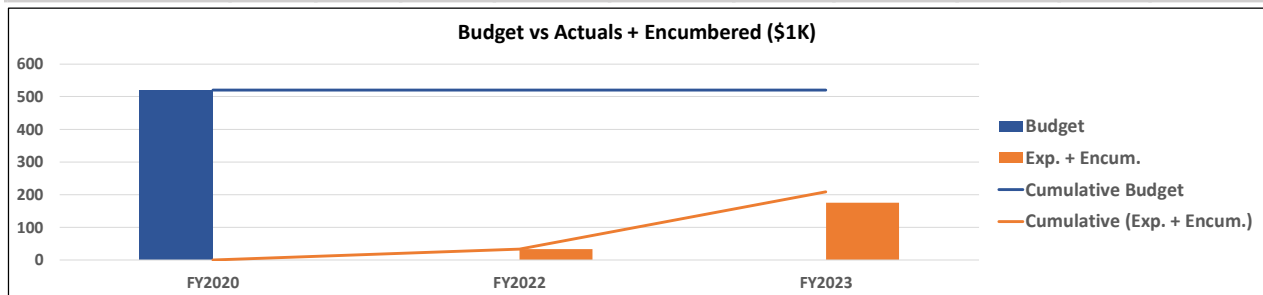
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/20	06/01/22	10/31/22	10/31/22	-700	0	
PE/Env/PSE (Preliminary Design)	08/01/22	08/01/22	01/31/23	01/31/23	0	0	
Final Design	02/01/22	02/01/22	04/30/23	04/30/23	0	0	
Procurement	05/01/23	05/01/23	12/31/23	12/31/23	0	0	
Construction	01/01/24	01/01/24	06/30/24	06/30/24	0	0	
Close out	07/01/24	07/01/24	08/31/24	08/31/24	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E					
11 - Planning/CD/Env	35		35	26	35	0	5	8	34	1
12- PE/Env/PSE	45		45	37	45	0	5	7	44	1
13 - Final Design	35		35	26	35	0	4	8	34	1
15 - Procurement	20		20	0	20	0		1	1	19
16 - Construction	375		375	18	375	0		78	96	279
19 - Closeout	10		10	0	10	0			0	10
<b>Totals</b>	<b>520</b>	<b>0</b>	<b>520</b>	<b>106</b>	<b>520</b>	<b>0</b>	<b>14</b>	<b>102</b>	<b>209</b>	<b>311</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E					
FY2020	520		520	0					0	520
FY2022	0		0	0				33	33	487
FY2023	0		0	106			14	69	176	311
<b>Totals</b>	<b>520</b>	<b>0</b>	<b>520</b>	<b>106</b>	<b>520</b>	<b>0</b>	<b>14</b>	<b>103</b>	<b>209</b>	<b>311</b>



**samTrans**

**Capital Programs Monthly Progress Report**

**Project Controls**

Remodel North and South Base Employee Areas

FY23 Q3

Prj. ID: 100466

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	520	0		520	520	0	
<b>Totals</b>		520	0	0	520	520	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Conflicting interests by stakeholders	Stakeholders and Design Team have assesses and prioritized for usable space
Space constraints within existing floorspace	Stakeholders and Design Team will operate within existing building structure

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Work elements expanding beyond current scope and budget	Select building improvements as requested present large-scale and long-term structural consideration. Facilities will propose an FY24 Capital Project to address these larger issues.

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Stakeholders/users recieved and approved conceptual layouts for 3 or 4 building areas.
Stakeholders/users identified unused space which may be incorporated into the 4th building area for subsequent revision.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Design Team is currently advancing 3 plan sets from preliminary to construction grade for subsequent review and stakeholder/user feedback
Next stage of design review is anticipated in early May to finalize all plans to 35% benchmark.

**Project Notes**

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**NB SB Bus Vacuum Replacement**

**FY23 Q3**

**Prj. ID: 100468**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This is a State of Good Repair project to service bus vacuum systems at both North Base and South Base. The North Base Bus Vacuum system was installed in 1988. Due to age and a vigorous duty cycle, this unit has reached the end of its useful life and needs replacement. Meanwhile, a prior bus vacuum system was installed at South Base in 1985 which utilized "underground" tubes and pipes. Due to systemic design errors, water intrusion to buried tubes/pipes was extensive and the unit was abandoned in its second year. South Base has relied on manual operations to vacuum bus interiors since then.

In this initial phase, the District will have an experienced engineering/design consultant analyze the vacuuming and interior cleaning activities at both bases. Such evaluation will provide District with the needed plans and design details which feature current technologies for effective cleaning and energy efficiency. Plans for such unit will include: vacuum pumps, filter assemblies, above-ground piping, hose drops and related system controls. Actual vacuum equipment purchases and construction labor/services to install will follow as a separate project once the overall design is finalized.

**STATUS Summary**

**Phase:** Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 150,000	25%	3.9%	\$ 150,000

**Schedule**

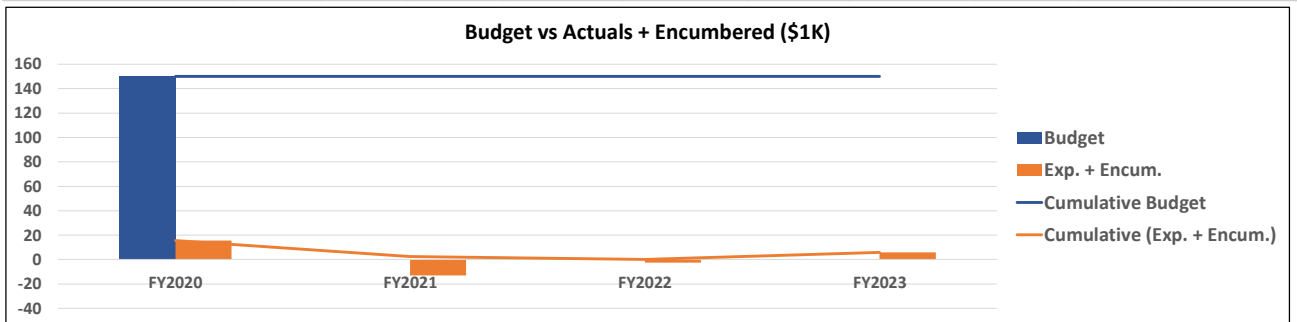
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Preliminary Design	07/01/21	05/01/22	05/01/23	05/01/23	-304	0	
					0	0	
					0	0	
					0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
12 - PE/Env/PSE	150		150		150	0	0.0	6	6	144
<b>Totals</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0.0</b>	<b>6</b>	<b>6</b>	<b>144</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	150		150	16				16	134	
FY2021	0		0	-13				-13	148	
FY2022	0		0	-2				-2	150	
FY2023			0				6	6	144	
<b>Totals</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>144</b>	



NB SB Bus Vacuum Replacement

FY23 Q3

Prj. ID: 100468

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original (A)	Changes (B)					
		SOGR FY20 (03126)	State					
<b>Totals</b>		150	0	0	150	150	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Evolving technology	Consultants advise that heavy vacuum system infrastructure is no longer practical

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Initial plan for cyclonic vacuums	Cyclonic vacuums as a whole appear problematic and non-productive
1st alternative -- backpack vacuums	Interior cleaning via compress air lines is a new approach
2nd alternative -- compressed air	Appears viable but must include acceptable health-safety factors for users

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Staff and Design team found cyclonic vacuums impractical; this was the initial approach
Bus Maintenance has found backpack vacuums are inadequate to needed cleaning standards; this was a second approach.
Project team is reviewing compressed air as a third approach for interior cleaning in conjunction with safety analysis/review

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Project Team will engage a design team for compressed air methods along with safety analysis.

**Project Notes**

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**North Base Bus Washer Replacement**

FY23 Q3

Prj. ID: 100469

Project Manager: Jeffrey Thomas

**SCOPE Summary**

The scope of this project is to replace the existing North Base bus washer, which was installed in 1995 and has reached the end of its useful life. The existing bus washer will be demolished and removed and the new replacement unit will include: new controls, new motors and pumps, new piping, new brushes and supports, new spray arches and supports, new water recycling equipment. District will reuse select components as best possible – drainage/collection pits, water storage tanks and utility connections within the existing structure. The new unit will use less water, use less soap/chemicals and to recover more gray water and better interface with District’s height/width requirements, 3-bike rack capacity and extended mirror assemblies.

**STATUS Summary**

Phase: Construction

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 934,999	80.2%	87.5%	\$ 934,999

**Schedule**

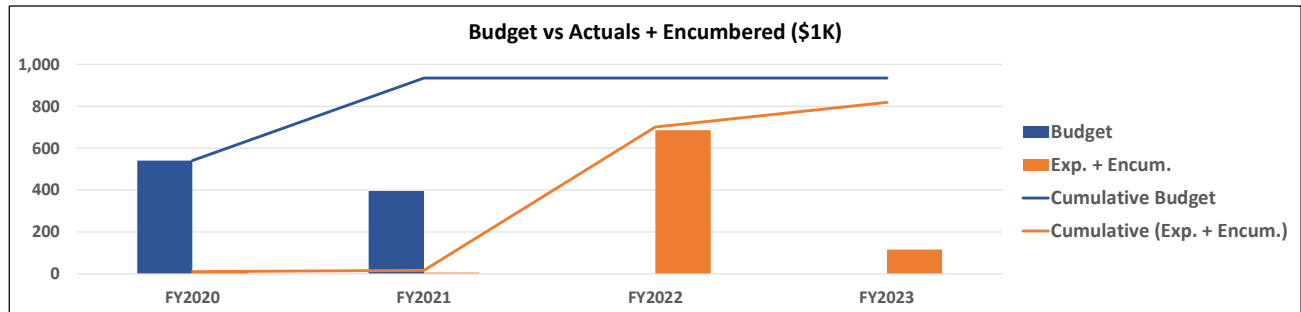
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	08/01/20	08/01/20	06/23/21	06/23/21	0	0	
Procurement	06/24/21	06/24/21	03/18/22	03/18/22	0	0	
Construction	03/25/22	03/25/22	09/25/22	04/30/23	0	-217	
Close out	01/01/23	03/01/23	02/28/23	07/30/23	-59	-152	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
12- PE/Env/PSE	17		17		17		0	17	17	0
15 - Procurement	11		11		11			11	11	0
16 - Construction	842		842	69	842		145	675	744	98
19 - Closeout	65		65	4	65		10	42	46	19
<b>Totals</b>	<b>935</b>	<b>0</b>	<b>935</b>	<b>73</b>	<b>935</b>	<b>0</b>	<b>155</b>	<b>745</b>	<b>818</b>	<b>117</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	540		540	10				0	10	530
FY2021	395		395	-5				12	6	919
FY2022	0		0	620				65	685	234
FY2023	0		0	-551			155	668	116	117
<b>Totals</b>	<b>935</b>	<b>0</b>	<b>935</b>	<b>73</b>	<b>935</b>	<b>0</b>	<b>155</b>	<b>745</b>	<b>818</b>	<b>117</b>





North Base Bus Washer Replacement

FY23 Q3

Prj. ID: 100469

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	395	0		395	395	0	
SOGR FY20 (03126)	State	540	0		540	540	0	
<b>Totals</b>		935	0	0	935	935	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Supply line issues on select components	GC/District have provided for 90 additional days for project completion
Punch-list items upon preliminary inspection	GC/District have resolved most items and replacement parts are in process for others

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Construction work is over 98% complete and staff is fully training for operation and maintenance
District issued Change Order #3 for changes to date and final construction through 6/30/2023.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Work has reached substantial completion with minor rework and equipment adjustments yet in process.

**Project Notes**

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Central Building Development Options

FY23 Q3

Prj. ID: 100472

Project Manager: Xiaomie Tan

SCOPE Summary

STATUS Summary

Phase: Planning

The central building is more than 40 years old with significant deferred maintenance and functional inefficiencies. It is anticipated that a number of significant capital improvement will need to be made over the next few years to address deferred maintenance, more suitable for office use and to bring the building to a state of good repair. Additionally, the agency's studies indicate that the age of the building makes it significantly more expensive to operate, as it is less environmentally efficient than newer buildings. Therefore, the agency decided to demolish the existing building and replace it with a new and up-to-standard building.

The agency seeks to enter into a public-private partnership with a development entity to maximize the value of its real estate assets and to contribute to a sustainable and thriving community in downtown San Carlos. It is expected that the partnership will enable the agency to modernize its office space, right size its facilities to accommodate potential future growth, and significantly reduce its operating costs.

Task 1 - Strategic development of project scope  
Task 2 - Development of procurement strategy and documents  
Task 3 - Implementation  
Task 4 - Additional service

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,630,000	24%	62.0%	\$ 1,630,000

Schedule

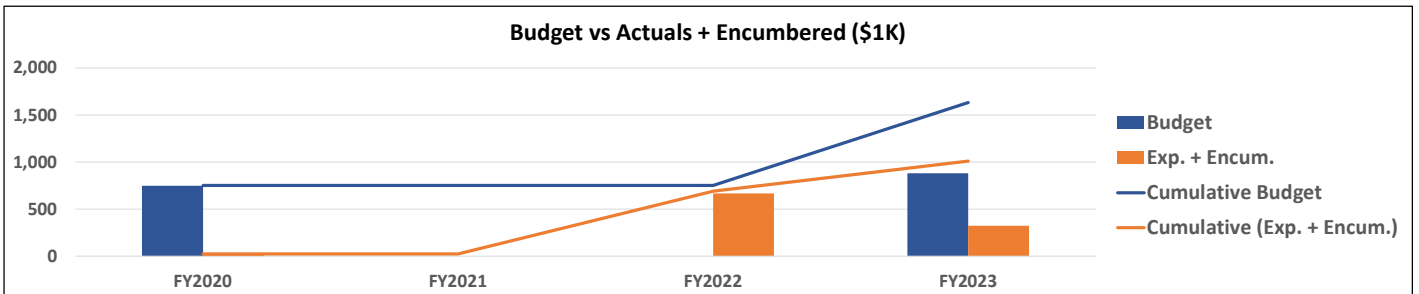
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	01/01/21	01/01/21			0	0	
Development of project scope	01/01/21	01/01/21	09/30/23	09/30/23	0	0	
Development of procurement strategy and documents	10/01/23	10/01/23	09/30/24	09/30/24	0	0	
Implementation of procurement	10/01/25	10/01/25	09/30/27	09/30/27	0	0	
Finish			01/30/30	01/30/30	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
11- Planning/CD/Env	1,630		1,630	527	1,630		70	484	1,010	620
<b>Totals</b>	<b>1,630</b>	<b>0</b>	<b>1,630</b>	<b>527</b>	<b>1,630</b>	<b>0</b>	<b>70</b>	<b>484</b>	<b>1,010</b>	<b>620</b>

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)	E	(F=C-E)				
FY2020	750		750					23	23	727
FY2021			0	-209				209	0	727
FY2022	0		0	575				92	667	60
FY2023	880		880	161			70	160	321	620
<b>Totals</b>	<b>1,630</b>	<b>0</b>	<b>1,630</b>	<b>527</b>	<b>1,630</b>	<b>0</b>	<b>70</b>	<b>484</b>	<b>1,010</b>	<b>620</b>



Central Building

FY23 Q3

Prj. ID: 100472

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	750	0		750	750	0	
TBD		880	0		880		880	
<b>Totals</b>		1,630	0	0	1,630	750	880	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
1. there are variety of perspectives on retaining the existing marking garage. While retaining it is financially accretive to the project, the small site means it will provide more flexibility to accomodate housing if it is demolished and replaced.	The first phase of the garage assessment is complete.
2. Including housing in the project will increase risk, complexity, and cost on a per-square-foot basis. Affordable housing would be a community benefit to the project and not accretive to the land value, especially given the current high cost of construction.	Workforce housing survey and analysis is complete.

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Thus far, the project has led to several unexpected tasks, including 1) workforce housing studies, 2) garage structural assessment and 3) public communication with the City of San Carlos	All three additional projects are on-going as scheduled.

**KEY ACTIVITIES - Current Reporting Month (top 5)**

A communication firm has been hired to lead the PR with the city of San Carlos.
Onboarding consultant Craig Whittman by sharing background materials and project insights with him
Weekly working sessions with JLL to discuss project progress

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Preparing materials for Board engement regarding affordable housing.
Explore feasible options for project financing in the context of high inflation and high interest.
Wrap up the employ housing survey

**Project Notes**

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**Central Building Improvements**

FY23 Q3

Prj. ID: 100473

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project is for Central Building improvements. It includes 20+ building improvements of various size/nature for Central Office and Garage.

Effective in BY21 subsequent work is focused on refurbishing 4 Central elevators -- three lobby elevators and one in the parking garage. Plans are to upgrade elevator motor assemblies (office units), hydraulic system (garage) and related controllers, control switches, door operators/locks, brake pads, clutches, motion sensors and safety features.

Scope details are subject to change as the engineering study is completed.

**STATUS Summary**

**Phase:** Design

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,849,200	6%	25%	\$ 1,849,200

**Schedule**

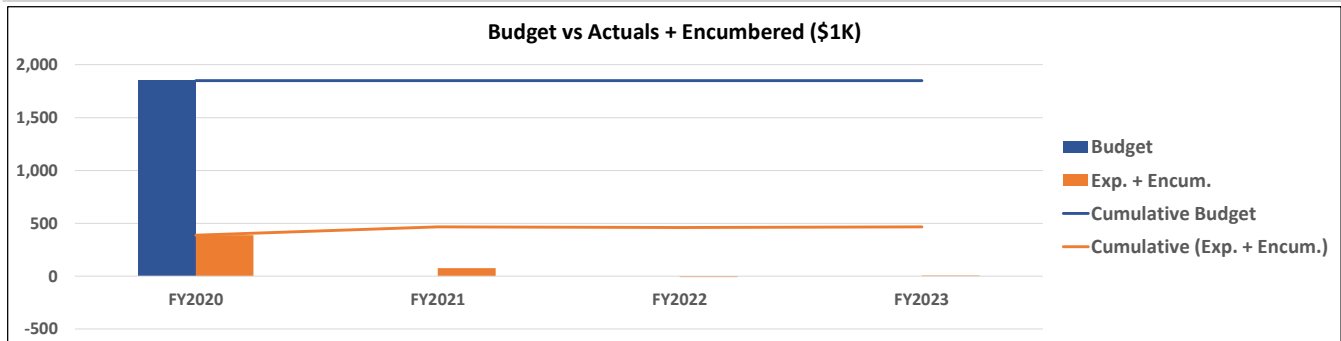
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/20	07/01/20			0	0	Initial work for carpets, blinds, ceiling tile, modular furniture
Design	10/01/20	10/01/20	03/31/23	03/31/23	0	0	Initial elevator report completed in May'20
Procurement	04/01/23	04/01/23	12/31/23	12/31/23	0	0	
Construction	01/01/24	01/01/24	05/31/25	05/31/25	0	0	Motor replacements in phased sequence
Closing	06/01/25	06/01/25	08/31/25	08/31/25	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
16 - Construction	1,849		1,849	0	1,849		2	468	468	1,381
<b>Totals</b>	1,849	0	1,849	0	1,849	0	2	468	468	1,381

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	1,849		1,849	247				142	389	1,460
FY2021			0	-207				284	77	1,383
FY2022	0		0	-39				32	-7	1,389
FY2023	0		0	-1			2	9	8	1,381
<b>Totals</b>	1,849	0	1,849	0	0	0	2	468	468	1,381



# samTrans

## Capital Programs Monthly Progress Report

Project Controls

Central Building Refresh

FY23 Q3

Prj. ID: 100473

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	1,849	0		1,849	1,849	0	
<b>Totals</b>		1,849	0	0	1,849	1,849	0	

**RISKS** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk Title	Mitigation
Project work is focused to rehab of existing elevator motors	Reuse of elevator motors required specialty skills by the design team
Project may encounter delay for specialized OEM parts/services	Project planning will provide for lead time and adjustment over the project lifecycle

**ISSUES** (Risks that are materialized, in order of priority)

Issue Title	Status
Rehab work must carry minimum impact to building occupants	Rebuild of motor will occur in sequence, not simultaneously

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Project Team has presented conceptual plans to GEC/Design consultant and specialty contractors; proposal response is pending

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Project team expects a formal proposal from GEC/Design team in April

**Project Notes**

None.
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South Base Bus Washer Walls Rehab

FY23 Q3

Prj. ID: 100474

Project Manager: Jeffrey Thomas

**SCOPE Summary**

This project will replace the structural walls of the South Base bus washer. Extensive water damage have caused the walls to become unstable and require replacement. Significant sections of the walls will be reconstructed and the new design will include waterproofing and/or drainage features.

**STATUS Summary**

Phase: Final Design

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 358,613	29.7%	41.4%	\$ 358,613

**Schedule**

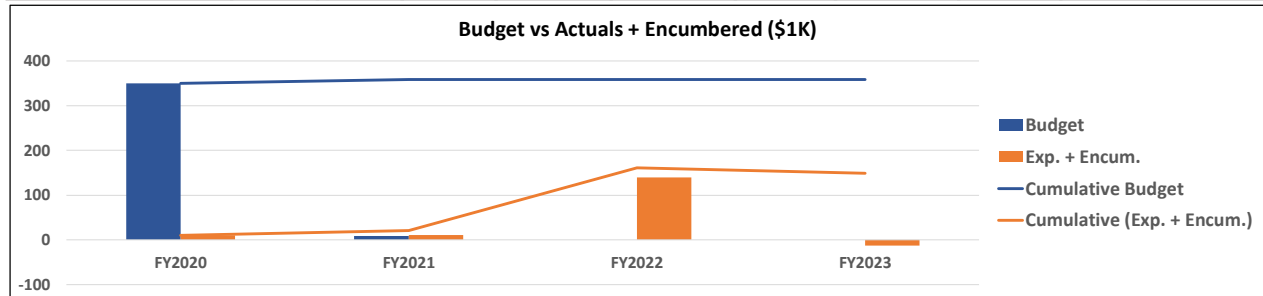
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	11/01/20	11/01/20	03/31/21	03/31/21	0	0	Initial engineering assessment/report
Final Design	12/01/21	12/01/21	10/31/22	07/30/23	0	-272	Design is 95% complete
Procurement	11/01/22	05/01/23	07/31/23	01/31/24	-181	-184	
Construction	08/01/23	01/01/24	02/28/24	07/30/24	-153	-153	
Closing	04/01/24	08/01/24	05/31/24	09/30/24	-122	-122	

**PROJECT BUDGET vs Actuals & Encumbrance**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11- Planning	20		20	10	20			10	20	0
12- PE/Env/PSE	50		50	23	50			28	50	0
13 - Final Design	48		48	15	48		2	32	47	1
15 -Procurement	20		20		20			0	0	20
16 - Construction	201		201	4	201			7	11	190
19 - Closeout	20		20	10	20			10	20	0
<b>Totals</b>	<b>359</b>	<b>0</b>	<b>359</b>	<b>61</b>	<b>359</b>	<b>0</b>	<b>2</b>	<b>88</b>	<b>149</b>	<b>210</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	350		350	10				0	10	340
FY2021	9		9	0				11	11	337
FY2022	0		0	79				61	140	197
FY2023	0		0	-28			2	16	-13	210
<b>Totals</b>	<b>359</b>	<b>0</b>	<b>359</b>	<b>61</b>	<b>359</b>	<b>0</b>	<b>2</b>	<b>88</b>	<b>149</b>	<b>210</b>



South Base Bus Washer Walls Rehab

FY23 Q3

Prj. ID: 100474

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
General Capital Fund (01050)	Local	50	0		50	50	0	
SOG FY20 (03126)	State	309	0		309	309	0	
<b>Totals</b>		<b>359</b>	<b>0</b>	<b>0</b>	<b>359</b>	<b>359</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Staffing resources	Workloads are being reassessed and supplemental staff is under review
Delay of work	Planned work is needed but does not impair current bus wash usage

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Facilities staff has completed plan review for the 95% benchmark; Designer to edit per Facilities comments and complete the plans to 100%
Facilities staff has completed specification review; Designer to edit per Facilities comments and complete the document set to 100%

**KEY ACTIVITIES - Next Reporting Month (top 5)**

District to provide feedback and comments to the 95% Design for consults to incorporate to final plans, specifications and cost estimates

**Project Notes**

None
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ADA Study & Phase 1 Retrofits

FY23 Q3

Prj. ID: 100475

Project Manager: Jeff Thomas

SCOPE Summary

Title II of the Americans with Disabilities Act (ADA) requires public agencies to have a self-evaluation plan to identify architectural and administrative barriers to programs and to develop a transition plan to become compliant. SamTrans and Caltrain must develop one. This project will pay for a consultant to develop a self-evaluation plan and ADA transition plan. The plan will evaluate all District-owned buildings and all Caltrain stations. The costs will be split equally between SamTrans and Caltrain. Staff expects that the plan will identify changes that are needed. The cost for these changes are not included in this request. In addition to complying with the law, ensuring program access is part of a reliable system in a state of good repair and promotes the District's role as a mobility manager. No assets will be removed or destroyed as a result of this project.

STATUS Summary

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,225,000	18.0%	8.0%	\$ 1,225,000

Schedule

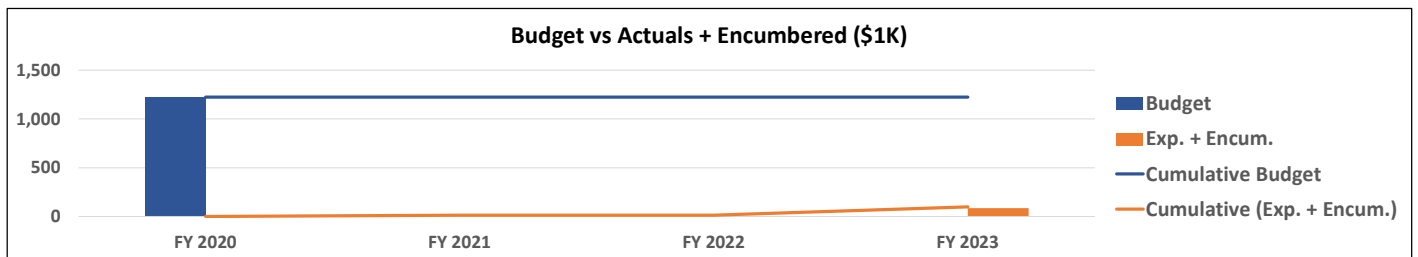
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Planning & Development	07/01/20	10/01/22	06/30/24	06/30/24	-822	0	
Final Design							
Procurement							
Construction							
Close out	07/01/24	07/01/24	06/30/25	06/30/25	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning/CD/Env	100		100	4	100	0	22	50	55	45
13 - Final Design	100		100	40	100	0		3	43	57
15 - Procurement	25		25	0	25	0		0	0	25
16 - Construction	1,000		1,000	0	1,000	0		0	0	1,000
<b>Totals</b>	<b>1,225</b>	<b>0</b>	<b>1,225</b>	<b>44</b>	<b>1,225</b>	<b>0</b>	<b>22</b>	<b>53</b>	<b>98</b>	<b>1,127</b>

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2020	1,225		1,225					0	0	1,225
FY 2021			0	11				0	11	1,214
FY 2022			0	-11				12	1	1,212
FY 2023			0	44			22	41	85	1,127
<b>Totals</b>	<b>1,225</b>	<b>0</b>	<b>1,225</b>	<b>44</b>	<b>1,225</b>	<b>0</b>	<b>22</b>	<b>53</b>	<b>98</b>	<b>1,127</b>





ADA Self Eval Plan

FY23 Q3

Prj. ID: 100475

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax (01024)	Local	200	0		200	200	0	
<b>Totals</b>		200	0	0	200	200	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
The draft ADA Transition Plan will undergo public hearings and input at a subsequent Work herein is collaborative with Samtrans/Caltrain staff, Counsel and 20+ local agencies	District staff will schedule and coordinate for public input

**KEY ACTIVITIES - Current Reporting Month (top 5)**

ADA Self-evaluation and ADA Transition plan are work in progress parallel to one another
ADA Transition Plan allows for select construction during plan development
Construction of select bus stop improvements is work in progress at various sites

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Building permits pending for one construction site.
Project Team to request quotes on 2-4 additional sites in March-April 2023.

**Project Notes**

Note that ADA improvements may occur by separate action for site-specific work; see also CP-100711
--

North and South Base Exterior Painting

FY23 Q3

Prj. ID: 100476

Project Manager: Jeff Thomas

**SCOPE Summary**

This project is to paint the building exteriors at North and South Base facilities; 14 buildings total. Scope includes pressure washing, priming and painting of stucco surfaces, bay roll-up doors, pedestrian/safety doors and red/blue fascia panels.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 1,140,000	1%	0%	\$ 1,140,000

**Schedule**

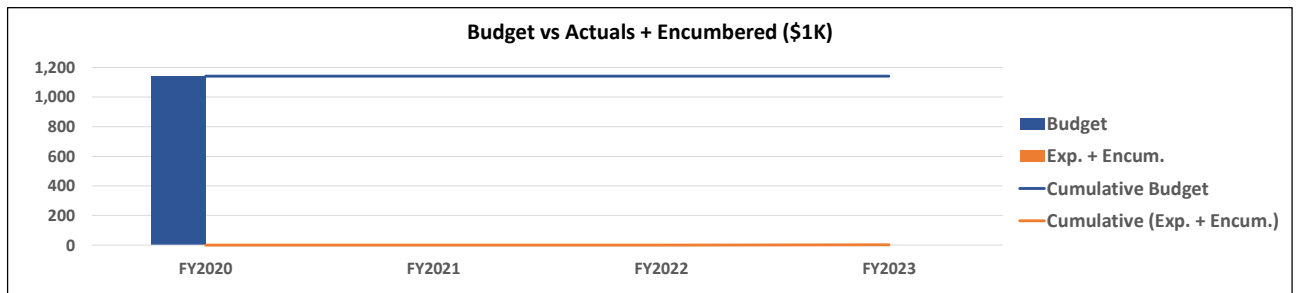
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	03/01/21	03/31/22			-395	0	
Preliminary Plans	04/01/22	02/01/23	07/31/22	04/01/23	-306	-244	
Final Plans	08/01/22	04/02/23	11/30/22	05/31/23	-244	-182	
Procurement	12/01/22	06/01/23	07/31/23	12/31/23	-182	-153	
Construction	08/01/23	01/01/24	05/31/24	08/31/24	-153	-92	
Closing	06/01/24	09/01/24	07/31/24	10/31/24	-92	-92	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
11- Planning	10		10	0	10			3	3	7
13 - Final Design	10		10	0	10			0	0	10
15 -Procurement	20		20	0	20			0	0	20
16 - Construction	1,100		1,100	0	1,100				0	1,100
<b>Totals</b>	<b>1,140</b>	<b>0</b>	<b>1,140</b>	<b>0</b>	<b>1,140</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>1,137</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
FY2020	1,140		1,140					0	0	1,140
FY2021								1	1	1,139
FY2022								0	0	1,139
FY2023							0	1	1	1,137
<b>Totals</b>	<b>1,140</b>	<b>0</b>	<b>1,140</b>	<b>0</b>	<b>1,140</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>1,137</b>



North and South Base Exterior Painting

FY23 Q3

Prj. ID: 100476

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax (01024)	Local	1,140	0		1,140	1,140	0	
<b>Totals</b>		1,140	0	0	1,140	1,140	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Potential delays for rain/weather	Plans will allow for phased completion of work
Painting will uncover 'hidden' defects	Plans will include allowance for differing site conditions

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Project team reviews work specifications, rough calculations of square footage.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Project Team identifies existing surface conditions and determine suitable paint/coating

**Project Notes**

None
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NB / SB Front Entrance Modification

FY23 Q3

Prj. ID: 100538

Project Manager: Jeffrey Thomas

**SCOPE Summary**

This work plan is intended to modify the front entrances to the North and South Base Campuses. North Base front entrance modifications will include relocating the existing guard shelter to the middle of the entrance road, installation of bollards around the guard shelter, modifications to the guard shelter power, and installation of center arm gates for entrance and exit outlets. In addition, South Base front entrance modifications will include minor upgrades to the guard shelter and installation of entrance and exit arm gates. The scope of this project will have District staff use the on call General Engineering Contractors (GEC's ) Consultants and Project Management Oversight (PMO) Consultant to provide 35%, 65%, 95%, 100% Design, Plans and Specifications for the subject project.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 165,000	1.5%	0%	\$ 165,000

**Schedule**

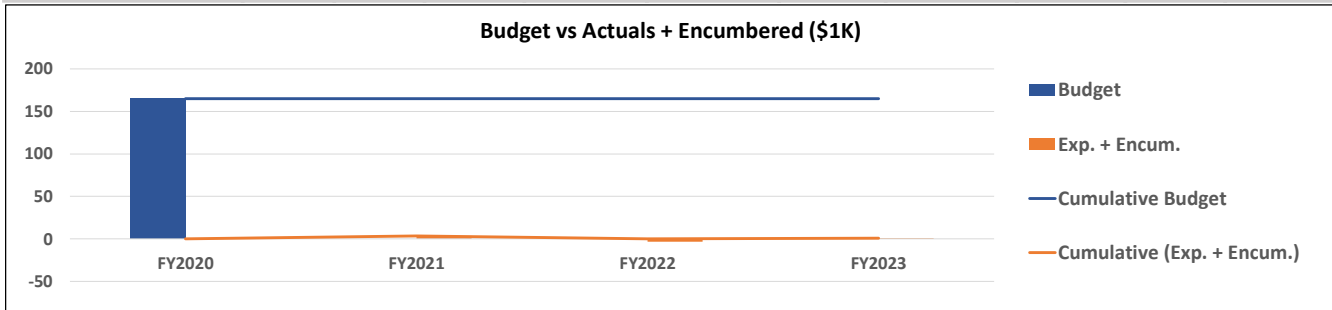
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	07/01/21	07/01/22	01/31/23	01/31/23	-365	0	
Final Design	02/01/23	02/01/23	08/30/23	08/30/23	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning/CD/Env	125		125	0	125	0		1	1	124
13 - Final Design	40		40	0	40	0				40
<b>Totals</b>	165	0	165	0	165	0	0	1	1	164

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY2020	165		165	0				0	165	
FY2021	0		0	3			0	3	162	
FY2022	0		0	-3			0	-3	165	
FY2023	0		0				0	1	164	
<b>Totals</b>	165	0	165	0	165	0	0	1	1	164



# samTrans

## Capital Programs Monthly Progress Report

### Project Controls

NB / SB Front Entrance Mod

FY23 Q3

Prj. ID: 100538

#### FUNDING (in thousands of \$)

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local	165	0		165	165	0	
<b>Totals</b>		165	0	0	165	165	0	

#### RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

Risk	Mitigation

#### ISSUES (Risks that are materialized, in order of priority)

Issue	Status
Design remains indeterminate pending other large construction projects.	Project is pending further input from Executive Team

#### KEY ACTIVITIES - Current Reporting Month (top 5)

Mar'23 -- Project is pending relative to other building and/or infrastructure projects impacting these same areas.

#### KEY ACTIVITIES - Next Reporting Month (top 5)


#### Project Notes

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North Base Building 200 Replacement

FY23 Q3

Prj. ID: 100548

Project Manager: Yoko Watanabe

**SCOPE Summary**

The scope includes geotechnical site analysis and front-end design services for NB Bldg-200.  
A separate budget request, tentative for FY24, will seek demolition and new construction, as warranted, for total building replacement. This project will provide geotechnical assessment, functional design solutions, phased scheduling and cost

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 3,718,200	20.4%	20.9%	\$ 3,718,200

**Schedule**

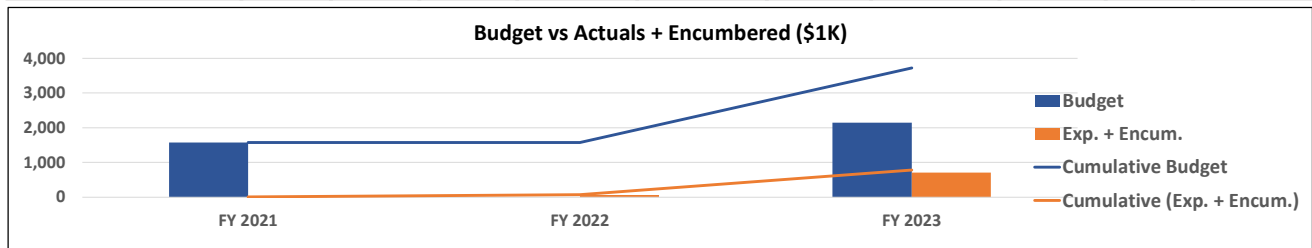
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Start	07/01/20	07/01/20			0	0	Initial part of the planning work was done prior to the starting date of the Planning Phase.
11.1- Planning	04/11/22	04/11/22	02/19/23	02/20/23	0	-1	The work is moving forward on time according to
11.2 - Concept Design	02/20/23	02/21/23	05/14/23	03/30/23	-1	45	
12 - PE/Env	05/15/23	05/15/23	03/30/24	03/30/24	0	0	
13 - Final Design	04/01/24	04/01/24	09/30/24	09/30/24	0	0	
15- Procurement	04/01/24	04/01/24	03/30/25	03/30/25	0	0	
16- Construction	04/01/25	04/01/25	07/30/26	07/30/26	0	0	
16.1 - Commissioning	08/01/26	08/01/26	09/30/26	09/30/26	0	0	
19- Closeout	10/01/26	10/01/26	04/01/27	04/01/27	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning	946		946	316	946	0	49	215	531	415
12 - PE/Env/PSE	1,158		1,158	55	1,158	0	8	19	73	1,085
13 - Final Design	575		575	80	575	0	3	94	174	401
15 - Procurement	39		39		39	0			0	39
16 - Construction	1,000		1,000		1,000	0			0	1,000
<b>Totals</b>	<b>3,718</b>	<b>0</b>	<b>3,718</b>	<b>451</b>	<b>3,718</b>	<b>0</b>	<b>60</b>	<b>328</b>	<b>779</b>	<b>2,940</b>

**PROJECT BUDGET vs Actuals & Encumbrance**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2021	1,575		1,575	7				7	1,568	
FY 2022			0	-7				71	1,504	
FY 2023	2,143		2,143	451			60	257	2,940	
<b>Totals</b>	<b>3,718</b>	<b>0</b>	<b>3,718</b>	<b>451</b>	<b>3,718</b>	<b>0</b>	<b>60</b>	<b>328</b>	<b>2,940</b>	



North Base Building 200 Replacement

FY23 Q3

Prj. ID: 100548

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)
		Original	Changes				
		(A)	(B)				
Measure W Sales Tax - Capital (01024)	Local	3,143	0		3,143	3,143	0
General Capital Fund (01050)	Local	575			575	575	0
<b>Totals</b>		<b>3,718</b>	<b>0</b>	<b>0</b>	<b>3,718</b>	<b>3,718</b>	<b>0</b>

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
None	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
None	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

All soil testing results were received.
Memorandum for Geotechnical Analysis was drafted and comments were addressed to the Consultant.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Completion of the Final Study Report.

**Project Notes**

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EV Chargers Non-Rev Vehicles at Central Garage

FY23 Q3

Prj. ID: 100629

Project Manager: Jeffrey Thomas

**SCOPE Summary**

This project follows on the District's move toward a fully, zero-emission, electric vehicle fleet. The project will allow for turn-key installation of six (6) EV type-2 charging stations at the Central Garage. These type-2 chargers will connect to existing electrical infrastructure and provide charging services to battery-electric and/or plug-in, hybrid, non-revenue vehicles. Note that North Base and South Base EV chargers will move to their BEB site-specific plans for each facility.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 575,000	12.7%	12%	\$ 575,000

**Schedule**

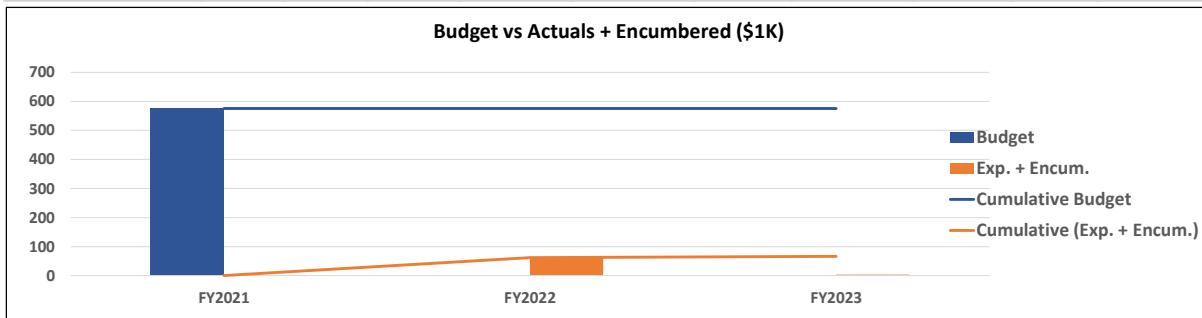
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Start	11/01/21	11/01/21			0	0	
Final Design	05/01/22	05/01/22	10/31/22	10/31/22	0	0	
Procurement	11/01/22	11/01/22	07/31/23	07/31/23	0	0	
Construction	08/01/23	08/01/23	01/31/24	01/31/24	0	0	
Close out	02/01/24	02/01/24	03/31/24	03/31/24	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance F=C-E	Expended		Exp. + Encum.	Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
12- PE/Env/PSE	81		81	45	81	0	3	22	67	14
15 - Procurement	17		17	0	17	0			0	17
16 - Construction	460		460	0	460	0			0	460
19 - Closeout	17		17	0	17	0			0	17
<b>Totals</b>	<b>575</b>	<b>0</b>	<b>575</b>	<b>45</b>	<b>575</b>	<b>0</b>	<b>3</b>	<b>22</b>	<b>67</b>	<b>508</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance F=C-E	Expended		Exp. + Encum.	Cumulative Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
FY2021	575		575					0	575	
FY2022	0		0	60				2	63	
FY2023	0		0	-16			3	20	508	
<b>Totals</b>	<b>575</b>	<b>0</b>	<b>575</b>	<b>45</b>	<b>575</b>	<b>0</b>	<b>3</b>	<b>22</b>	<b>508</b>	





EV Chargers Non-Rev Vehicles

FY23 Q3

Prj. ID: 100629

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original (A)	Changes (B)					
General Capital Fund (01050)	Local	575	0		575	575	0	
<b>Totals</b>		575	0	0	575	575	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
District's increased need for Type-2 chargers	Design will allow for phased additional capacity.
Impact of ADA codes to charger location/placement	Include ADA assessment for Central, NB and SB

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Baseline design in late 2022 was six (6) chargers at Central
Suspend design plans to determine increased/maximum chargers at Central plus additional chargers at NB+SB
A proposal request was issued to District's On-call Architectural firm for applicable consulting services/costs.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Design architect to furnish a cost proposal for work at Central, North Base and South Base.

**Project Notes**

None
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South Base Water Utility Lines Replacement

FY23 Q3

Prj. ID: 100710

Project Manager: Jeffrey Thomas

**SCOPE Summary**

District staff have determined that existing water utility/distribution lines at the South Base maintenance facility have aged/worn beyond their useful life and must be replaced entirely. These utility lines furnish in-coming clean water to support daily operational needs, maintain public health standards and further support fire protection.

Design scope and subsequent construction will replace pipes, pumps, valves, meters and related fittings from in-coming city connections up to and including the service connections at six (6) South Base buildings.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 2,946,900	0.0%	0.0%	\$ 2,964,000

**Schedule**

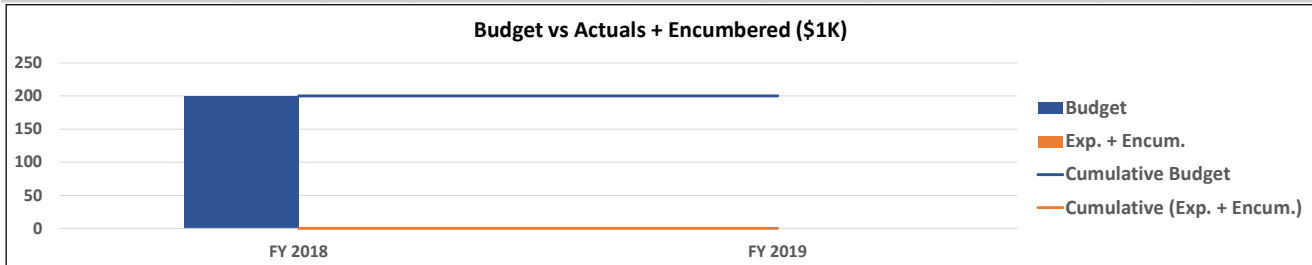
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
11- Planning	09/01/22	03/01/23	11/30/22	06/30/23	-181	-212	
12- Preliminary Design	12/01/22	05/01/23	03/31/23	09/30/23	-151	-183	
13- Final Design	04/01/23	09/01/23	07/31/23	03/28/24	-153	-241	
15- Procurement	07/31/23	03/01/24	02/29/24	10/31/24	-214	-245	
16- Construction	03/01/24	11/01/24	09/30/24	04/30/25	-245	-212	
19- Close out	09/30/24	05/01/25	11/30/24	06/30/25	-213	-212	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11- Planning	6		6	0	6	0			0	6
12- Preliminary Design	6		6	0	6	0			0	6
13- Final Design	57		57	0	57	0			0	57
15- Procurement	11		11	0	11	0			0	11
16- Construction	2,850		2,850	0	2,850	0			0	2,850
19- Close out	34		34	0	34	0			0	34
<b>Totals</b>	<b>2,964</b>	<b>0</b>	<b>2,964</b>	<b>0</b>	<b>2,964</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,964</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2023	2,964		2,964		2,964			0	2,964	
<b>Totals</b>	<b>2,964</b>	<b>0</b>	<b>2,964</b>	<b>0</b>	<b>2,964</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,964</b>	



South Base Water Utility Lines Replacement

FY23 Q3

Prj. ID: 100710

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax - Capital (01024)	Local	2,964	0		2,964	2,964	0	
<b>Totals</b>		2,964	0	0	2,964	2,964	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Feb'23 -- Project plans are yet preliminary

**KEY ACTIVITIES - Next Reporting Month (top 5)**


**Project Notes**

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Bus Shelter Upgrades and Replacements

FY23 Q3

Prj. ID: 100711

Project Manager: TBD

**SCOPE Summary**

District has inspected and evaluated existing bus stop shelters for site conditions and compliance with current accessibility standards mandated by the Americans with Disabilities Act (ADA). This project will systematically remove 52 bus stop shelters that are beyond their useful life, complete site improvements and re-install new bus shelters to comply with ADA standards. ADA compliance requires improvements such as construction of concrete pads within existing landscape corridors and removal of existing barriers to meet slope/access criteria stated in the ADA.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 2,946,900	0.9%	0.0%	\$ 2,946,900

**Schedule**

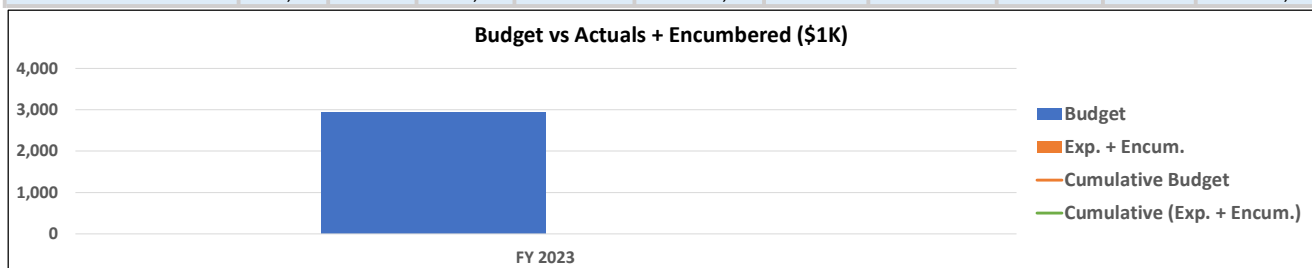
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
11- Planning	10/01/22	10/01/22	12/30/22	12/30/22	0	0	
12- Preliminary Design	01/01/23	01/01/23	05/30/23	05/30/23	0	0	
13- Final Design	06/01/23	06/01/23	01/30/24	01/30/24	0	0	
15- Procurement	02/01/24	02/01/24	08/30/24	08/30/24	0	0	
16- Construction	09/01/24	09/01/24	09/01/26	09/01/26	0	0	Construction occurs in multiple phases
19- Close out	10/01/26	10/01/26	12/30/26	12/30/26	0	0	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion (E)	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11- Planning	103		103	0	103	0		0	103	
12- Preliminary Design	103		103	0	103	0		0	103	
13- Final Design	137		137	0	137	0		0	137	
15- Procurement	40		40	0	40	0		0	40	
16- Construction	2,508		2,508	0	2,508	0		0	2,508	
19- Close out	57		57	0	57	0		0	57	
<b>Totals</b>	<b>2,947</b>	<b>0</b>	<b>2,947</b>	<b>0</b>	<b>2,947</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,947</b>	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

	Budget				Estimate at Completion (E)	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2023	2,947		2,947		2,947			0	2,947	
<b>Totals</b>	<b>2,947</b>	<b>0</b>	<b>2,947</b>	<b>0</b>	<b>2,947</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,947</b>	



Bus Shelter Upgrades and Replacements

FY23 Q3

Prj. ID: 100711

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
STA State of Good Repair-Capital (03139)	State	1,541	0		1,541	1,541	0	
Measure W Sales Tax - Capital (01024)	Local	1,406	0		1,406	1,406	0	
<b>Totals</b>		<b>2,947</b>	<b>0</b>	<b>0</b>	<b>2,947</b>	<b>2,947</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Plans and requirements of ADA program and Reimagine/BSIP program are not yet aligned to one another	Staff from both programs are holding joint meeting to find commonality and to avoid cross purposes

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Staffing resources are diverted from fixed project goals to address on-going litigation and new priorities	

**KEY ACTIVITIES - Current Reporting Month (top 5)**


**KEY ACTIVITIES - Next Reporting Month (top 5)**

ADA and BSIP Teams will conduct joint meetings to resolve issues and find common solutions

**Project Notes**

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South Base Switchgear Replacement & BEB Chargers Installation

FY23 Q3

Prj. ID: 100547

Project Manager: Jeffrey Shu

**SCOPE Summary**

**FY2021-** The scope of the project is to replace the following:  
 1) Primary 1200 A (existing) switchgear replacement  
 2) Replacement of three (3) building switchboards  
 3) Replacement of conduit and feeders serving the switchgear

**FY2022-** The scope of the Project was expanded to support the additional work required for BEB charging infrastructure and power delivery for the new BEBs. The additional scope includes:  
 1) Increasing the capacity of the existing switchgear from 1200 to 3000 Amps,  
 2) Installation of power distribution infrastructure, power cable networks, and concrete islands,

**STATUS Summary**

Phase: Construction

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 6,700,000	20.7%	56.6%	\$ 6,700,000

**Schedule**

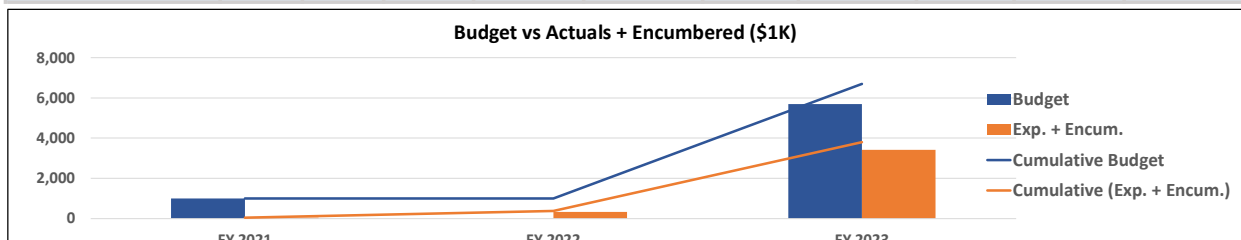
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Start	10/01/19	10/01/19	10/01/19	10/01/19	0	0	
13 - Final Design	04/01/22	04/01/22	08/30/22	10/20/22	0	-51	completed
15 - Procurement	09/01/22	10/20/22	12/31/22	03/20/23	-49	-79	Estimated delivery date of the owner-furnished switchgear will be May 7, 2024. fully-executed agreement for 23-S-M-039, with Technology International Inc., is in-progress
16 - Construction	01/02/23	01/23/23	03/31/24	05/07/24	-21	-37	Project will be baselined when the Baseline Schedule is received, reviewed, and approved.
19 - Closeout	04/01/24	05/31/24	10/30/24	11/30/24	-60	-31	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
12 - PE/Env, PSE Preliminary Design	131		131		131	0		120	120	10
13- Final Design	268		268	33	268	0	17	219	252	16
15 - Procurement	120		120		120	0	21	94	94	26
16 - Construction	5,981		5,981	3,200	5,981	0	62	125	3,326	2,655
19 - Closeout	200		200		200	0			0	200
<b>Totals</b>	<b>6,700</b>	<b>0</b>	<b>6,700</b>	<b>3,233</b>	<b>6,700</b>	<b>0</b>	<b>101</b>	<b>559</b>	<b>3,793</b>	<b>2,907</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2021	1,000		1,000	25				24	49	951
FY 2022	0		0	140				193	333	618
FY 2023	5,700		5,700	3,069			101	342	3,411	2,907
<b>Totals</b>	<b>6,700</b>	<b>0</b>	<b>6,700</b>	<b>3,233</b>	<b>6,700</b>	<b>0</b>	<b>101</b>	<b>559</b>	<b>3,793</b>	<b>2,907</b>



South Base Switchgear Replacement & BEB Chargers Installation

FY23 Q3

Prj. ID: 100547

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)	(C)	(D=A+B+C)	(E)	(E=C-D)	
Measure W Sales Tax -(01024)	Local	6,700	0		6,700	6,700	0	
<b>Totals</b>		6,700	0	0	6,700	6,700	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Electrical equipment, such as the switchboards or the chargers, may be damaged, vandalized, or stolen, or otherwise compromised	-Samtrans PM to request the the Contractor's baseline schedule show equipment installation as close to energization date as possible -Samtrans PM to require that Contractor show protection measures in their baseline schedule -Contractor to secure the equipment amidst periods of no construction activity. Contractor to provide protection plan.
The 3000A Switchgear will arrive at the site noncompliant with the Contract Documents	Manufacturer and Technology international will provide quarterly manufacturing updates. The Project Manager and Infrastructure team will QC the updates to ensure product quality. SamTrans PM and Inspector will then inspect the final product upon delivery.
The long lead times for the Contractor-furnished 1200A Distribution Board "MDPO2", Automatic Transfer Switch, and 2000A Distribution Board "FRD" will delay the contract South Base Construction: The Project is delayed by the Contractor	The Project Manager to verify that the Contractor has selected the product that meets the performance specifications and the vendor with the least lead time. Contractor and Project Manager to develop a milestone & delivery schedule of long lead items. SamTrans PM to have weekly progress meetings and request 3-week lookahead schedules at each meeting. SamTrans PM and Infrastructure team to review the baseline schedule to see where improvements can be made
Delivery of the ABB Chargers and components is delayed	Infrastructure and Bus Maintenance Group to manage the delivery of chargers with Charger OEM.

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
The owner-furnished Switchgear delivery date was delayed	The production schedule was finalized and the Switchgear delivery date will be May 7, 2024.
South Base Construction Project's NTP has been delayed	Contractor is addressing SamTrans' comments and targetting breaking ground in late April 2023

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Anvil is preparing the resubmittal of the baseline schedule, time extension request, and narratives, per SamTrans' comments.
South Base Construction: SamTrans approved Anvil's shop drawings for the long-lead Contractor-furnished Items. ETA September 2024.
3000A Switchgear: finalized the production schedule for the 3000A switchgear. Estimated Delivery date will be May 7, 2024.
3000A Switchgear: C&P and Technology International made progress on negotiating the Agreement
South Base Construction: Anvil made progress on the administrative requirements.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

South Base Construction: Anvil to finalize the Baseline Scheudle, Scheudle of Values, and Phasing Plan.
3000A Switchgear: C&P and TI to finalize Agreement for Technology International Agreement. C&P and PM to establish LNTP.
South Base Construction: Anvil to submit all administrative items for required for NTP.
3000A Switchgear: Manufacturer to finalize "production" shop drawing and submit for SamTrans review and approval.

**Project Notes**

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ZEB Implementation and Deployment

FY23 Q3

Prj. ID: 100631

Project Manager: Liria Larano

SCOPE Summary

This FY22 Budget Request will provide comprehensive site analysis/design work to plan detailed construction documents for subsequent bidding. Construction of power infrastructure in phases to coincide w/bus deliveries through 2038; the front-end design must anticipate for system-wide new power feeds (PG&E substation), master control panels, smart energy management, excavation, cabling for power distribution, concrete islands for charging units, overhead canopies for final power delivery and panels for solar collection.

The FY22 Budget requests reflects the Design Phase only. Total estimated Project reflects design and construction for the overall embus Infrastructure Upgrade plus asphalt replaced with engineered concrete for South Base (critical for the Master

STATUS Summary

Phase:

Design

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 14,612,092	5.3%	22.0%	\$ 14,612,092

Schedule

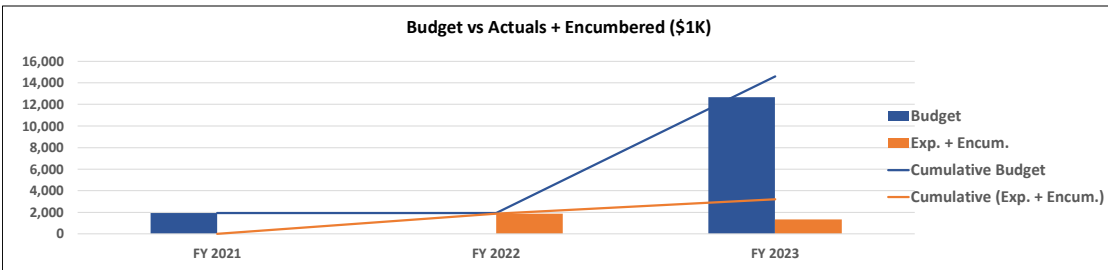
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Project Start	7/1/2021	07/01/21			0	0	
30% Design	07/01/21	07/01/21	04/30/22	04/30/22	0	0	Completed
End Environmental Phase			01/31/23	04/28/23	0	-87	CEQA obtained in Dec 2022- still waiting for NEPA
Final Design for Permanent Charging Infrastructure in SB	02/01/23	02/01/23	03/31/24	03/31/24	0	0	
Solicitation of CMGC for Charging Infrastructure in SB	03/01/23	03/01/23	08/15/23	08/15/23	0	0	
Pre Construction Phase for Charging Infrastructure in SB	09/01/23	09/01/23	06/30/24	06/30/24	0	0	
Long Lead Equipment Procurement for Charging Infrastructure in SB	01/01/24	01/01/24	04/01/25	04/01/25	0	0	
Construction of Permanent Charging Infrastructure in SB	08/01/24	08/01/24	07/31/26	07/31/26	0	0	
Close out	08/01/26	08/01/26	01/31/27	01/31/27	0	0	

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
11 - Planning/CD/Env	1,072		1,072	12	1,072	0	103	809	821	251
12 - PE/Env/PSE	3,687		3,687		3,687	0	171	275	275	3,412
13 - Final Design	4,037		4,037	508	4,037	0	230	919	1,427	2,610
15 - Procurement	96		96	0	96	0	21	41	41	55
16 - Construction	5,686		5,686	236	5,686	0	388	409	646	5,041
19 - Closeout	34		34	0	34	0		0	0	34
<b>Totals</b>	<b>14,612</b>	<b>0</b>	<b>14,612</b>	<b>757</b>	<b>14,612</b>	<b>0</b>	<b>914</b>	<b>2,453</b>	<b>3,210</b>	<b>11,402</b>

PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)

	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original (A)	Changes (B)	Current (C=A+B)	Committed (D)			Period	To Date		
FY 2021	1,926		1,926		1,926			0	1,926	
FY 2022			0	869	0			1,009	1,878	
FY 2023	12,686		12,686	-112	12,686		914	1,444	1,332	
<b>Totals</b>	<b>14,612</b>	<b>0</b>	<b>14,612</b>	<b>757</b>	<b>14,612</b>	<b>0</b>	<b>914</b>	<b>2,453</b>	<b>3,210</b>	





ZEB Implementation and Deployment

FY23 Q3

Prj. ID: 100631

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax - (01024)	Local	### ###	0		10,012	10,012	0	
FY22-71 ROW Repayment LCTOP (03958)	Fed.	4,600			4,600	4,600	0	
<b>Totals</b>		<b>#####</b>	<b>0</b>	<b>0</b>	<b>14,612</b>	<b>14,612</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
The charging technology is evolving rapidly	Use an alternative Project Delivery Method, instead of the traditional Design-Bid-Build Method, to allow the design to reflect up-to date charging technology. CM/GC delivery method was approved by
Insufficient in-house resources to manage future construction for the SB Charging Infrastructure for 37 BEBs	An RFP issued for Construction Management Services contract
The lead time for manufacturing electrical equipment has increased significantly to ongoing supply chain issues	Prioritize the design of electrical equipment with long lead delivery times to enable early procurement of the equipment

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Continue to finalize independent cost estimate and schedule for CM/GC contract

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Continue to finalize independent cost estimate and schedule for CM/GC contract
Identify long lead equipment

**Project Notes**

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NB Interim Charger Installation (Part of CP 100631)

FY23 Q3

Prj. ID: 100631-01

Project Manager: Jeff Shu

**SCOPE Summary**

**FY2022 The Scope of the Project includes the following:**  
 1) Remove and replace six (6) battery electric bus chargers with ten (10) universal battery electric bus chargers and pedestal dispensers.  
 2) modifications to the charger and dispenser foundations and wiring connections.

-----  
**FY2022 - The Scope was revised to delete the removal of the six (6) bus chargers and dispensers from the project. The Scope was also expanded to reconfigure the parking lot to accommodate a temporary hydrogen fueling station without reducing available BEB parking at North Base.**

**STATUS Summary**

Phase: Construction

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 664,389	80.5%	88.1%	\$ 664,389

**Schedule**

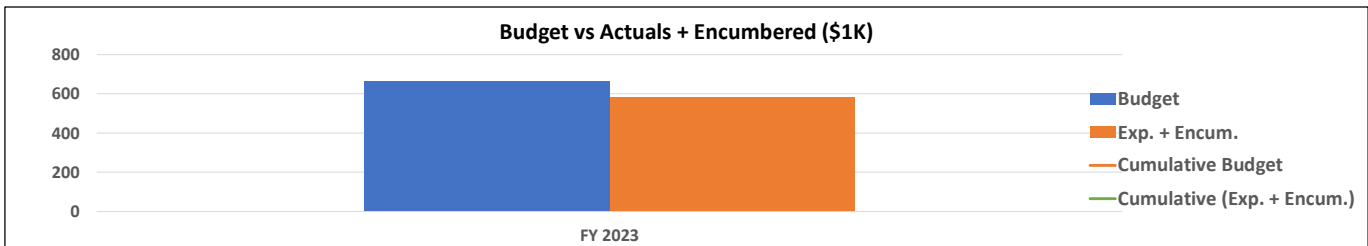
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
65% Design for NB Interim Chargers	05/01/22	03/16/22	06/30/22	06/17/22	46	13	Completed
13-Final Design	07/01/22	06/18/22	07/15/22	07/22/22	13	-7	Completed
15-Procurement for Construction Contract for NB Interim Chargers in NB	08/01/22	07/29/22	09/30/22	10/28/22	3	-28	Completed
16-Construction NB Interim Chargers Installation	10/01/22	10/31/22	02/28/23	04/27/23	-30	-58	In Progress. 7 days to be added due to CCO #4
19-Close out	03/01/23	04/28/23	08/28/23	10/25/23	-58	-58	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning/CD/Env			0		0	0		0	0	
12 - PE/Env/PSE			0		0	0		0	0	
13 - Final Design	29		29		29	0	29	29	0	
15 - Procurement			0		0	0		0	0	
16 - Construction	377	258	635	204	635	0	352	352	79	
19 - Closeout			0		0	0		0	0	
<b>Totals</b>	<b>406</b>	<b>258</b>	<b>664</b>	<b>204</b>	<b>664</b>	<b>0</b>	<b>352</b>	<b>381</b>	<b>585</b>	<b>79</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2023	406	258	664	204	664	0	352	381	585	79
<b>Totals</b>	<b>406</b>	<b>258</b>	<b>664</b>	<b>204</b>	<b>664</b>	<b>0</b>	<b>352</b>	<b>381</b>	<b>585</b>	<b>79</b>



NB Interim Charger Installation (Part of CP 100631)

FY23 Q3

Prj. ID: 100631-01

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred	Current	Activated Funding	Un-activated Funding	Comments
		Original	Changes					
		(A)	(B)					
Measure W Sales Tax - (01024)	Local	315	0		315	315	0	
<b>Totals</b>		<b>315</b>	<b>0</b>	<b>0</b>	<b>315</b>	<b>315</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
Contractor may be late on the final completion date	-Project manager to request recovery of the schedule. -Project manager to request mid-April commissioning date and expedited scheduling from ABB -Project manager and Contractor to commence preliminary punch list walk
Project is subject to ABB's schedule for Commissioning. ABB's Commissioning may cause delay of Substantial Completion	-Project manager to request mid-April commissioning date and expedited scheduling from ABB

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
Contractor is late on the Contract's Substantial Completion date.	-SamTrans Project Manager is scrutinizing the Contractor's remaining work activities. -Contractor's re-work is in progress -Contractor is attempting to recover schedule

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Contractor set and anchored all ten (10) universal charging stations: power cabinets, pedestals, and dispensers.
Contractor completed installation of the electrical cable and wiring (all 10 sets).
Contractor completed installation of the communication cable and wiring (all 10 sets), except for re-work of the interlock cable. Work is in progress
Contractor's testing and reporting of electrical systems is in progress.

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Contractor to recover schedule and complete re-work of non-compliant items
SamTrans Project Manager to prepare State of Readiness Report for ABB Commissioning
ABB Commissioning
CCO#4 to be fully executed
Contractor to request Substantial Completion.

**Project Notes**

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NB H2 Fueling Station for 10 FCEBs

FY23 Q3

Prj. ID: 100723

Project Manager: Liria Larano

**SCOPE Summary**

The District is working towards transitioning the SamTrans fleet of 319 fixed-route vehicles to zero-emission technologies by 2034. In pursuit of this goal, SamTrans developed a transition plan that replaces diesel buses with battery-electric buses (BEBs). As the zero-emission bus (ZEB) market has matured, hydrogen fuel cell electric buses (FCEBs) have become more prevalent in the industry because FCEBs have longer driving ranges and shorter fueling times than the range and charging time of BEBs. Because of the operational advantages of FCEBs, SamTrans has purchased ten FCEBs for a demonstration program. This Project will provide hydrogen fuel (Services) and/or design and construction services for the Interim Hydrogen Fueling Solution.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	<span style="color: green;">●</span>	N/A	N/A
Previous	N/A	N/A	N/A

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ -	4.0%	N/A	N/A

**Schedule**

Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Solicitation for H2 services contract	10/1/2022	10/1/2022	5/15/2023	5/15/2023	0	0	
Manufacturing H2 mobile station	5/16/2023	5/16/2023	1/31/2024	1/31/2024	0	0	

Budget is pending request Budget Authority at the May Board Meeting

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning			0		0	0		0	0	
12 - PE/Env/PSE			0		0	0		0	0	
13 - Final Design			0		0	0		0	0	
15 - Procurement			0		0	0		0	0	
16 - Construction			0		0	0		0	0	
<b>Totals</b>	0	0	0	0	0	0	0	0	0	

Budget is pending request Budget Authority at the May Board Meeting

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion E	Variance (F=C-E)	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2023			0				0	0	0	
<b>Totals</b>	0	0	0	0	0	0	0	0	0	

**Budget vs Actuals + Encumbered (\$1K)**



North Base Facility Modifications for 10FCEBs

FY23 Q3

Prj. ID: 100723

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original	Changes					
		(A)	(B)					
General Capital Fund (01050)	Local				0		0	
<b>Totals</b>		0	0	0	0	0	0	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
No risk at this point	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
No issue at this point	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Issued RFP for interim H2 solution

**KEY ACTIVITIES - Next Reporting Month (top 5)**

Evaluating proposals for interim H2 Solution RFP

**Project Notes**

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North Base Facility Modifications for 10FCEBs

FY23 Q3

Prj. ID: 100723-01

Project Manager: Yoko Watanabe

**SCOPE Summary**

The District is working towards transitioning the SamTrans fleet of 319 fixed-route vehicles to zero-emission technologies by 2034. In pursuit of this goal, SamTrans developed a transition plan that replaces diesel buses with battery-electric buses (BEBs). As the zero-emission bus (ZEB) market has matured, hydrogen fuel cell electric buses (FCEBs) have become more prevalent in the industry because FCEBs have longer driving ranges and shorter fueling times than the range and charging time of BEBs. Because of the operational advantages of FCEBs, SamTrans has purchased ten FCEBs for a demonstration program. This Project will design and construct the modifications to the existing facility at the maintenance Bays 13, 14, 15, and 16 in North Base Building 100 and other associated facilities in North Base that can cater to FCEBs and ensure the safety of the maintenance personnel.

**STATUS Summary**

Phase: Planning

Month	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

Budget	Schedule % Compl.	Exp. + Encum. (%)	Estimate At Completion
\$ 300,000	12.7%	96.8%	\$300,000

**Schedule**

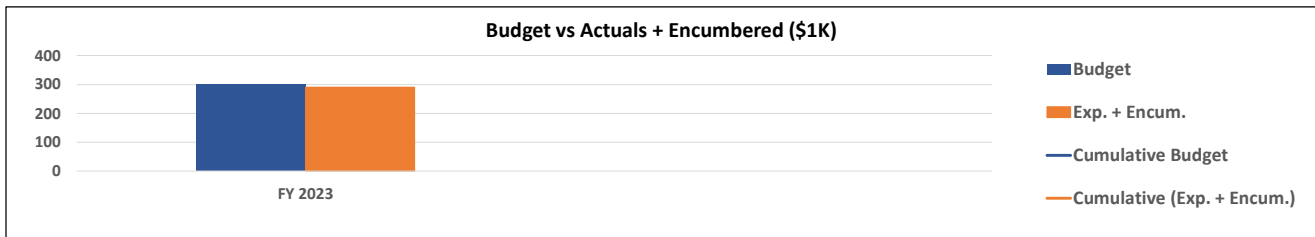
Summary Activities	Baseline Start	Est. or Act. Start	Baseline Completion	Est. or Act. Completion	Start Variance (Days)	Completion Variance (Days)	Comments
	(A)	(B)	(C)	(D)	(E= A-B)	(F= C-D)	
Kick Off Meeting and Work Program	9/1/2022	9/1/2022	9/9/2022	9/9/2022	0	0	On time
On-Site Assessment & Review CTEs Recommendations	9/12/2022	9/12/2022	9/20/2022	9/20/2022	0	0	On time
Develop a List of Modifications	9/21/2022	9/21/2022	11/3/2022	11/3/2022	0	0	Moving forward according to the schedule
35% Design Development	10/4/2022	10/4/2022	11/4/2022	11/4/2022	0	0	Completed
95% Design Development	11/5/2022	11/5/2022	12/23/2022	1/24/2023	0	-32	Change in submission date to 6 January 2023
IFB Design Development	12/24/2022	1/25/2023	1/19/2023	1/31/2023	-32	-12	Completed in time
Procurement	1/20/2023	2/1/2023	7/19/2023	7/31/2023	-12	-12	
Construction	07/20/23	08/01/23	07/19/24	07/31/24	-12	-12	
Closeout	07/19/24	07/31/24	10/17/24	10/29/24	-12	-12	

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of \$)**

Activity	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
11 - Planning	104		104		104	0		104	104	0
12 - PE/Env/PSE	117		117	29	117	0		88	117	0
13 - Final Design	60		60	26	60	0	27	34	60	0
15 - Procurement	19		19		19	0	7	9	9	10
16 - Construction			0		0	0			0	0
<b>Totals</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>55</b>	<b>300</b>	<b>0</b>	<b>34</b>	<b>236</b>	<b>290</b>	<b>10</b>

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of \$)**

FY	Budget				Estimate at Completion	Variance	Expended		Exp. + Encum.	Cumulative Available Balance
	Original	Changes	Current	Committed			Period	To Date		
	(A)	(B)	(C=A+B)	(D)						
FY 2023	300		300	55			34	236	290	10
<b>Totals</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>55</b>	<b>300</b>	<b>0</b>	<b>34</b>	<b>236</b>	<b>290</b>	<b>10</b>



North Base Facility Modifications for 10FCEBs

FY23 Q3

Prj. ID: 100723-01

**FUNDING (in thousands of \$)**

Fund Source	Type	Board Approved		Transferred (C)	Current (D=A+B+C)	Activated Funding (E)	Un-activated Funding (E=C-D)	Comments
		Original (A)	Changes (B)					
		General Capital Fund (01050)	Local					
<b>Totals</b>		<b>300</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>0</b>	

**RISKS (events that could happen and have a negative impact on the project cost/schedule, in order of priority)**

Risk	Mitigation
No Risk at this stage. All is on schedule.	

**ISSUES (Risks that are materialized, in order of priority)**

Issue	Status
None	

**KEY ACTIVITIES - Current Reporting Month (top 5)**

Pre-bid meeting/Site Walk
Questions from Vendors in
Answers to Vendors' Questions in
Bids opened

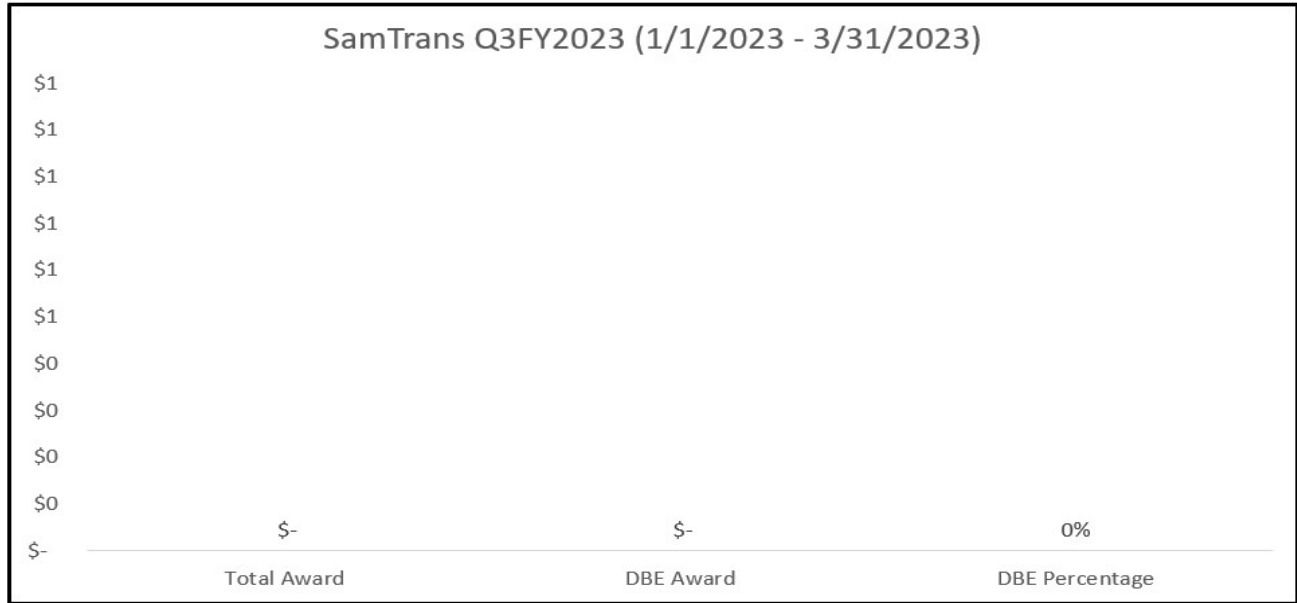
**KEY ACTIVITIES - Next Reporting Month (top 5)**

Bid (one) evaluation process

**Project Notes**

One bid was submitted
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# SamTrans Award



Note: The overall triennial DBE goal for Federal Fiscal Year 2023-25 is 4.68%. There was no Federal or DBE award for Q3FY2023.



## Appendix B - Definition of Terms

### Accruals

An estimated or known cost for the work performed, equipment, or materials received, through the current reporting period that hasn't been recorded in the financial system as expended.

### Activated Funding (in Funding)

The portion of the total approved project funding that is available and ready to be expended. See Un-activated Amount and Board Approved.

### Allocated Contingency

Portion of the project contingency budget allocated to contracts or specific types of work for identified project risks. See Contingency and Unallocated Contingency.

### Baseline

The currently approved plan that includes the project scope, budget and schedule. Performance indicators are calculated by comparing the current progress against the planned progress according to the baseline.

### Baseline Completion (in Milestone Schedule)

The milestone planned date of completion in the currently assigned project baseline.

### Board Approved (in Funding)

The funding approved by the Board for the completion of the project. It includes approved current and previous years capital budgets and capital budget amendments.

### Board Authorized (in Major Contracts)

The budget amount approved by the Board of Directors for a particular contract. Includes contingency.

### Budget Changes (in Project Budget/Estimate at Completion)

Changes to the original budget that have been approved by management through the change management process.

### Budget Original (in Project Budget/Estimate at Completion)

The budget approved in the first or original project baseline.

### Committed

The amount of authorized contracts, P.O.s, agreements, settlements, or other instruments that obligate the District to expend project funds.

### Completion (in Milestone Schedule)

The current estimated or actual date of completion for a milestone.

### Contingency

An estimated amount based on the uncertainty and risk to cover unforeseen events during the course of the project. See Unallocated and Allocated Contingency.

### Contract Change Orders (CCOs)

Contract budget changes approved through the change management process.

### Current Contract Amount

This is the original contract amount plus any approved Contract Change Orders (CCOs). The current contract amount is the approved obligation to the construction contractor. Does not include any contingency approved for the contract.

### Expended + Accruals

The project or contract costs that have been recorded in the financial system plus the accrual cost for the work performed through the current period. See Accruals.

### High Likelihood Risks (in Contingency)

Project risks that have a high likelihood to result in changes.

### In-Process CCOs (In-Process Contract Change Orders)

Contract Change Orders pending approval.

**In-Process Changes**

Project Change Orders pending approval. Includes CCOs.

**Interfaces**

Refers to points of connection to other projects, programs, or other entities that if not managed may lead to conflicts and issues.

**Issues**

Events that are occurring or have already occurred that have negative consequences for a project, that are recoverable or can be mitigated in some way.

**Key Activities**

Lists activities performed in the current month and activities anticipated for next month.

**Milestone Schedule**

Lists the project's significant events or important achievements in the project lifecycle. It is considered a high level summary schedule for the project.

**Notable Issues**

Most important project issues that are currently affecting the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Notable Risks**

Most important project risks that may impact the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Phase**

Refers to the current project phase. For the Capital Program, the project phases are: Planning, Preliminary Design, Final Design, Procurement, Construction, Closing, Closed.

**Potential and In-Process Changes**

Change Orders where impacts are being evaluated or determined, or Change Orders in process for approval. Includes Contract Change Orders.

**Resolution Date (in Notable Issues)**

The latest date an issue needs to be resolved before it begins to affect the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Risks**

Events or uncertain conditions that, if they occur, have a negative or positive impact in the project's objectives.

**Safety Incidents**

Reported safety incidents related to the execution of project work, that occurred during the reporting period.

**Scope Summary**

High level description of the objectives and principal deliverables of the project.

**Type I Incidents (in Safety)**

Near Miss or incident requiring written report based on contract requirements.

**Type II Incidents (in Safety)**

Injury of worker or passenger requiring a report to the Federal Railroad Administration.

**Type of Work**

Categories defined for classifying project costs.

**Un-activated Amount (in Funding)**

Portion of the Board Approved funding for the project that has not been Activated. See Activated Funding.

**Unallocated Contingency**

Portion of total project contingency budget to account for Unknown Risks.

**Unknown Risks**

Unidentified risks that have not been accounted for and are included in the Unallocated Contingency budget.

**San Mateo County Transit District  
Staff Report**

To: Board of Directors  
Through: April Chan, General Manager/CEO  
From: Kate Jordan Steiner, Chief Financial Officer  
Subject: **Acceptance of Quarterly Fuel Hedge Update**

**Action**

Staff proposes the Board review, accept, and enter into the record the report providing an update on the implementation of a fuel hedge strategy for the District.

**Significance**

The purpose of this report is to provide an update on the implementation and performance status of the Fuel Hedging Program (Program) established for the District.

Under this Program, staff will continue to work with Linwood Capital, LLC in order to:

- Purchase new fuel hedge contracts for the upcoming fiscal year as market conditions allow.
- Maintain the size of the hedge in order to protect District's fuels budget against volatile price movements in the diesel fuel market.

**Budget Impact**

There is no impact on the budget.

**Background**

The Program implemented for the District is designed to minimize large budget variances resulting from the volatility of diesel fuel prices. An effective hedging strategy can increase budget certainty and facilitate a more effective utilization of budgetary resources. The purpose of the Program is not to speculate on the price of fuel but to manage risk, particularly as it relates to the District's annual budget.

**FY 2023**

- As of March 31st, the fuel hedging program had realized net gains of \$578,880 for the time period July 2022 through March 2023 – the first three quarters of FY 2023. This is approximately \$0.54 per gallon of realized gain for the first three quarters of FY 2023. The approximate cost of fuel before taxes and fees and after the effect of the hedge is \$3.21 per gallon from July 2022 through March 2023.
- Additionally, for the remainder of FY 2023, the hedge currently reflects unrealized loss of \$(174,266) which is \$(0.50)/gallon on all gallons April 2023 through June 2023. This assumes projected consumption of 345,732 gallons for the remainder of FY 2023.

- For the remainder of FY 2023, approximately 97% (89% after tax) of the anticipated fuel usage through June 2023 is hedged at an average price of \$3.34/gallon, excluding taxes and fees (\$4.04 with taxes and fees), versus a currently planned budget estimate of \$2.93/gallon, excluding taxes and fees.
- The remaining un-hedged gallons for FY 2023 through June 2023 have a projected cost of \$2.82/gallon as of 3/31/23 excluding taxes and fees (\$3.47 with tax and fees).
- Expected weighted average cost of all gallons for April through June 2023 including hedging excluding taxes and fees is \$3.32/gallon and including taxes and fees is \$3.98/gallon as of 3/31/2023.
- Total dollar budget for fuel for FY 2023 is \$4,175,338 based on \$2.93 per gallon before tax and fees and estimated total consumption of 1,386,728 gallons. Estimated total cost before tax and fees and after hedging for the entirety of FY 2023 as of 3/31/23 is estimated to be \$4,618,160 or \$3.24 per gallon. The current expected FY 2023 budget deficit is \$(442,822).

#### FY 2024

- For FY 2024, there is currently an unrealized loss of \$(134,249) which is \$(0.09)/gallon on all projected gallons July 2023 through June 2024. This assumes projected consumption of 1,491,795 gallons for FY 2024.
- For FY 2024, approximately 87% (80% after tax) of the anticipated fuel usage during FY 2024 is hedged at an average price of \$2.88/gallon excluding taxes and fees (\$3.51/gallon with taxes and fees) versus a currently planned budget estimate of \$4.21/gallon, excluding taxes and fees.
- The remaining un-hedged gallons for FY 2024 have a projected cost of \$2.77 excluding taxes and fees (3.39 with tax and fees) as of 3/31/23.
- For FY 2024, the expected weighted average cost of all gallons net of hedge and excluding tax and fees is \$2.86/gallon and including taxes and fees is \$3.48/gallon.
- Total dollar budget for fuel for FY 2024 is \$6,280,457 based on \$4.21 per gallon before tax and fees and estimated total consumption of 1,491,795 gallons. The estimated total cost before tax and fees and after hedging for FY 2024 as of 3/31/23 is \$4,260,133 or \$2.85 per gallon. The current expected budget surplus for FY 2024 is \$2,020,324.

Prepared By: Connie Mobley-Ritter

Director, Treasury

650-508-7765

**San Mateo County Transit District  
Staff Report**

To: Board of Directors  
Through: April Chan, General Manager/CEO  
From: Kate Jordan Steiner, Chief Financial Officer  
Subject: **Authorize Execution of Contracts and Amendments for Information Technology Licenses, Maintenance Services and Professional Services, and for Technology-related Products and Services Through Piggyback Contracts and Cooperative Purchasing Programs**

**Action**

Staff recommends the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Authorize the General Manager/CEO or designee to execute contracts exceeding \$250,000 for:
  - a. Technology systems equipment and related services through District-approved cooperative purchasing programs and piggyback contracts to meet the District's technology equipment and services requirements, pursuant to the terms and conditions of each cooperative purchasing program vendor agreement or piggyback agreement, and to the extent that each cooperative purchasing program, each vendor agreement and each piggyback contract fully complies with the District's statutory procurement authority and procurement policy;
  - b. New or additional software licenses or license renewals, maintenance, product support, or related professional services through original equipment manufacturers, product licensors, or their authorized distributors or consultants, to permit continued effective use and upkeep of District-owned information technology, hardware and software;
  - c. Professional and staff augmentation services for information technology, pursuant to the District's procurement authority and policy;
  - d. Expansion or modification of previously competitively-procured proprietary software from an original provider when the original provider is the only source of such software and/or related services.
2. Authorize the General Manager/CEO or designee to execute all necessary purchase orders, contracts and other documents, including but not limited to agreements to participate in cooperative purchasing programs, and take such other actions as may be necessary to give effect to the above action;
3. Direct staff to provide a report to the Board on a quarterly basis advising of actions taken pursuant to the authority granted in the resolution; and
4. Establish an aggregate, not-to-exceed, limit of \$8 million for Fiscal Year (FY) 2024 for contracts authorized pursuant to the resolution.

### **Significance**

Recurring maintenance, support and license agreements are, by their nature, repetitive and routine, and are required to ensure the continued and effective operation of information technology assets owned by the District. The sole source purchase of additional modules to existing software or professional services to modify existing proprietary software will allow the District's changing business needs to be met in a timely manner.

Approval of this contracting authority will allow the District to pay for new software licenses, maintenance and support services, recurring maintenance services, additional licenses, license renewal fees, and professional services for proprietary software greater than the standard Board-approved contract authority threshold without bringing individual actions individually before the Board for approval.

Delegating this authority expedites the District's ability to continue needed operations and services in the management of the District and reduces the time and resources otherwise required to obtain individual Board approval of such support and license agreements.

Further, this authority will provide the District with a cost-effective means to support its standardization policy and provide the latest technology and related services through the use of cooperative purchasing programs and other governmental entities' contracts (piggyback contracts). Contracts issued under this authority will address the District's requirements for equipment, hardware, software, services, licensing, maintenance agreements, and programmed replacement of equipment that has reached the end of its useful life or has become unsuited to address the District's future needs.

This delegation would not eliminate the requirement that all other procurement policies and procedures be followed. A quarterly report indicating contracts awarded during the prior quarter will be submitted to the Board.

### **Budget Impact**

Funds for these purchases are programmed in the proposed FY 2024 Operating and Capital Budgets.

### **Background**

Since 2010, the Board has granted the General Manager/CEO or designee authority to exceed the standard Board-approved contract authority threshold for technology related purchases under certain conditions. Previously, the Board approved by resolution two separate delegations of contract authority: one related to recurring technology contracts and one related to cooperative agreements/piggyback contracts. This year, the two requests have been combined into a single resolution.

The District has an ongoing need to refresh technology that supports all business operations. Some of the required equipment includes:

- personal computers,
- telecommunications equipment,
- digital reprographic equipment,

- computer peripherals,
- server and network hardware,
- software,
- maintenance and support services,
- installation and configuration services,
- temporary technology consultants, and
- other related technology services.

On an annual basis, the equipment purchases and service contracts must be renewed. These renewals are usually routine, predictable, and generally competitively procured. Software and hardware are typically sold with licenses and maintenance agreements that require periodic renewal. Failing to renew maintenance support means loss of software updates, and problems obtaining resolution assistance and repair services typically needed to keep a product in good operating order. In some cases, the product may not be legally used if maintenance and license renewals have not been obtained.

The types of licensing and maintenance agreements contemplated are generally unobtainable under any other method because they are proprietary to the manufacturers of the software. Similarly, many manufacturers do not allow third parties to access source code or to provide services. As a result, professional services to upgrade, modify, or add to existing software must be performed by the original manufacturer.

District assets requiring payment of recurring annual or multi-year maintenance services, support and license fees over \$250,000 that may need to be accommodated in FY 2024, outside of cooperative purchase agreements or other pre-existing contracts include, but are not necessarily limited to:

- Oracle PeopleSoft ERP (Finance, Budget, and Human Capital Management) and Database
- Microsoft applications
- Genfare (Fare box maintenance)
- CONDUENT/Orbital Hardware and Software Maintenance and Support
- Cisco Smartnet Maintenance
- WIPRO PeopleSoft Hosting and Support Services
- Hastus Maintenance, Support and Hosting Services
- Trapeze
- Qualtrics Core XM

Contracts issued by individual governmental entities that allow other jurisdictions to use the contract they establish are called piggybacking contracts because they allow the agency to “piggyback” on the other governmental entities' solicitation process, contract terms and pricing.

Various cooperative purchasing programs and piggyback purchasing are available to provide these products and services. Special districts are given statutory permission to procure competitively priced goods and services arising out of these vendor agreements. The Federal Government's own General Services Administration Schedules (also referred to as Multiple

Award Schedules and Federal Supply Schedules) also can be utilized. By utilizing such cooperative purchasing and piggyback contracts, the District saves considerable time and expense associated with independent procurements, which would be unlikely to yield more favorable pricing or service. The District, when possible, will use cooperative agreements or piggyback on to contracts negotiated by other agencies. The available cooperative agreements may include, but are not limited to:

- California Integrated Information Network (CALNET)
- Sourcewell
- State of California Department of General Services (DGS)/California Multiple Award Schedule (CMAS)
- National Association of State Procurement Officials (NASPO) Valuepoint
- National Cooperative Procurement Partners (NCPP)
- Federal General Services Administration (GSA)
- OMNIA Partners
- National Cooperative Purchasing Alliance (NCPA)
- The Interlocal Purchasing System (TIPS Purchasing Cooperative)

Contracts will be executed only with vendors whose contracts were awarded under a cooperative buying agreement on a basis that complies with the District's statutory procurement authority and policy. Other cooperative purchasing consortia may be added to this program for acquisition of technology items during FY 2024 but only to the extent each fully complies with the District's statutory procurement authority and policy.

If the Board does not approve this action, issuance of contracts for new and recurring maintenance and continued operation of assets like these would need to be brought individually before the Board for approval.

Prepared By:	Linda Tamtum	Contract Administrator (IT)	650-508-7933
	Michael Salazar	IT Operations Manager	650-551-6196



**Resolution No. 2023-**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Authorizing Execution of Contracts and Amendments for Information Technology Licenses, Maintenance Services and Professional Services, and for Technology-related Products and Services Through Piggyback Contracts and Cooperative Purchasing Programs for an Aggregate Not-to-exceed Amount of \$8 Million for Fiscal Year 2024**

**Whereas**, the San Mateo County Transit District (District) will require personal computers, computer peripherals, telecommunications equipment, reprographic equipment, servers, switches, maintenance agreements, software licensing, continuing product support and licenses, technology consulting, and other related services throughout Fiscal Year (FY) 2024 in order to replace equipment that has reached the end of its useful life and to meet the District's current and emerging technology needs; and

**Whereas**, the District desires to standardize procurement of the aforementioned equipment and services in the most cost-effective manner; and

**Whereas**, participating in cooperative purchasing consortia, as well as piggybacking on other agencies' procurements, allows the District to procure favorably-priced technology systems equipment and related services; and

**Whereas**, the Districts' software licenses, maintenance and support agreements are, by their nature, repetitive and routine; and

**Whereas**, the District requires professional services necessary to expand or modify previously competitively-procured proprietary software when an original provider is the only source of such services; and

**Whereas**, the District also requires Information Technology (IT) staff augmentation services to support IT-specific projects; and

**Whereas**, staff recommends the District participate in cooperative purchasing consortia and piggyback purchasing, to the extent that such programs fully comply with the District's statutory procurement authority and policy; and

**Whereas**, staff also recommends that the General Manager/CEO or designee be authorized to enter into contracts that exceed \$250,000 with vendors under District-approved cooperative purchasing programs and piggyback purchasing to meet the District's personal computer/server, telecommunications, and other related technology equipment and professional service requirements for FY 2024, pursuant to the terms and conditions of each cooperative purchasing program's vendor agreements or piggyback agreement; and

**Whereas**, staff further recommends that the General Manager/CEO or designee be authorized to execute contracts that exceed \$250,000 with original equipment manufacturers, product licensors, and their authorized distributors and consultants, and IT professional services and staff augmentation to meet the District's technology requirements for FY 2024, pursuant to the District's statutory procurement authority and procurement policy; and

**Whereas**, finally, staff recommends capping the purchasing authority established by this Resolution at an aggregate, not-to-exceed amount of \$8 million for FY 2024.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby:

1. Authorizes the General Manager/CEO or designee to execute contracts exceeding \$250,000 for:

- a. Technology systems equipment and related services through District-approved cooperative purchasing programs and piggyback contracts to meet the District's technology equipment and services requirements, pursuant to the terms and conditions of each cooperative purchasing program vendor agreement or piggyback agreement, and to the extent that each cooperative purchasing program, each vendor agreement and each piggyback contract fully complies with the District's statutory procurement authority and procurement policy;
  - b. New or additional software licenses or license renewals, maintenance, product support, or related professional services through original equipment manufacturers, product licensors, or their authorized distributors or consultants, to permit continued effective use and upkeep of District-owned information technology, hardware and software;
  - c. Professional and staff augmentation services for information technology, pursuant to the District's procurement authority and policy;
  - d. Expansion or modification of previously competitively-procured proprietary software from an original provider when the original provider is the only source of such software and/or related services.
2. Authorizes the General Manager/CEO or designee to execute all necessary purchase orders, contracts and other documents, including but not limited to agreements to participate in cooperative purchasing programs, and take such other actions as may be necessary to give effect to the above action;
  3. Directs staff to provide a report to the Board on a quarterly basis advising of actions taken pursuant to the authority granted in the resolution; and
  4. Establishes an aggregate, not-to-exceed, limit of \$8 million for Fiscal Year (FY) 2024 for contracts authorized pursuant to the resolution.

Regularly passed and adopted this 7th day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

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Chair, San Mateo County Transit District

Attest:

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District Secretary

**San Mateo County Transit District  
Staff Report**

To: Board of Directors  
Through: April Chan, General Manager/CEO  
From: Kate Jordan Steiner, Chief Financial Officer  
Subject: **Authorize the Filing of an Application to Receive Transit Performance Initiative Program Funds for the El Camino Real Mid-County Transit and Multimodal Corridor Plan**

**Action**

Staff proposes the Board of Directors authorize the General Manager/CEO or her designee to:

1. Execute and file a Transit Performance Initiative (TPI) funding application with the Metropolitan Transportation Commission (MTC) for a total of \$407,000 for the El Camino Real Mid-County Transit and Multimodal Corridor Plan; and
2. Commit a total of up to \$53,000 in local matching funds; and
3. Take such actions as may be necessary, including executing any agreements, certifications and assurances or other documentation required for the San Mateo County Transit District (District) to receive the TPI funds.

**Significance**

In October 2022, the MTC released the TPI 2022-2023 Call for Projects to fund planning and capital investments to improve operations and customer experience on major transit corridors and systems. District staff applied for and MTC awarded \$407,000 to support the El Camino Real Mid-County Transit and Multimodal Corridor Plan (Project) will integrate SamTrans' transit priority capital improvement vision with local visions for bicycle facilities, pedestrian improvements, parking, and travel lanes along El Camino Real, in the cities of San Mateo, Belmont, and San Carlos. This will result in comprehensive conceptual level designs, developed in partnership with cities and local communities, for improving transit performance.

The Project will build on the conceptual planning work completed as part of the SamTrans El Camino Real Bus Speed and Reliability Study (ECR Study) in 2022. The ECR Study was a focused look at bus travel time and reliability challenges and produced a transit capital improvement vision that will improve the speed and reliability of transit. The vision includes specific operational and infrastructure treatments for each city along the corridor in San Mateo County, including bus bulbs, queue jumps, and bus lanes, which are low-cost and effective transit priority solutions that can be advanced quickly.

In order for the District to receive the funds, MTC requires the Board of Directors adopt a resolution, in a form approved by the MTC, authorizing the filing of an application for TPI funds, committing any necessary matching funds and stating the assurance to complete the project.

**Budget Impact**

The TPI funds and the required local match are included in the proposed Fiscal Years 2024 and 2025 Operating Budget. The required local match is a minimum of 11.47 percent, or \$53,000.

**Background**

The TPI Program, administered by the MTC, provides competitive grant funds to the region's transit operators for planning studies or capital projects that aim to improve ridership and/or productivity.

Prepared By: Lisha Mai      Manager, Grants and Fund Programming      (650) 508-6353

**Resolution No. 2023-**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Authorize the Filing of an Application for Transit Performance Initiative  
Program Funds for the El Camino Real Mid-County Transit and Multimodal  
Corridor Plan**

**Whereas**, the San Mateo County Transit District (herein referred to as Applicant) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$407,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as Regional Discretionary Funding) for the El Camino Real Mid-County Transit and Multimodal Corridor Plan (herein referred to as Project) for the MTC Transit Performance Initiative Program (herein referred to as Program); and

**Whereas**, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the Federal Transportation Act) including, but not limited to the STP (23 U.S.C. § 133), the CMAQ (23 U.S.C. § 149) and the TA set-aside (23 U.S.C. § 133); and

**Whereas**, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code § 14527, provide various funding programs

for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

**Whereas**, pursuant to the Federal Transportation Act, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

**Whereas**, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

**Whereas**, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of Regional Discretionary Funding; and

**Whereas**, Applicant is an eligible sponsor for Regional Discretionary Funding; and

**Whereas**, as part of the application for Regional Discretionary Funding, MTC requires a resolution adopted by the responsible implementing agency stating the following:

1. the commitment of any required matching funds; and
2. that the sponsor understands that the Regional Discretionary Funding is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional Regional Discretionary Funding; and
3. that the Project will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and



4. the assurance of the sponsor to complete the Project as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
5. that the Project will have adequate staffing resources to deliver and complete the Project within the schedule submitted with the project application; and
6. that the Project will comply with all project-specific requirements as set forth in the Program; and
7. that Applicant has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by Applicant; and
8. in the case of a transit project, the Project will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region; and

**Whereas**, that Applicant is authorized to submit an application for Regional Discretionary Funding for the Project; and

**Whereas**, there is no legal impediment to Applicant making applications for the funds; and

**Whereas**, there is no pending or threatened litigation that might in any way adversely affect the proposed Project, or the ability of Applicant to deliver such Project; and

**Whereas**, the Applicant authorizes its General Manager/CEO, or her designee, to execute and file an application with MTC for Regional Discretionary Funding for the Project as referenced in this resolution; and

**Whereas**, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District, hereby authorizes the General Manager/CEO, or her designee, to execute and file an application for funding for the El Camino Real Mid-County Transit and Multimodal Corridor Plan for Regional Discretionary Funding under the Federal Transportation Act or continued funding; and

**Be It Further Resolved** that Applicant will provide any required matching funds; and

**Be It Further Resolved** that Applicant understands that the Regional Discretionary Funding for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the Applicant from other funds, and that Applicant does not expect any cost increases to be funded with additional Regional Discretionary Funding; and

**Be It Further Resolved** that Applicant understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and Applicant has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective CMA, MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that

may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by Applicant; and

**Be It Further Resolved** that Project will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and

**Be It Further Resolved** that Applicant has reviewed the Project and has adequate staffing resources to deliver and complete the Project within the schedule submitted with the project application; and

**Be It Further Resolved** that Project will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the Program; and

**Be It Further Resolved** that, in the case of a transit project, Applicant agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and

**Be It Further Resolved** that Applicant is an eligible sponsor of Regional Discretionary Funding funded projects; and

**Be It Further Resolved** that Applicant is authorized to submit an application for Regional Discretionary Funding for the Project; and

**Be It Further Resolved** that there is no legal impediment to Applicant making applications for the funds; and

**Be It Further Resolved** that there is no pending or threatened litigation that might in any way adversely affect the proposed Project, or the ability of Applicant to deliver such Project; and

**Be It Further Resolved** that Applicant authorizes its General Manager/CEO, or her designee to execute and file an application with MTC for Regional Discretionary Funding for the Project as referenced in this resolution; and

**Be It Further Resolved** that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and

**Be It Further Resolved** that the MTC is requested to support the application for the Project described in the resolution, and if approved, to include the Project in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

Regularly passed and adopted this 7th day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

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Chair, San Mateo County Transit District

Attest:

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District Secretary

**Resolution No. 2023-**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Recognizing Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Pride Month and  
Reaffirming a Commitment to Diversity, Equity, Access, and Inclusion**

**Whereas**, the San Mateo County Transit District (District) cherishes the value and dignity of every person and appreciates the importance of equality, freedom, and acceptance; and

**Whereas**, the District denounces prejudice and unfair discrimination based on age, gender identity, gender expression, race, color, religion, marital status, national origin, sexual orientation, or physical attributes as an affront to our fundamental principles; and

**Whereas**, the District recognizes the long history of inequity in its own transit industry that has excluded, targeted or oppressed people due to their color, race, national origin, gender identity or expression, income, housing status, sexual orientation, disability status, and immigration status; and

**Whereas**, the first Pride march for Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) people and communities was held on June 28, 1970, on the one-year anniversary of the Stonewall Uprising in New York City, when LGBTQ+ people and allied friends rose and fought against constant police harassment and discriminatory laws that have since been declared unconstitutional; and

**Whereas**, Pride celebrations have grown and diversified in the decades that followed, including with designation of June as LGBTQ Pride Month in the mid-1990s; and

**Whereas**, this year the District will be wrapping a SamTrans bus with a *Ride with Pride* logo and entering the bus into the Half Moon Bay CoastPride Parade on June 11, where employees will be walking in the parade and giving away Pride-themed sunglasses; and

**Whereas**, the District will continue to strive to make our transportation services and programs accessible and open to all individuals, and to protect the most vulnerable among us; and

**Whereas**, the District believes that working to ensure the public sector serves the public good, and advances equity, diversity and inclusion in its policies, programs and practices, is critical to the success of our transportation services, and benefits our communities and our society; and

**Whereas**, in honor of Pride Month, the District Board of Directors recognizes the resilience and determination of LGBTQ+ people who are fighting to live freely and authentically.

**Now, Therefore, Be It Resolved** that the San Mateo County Transit District Board of Directors celebrates LGBTQ Pride Month for LGBTQ+ people and communities, and reaffirms its commitment to diversity, equity, access, and inclusion.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Chair, San Mateo County Transit District

Attest:

\_\_\_\_\_  
District Secretary

**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO



## Memorandum

**Date:** May 31, 2023  
**To:** SamTrans Board of Directors  
**From:** April Chan, General Manager/CEO  
**Subject:** General Manager/CEO Report

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### Ridership Recovery

SamTrans fiscal year-to-date total trips for the nine months ending March 31, 2023, was 74.6 percent of its ridership compared to the same nine months prior to the pandemic. SamTrans ridership recovery compares favorably with the local peer agencies, out-of-state bus public transportation agencies, and with the national bus ridership average of 72.5 percent. Most recently, Saturday ridership is roughly 90 percent of pre-COVID ridership levels and Sundays have reached **96** percent.

	Total Trips 9 Months pre-COVID	Total Trips 9 Months thru March 2023	YTD Recovery Rate	One-month Recovery Rate March 2023
<b>SamTrans</b>	8,327,600	6,210,561	<b>74.6%</b>	<b>82.0%</b>
<b>AC Transit</b>	41,317,506	25,614,699	62.0%	68.2%
<b>SFMTA</b>	157,548,602	95,223,785	60.4%	63.4%
<b>VTA</b>	20,670,713	14,124,327	68.3%	72.1%
<b>Dallas</b>	28,204,315	17,028,113	60.4%	68.8%
<b>Seattle - King</b>	91,037,604	51,156,404	56.2%	61.2%
<b>Chicago</b>	179,180,319	110,721,721	61.8%	66.6%
<b>Atlanta</b>	39,168,799	23,774,784	60.7%	64.9%
<b>New York MTA</b>	539,933,187	373,493,375	69.2%	70.9%
<b>National Bus</b>	3,418,842,454	2,354,595,103	68.9%	72.5%
<b>Caltrain</b>	14,022,841	3,728,813	26.6%	28.1%
<b>BART Extension</b>	9,959,642	4,007,984	40.2%	40.3%
<b>BART System</b>	94,674,287	37,000,472	39.1%	41.7%
<b>National Rail</b>	3,683,163,135	2,273,927,556	61.7%	68.4%



**Bus Operator Staffing**

	<b>Approved FTEs</b>	<b>Trainees*</b>	<b>No. Bus Operators</b>
Bus Operators	348	14	301**

\* Class 180 started April 24, there are 12 students, graduation is scheduled for July 7, 2023.

\*\* Includes Bus Operators assigned to the extra board (excludes trainees)

**Bus Bridge Service for Caltrain**

The Board adopted Resolution no. 2018-51 Delegating authority to the GM/CEO to implement bus bridge arrangements and execute cost-neutral contracts to provide bus bridge services for other public agencies. The delegation of authority applies only to arrangements that will be cost-neutral to the District, and applies to both (1) contracts and contract amendments with nearby public agencies needing assistance and (2) contracts and contract amendments with third parties that provide services or equipment needed by the District to implement the required bus bridge service. The Board shall be informed of any and all agreements and amendments entered into under this authority on a quarterly basis as part of the Board reading file.

- SamTrans will operate temporary bus bridge services for Caltrain to shuttle passengers between specified locations during the Caltrain Peninsula Corridor Electrification Program (PCEP) Signal Cutover and the Overhead Catenary System (OCS) Test Phases. Caltrain’s PCEP work disrupts normal rail services along the Caltrain corridor. After some discussion, SamTrans has agreed to provide Bus Bridge Services on June 10, June 17, July 15, July 22 and up to ten additional days as necessary for dates to be confirmed, and if SamTrans resources are available.
- Caltrain and SamTrans will establish an MOU to outline the bus bridge requirements and payment to SamTrans for services rendered, per the requirements of resolution 2018-15.

**MTC and Regional Coordination Update**

**Fare Integration:** MTC staff shared preliminary findings from Phase 1 of the Clipper BayPass pilot program with the Fare Integration Task Force at their April 24 meeting. The preliminary data suggests that Clipper BayPass has a generally positive effect on transit ridership. Based on initial findings from the randomized control trial, students with the Clipper BayPass, on average, take 29-39 percent more transit trips than students with a single agency pass. Findings from a survey deployed in the fall last year also show attitudes consistent with a positive effect on transit usage. Next steps include preparation for Phase 2 rollout in the Bay Area with a soft launch scheduled for summer 2023, and continuing evaluation of Phase 1.

**Other Transformation Action Plan initiatives:** MTC recently hosted two in-person workshops to engage transit operator staff in ongoing Transformation Action Plan initiatives. MTC hosted a Regional Mapping and Wayfinding charette to discuss issues and priorities for transit branding, mapping and wayfinding standards, and regional mapping data services. MTC also hosted a Transit 2050+ workshop for transit operator staff to develop a shared understanding of the project approach, goals and outcomes, and network definitions for the Transit 2050+ project, which will feed into the larger Plan Bay Area 2050+ update.

### **Bus Transportation Safety Campaign**

“Following Distance/Stopping Distance” is the new safety campaign in May 2023. The “following distance” is the space between your vehicle and the vehicle in front of you while driving. Operators are informed to allow enough time and distance to stop their buses. Operators are reminded that a bus traveling at 65 miles per hour will take up to two football fields to stop, and that hard braking can lead to a rear end collision and/or passenger falls.

The Bus Transportation group is transitioning from eight-week to ten-week training classes. The adjusted training time provides additional behind the wheel training and area familiarization to help curtail the uptick in preventable accidents. The decision considered the feedback from trainees who had graduated from the eight-week classes.

### **Bus Operator Employee of the Month (EOM) Recognitions**

**Thomas Canne** is the April 2023 Bus Operator of the Month at North Base. This is his first EOM award achieved during his three years of service. **Kevin Thompson** is the April 2023 Bus Operator of the Month at South Base. Operator Thompson has been driving with the District for nine years, and this is his third EOM award.

### **Bus Maintenance Employee of the Month (EOM) Recognitions**

**Daniel Jimenez** is the April 2023 Mechanic of the Month at North Base. This is his 16th EOM during his nearly 23.5 years of service. **John Tan** is the April 2023 Mechanic of the Month at South Base. This is his first EOM during his two-plus years of service.



# Reimagine SamTrans Implementation Update

Item #6.c.  
6/7/2023



SamTrans Board of Directors  
June 7, 2023

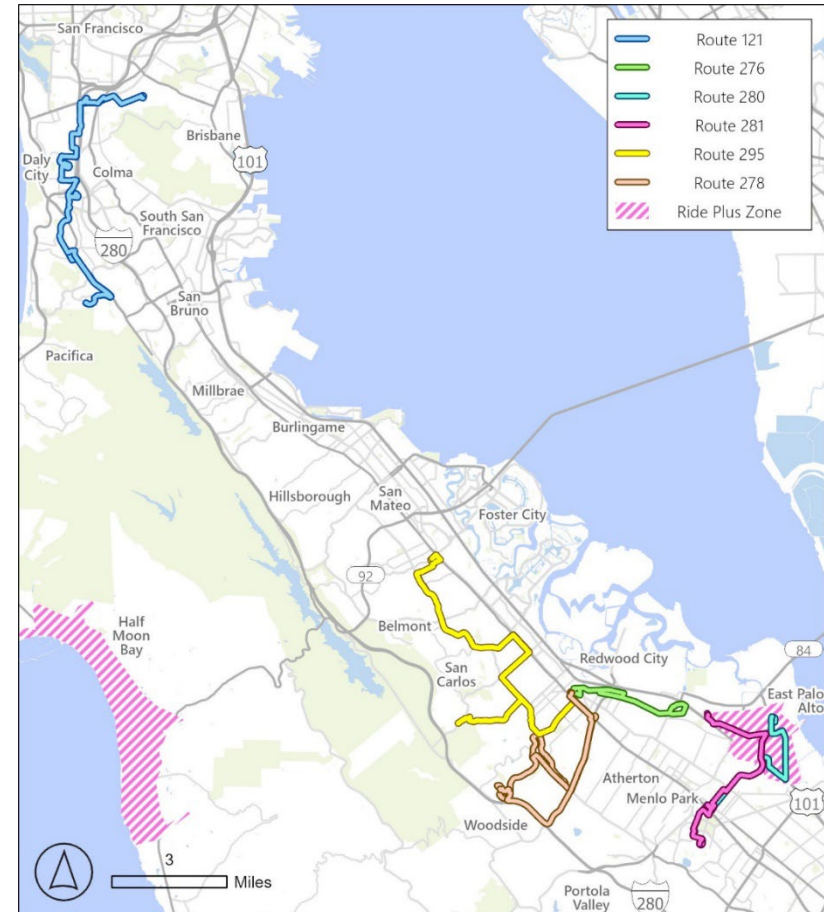
# Agenda

- Phase 2 Implementation Status Update
- Evaluating Success of Ride Plus
- Next Steps



# Service Changes Effective June 18

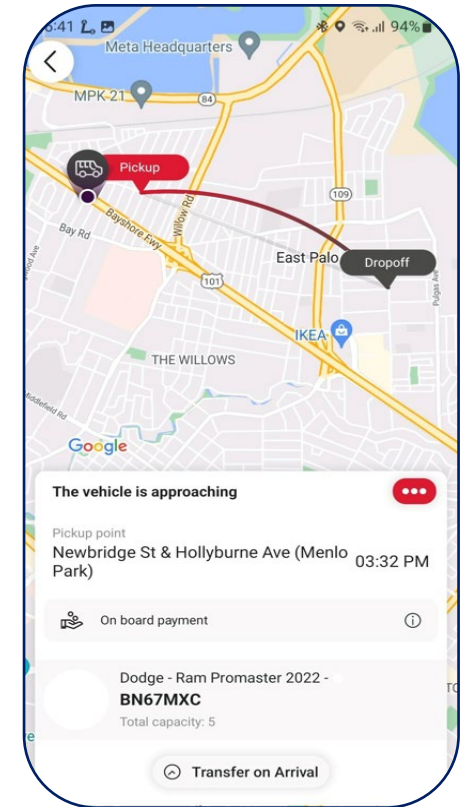
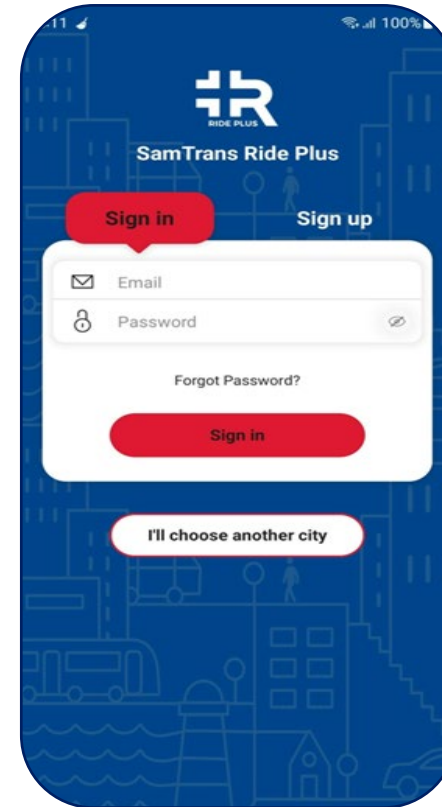
- Frequency, Service Span and/or Route Alignment changes on 6 Routes: 121, 276, 278, 280, 281, 295
- School-day service OFF
- Additional schedule adjustments





# Service Changes Effective June 18

- **Ride Plus** launches in East Palo Alto and Half Moon Bay!
- Free rides June 18-July 31
- Unique branded vehicles and app



# Outreach & Marketing

- Temporary bus stop signage to be installed on key routes & stops
- Webpages, multilingual collateral, social media, press release



EFFECTIVE June 19, 2023 | EFECTIVO 19 de junio de 2023 | 2023年6月19日生效

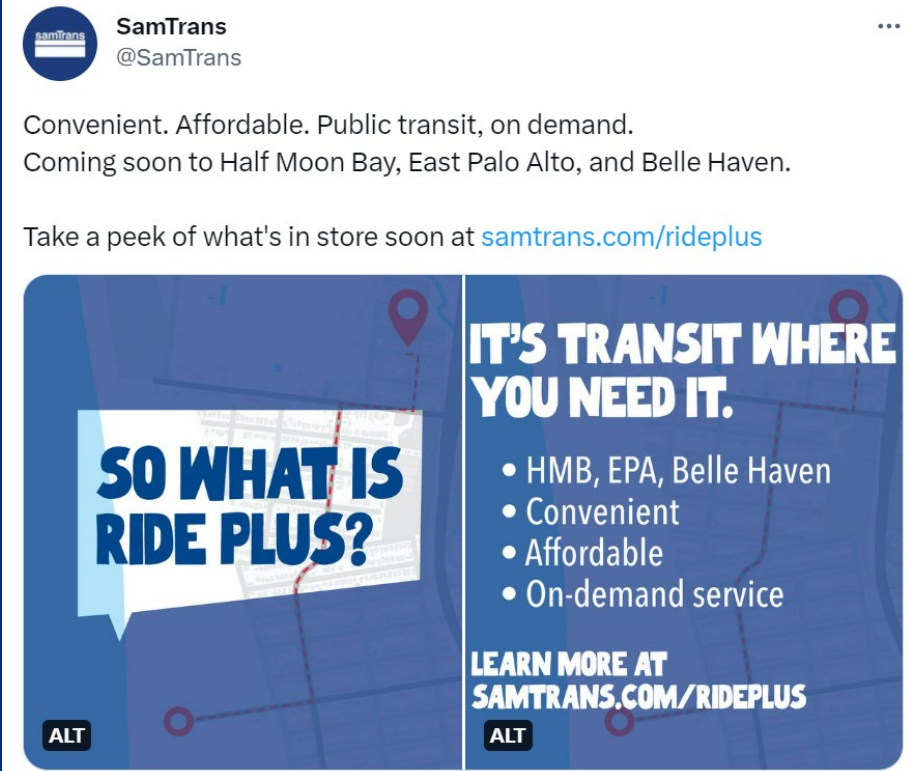
**ROUTE 276 IS BACK!**  
Route 276 stops here

**¡LA RUTA 276 HA VUELTO!**  
La Ruta 276 para aquí

**276路重新开通!**  
276路在此停靠

1-800-660-4287  
llama a este número | 1-800-660-4287 | 請致電此號碼

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Convenient. Affordable. Public transit, on demand.  
Coming soon to Half Moon Bay, East Palo Alto, and Belle Haven.

Take a peek of what's in store soon at [samtrans.com/rideplus](https://samtrans.com/rideplus)

**SO WHAT IS RIDE PLUS?**

**IT'S TRANSIT WHERE YOU NEED IT.**

- HMB, EPA, Belle Haven
- Convenient
- Affordable
- On-demand service

LEARN MORE AT [SAMTRANS.COM/RIDEPLUS](https://SAMTRANS.COM/RIDEPLUS)



# Outreach & Marketing

- Mailer to all residents and businesses in both service areas
- **June 11-30:** Outreach ambassadors out in both service areas
- **June 16:** Ride Plus Roving Press Conference
  - Morning in HMB; afternoon in EPA
  - Demonstrate new service





# Evaluating Success of Ride Plus



# *Reimagine SamTrans* Goals

**The goals of  
*Reimagine  
SamTrans*  
were to ...**



**Improve the  
experience for  
existing  
SamTrans  
customers**

**Grow new and  
more frequent  
ridership on  
SamTrans**

**Build SamTrans  
efficiency and  
effectiveness as  
a mobility  
provider**



# Why launch this new service?

- **Be innovative.** Stay open to new ways of providing mobility.
  - Straighten, remove low ridership segments of routes; complement fixed route with microtransit.
- **Be relevant.** Offer a new service type that may have broader appeal in San Mateo County.
  - Car-oriented land use/urban form
  - High car ownership rates
  - Challenging pedestrian environment to access traditional bus stops



# Why East Palo Alto and Half Moon Bay?

- Equity priority areas with strong intra-community travel needs.
- Popular among riders and community members during *Reimagine SamTrans* outreach.
- Coastside exceptionally challenging to serve with fixed route transit due to low density.
- Street network & some key destinations are challenging to serve with large bus.
- Provides an opportunity to streamline fixed routes.



# How will we evaluate success?

## Expand mobility

- Trips made from locations within the service area that are not served by fixed route
- Trips made that connect to fixed route
- Increased transit trips in the zone with Ride Plus, compared to prior trips on fixed route alone

## Ensure high quality service

- Average wait time (<25 min)
- Completed requests (90%+)
- Star rating for trip (high)
- Star rating for app (high)
- Complaints (low)

## Provide efficient and sustainable service

- Pooled trips percentage
- Reduced solo vehicle trips

## Advance equity

- Demographics of riders & alignment with equity priority communities
- Reduced transportation costs of riders (compared to other modes they were using e.g., TNCs)



# What other metrics will be monitored?

## Required for NTD

- Unlinked passenger trips
- Passenger miles
- Passengers per trip request
- Total vehicle miles
- Total vehicle revenue miles
- Total vehicle hours
- Total vehicle revenue hours

## Other metrics (examples)

- On-time performance
- Wait times (shortest, longest, average)
- Trip length (time & distance)
- Total number of accidents (preventable and non-preventable)
- Average customer satisfaction rating



# Next Steps on Service Evaluation

- Establish new “normal” & new standards for our fixed route network as we pass three years since the start of the COVID-19 pandemic.
  - Use KPIs already defined in the Service Policy Framework and set new standards for those KPIs in updated SPF.
- Present proposed set of KPIs for both fixed route and Ride Plus to SamTrans BOD in Fall 2023.
  - Finalize service KPIs and indicators of success on Ride Plus; incorporate into SPF.
- Report out quarterly to the SamTrans BOD on both Ride Plus and fixed route performance.





# Questions?







**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO

## Agenda

### Community Relations Committee Committee of the Whole (Accessibility, Senior Services, and Community Issues)

### San Mateo County Transit District

**Wednesday, June 7, 2023 – 2:30 pm**

- |        |  |               |
|--------|--|---------------|
| 8.a.1. | Call to Order  |               |
| 8.a.2. | Approval of Minutes of the Community Relations Committee Meeting of May 3, 2023            | Motion        |
| 8.a.3. | Appointment of Judith Lamarre, Representing Bus Riders, to the Citizens Advisory Committee | Motion        |
| 8.a.4. | Accessible Services Update   | Informational |
| 8.a.5. | Paratransit Coordinating Council Update  | Informational |
| 8.a.6. | Citizens Advisory Committee Update   | Informational |
| 8.a.7. | Monthly Performance Report   April 2023  | Informational |
| 8.a.8. | Adjourn  |               |

**Committee Members: Marie Chuang (Chair), Ray Mueller, Peter Ratto**

Note:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Community Relations Committee Meeting /  
Committee of the Whole**

**May 3, 2023**

Committee Members Present: M. Chuang (Committee Chair), R. Mueller, P. Ratto

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: D. Canepa, M. Fraser, J. Gee, R. Medina, J. Powell

Other Board Members Absent: None

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**9.a.1. Call to Order**

Committee Chair Marie Chuang called the meeting to order at 2:26 pm.

**9.a.2. Approval of Minutes of the Community Relations Committee Meeting of April 5, 2023**

Motion/Second: Gee/Powell

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

**9.a.3. Proclamation Declaring May as Older Americans Month**

Chair Josh Powell summarized the proclamation and presented it to Kathy Uhl, member of the San Mateo Committee on Aging.

Motion/Second: Gee/Medina

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

**9.a.4. Appointment of Member, Representing Bus Riders, to the Citizens Advisory Committee**

The members approved the appointment of Ben Mangiafico to the Citizens Advisory Committee, representing Bus Riders, for a term expiring April 30, 2026.

Motion/Second: Chuang/Ratto

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

#### **9.a.5. Accessible Services Update**

Tina Dubost, Manager, Accessible Services, said they received the first of ten transit vans to replace existing vehicles beginning in June.

#### **9.a.6. Paratransit Coordinating Council Update**

Ben McMullan, PCC Chair, said they would begin planning the upcoming PCC retreat at their next meeting.

#### **9.a.7. Citizens Advisory Committee Update**

Chris Carey, CAC Vice Chair, provided a summary of the April 26 meeting, which included a presentation on Reimagine SamTrans updates and microtransit.

#### **9.a.8 Monthly Performance Report | March 2023**

Ana Rivas, Director of Bus Transportation, summarized the report from the agenda packet. She said there was just one DNO (Did Not Operate) for the month. She reported on preventable accidents, noting that none resulted in injuries and included incidents where the vehicles made contact with fixed objects and failed to maintain an adequate space cushion. She noted that accident reduction was immediately launched, which includes meeting with each operator on safety and practice on how to avoid accidents.

#### **9.a.9. Adjourn**

The meeting adjourned at 2:36 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).

**San Mateo County Transit District  
Staff Report**

To: Community Relations Committee  
Through: April Chan, General Manager/CEO  
From: David Olmeda, Chief Operating Officer, Bus  
Subject: **Accessible Services Update**

**Action**

This item is for information only. No action is required.

**Significance**

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Policy Advocacy and Legislative Committee (PAL-Committee) is the advocacy arm of the PCC.

The PCC and the PAL meet monthly (except for August).

Minutes from the April 2023 PAL and PCC meetings are attached to this report.

**Budget Impact**

There is no impact to the budget.

**Background**

No additional information.

Prepared By:	Lynn Spicer	Accessibility Coordinator	650-508-6475
	Tina Dubost	Manager, Accessible Transit Services	650-508-6247

**SAN MATEO COUNTY**  
**PARATRANSIT COORDINATING COUNCIL (PCC)**  
Minutes of April 11, 2023, Meeting

**ATTENDANCE:**

Members in person:

Dinae Cruise, Vice Chair, Consumer; Dao Do, Rosener House; Tina Dubost, SamTrans; Sandra Lang, Community Member; Benjamin McMullan, Chair, CID; Sammi (Wilhelmina) Riley, Consumer, Educ. Comm. Chair; Kathy Uhl, CoA  
(Member attendance = 7/13, Quorum = Yes)

Members on Zoom:

Mike Levinson, Consumer, PAL Chair

Guests:

Charles Posejpal, First Transit/Redi-Wheels; Lynn Spicer, SamTrans; Henry Silvas, SamTrans; Kelly Shanks, SamTrans; Jane Stahl, PCC Staff; David Koffman, Nelson\Nygaard; Larisa Vaserman; Alex Madrid; Ana Rivas, SamTrans

Absentees:

Susan Capeloto, Dept. of Rehabilitation; Judy Garcia, Consumer; Evan Milburn, Consumer, CoD; Marie Violet, Dignity Health

**WELCOME/INTRODUCTIONS:**

Chair Ben McMullan called the meeting to order at 1:40 pm. The meeting was held in person and via Zoom conference call.

Following introductions, Sandra Lang made a motion to allow Mike Levinson to participate remotely per the Brown Act "just cause" provision. Ben McMullan seconded the motion; the motion was approved.

**APPROVAL OF MARCH MINUTES:**

Sandra moved to approve the March meeting minutes; Sammi Riley seconded the motion; the minutes were approved.

**PUBLIC COMMENTS:**

None.

**PCC Meetings and Alignment with the Brown Act**

Ben reported that all PCC committee meetings have now been scheduled. PAL will continue to be part of the PCC meeting. The Executive Committee will meet monthly on the first Tuesday of the month at 1pm, and the Education Committee will meet bi-monthly on the first Tuesday of the month at 12pm. Tina Dubost reported that SamTrans Legal is working on a reasonable modification process to ensure that people with disabilities are not prevented from participating on PCC and other district committees and boards. She hopes to hear back by the end of April on the proposed process. This process will enable remote access more than the two times currently allowed for just cause. She will check whether remote

access by a member will allow the individual to be counted as part of a quorum.

Sandra mentioned that there's an ongoing review of the legislation to include other circumstances, i.e., driving conditions.

Mike Levinson reported that he and Ben made comments at the SamTrans Board meeting on AB 817. Ben also told the Board that the PCC would be discussing the legislation at their next meeting.

#### **COMMITTEE REPORTS:**

##### **Policy/Advocacy/Legislative (PAL) – Mike Levinson, Chair**

##### **Grant/Budget Review – Sammi Riley, Chair**

No updates.

##### **Education – Sammi Riley, Chair**

The committee met on April 4<sup>th</sup>; they will meet in person bi-monthly on the 1<sup>st</sup> Tuesday of the month at noon.

- They discussed recent updates to the PCC website. There now is a separate tab for “Media” where PCC videos can be found.
- They looked at the workplan; all items assigned to the Education Committee have been completed.
- There are no planned tablings. Duplicate handouts have been removed.
- Staff will contact inactive Consumer Corps to see if they want to continue with the program. If not, try to find out why.
- 

##### **Executive – Ben McMullan**

At the April 4<sup>th</sup> meeting the committee discussed:

- Response to AB817
- Updates to the bylaws regarding member absences
- Ideas to increase public participation at meetings.
- Topics to include on the agenda; ask MTC for ideas.
- Possibly having a retreat in June; this will be discussed at the May meeting.

Staff handed out proposed changes to the bylaws for vote in May (see attachment A.)

##### **Nominations/Membership – Evan Milburn**

Evan Milburn was absent; there was no report.

#### **OPERATIONAL REPORTS**

##### **PERFORMANCE REPORT**

In the interest of time, Tina did not give a report. In the future, reverting to pre-pandemic practice, she will provide data and information from two months back to allow for complete and accurate reports.

##### **COMMENT STATISTICS REPORT**

No report.

### **SAFETY REPORT**

Charles Posejpal reported that there were three preventable and five non-preventable incidents in March.

### **LIAISON REPORTS**

#### **Agency – Dao Do & Marie Violet**

They have not met. Dao reported that her agency is using Red-Wheels and it is working well.

#### **ERC – Mike Levinson**

No ERC meeting is scheduled.

Tina reported that they are making progress on a technical issue related to data conversion. There are other issues getting the new software to interface with other software. Internal testing continues. There is still no date for when the system will be ready for testing.

#### **Commission on Disabilities (CoD) – Evan Milburn**

No report.

#### **Center for Independence (CID) – Ben McMullan**

Mike reported that the new Executive Director, Pat Carbullido, started on April 3<sup>rd</sup>.

#### **Commission on Aging (CoA) – Kathy Uhl**

The CoA is starting with in-person events at senior centers. The Help at Home booklet will be updated with more resources. She will bring copies to a future meeting.

#### **Coastside Transportation Committee (CTC) – Tina Dubost**

There will be a meeting on April 20<sup>th</sup> and will include a presentation on the SamTrans Bus Stop Improvement Plan.

#### **Citizen’s Advisory Committee for the San Mateo County Transportation Authority (TA) – Sandra Lang**

The CAC-TA met on March 31<sup>st</sup>. Items of interest were:

- Acceptance of Measure A and Measure W status report.
- A quarterly update on the express lanes.
- A proposal for extensive work on Highway 101 at the Cordilleras Creek in Redwood City.
- A state update of the TA legislative program.

#### **Other Business**

ADA Refresher: None.

The meeting ended at 3:15pm. The next meeting is on May 9<sup>th</sup>, in person, and the public are encouraged to attend.

#### **Minutes of Policy/Advocacy/Legislative (PAL) Meeting – Mike Levinson, Chair**

The minutes from the March PAL meeting were included in the meeting packet. Dinae Cruise moved to approve the minutes; Sandra Lang seconded the motion; the minutes were approved by roll call.

### **Legislative**

Mike reported that the proposed AB817 legislation was brought up at the SamTrans Board meeting and is also being considered by the County Board of Supervisors. It would allow subsidiaries to not have to meet in person. David thought that the language would also cover the PCC committee.

Mike suggested forming an ad hoc committee to (a) write a letter of support and (b) explore working with other groups. He asked for feedback from the committee on strategy which resulted in a wide-ranging discussion.

Sandra reported that the Transit Authority legislative report is also aligning on this legislation. There are other bills but AB817 seemed to be the strongest.

Kathy Uhl asked about including the Commission on Aging and Commission on Disabilities in the letter, or should they write separately. Tina reminded the committee that the PCC is quasi-independent whereas these Commissions are formal sub-committees appointed by the County Board of Supervisors. Mike also suggested contacting other local PCCs for support although their actions depend on their official status.

Sandra moved that PAL ask staff to draft a letter in support of AB817 for review/comment by the committee and not preclude any additional advocacy. Comments need to be sent only to staff. Mike amended the motion to form an ad hoc committee consisting of Mike and Ben to work on analyzing a draft letter prepared by staff to determine (1) who to send it to, and (2) other entities to cooperate with. Kathy Uhl seconded the motion. The motion failed. (Tina abstained.)

Ben moved that a committee be formed to contact other groups staff on their stance and proceed. There was no second.

Sandra suggested that staff prepare a draft letter for PAL committee consideration at the next meeting. They can also research information on the sponsor, co-sponsors, and other local legislators.

Ben moved that he work with staff to research and prepare letters of support for AB817 to be approved by the PAL committee next month. Dinae seconded the motion. Tina abstained. The motion passed.

### **Transit Recovery Update – Tina Dubost**

President Biden signed legislation that ended the COVID national emergency. This did not affect the national public health emergency which is set to expire May 11.

Tina reported that paratransit ridership is increasing compared to March 2022, and remains at approximately 55% of pre-COVID rates. Ridership varies a great deal across the nation.

### **Advocacy**

None.



**Policy Issues**

Tina thanked Dinae and Sammi for coming to review the new transit vans; the vehicles are expected to be in service next year.

The next PAL meeting will be on May 9, 2023.

**San Mateo County Transit District  
Staff Report**

To: Community Relations Committee  
Through: April Chan, General Manager/CEO  
From: David Olmeda, Chief Operating Officer, Bus                      Millie Tolleson, Acting Director of Planning  
Subject: **Monthly Performance Report | April 2023**

**Action**

This report is for information only. No action is required.

**Significance**

**SamTrans:** Average weekday ridership (AWR) across all three modes (Bus, Paratransit, Shuttles) increased by 21 percent in the month of April 2023 compared to April 2022. Similarly, the total monthly ridership increased by 19.7 percent.

**Caltrain:** Average weekday ridership increased by 20.5 percent in the month of April 2023 compared to April 2022. Similarly, Caltrain total monthly ridership increased by 5 percent.

**Other SamTrans Key Performance Indicators (includes Contracted Urban Bus [CUB] services):**

- **Preventable Accidents** – In April 2023, there were 11 preventable accidents. The goal is to have one or fewer preventable accidents per 100,000 miles; this month, SamTrans did not meet its goal with 1.57 accidents per 100,000 miles.
- **Miles Between Service Calls (MBSC)** – SamTrans had 24 service calls in April 2023. The goal is to have one or fewer service calls per every 25,000 miles. SamTrans continues to surpass its goals with 0.86 service calls per 25,000 miles.
- **On-Time-Performance (OTP)** - OTP systemwide for April 2023 was below SamTrans' OTP goal of 85.0 percent at 78.8 percent. This reflects a 0.8% increase compared to March 2023.
- **Did Not Operate (DNOs)** - In April 2023, there were 5 DNOs (trips that did not operate), which is 4 more DNOs than experienced in March. This represents a significant decrease of 99% compared to the 576 DNOs in April 2022.

Data shown in this report is current as of May 19, 2023.

**RIDERSHIP (ALL MODES)**

SAMTRANS   Average Weekday Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Bus	15,057	24,362	29,597	21.5%	13,091	21,785	26,808	23.1%
Paratransit	404	632	689	9.0%	377	544	649	19.3%
Shuttles	788	1,589	1,888	18.8%	1,132	1,327	1,756	32.3%
<b>Total</b>	<b>16,249</b>	<b>26,583</b>	<b>32,174</b>	<b>21.0%</b>	<b>14,600</b>	<b>23,656</b>	<b>29,213</b>	<b>23.5%</b>

SAMTRANS   Total Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Bus	411,854	628,572	756,744	20.4%	3,611,862	5,684,653	6,967,305	22.6%
Paratransit	10,617	16,016	16,981	6.0%	97,348	139,920	165,665	18.4%
Shuttles	17,001	33,435	37,834	13.2%	240,062	282,692	364,620	29.0%
<b>Total</b>	<b>439,472</b>	<b>678,023</b>	<b>811,559</b>	<b>19.7%</b>	<b>3,949,272</b>	<b>6,107,265</b>	<b>7,497,590</b>	<b>22.8%</b>

CALTRAIN   Average Weekday Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Caltrain	4,693	15,451	18,620	20.5%	3,659	11,084	16,860	52.1%

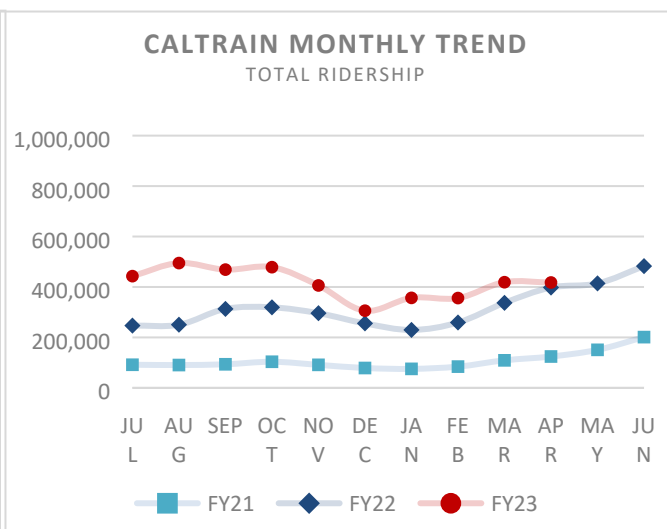
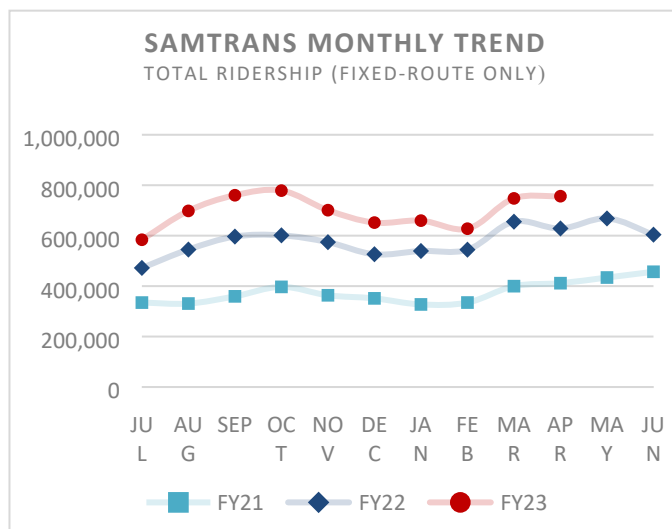
CALTRAIN   Total Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Caltrain	124,522	397,753	417,760	5.0%	944,081	2,905,131	4,146,622	42.7%

OTHER MODES in San Mateo County   Average Weekday Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Dumbarton	42	68	89	30.9%	46	56	80	43.3%
BART (San Mateo County)	5,758	14,963	17,432	16.5%	4,676	11,654	16,520	41.8%

OTHER MODES in San Mateo County   Total Ridership								
Mode	Apr-21	Apr-22	Apr-23	%Δ <sup>1</sup>	YTD FY21	YTD FY22	YTD FY23	%Δ <sup>2</sup>
Dumbarton	918	1,432	1,781	24.4%	9,856	11,926	17,010	42.6%
BART (San Mateo County)	152,486	395,490	467,092	18.1%	1,204,151	3,152,703	4,475,076	41.9%

*Important Notes:*  
 SamTrans (Bus) Ridership includes Fixed-Route service, Coastside 5311, and SamCoast.  
 Shuttle Ridership includes SamTrans Shuttles, JPB Caltrain Shuttles, and other TA Funded Shuttles.  
 BART Ridership in San Mateo County does not include Daly City BART Station.  
 %Δ<sup>1</sup> indicates the percentage change for the month, current year to previous year.  
 %Δ<sup>2</sup> indicates the percentage change current year to previous, Year to Date.



**FARES**

SAMTRANS (BUS)   Fare Usage			
Fare Type	Apr-21	Apr-22	Apr-23
Adult	251,437	358,470	463,056
Eligible Discount	134,022	157,541	167,853
Youth	26,134	112,335	125,564
-- Youth Unlimited Pass	-		60,037
<b>Total</b>	<b>411,593</b>	<b>628,346</b>	<b>756,473</b>

This table illustrates the number of riders by fare category (Dumbarton Express and rural demand-response service excluded).

The **Youth Unlimited Pass** number is a subset of the Youth Fare Type. The program started in January 2022.

**KEY PERFORMANCE INDICATORS**

SAMTRANS (BUS)   Operations Key Performance Indicators			
KPI	Apr-21	Apr-22	Apr-23
On-Time Performance	87.3%	81.8%	78.8%
Preventable Accidents	9	14	11
Service Calls	16	18	24
Trips Scheduled	36,141	37,917	36,447
Did Not Operate DNOs	6	576	5

**SamTrans' OTP goal is 85.0 percent.** On-Time Performance (OTP) is calculated by evaluating time points within the route's schedules across the system for late, early, and on-time arrival and departure. A route is considered late if it exceeds 5 minutes. A route is considered early if it departs 59 seconds ahead of schedule.

SAMTRANS (BUS)   Fleet Key Performance Indicators			
KPI	Apr-21	Apr-22	Apr-23
Revenue Hours (Sched.)	47,615	45,916	45,020
Revenue Miles (Sched.)	504,771	511,465	475,443
Total Fleet Miles (Actual)	691,718	701,757	699,639

**SamTrans' Miles between Preventable Accidents goal is 100,000 miles.** There were 63604 Miles between Preventable Accidents this month.

**SamTrans' Miles between Service Calls goal is 25,000 miles.** There were 29,152 Miles between Service Calls this month.

PARATRANSIT   Operations Key Performance Indicators			
KPI	Apr-21	Apr-22	Apr-23
On-Time Performance (RW)	97.7%	95.0%	90.7%
On-Time Performance (RC)	95.1%	95.7%	93.0%
Preventable Accidents (RW)	0	2	0
Preventable Accidents (RC)	1	0	1
Service Calls (RW)	1	4	4
Service Calls (RC)	0	0	0

**Notes:** All KPIs include all SamTrans service operated directly and by contract.

Sched. = Scheduled, which includes in-service and layover.

RW = Redi-Wheels

RC = RediCoast

PARATRANSIT   Fleet Key Performance Indicators			
KPI	Apr-21	Apr-22	Apr-23
Revenue Miles (RW)	92,910	128,690	144,700
Revenue Miles (RC)	17,843	14,581	19,101
Fleet Miles (RW)	106,627	143,505	161,422
Fleet Miles (RC)	18,806	18,811	24,205

**PRE-PANDEMIC RIDERSHIP COMPARISON**

SAMTRANS   Average Weekday Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Bus	33,332	15,057	24,362	29,597	88.8%
Paratransit	1,151	404	632	689	59.9%
Shuttles	11,613	788	1,589	1,888	16.3%
<b>Total</b>	<b>46,096</b>	<b>16,249</b>	<b>26,583</b>	<b>32,174</b>	<b>69.8%</b>

SAMTRANS   Total Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Bus	880,464	411,854	628,572	756,744	85.9%
Paratransit	28,896	10,617	16,016	16,981	58.8%
Shuttles	254,372	17,001	33,435	37,834	14.9%
<b>Total</b>	<b>1,163,732</b>	<b>439,472</b>	<b>678,023</b>	<b>811,559</b>	<b>69.7%</b>

CALTRAIN   Average Weekday Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Caltrain	67,728	4,693	15,451	18,620	27.5%

CALTRAIN   Total Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Caltrain	1,593,266	124,522	397,753	417,760	26.2%

OTHER MODES in San Mateo County   Average Weekday Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Dumbarton	131	42	68	89	67.9%
BART (San Mateo County)	45,641	5,758	14,963	17,432	38.2%

OTHER MODES in San Mateo County   Total Ridership					
Mode	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Dumbarton	2,885	918	1,432	1,781	61.7%
BART (San Mateo County)	1,141,040	152,486	395,490	467,092	40.9%

The following tables show the change in ridership over the last four years to encompass changes due to the COVID-19 pandemic.

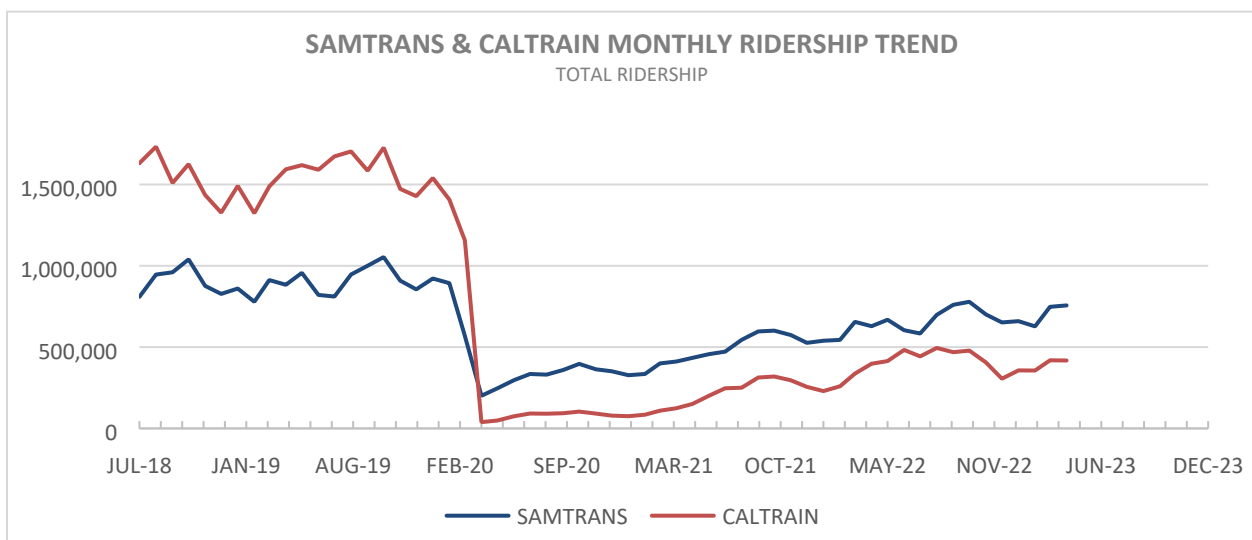
%<sup>3</sup> indicates the rate of ridership recovery, current year (FY2023) to pre-pandemic year (FY2019). For example, SamTrans Bus Average Weekday Ridership reached 76.5 percent of pre-pandemic levels (2019) for this month of February 2023.

**PRE-PANDEMIC FARES COMPARISON**

SAMTRANS (BUS)   Fare Usage					
Fare Type	Apr-19	Apr-21	Apr-22	Apr-23	% <sup>3</sup>
Adult	448,611	207,362	311,915	463,056	103.2%
Youth	194,645	17,367	93,735	125,564	64.5%
Eligible Discount	236,947	110,153	138,763	167,853	70.8%
<b>Total</b>	<b>880,203</b>	<b>334,882</b>	<b>544,413</b>	<b>756,473</b>	<b>85.9%</b>

%<sup>3</sup> indicates the rate of ridership recovery, current year (FY2023) to pre-pandemic year (FY2019).

Dumbarton and demand-response service are excluded.



**CUSTOMER EXPERIENCE**

SAMTRANS (BUS)   Customer Experience			
KPI	Apr-21	Apr-22	Apr-23
Complaints	93	102	82
Accessibility	12	12	10
Compliments	19	14	23
Service Requests	33	35	48
<b>Reports Total</b>	<b>157</b>	<b>163</b>	<b>163</b>

The table is a detailed summary of SamTrans Consumer Reports received by the Customer Experience Department.

The total number of reports for SamTrans increased from February 2023 (150) to March 2023 (185).

**COMMUNICATIONS & MARKETING**

The following is a list of the Communications Division’s marketing and promotional efforts in **April 2023**:

- Press Release: “SamTrans Hosts Bus Stop Improvement Plan (BSIP) Virtual Meeting”
- Bus Operator Recruitment
- Clipper Mobile (ongoing)
- Clipper Start (ongoing)

**Digital Communications Report:**

In April, we continued our Drive with Us Superhero campaign, placing emphasis on operator stories. Throughout the month, we executed several significant campaigns that disseminated key messages. These included the Bus Stop Improvement Plan, which prioritized promoting posts related to a passenger survey aimed at enhancing service quality. Additionally, we participated in the Commuter Challenge hosted by Commute.org and actively supported the Clipper Start program.

**April Digital Marketing highlights:**

- Bus Stop Improvement Plan
- Drive with Us Superhero Campaign
- Operator Hero Profiles
- Bus Operator Under the Bus training
- BART Transit CEO Ride Along
- Distracted Driving Awareness Month
- Commuter Challenge
- Clipper START
- Earth Day
- Collaboration Day Lunch Bus Ride Along
- Dir. Rose Guilbault departure from Board

Prepared By:	Elizabeth Wang	Planning Analyst, Bus Operations Planning	650-508-6227
	Robert Casumbal	Director, Marketing/Market Research	650-508-6280
	Jeremy Lipps	Digital Communications Manager	650-508-7845



**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO

## Agenda

### Finance Committee Committee of the Whole San Mateo County Transit District

**Wednesday, June 7, 2023 – 2:45 pm**

or immediately following the Community Relations Committee meeting

- |        |  |        |
|--------|--|--------|
| 8.b.1. | Call to Order  |        |
| 8.b.2. | Approval of Minutes of the Finance Committee Meeting of May 3, 2023                      | Motion |
| 8.b.3. | Award of Contracts for On-call General Engineering Consultant Design Services            | Motion |
| 8.b.4. | Adoption of Proposed Fiscal Year 2024 and Fiscal Year 2025 Operating and Capital Budgets | Motion |
| 8.b.5. | Adoption of Revisions to the District Procurement Policy                                 | Motion |
| 8.b.6. | Adjourn  |        |

**Committee Members: Jeff Gee (Chair), Marie Chuang, Marina Fraser**

**Note:**

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Finance Committee Meeting /  
Committee of the Whole**

**May 3, 2023**

Committee Members Present: J. Gee (Committee Chair), M. Chuang, M. Fraser

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: D. Canepa, R. Medina,  
R. Mueller, J. Powell, P. Ratto

Other Board Members Absent: None

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**9.b.1. Call to Order**

Committee Chair Jeff Gee called the meeting to order at 2:36 pm.

**9.b.2. Approval of Minutes of the Finance Committee Meeting of April 5, 2023**

Motion/Second: Fraser/Powell

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

**9.b.3. Award of Contract for On-call Construction Management Services for Battery Electric  
Bus, Hydrogen Fuel Cell Electric Bus, and Bus Facility Infrastructure Projects**

Kevin Yin, Director of Contracts and Procurement, presented the staff report and provided background on the procurement process, noting that the District received one proposal.

Committee Chair Gee asked why there was only one proposal. Mr. Yin said it was because the market has been busy and saturated with work. He also noted that the vendor's submittal was responsive and it possesses the requisite experience and qualifications to perform the services under the contract.

Motion/Second: Canepa/Chuang

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None



Liria Larano, Deputy Chief, Bus Fleet and Facilities, noted that she would present Items 9.b.4, 9.b.5, and 9.b.6 together because they are all related.

**9.b.4. Increase the Budget for the Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure Project by \$4,008,474, and Amend to Increase the Fiscal Year 2022-23 Capital Budget by a Corresponding Amount for a New Total Budget of \$40,093,146**

**9.b.5. Award of Contract for Interim Hydrogen Fueling Services**

**9.b.6. Award of Contract for the North Base Facility Modifications for FCEBs**

Ms. Larano provided the presentation, which included the purpose for the budget increase to fund the two contracts for interim hydrogen fueling services and a construction contract to modify the facility at North Base. She said this would increase the current budget of the project, which is \$300,000, by just over \$4 million, for a new total project budget of approximately \$4.3 million. She explained the two-step process for to procure the contract with Plug Power for interim hydrogen fueling services and the contract with RMS Construction for modifying the North Base maintenance facility to accommodate hydrogen fuel cell electric buses (FCEBs).

Director Chuang asked if staff would report back to the Board on the progress or the pros and cons along the way. Ms. Larano said they would keep the Board updated on the progress of the work and the reasons for decisions to extend the contracts.

David Olmeda, Chief Operating Office, Bus, said the temporary facility allows SamTrans to have the FCEBs and revenue service and there is a formal design process for the permanent facility.

Chair Powell said he was concerned about the single sources for all the contracts. Ms. Larano said they had done significant outreach for all the contracts. Chair Powell asked what happens if one supplier cannot complete the work. Ms. Larano said the suppliers have been thoroughly vetted to do the work.

Committee Chair Gee asked if the District was capped on the price, which Ms. Larano confirmed.

Public Comment:

Aleta Dupree noted the importance of the origin of hydrogen production.

Roland said fuel consumption should match the manufacturer's recommendations.

Items 9.b.4, 9.6.5, and 9.b.6 were taken together in one motion:

Motion/Second: Chuang/Medina

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

**9.b.7. Approve Establishment of an Account in the California Employers' Pension Prefunding Trust Program**

Kathleen Kelly, Interim Chief Financial Officer, introduced Doug Pryor, Actuary, Bartel Associates, LLC, and they provided the presentation, which included background information, benefits, scenarios, a comparison of CalPERS (California Public Employees' Retirement System) and PARS (Public Agency Retirement Services) pension trusts, and the staff recommendation.

Chair Josh Powell asked about the benefits of an irrevocable trust versus a revocable trust. Mr. Pryor said a revocable trust would be subject to the investment requirements of the District.

Committee Member Marie Chuang asked what happens if you do not use the irrevocable 115 trust. Mr. Pryor said then the money could be used for other purposes rather than for benefits.

Committee Chair Gee asked how soon the District wants to get to zero. He concurred that he wanted to do it quickly. Director David Canepa asked if Mr. Pryor could speak to the rationale of targeting a lower percentage than 100. Mr. Pryor said there is a danger of getting overfunded and suggested targeting 100 percent. He said that putting money into a 115 trust avoids the problem of being overfunded. Director Canepa asked if the money had to go to CalPERS. Mr. Pryor said their expenses were higher with the other trust options that were explored.

Ms. Kelly said the District wanted to avoid reducing service in order to pay retirement benefits.

Director Rico Medina said he liked the flexibility of the 115 trust.

Chair Powell asked if there was a difference in return for CalPERS versus PARS, and Ms. Kelly said the difference was negligible.

Motion/Second: Medina/Chuang

Ayes: Canepa, Chuang, Fraser, Gee, Medina, Mueller, Powell, Ratto

Noes: None

Absent: None

#### **9.b.8. Preliminary Operating and Capital Budgets for Fiscal Years 2024 and 2025**

Ladi Millard-Olmeda, Director, Budgets and Financial Analysis, provided the presentation.

#### **9.b.9. Adjourn**

The meeting adjourned at 4:01 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.

**San Mateo County Transit District  
Staff Report**

To: Finance Committee  
Through: April Chan, General Manager/CEO  
From: Kate Jordan Steiner, Chief Financial Officer      David Olmeda, Chief Operating Officer,  
Bus  
Subject: **Award of Contracts for On-call General Engineering Consultant Design Services**

**Action**

Staff proposes the Committee recommend that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Award contracts for On-Call General Engineering Consultant (GEC) Design Services (Services) to Stantec Architecture Inc. of San Francisco, CA (Stantec) and STV Incorporated of Oakland, CA (STV) for an aggregate total not-to-exceed amount of \$15 million, including the option years, for a six-year base term with up to two one-year option terms.
2. Authorize the General Manager/CEO or designee to execute contracts with the above firms in full conformity with the terms and conditions of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
3. Authorize the General Manager/CEO or designee to exercise up to two, one-year option terms, if in the best interest of the District.

**Significance**

Approval of the above actions will provide the District with dedicated, qualified firms to provide GEC Services for various projects that will be undertaken in the coming years. The firms are expected to support projects to transition the District to a zero-emission bus fleet, repair and replace the District's aging infrastructure, and harden District property against climate change and rising sea levels.

**Budget Impact**

The funds for this contract will come from a mix of Federal, State, regional and/or local revenues and grants from current and future capital budgets.

**Background**

The District has a need for civil, electrical, structural, mechanical, coastal, and marine engineering and architectural design support for infrastructure projects including, but not limited to:

1. South Base Battery Electric Bus (BEB) Charging Infrastructure
2. Sea Level Rise & Erosion Mitigation
3. North Base & South Base Maintenance Facilities Upgrades
4. Customer Facility Improvement projects.
5. Other zero emission infrastructure projects that are currently in the early stages of development.

On January 4, 2023, the District issued Request for Proposals (RFP) 23-S-P-038 for the On-Call GEC Services and advertised it on the District’s e-procurement website. A pre-proposal conference was held on January 19, 2023, and twelve potential proposers attended. The District received three proposals as follows:

1. HDR Engineering, Inc. of Walnut Creek, California
2. Stantec Architecture Inc. of San Francisco, California
3. STV Incorporated of Oakland, California

A Selection Committee (Committee), comprised of qualified staff from the Bus Fleet and Facilities Infrastructure, Project Management, and Environmental Compliance departments, reviewed and scored these proposals in accordance with the following weighted criteria:

<b>Evaluation Criteria</b>	<b>Maximum Points</b>
Approach to Providing Services	15
Company Qualifications, Experience & References	20
Quality and Experience of Project Manager & Engineer of Record and Architect of Record	25
Lead Electrical Engineer of Record	25
Work Directive Management Plan	15
Small Business Enterprise (SBE) Preference	5

After the initial scoring of technical proposals, the Committee found the three proposals to be responsive, but found proposals from Stantec and STV to be in the competitive range. The Committee invited Stantec and STV to interviews to further clarify their proposals. The Committee then rescored the proposals and reached a final consensus ranking. The Committee determined both Stantec and STV possess the requisite experience and qualifications for successful performance of the GEC Services defined in the solicitation documents. Staff successfully negotiated contract terms and conditions with Stantec and STV, and determined their negotiated prices to be fair, reasonable, and consistent with those currently paid by the District and other public agencies in the Bay Area for similar services.

There is no guaranteed amount of work that will be awarded to any firm. Work Directives (WDs) will be issued via a competitive process to assign work on an as-needed, project-by-project basis.

Stantec and STV committed to utilizing certified SBEs on WDs for services, such as cost estimating, scheduling, constructability review, and civil/utilities engineering surveying, landscape architecture, geotechnical, and construction management general contractor (CMGC) support.

Prepared By:	Ehab Azab	Procurement Administrator III	(650) 508-7732
	Liria Larano	Deputy Chief, Bus Fleet & Facilities Infrastructure	(650) 622-7828

**Resolution No. 2023-**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Awarding Contracts to Stantec Architecture Inc. and STV Incorporated  
for On-call General Engineering Consultant (GEC) Design Services for an  
Aggregate Total Not-to-exceed Amount of \$15 Million for a Six-year  
Base Term and up to Two One-year Option Terms**

**Whereas**, on January 4, 2023, the San Mateo County Transit District (District) issued Request for Proposals (RFP) 23-S-P-038 for On-Call General Engineering Consultant (GEC) Design Services (Services); and

**Whereas**, in response to the RFP, the District received three proposals; and

**Whereas**, the Selection Committee (Committee) comprised of qualified District staff reviewed, evaluated, and scored the proposals according to the weighted criteria set forth in the RFP; and

**Whereas**, the Committee determined that Stantec Architecture Inc. of San Francisco, California (Stantec) and STV Incorporated of Oakland, California (STV) possess the necessary qualifications and requisite experience to successfully perform the scope of services defined in the solicitation documents; and

**Whereas**, staff completed negotiations and conducted a price analysis, and determined that Stantec's and STV's negotiated prices are fair and reasonable; and

**Whereas**, staff and legal counsel have reviewed these proposals and determined that both proposals comply with the requirements of the solicitation documents; and

**Whereas**, the General Manager/CEO recommends that the Board of Directors (Board) award contracts to Stantec and to STV to provide GEC Services for a six-year base term, and authorize up to two, one-year option terms, if in the best interest of the District, for an aggregate total not-to-exceed amount of \$15 million.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby awards contracts to Stantec Architecture Inc. and STV Incorporated for On-Call General Engineering Consultant Design Services for a six-year base term, for an aggregate total not-to-exceed amount of \$15 million, including up to two one-year option terms; and

**Be It Further Resolved** that the General Manager/CEO or designee is authorized to execute contracts with Stantec and STV in full conformity with the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to exercise up to two, one-year option terms, if in the best interest of the District.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

---

Chair, San Mateo County Transit District

Attest:

---

District Secretary

**San Mateo County Transit District  
Staff Report**

To: Finance Committee  
Through: April Chan, General Manager/CEO  
From: David Olmeda, Chief Operating Officer, Kate Jordan Steiner, Chief Financial  
Bus Officer  
Subject: **Adoption of Proposed Fiscal Year 2024 and Fiscal Year 2025 Operating and Capital Budgets**

**Action**

Staff proposes the Finance Committee recommend the Board of Directors (Board) of the San Mateo County Transit District (District) adopt the Fiscal Year (FY) 2024 and FY2025 Operating Budgets in the amount of \$264,461,894 and \$273,278,060 respectively, and FY2024 and FY2025 Capital Budgets in the amount of \$187,925,555 and \$67,099,514 respectively.

Staff will present the proposed budgets, as further detailed below and in the following:

- Attachment A: Proposed FY2024 and FY2025 Operating Budgets
- Attachment B: Proposed FY2024 and FY2025 Capital Budgets
- Appendix: Operating Budget Line Item Descriptions

**Significance**

At the May 3, 2023 Board Meeting, staff presented a biennial Preliminary Budgets for FY2024 and FY2025. The proposed budgets reflect the following changes made since that time:

**Operating Budget:** an overall increase of \$0.3 million in FY2024 and \$0.5 million in FY2025

- Operating Sources – Due from PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W&B, an increase of \$2.8 million and \$2.9 million respectively in FY2024 and FY2025 as result of refinement of salaries and benefits budgets. There is a corresponding increase in Operating Uses.
- Operating Uses – an increase of \$3.1 million and \$3.4 million respectively in FY2024 and FY2025.
  - PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W&B, an increase of \$2.8 million and \$2.9 million respectively in FY2024 and FY2025 (See offsetting line item above in operating sources); and
  - Motor Bus Wages & Benefits, an increase of \$0.3 million and \$0.5 million in FY2024 and FY2025 respectively, due to the addition of 1 FTE Senior Safety Coordinator, 0.25 FTE Environmental Compliance Coordinator, and other budget refinements.



**Capital Budget:** an overall increase of \$0.2 million in FY2024

- NEW FY2024 Capital Project - Environmental Compliance Workflow Improvements Project - \$0.2 million, to assess current practices at District facilities for compliance actions relative to hazardous materials, environment wastes, petroleum storage tanks and applicable reporting standards;
- Shift of Budget – Bus Operator Restroom Access Improvements Project - an increase of \$2.0 million in FY2024 Capital Budget with the same amount reduction in FY2025 Capital Budget. Due to contracting efficiencies, staff is consolidating the entire project budget in FY2024; and
- Reserve for Future Measure W Capital – a decrease of \$2.0 million in FY2024 and an increase of \$2.0 million in FY2025 to offset the budget shift of Bus Operator Restroom Access Improvements Project from FY2025 to FY2024.

**Draw from Prior Years’ Surplus:**

As a result of the changes above, the required draw from the prior years’ surplus will be \$1.4 million and \$3.5 million in FY2024 and FY2025 respectively.

*Changes to the FY2024 and FY2025 Proposed Operating Budgets from May Board:*

	May Preliminary (FY24)	June Proposed (FY24)	\$ Chg	May Preliminary (FY25)	June Proposed (FY25)	\$ Chg
Operating Sources	\$ 334.5	\$ 337.3	\$ 2.8	\$ 344.8	\$ 347.7	\$ 2.9
Operating Uses	280.5	283.6	3.1	289.0	292.4	3.4
Sales Tax Allocation for Capital	54.9	55.1	0.2	58.8	58.8	-
<b>Projected Surplus / (Deficit)</b>	<b>\$ (0.9)</b>	<b>\$ (1.4)</b>	<b>\$ (0.5)</b>	<b>\$ (3.0)</b>	<b>\$ (3.5)</b>	<b>\$ (0.5)</b>
Draw from Prior Years' Surplus	0.9	1.4	0.5	3.0	3.5	0.5
<b>Adjusted Projected Surplus / (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Individual Sources and Uses Changes from May Board include the following:*

	Changes from May Board (FY24)	Changes from May Board (FY25)	
<b>Operating Sources</b>			
Due from JPB, TA, JPA & SamTrans Cap W&B	\$ 2.8	\$ 2.9	Refine wages and benefits budgets
<b>Total Sources Changes</b>	<b>\$ 2.8</b>	<b>\$ 2.9</b>	

	Changes from May Board (FY24)	Changes from May Board (FY25)	
<b>Operating Uses</b>			
JPB, TA, JPA & SamTrans Cap W&B	\$ 2.8	\$ 2.9	Refine wages and benefits budgets
Motor Bus	0.3	0.5	Refine wages and benefits and include new FTE requests
<b>Total Uses Changes</b>	<b>\$ 3.1</b>	<b>\$ 3.4</b>	

*Changes to the FY2024 and FY2025 Proposed Capital Budgets from May Board:*

Capital Project	Project Costs Changes (FY24)	Sales Tax Share Changes (FY24)	Project Costs Changes (FY25)	Sales Tax Share Changes (FY25)	
Environmental Compliance	\$ 0.2	\$ 0.2			New addition
Bus Operator Restroom Access	2.0	2.0	(2.0)	(2.0)	Shifted budget from FY2025 to FY2024
Reserve for Future Measure W Capital		(2.0)		2.0	For Bus Operator Restroom Access Project
<b>Total Changes</b>	<b>\$ 2.2</b>	<b>\$ 0.2</b>	<b>\$ (2.0)</b>	<b>\$ -</b>	

Over the course of the past two and a half years, the District has been focused on delivering Reimagine SamTrans. The new and streamlined bus network is designed to provide simpler and faster service with more direct routes that can improve connectivity and frequency. Under the FY2024 and FY2025 proposed balanced budgets, the District is prepared to focus on the next phases of Reimagine SamTrans that call for more bus services within San Mateo County, more service on weekends and midday or evening, new routes to community colleges, and implementing new on-demand Microtransit services. The District also has continued to invest in a financially-sustainable and environmentally-friendly public transportation that reduces the consumption of diesel fuel and the emittance of greenhouse gas. To that end, the District is working to replace end-of-life diesel-fueled buses with new battery electric and hydrogen fuel cell zero emission buses and associated electric battery charging and hydrogen fueling infrastructure.

The FY2024 and FY2025 Proposed Budgets also include budget authority to focus on the following: employee retention; diverse workforce; central office upgrade or rebuild and transit-oriented development; cybersecurity; and strategic planning.

The proposed budgets are an important step towards providing high-quality, safe, and efficient services, that will enhance quality of life, increase access and mobility, reduce congestion, and promote economic vitality for the County and its residents. Staff looks forward to a robust discussion of the operating and capital budget proposals and how the District will continue to serve as a critical mobility asset for San Mateo County.

**FY2024 AND FY2025 PROPOSED OPERATING BUDGET NARRATIVE**

The total sources of funds for FY2024 Proposed Budget are \$337.3 million and total uses of funds are \$338.7 million. The total sources of funds for FY2025 Proposed Budget are \$347.7 million and total uses of funds are \$351.2 million, which leave a deficit of \$1.4 million in FY2024 and \$3.5 million in FY2025. Staff is proposing to draw from prior years’ surplus to balance the biennial budget.

	<b>FY2024 Proposed Budget</b>	<b>FY2025 Proposed Budget</b>
Total Sources	\$337.3	\$347.7
Total Uses	338.7	351.2
<b>Projected Surplus / (Deficit)</b>	<b>(1.4)</b>	<b>(3.5)</b>
Draw from Prior Years’ Surplus	1.4	3.5
<b>Adjusted Projected Surplus / (Deficit)</b>	<b>\$0.0</b>	<b>\$0.0</b>

The following narrative describes the FY2024 Proposed Operating Budget as compared to the March FY2023 Forecast, and the FY2025 Proposed Budget as compared to the FY2024 Proposed Budget. Each section has a reference to a page number and line item that correspond to the Financial Statement as shown on Attachment A.

**SOURCES OF FUNDS**

The District’s Operating Revenues are derived from transit passenger fares and various federal, state, and local funding sources. Some state and federal funds are discretionary, whereas others are based on a formula allocation. The District competes for discretionary funds on a project-by-project basis; formula-based funds are allocated by the federal, state, or regional legislatures.

**SOURCES OF FUNDS: OPERATING REVENUE SUMMARY (Page 1, Attachment A)**

SOURCES OF FUNDS: \$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
	A	B	C	D	E	F	G	H
				D = C - B	E = D / B	G = F - C    H = G / C		
Operating Revenues								
1 Passenger Fares	\$ 8.9	\$ 10.5	\$ 11.5	\$ 1.0	9.6%	\$ 12.3	\$ 0.8	7.0%
2 Local TDA and STA Funds	49.3	65.9	68.9	3.0	4.5%	69.6	0.7	1.0%
3 Pass Through to Other Agencies	0.6	0.6	-	(0.6)	-100.0%	-	-	0.0%
4 CARES ACT and CRRSAA and ARPA	15.6	11.9	-	(11.9)	-100.0%	-	-	0.0%
5 Operating Grants	2.9	3.9	4.3	0.4	9.4%	3.8	(0.5)	-12.6%
6 SMCTA Measure A	3.9	4.7	4.7	(0.0)	-0.9%	4.7	0.1	1.1%
7 AB434, TA Funded Shuttles & Other	0.6	0.1	-	(0.1)	-100.0%	-	-	0.0%
8 Subtotal - Operating Revenues	\$ 81.8	\$ 97.6	\$ 89.3	\$ (8.3)	-8.5%	\$ 90.3	\$ 1.0	1.1%

The following section provides a summary description of Sources of Funds as referenced on page 1 of Attachment A.

**PASSENGER FARES (Summary Page 1, line 1)**

Passenger Fares include farebox receipts for both Motor Bus fixed route and Paratransit programs (also referred to as "Americans with Disabilities Act (ADA) Programs"). No fare changes are assumed in the proposed budgets for either FY2024 or FY2025. However, farebox recovery for fixed route service is projected to increase from 64% currently, to 71% in 2024 and 76% in FY2025, reflecting a gradual improvement due to the implementation of Reimagine. Farebox recovery for paratransit service is projected to be 59% in 2024 and 63% in FY2025 compared to 53% in FY2023 currently. Passenger Fares for the FY2024 Proposed Budget are estimated at \$11.5 million, which is higher than the FY2023 Forecast by \$1.0 million or 9.6%. The FY2025 Proposed Budget is \$12.3 million, which is higher than the FY2024 Proposed Budget by \$0.8 million or 7.0%. For further details on Passenger Fare Revenue, please reference Motor Bus Passenger Fares on page 2, line 1 of Attachment A and ADA Passenger Fares on page 2, line 24 of Attachment A.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
1 Passenger Fares	\$ 8.9	\$ 10.5	\$ 11.5	\$ 1.0	9.6%	\$ 12.3	\$ 0.8	7.0%

**LOCAL TDA and STA FUNDS (Summary Page 1, line 2)**

Transportation Development Act (TDA) funds are derived from a ¼ cent general sales tax collected statewide for the improvement of public transportation services with allocation based on estimates provided by the Metropolitan Transportation Commission (MTC) on a population-based formula. TDA revenues have traditionally funded a substantial portion of the motor bus operations, and up to 5% are allocated for community and paratransit agencies. State Transit Assistance (STA) funds are derived from a tax on diesel fuel and allocated based on the availability of funds for eligible transit operators. The MTC apportions these funds based on two formulas: a Revenue Based Formula and a Population Based Formula.

The Proposed FY2024 and FY2025 Budgets are based on MTC’s February 2023 estimates with carryforwards from prior years. Revenues in the FY2024 Proposed Operating Budget are \$68.9 million, which is an increase of \$3.0 million or 4.5% compared to the FY2023 Forecast. Revenues in the FY2025 Proposed Budget are \$69.6 million. These funds are discussed in further detail as referenced on page 2 of Attachment A, lines 3 and 5 for Motor Bus, and lines 25 and 26 for ADA in the Appendix.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
2 Local TDA and STA Funds	\$ 49.3	\$ 65.9	\$ 68.9	\$ 3.0	4.5%	\$ 69.6	\$ 0.7	1.0%

**PASS THROUGH TO OTHER AGENCIES (Summary Page 1, line 3)**

Pass Through revenues reflect funding for various cities’ shuttle and transportation programs. The FY2023 budget includes pass through funds for Daly City’s Bayshore Shuttle, City of Menlo Park’s Shuttle Program, City of San Mateo’s Get Around Senior Transportation program, and for the City of South San Francisco’s Free South San Francisco Outreach Enhancement Project. There are no projected Pass Through revenues reflected in the Proposed FY2024 and FY2025 Budgets.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
3 Pass Through to Other Agencies	\$ 0.6	\$ 0.6	\$ -	\$ (0.6)	-100.0%	\$ -	\$ -	-

**CARES ACT and CRRSAA and ARPA (Summary Page 1, line 4)**

The FY2024 and FY2025 Proposed Budgets reflect no federal funds for Coronavirus pandemic relief. The FY2023 Forecast includes the American Rescue Plan Act (ARPA) Tranche II funding. All the District’s one-time federal funding related to COVID will be spent by the end of FY2023, with the exception of a small amount of reprogrammed funding described below under Operating Grants.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
4 CARES ACT and CRRSAA and ARPA	\$ 15.6	\$ 11.9	\$ -	\$ (11.9)	-100.0%	\$ -	\$ -	-

**OPERATING GRANTS (Summary Page 1, line 5)**

Operating Grants include funding from the Federal Transit Administration (FTA), state, and local agencies for funding specific projects. The FY2024 and FY2025 Proposed Budgets include funds from FTA Operating Grants, various state sources, and Regional Measure 2, which is funding derived from bridge toll revenues. Operating Grants are typically earmarked for specific Motor Bus and ADA related project expenses. Operating Grants for the FY2024 Proposed Budget are \$4.3 million, which is 9.4% higher than the FY2023 Forecast. The FY2025 Proposed Budget is \$3.8 million, which is 12.6% lower than the FY2024 Proposed Budget. FY2024 includes \$1.0 million in FTA Section 5311 grants related to COVID relief that was reprogrammed in FY2023 and FY2024. Details of these grants are further described under the Operating Revenue section, page 2 of Attachment A (see line 7 for Motor Bus Operating Grants and line 27 for ADA Operating Grants in the Appendix).

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
5 Operating Grants	\$ 2.9	\$ 3.9	\$ 4.3	\$ 0.4	9.4%	\$ 3.8	\$ (0.5)	-12.6%

**SMCTA MEASURE A (Summary Page 1, line 6)**

The San Mateo County Transportation Authority (TA) provides 4% of its Measure A tax revenues to the District for Paratransit operating expenses.

TA Measure A funds are projected to be \$4.7 million per year in FY2024 and FY2025, which do not significantly differ from the FY2023 Forecast. Further details are discussed in the Appendix with reference to Operating Revenue: SMCTA Measure A Redi-Wheels (page 2, line 31 of Attachment A).

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
6 SMCTA Measure A	\$ 3.9	\$ 4.7	\$ 4.7	\$ (0.0)	-0.9%	\$ 4.7	\$ 0.1	1.1%

**AB434, TA FUNDED SHUTTLES & OTHER (Summary Page 1, line 7)**

This line item includes the AB434 California Clean Air Act funding from Bay Area Air Quality Management District (BAAQMD), TA contributions for shuttle programs, and employers’ shares

of the cost of operating shuttle services between the employers' work sites and Bay Area Rapid Transit (BART) and Caltrain stations, ferry terminals, and communities within San Mateo County. Effective FY2023, BAAQMD reassigned the AB434 funding to Commute.org. The FY2024 and FY2025 Proposed Budgets also assume no grants sponsorship from the San Mateo County Transportation Authority (TA) until its next Shuttles Program Call for Projects; see further details with reference to page 2, line 36 of Attachment A, in the Appendix.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
7 AB434, TA Funded Shuttles & Other	\$ 0.6	\$ 0.1	\$ -	\$ (0.1)	-100.0%	\$ -	\$ -	-

**SOURCES OF FUNDS: OTHER REVENUE SOURCES (Page 1, Attachment A)**

Other Revenue Sources include sales tax revenues from the ½ cent District Sales Tax implemented in 1982 and the District's Measure W Sales Tax, which was approved by the County voters in November 2018. These two sales tax revenue sources make up majority of the District's overall revenues. In the FY2023 Forecast, they total \$175.9 million, or 52.1% of the District's total Sources of Funds, and in FY2024 and FY2025 they are projected to total \$174.4 million and \$176.4 million, or 51.7% and 50.7% respectively of the overall Sources of Funds. Other Revenue Sources for the District include Investment Interest Income, Rental Income, Advertising Income, and various other sources of income, which are described in further detail in the Appendix.

SOURCES OF FUNDS: \$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
	A	B	C	D = C - B	E = D / B	F	G = F - C	H = G / C
9 Other Revenue Sources								
10 District Sales Tax	\$ 112.9	\$ 117.3	\$ 116.3	\$ (1.0)	-0.9%	\$ 117.6	\$ 1.3	1.1%
11 Measure W Sales Tax	56.1	58.6	58.1	(0.5)	-0.9%	58.8	0.7	1.1%
12 Investment Interest Income	2.5	6.4	8.1	1.7	26.5%	8.2	0.1	1.6%
13 Other Interest, Rent & Other Income	7.5	10.9	10.2	(0.7)	-6.1%	9.8	(0.5)	-4.4%
14 Due from PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital	25.5	47.1	55.3	8.2	17.5%	63.0	7.7	13.9%
15 Subtotal - Other Revenues	\$ 204.6	\$ 240.3	\$ 248.0	\$ 7.7	3.2%	\$ 257.4	\$ 9.4	3.8%
16								
17 TOTAL SOURCES OF FUNDS	\$ 286.4	\$ 337.9	\$ 337.3	\$ (0.6)	-0.2%	\$ 347.7	\$ 10.4	3.1%

**DISTRICT SALES TAX REVENUE (SUMMARY PAGE 1, LINE 10)**

The District's original ½ cent sales tax was authorized by San Mateo County voters at the November 1974 election when the Measure to form the San Mateo County Transit District was approved. Pursuant to this authority, the District's Board of Directors acted to impose the sales tax in 1981. These funds have been collected since July 1, 1982 and provide operating revenues to cover the annual shortfall in operating revenues, local match for federal operating grants, capital programs, and debt service.

The FY2024 Proposed Budget assumes a cautious outlook and possibly a slowdown compared to the FY2023 Forecast which is inflated by exceptionally high prices, reflecting both uncertainty in the economy and potential price declines in the auto and fuel sections. Higher cost of food, drugs, and other necessities limit dollars available for discretionary and non-essential purchases. The District Sales Tax Revenues in the FY2024 Proposed Budget is \$116.3 million, which is \$1.0 million or 0.9% lower than the FY2023 Forecast. With economic uncertainties, the

FY2025 Proposed Budget is projected with a mild improvement compared to FY2024, at \$117.6 million, inching-up by 1.1% or \$1.3 million.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
10 District Sales Tax	\$ 112.9	\$ 117.3	\$ 116.3	\$ (1.0)	-0.9%	\$ 117.6	\$ 1.3	1.1%

**MEASURE W SALES TAX REVENUE (Summary Page 1, line 11)**

The District’s Measure W, approved by County voters in November 2018, authorized a ½ cent sales tax for a 30-year term, to be collected starting from July 1,2019 through June 30, 2049. As with the District Sales Tax, Measure W Sales Tax revenue for the FY2024 Proposed Budget is \$58.1 million, which is 0.9% or \$0.5 million lower than the FY2023 Forecast. A slight improvement is projected for FY2025 Proposed Budget at \$58.8 million, which is \$0.7 million or 1.1% high than the FY2024 Proposed Budget. (Note: Though the District Sales Tax and Measure W each are ½-cent sales taxes, one half of the Measure W revenues flow directly to the TA for administration in accordance with the Measure W Congestion Relief Plan, without appearing as District revenues or expenses.)

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
11 Measure W Sales Tax	\$ 56.1	\$ 58.6	\$ 58.1	\$ (0.5)	-0.9%	\$ 58.8	\$ 0.7	1.1%

**INVESTMENT INTEREST INCOME (Summary Page 1, line 12)**

The District’s investable fund balances are invested by the District’s investment manager according to the District’s approved investment policy for government funds and under the oversight of the Chief Financial Officer. Investment interest income for the FY2024 Proposed Budget is \$8.1 million, which is projected at \$1.7 million or 26.5% higher than the FY2023 Forecast due to increased interest rates. The FY2025 Proposed Budget is \$8.2 million, which is not significantly different from FY2024, due to long-term uncertainty.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
12 Investment Interest Income	\$ 2.5	\$ 6.4	\$ 8.1	\$ 1.7	26.5%	\$ 8.2	\$ 0.1	1.6%

**OTHER INTEREST, RENT & OTHER INCOME (Summary Page 1, line 13)**

This line includes Motor Bus Rental Income, Advertising Income, County Measure M revenues provided to the District for paratransit, Employer Shuttle Funds, Dumbarton Corridor Rentals, and Other Income such as funding specifically for SamTrans’ Late-Night Owl service to San Francisco International Airport. The FY2024 Proposed Budget of \$10.2 million reflects a decrease of \$0.7 million or 6.1% compared to the FY2023 Forecast, mainly due to prior years’ rent repayment. For FY2025, the Proposed Budget for this line is \$9.8 million, which is \$0.5 million or 4.4% lower compared to FY2024, and assumes no contract renewal on bus shelter advertising until the Bus Stop Improvement Plan is completed. Details are further explained in the Appendix with reference to Attachment A Other Revenue Sources, (page 2, lines 15-19), Measure M Paratransit (page 2, line 32), and Multi-Modal programs (page 2, lines 37 and 38).

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
13 Other Interest, Rent & Other Income	\$ 7.5	\$ 10.9	\$ 10.2	\$ (0.7)	-6.1%	\$ 9.8	\$ (0.5)	-4.4%

**DUE FROM PCJPB, SMCTA, SMCEL-JPA & SAMTR CAPITAL Wages & Benefits (W&B) (Summary Page 1, line 14)**

This line item accounts for the recovery of costs associated with the District’s managing agency role. Though the Peninsula Corridor Joint Powers Board (JPB), San Mateo County Transportation Authority (TA), and San Mateo County Express Lane Joint Powers Authority (SMCEL-JPA) are legally separate and independent entities, the District serves as the managing agency for the shared services. Federal rules and regulations permit the recovery of overhead expenses and indirect costs if they are part of an approved Cost Allocation Plan. The FTA approved the District's current plan and overhead amounts to address support functions that benefit the other agencies such as Human Resources and Payroll. Accordingly, the District’s Proposed Operating Budget identifies costs for staff members' wages and benefits (W&B), as well as their associated CalPERS and Retiree Medical Benefits that are wholly or partially attributable to the JPB, TA, SMCEL-JPA and the District's Capital wages and benefits. Those costs are subject to full reimbursement from the JPB, TA and SMCEL-JPA, and the District's Capital Programs.

The FY2024 Proposed Budget for these cost reimbursements is \$55.3 million, which is \$8.2 million or 17.5% higher than the FY2023 Forecast. The Proposed FY2025 Budget of \$63.0 million reflects a projected increase of \$7.7 million or 13.9% in FY2024, due to increases in labor costs.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
14 Due from PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W	\$ 25.5	\$ 47.1	\$ 55.3	\$ 8.2	17.5%	\$ 63.0	\$ 7.7	13.9%

**USES OF FUNDS**

The following section provides a summary description of Uses of Funds as referenced on page 1 of Attachment A.

**USES OF FUNDS: OPERATING EXPENSE SUMMARY (Page 1, Attachment A)**

USES OF FUNDS: \$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
	A	B	C	D = C - B	E = D / B	F	G = F - C	H = G / C
20 PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W&B	\$ 25.5	\$ 47.1	\$ 55.3	\$ 8.2	17.5%	\$ 63.0	\$ 7.7	14.0%
21 Motor Bus	123.8	153.6	182.0	28.4	18.5%	181.8	(0.2)	-0.1%
22 A.D.A. Programs	17.0	19.2	20.7	1.5	8.1%	21.8	1.1	5.2%
23 Multi-Modal Programs	2.1	5.8	6.5	0.7	13.0%	6.7	0.2	2.6%
24 Pass Through to Other Agencies	0.6	0.6	-	(0.6)	-100.0%	-	-	-
25 Land Transfer Interest Expense	0.1	-	-	-	-	-	-	-
26 Total Operating Expenses	\$ 169.1	\$ 226.2	\$ 264.5	\$ 38.3	17.0%	\$ 273.3	\$ 8.8	3.3%



**PCJPB, SMCTA, SMCEL-JPA & SAMTR CAPITAL W&B (Summary Page 1, line 20)**

Connected to Sources of Funds, as discussed above in line item 14, this expense reflects the costs incurred by the District on behalf of the JPB, TA, SMCEL-JPA, and District’s Capital wages and benefits. The FY2024 and FY2025 Proposed Budgets have accounted for all staff members’ W&B that are wholly or partially attributable to the JPB, TA, SMCEL-JPA and the District’s Capital Programs. Those costs are subject to full reimbursement, and are equal to line 14 on the summary, page 1, of Attachment A.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
20 PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W&B	\$ 25.5	\$ 47.1	\$ 55.3	\$ 8.2	17.5%	\$ 63.0	\$ 7.7	13.9%

**MOTOR BUS (Summary Page 1, line 21)**

Total funding required for the District’s Motor Bus Operations reflected in the Proposed Operating Budget for FY2024 is \$182.0 million, which is \$28.4 million or 18.5% higher than projected expenses for FY2023. The FY2025 Proposed Budget of \$181.5 million is not significantly different from FY2024. Each line item that comprises the Motor Bus operating expense is discussed in more detail in the Appendix in reference to page 3 of Attachment A.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
21 Motor Bus	\$ 123.8	\$ 153.6	\$ 182.0	\$ 28.4	18.5%	\$ 181.8	\$ (0.2)	-0.1%

**ADA PROGRAMS (Summary Page 1, line 22)**

Total funding required for the District’s ADA Programs in the Proposed Operating Budget for FY2024 is \$20.7 million, which is \$1.5 million or 7.9% higher compared to the FY2023 Forecast. The FY2025 Proposed Budget is \$21.8 million, which is \$1.1 million or 5.4% higher than FY2024. Each line item comprising the ADA Programs is discussed in more detail in the Appendix in reference to page 4 of Attachment A.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
22 A.D.A. Programs	\$ 17.0	\$ 19.2	\$ 20.7	\$ 1.5	7.9%	\$ 21.8	\$ 1.1	5.4%

**MULTI- MODAL PROGRAMS (Summary Page 1, line 23)**

Multi-Modal programs include the Dumbarton Inter-County Corridor, the District shuttle services, station support for Multi-Modal transit in San Mateo County, and other Multi-Modal programs. The FY2024 Proposed Budget of \$6.5 million reflects an increase of \$0.7 million or 12.8% higher than FY2023 Forecast. The FY2025 Proposed Budget is \$6.7 million, which is \$0.2 million or 2.7% higher than FY2024. Each line item comprising the Multi-Modal Program will be discussed in more detail in the Appendix in reference to page 4 of Attachment A.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
23 Multi-Modal Programs	\$ 2.1	\$ 5.8	\$ 6.5	\$ 0.7	12.8%	\$ 6.7	\$ 0.2	2.7%

**PASS THROUGH TO OTHER AGENCIES (Summary Page 1, line 24)**

Pass Through reflects funding for various cities’ shuttle and transportation programs. The FY2023 budget includes pass through funds to Daly City’s Bayshore Shuttle, City of San Mateo’s

Get Around Senior Transportation program, City of Menlo Park's Shuttle Program, and City of South San Francisco's Free South San Francisco Outreach Enhancement Project. The corresponding revenue can be seen on page 1, line 3. There are no Pass Through expenses expected to other agencies in FY2024 and FY2025.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
24 Pass Through to Other Agencies	\$ 0.6	\$ 0.6	\$ -	\$ (0.6)	-100.0%	\$ -	\$ -	-

**LAND TRANSFER INTEREST EXPENSE (Summary Page 1, line 25)**

The District acquired land located in San Carlos along the Caltrain right of way from the TA for a promissory note. Under the term of the transaction, the District is permitted to pay the purchase price over time subject to the payment of interest prospectively at the current rate of return earned by the TA on its investment portfolio until the principal is paid in full before December 1, 2033. In FY2022, the District paid off this obligation to the TA.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
25 Land Transfer Interest Expense	\$ 0.1	\$ -	\$ -	\$ -	-	\$ -	\$ -	-

**PROJECTED SURPLUS / (DEFICIT)**

The following section provides a summary description of capital program allocations, debt services, reserves, and the projected surplus or deficit as referenced on page 1 of Attachment A.

**PROJECTED SURPLUS / (DEFICIT): SUMMARY (Page 1, Attachment A)**

PROJECTED SURPLUS/(DEFICIT) \$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
	A	B	C	D = C - B	E = D / B	F	G = F - C	H = G / C
28 Total Operating Surplus/(Deficit)	\$ 117.4	\$ 111.7	\$ 72.9	\$ (38.8)	-34.8%	\$ 74.4	\$ 1.5	2.1%
29								
30 District Sales Tax Capital	3.6	5.5	13.7	8.2	147.9%	14.8	1.1	8.0%
31 Measure W Sales Tax Capital	6.8	23.5	28.7	5.2	21.9%	14.0	(14.7)	-51.2%
32 Reserves for Future Measure W Capital Allocation	-	-	12.7	12.7		29.9	17.2	135.8%
33 Sales Tax Allocation - Capital Programs	\$ 10.5	\$ 29.1	\$ 55.1	\$ 26.0	89.6%	\$ 58.8	\$ 3.7	6.6%
34								
35 Total Debt Service	\$ 19.2	\$ 19.1	\$ 19.1	\$ (0.0)	-0.2%	\$ 19.1	\$ 0.0	0.2%
36								
37 Operating Reserve	35.7	2.0	-	(2.0)		-	-	
38 Sales Tax Stabilization Fund	16.9	30.8	-	(30.8)		-	-	
39 Pension	-	21.0	-	(21.0)		-	-	
40 Total Reserves	52.6	53.8	-	(53.8)		-	-	
41								
42 TOTAL USES OF FUNDS	\$ 251.4	\$ 328.2	\$ 338.7	\$ 10.5	3.2%	\$ 351.2	\$ 12.5	3.7%
43								
44 PROJECTED SURPLUS/(DEFICIT)	35.0	9.7	(1.4)			(3.5)		
45 Draw from Prior Years' Surplus	-	-	1.4			3.5		
46 ADJUSTED PROJECTED SURPLUS/(DEFICIT)	\$ 35.0	\$ 9.7	\$ -			\$ -		

**SALES TAX ALLOCATIONS - CAPITAL PROGRAM (Summary Page 1, line 30, 31, 32 & 33)**

The FY2024 and FY2025 Proposed Capital Budgets include funding for battery electric and hydrogen fuel cell bus purchases and infrastructure development. The FY2024 Proposed Capital Budget, which includes the next phase of replacing 105 diesel buses with zero emission buses, will require \$13.7 million of District Sales Tax and \$28.7 million of Measure W Sales Tax revenues. The FY2025 Proposed Capital Budget will require \$14.8 million of District Sales Tax and \$14.0 million of Measure W Sales Tax revenues. In addition, both the FY2024 and FY2025 Proposed Budgets set aside reserves for future Measure W-eligible capital project allocation at \$12.7 million and \$29.9 million, respectively. Staff is actively applying for grants to support Emission Zero vehicles and infrastructure, but may come back to the Board to request additional sales tax funding if the Emission Zero grant applications are unsuccessful. See Attachment B for descriptions of the FY2024 and FY2025 Proposed Budget Capital projects and their funding sources.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
30 District Sales Tax Capital	\$ 3.6	\$ 5.5	\$ 13.7	\$ 8.2	147.8%	\$ 14.8	\$ 1.1	8.0%
31 Measure W Sales Tax Capital	\$ 6.8	\$ 23.5	\$ 28.7	\$ 5.2	22.0%	\$ 14.0	\$ (14.7)	-51.2%
32 Reserves for Future Measure W Capital Allocation	\$ -	\$ -	\$ 12.7	\$ 12.7		\$ 29.9	\$ 17.3	136.1%
33 Sales Tax Allocation - Capital Programs	\$ 10.5	\$ 29.1	\$ 55.1	\$ 26.0	89.6%	\$ 58.8	\$ 3.7	6.6%

**DEBT SERVICE (Summary Page 1, line 35)**

This line reflects scheduled payments due, principal and interest to be paid under the District’s 2015 Series A Bonds expiring June 2034.

\$ In Millions	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
35 Total Debt Service	\$ 19.2	\$ 19.1	\$ 19.1	\$ (0.0)	0.0%	\$ 19.1	\$ (0.0)	0.0%

**OPERATING RESERVE, SALES TAX STABILIZATION FUND, AND PENSION (Summary Page 1, lines 37, 38, 39 & 40)**

This portion of the Proposed Operating Budget details assets in the District’s Operating Reserve, Sales Tax Stabilization Fund and Pension Pre-funding Trust, each of which reflect policy decisions made by the Board to mitigate volatility in revenues and expenses.

The Financial Reserve Policy adopted by the Board on June 2, 2021 (Resolution 2021-24), ensures the District will maintain a prudent level of reserves to ensure sufficient funds are available in the event of either an unanticipated revenue shortfall or an unavoidable expenditure need occur.

The purpose of the Operating Reserve is to accommodate normal fluctuations in the timing of revenues and unforeseen operating expenses, and the District’s Policy requires that the agency maintain a minimum of three months (25%) of annual budgeted operating expenses. If the Operating Reserve balance falls below the established level, replenishment will be budgeted in the following fiscal year. No funds are budgeted in the FY2024 and FY2025 proposed budgets because the District is projected to have \$55.0 million in the Operating Reserve at the end of FY2023, which is slightly more than the \$52.6 million currently required by the policy.

The Sales Tax Stabilization Fund was created in FY2021 to set aside additional reserves to mitigate the potential impacts of volatility in sales tax revenues in recognition of the District’s reliance on sales tax to support service levels and the District’s Operating and Capital Budgets. Compliance with the related policy required a gradual increase in the amount allocated to the fund, until reaching a maximum amount of the greater of 35% of annual tax revenue or “an amount equal to the highest sales tax revenue decrease measured over a two-year period from the preceding revenue peak.” Again, no funds are included in the Proposed FY2024 or FY2025 budgets because the amount anticipated to be required under the policy in FY2025 is \$61.7 million, and the District is projected to have that amount in the fund at the end of FY2023.

The Pension 115 Trust is designed to give public agencies who offer defined benefit pensions the opportunity to save money by investing now for their future pension contributions. At the May 3, 2023 Board meeting, the Board approved an investment strategy for the \$21 million allocation from the FY2023 Budget. Staff will review the District’s financial position annually to recommend future contributions. The FY2024 and FY2025 Proposed Budgets assume no additional contributions to the Pension 115 Trust.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
37 Operating Reserve	\$ 35.7	\$ 2.0	\$ -	\$ (2.0)		\$ -	\$ -	
38 Sales Tax Stabilization Fund	\$ 16.9	\$ 30.8	\$ -	\$ (30.8)		\$ -	\$ -	
39 Pension	\$ -	\$ 21.0	\$ -	\$ (21.0)		\$ -	\$ -	
40 Total Reserves	\$ 52.6	\$ 53.8	\$ -	\$ (53.8)		\$ -	\$ -	

**TOTAL USES OF FUNDS (Summary Page 1, line 42)**

This line equals the sum of Total Operating Expense, Sales Tax Allocation - Capital Programs, Debt Service, and Reserves.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
42 TOTAL USES OF FUNDS	\$ 251.4	\$ 328.2	\$ 338.8	\$ 10.6	3.2%	\$ 351.2	\$ 12.4	3.6%

**PROJECTED SURPLUS/(DEFICIT) (Summary Page 1, lines 44, 45 & 46)**

The remaining projected deficit for FY2024 is \$1.4 million and FY2025 is \$3.5 million. Staff is proposing to draw from prior years’ surplus to balance each annual budget.

\$ In Millions	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
44 PROJECTED SURPLUS/(DEFICIT)	\$ 35.0	\$ 9.7	\$ (1.4)			\$ (3.5)		
45 Draw from Prior Years' Surplus	\$ -	\$ -	\$ 1.4			\$ 3.5		
46 ADJUSTED PROJECTED SURPLUS/(DEFICIT)	\$ 35.0	\$ 9.7	\$ -			\$ -		

The detailed descriptions of Page 2, 3, and 4 of Attachment A can be referenced in the Appendix.

**FY2024 AND FY2025 PROPOSED CAPITAL BUDGET NARRATIVE**

The total proposed budgets for the District’s Capital Projects are \$187.9 million for FY2024 and \$67.1 million for FY2025.

<b>Capital Categories (in millions)</b>	<b>FY2024 Proposed Budget</b>	<b>FY2025 Proposed Budget</b>
Revenue Vehicle Support	\$140.0	\$3.5
Non-Revenue Vehicle Support	0.5	0.3
Facilities / Construction	7.9	30.8
Infrastructure	29.0	26.4
Information Technology	6.4	3.9
Planning / Development	4.1	2.2
<b>Total</b>	<b>\$187.9</b>	<b>\$67.1</b>

The FY2024 and FY2025 Proposed Capital Budget funding sources are listed below. FY2024 FTA formula grants are primarily for the 105 Emission Zero vehicles replacement. FY2025 FTA formula grants are pending MTC allocations. Other sources such as Local Partnership Program (LPP), Low or No Emission Vehicle Program Grant (LOW-NO), and FTA formula grants for infrastructure are subject for grant applications. Staff may come back to the Board to request additional sales tax to fund these projects if grant applications are unsuccessful.

<b>Capital Sources of Funds (in millions)</b>	<b>FY2024 Proposed Budget</b>	<b>FY2025 Proposed Budget</b>
FTA Formula Grants	\$95.8	\$5.3
STA – State of Good Repair	1.5	-
District Sales Tax	13.7	14.8
Measure W Sales Tax	28.7	14.0
Other State	10.2	-
Others – LPP	0.9	5.2
Others – LOW-NO	36.9	4.6
Others – FTA formula grants for Infrastructure	-	23.2
Others – Local	0.2	-
<b>Total</b>	<b>\$187.9</b>	<b>\$67.1</b>

The Proposed Budgets reflect capital projects submitted by various divisions for review and prioritization based on District policy directives. In keeping with the District’s ongoing need to conserve financial resources, the Proposed Budgets reflect the most critical projects. The full Proposed Capital Budgets for FY2024 and FY2025 are set forth in Attachment B.

**REVENUE VEHICLE REPLACEMENT / SUPPORT: \$140,015,900 (FY2024) & \$3,507,382 (FY2025)**

Major Bus Components:

This project consists of purchases of new and rebuilt parts. Major Bus Components with unit prices of \$5,000 or more are included in the Capital Budgets.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Major Bus Components	1.1	\$ 341,000		1.1	\$ 392,370

Replacement of (12) 2017-2018 Paratransit Cutaway:

This project will replace (9) 2017 El Dorado Aerotech Paratransit Gasoline Cutaways and (3) 2018 El Dorado Aerotech Paratransit Gasoline Cutaways for a total of 12 vehicles. The cutaways in the District's fleet have a replacement life cycle of 7 years and will reach their end of life in 2024 and 2025. FY2025 funds will be used for replacement vehicle procurement.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Replacement of (12) 2017-2018 Paratransit Cutaway				1.2	\$ 3,115,012

Replacement of (135) 2009 Model-Year Gillig Heavy Duty Diesel Buses:

FY2024 funds will be used to replace the remaining (105) of (135) 2009 Gillig Low Floor diesel buses, which include 29-foot, 35-foot, and 40-foot models. Per FTA and MTC guidelines, the useful life for an urban bus is 12 years; the District's 2009 Gillig buses surpassed their useful lives in 2021.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Replacement of (135) 2009 Model-Year Gillig Heavy Duty Diesel	1.2	\$ 139,674,900		\$	-

**NON-REVENUE VEHICLE REPLACEMENT / SUPPORT: \$465,850 (FY2024) & \$353,650 (FY2025)**

Maintenance Equipment:

This project provides for purchase of maintenance shop equipment replacement for items that have exceeded their useful lives and/or are needed to support the maintenance of new buses and equipment. FY2024 funds will be used to procure (2) bus lifts for the Hydrogen Fuel Cell Electric Buses. FY2025 funds will be used to procure (2) emergency dual purpose motorbikes, (2) electric carts, (4) medium-duty floor jacks, (3) electric pallet jacks, (3) Electric Vehicle (EV) tool storage, (1) advance diagnostic reader, (2) generators, and (1) hot pressure washer skid.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Maintenance Equipment	2.3	\$ 221,100		2.3	\$ 198,000

Replacement Non-Revenue Service Support Vehicles:

This project will procure replacements for (8) non-revenue service vehicles. The new vehicles will be hybrid or electric-powered to align with the District's goal to reduce emissions and obtain zero-emission fleets. FY2024 funds will be used to purchase (4) utility vans and FY2025 funds will be used to purchase four (4) sport utility vehicles.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Replacement Non-Revenue Service Support Vehicles	2.4	\$	154,000	2.4	\$ 155,650

ITS Department Vehicle Expansion:

Capital funds for this project will be used to purchase (2) sport utility vehicles or utility vans for Intelligent Transportation System (ITS) technicians to perform daily duties at North Base, South Base, and Contracted Urban Bus (CUB) locations in San Francisco, at the District's Brewster facility in Redwood City, and in Half Moon Bay.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
ITS Department Vehicle Expansion	2.5	\$	90,750	\$	-

**FACILITIES / CONSTRUCTION: \$7,959,226 (FY2024) & \$30,793,513 (FY2025)**

Interim Workspace Enhancement:

This project will enhance Headquarters Offices including cubicles and office improvements to accommodate staffing growth; remove and replace worn carpet throughout the North Base, South Base, and Central Headquarters Offices; and plan and construct (2) modular offices in existing warehouse and storage space at North Base.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Interim Workspace Enhancement	3.6	\$	1,000,000	3.5	\$ 500,000

Mobile Construction Office Trailers

This project will include procurement and furnishing of (2) mobile office trailers, one each at North Base and South Base, to support District staff during phased site construction projects over the next 10-15 years. Funds will support the planning and procurement process in FY2024, followed by delivery and installation in FY2025.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Mobile Construction Office Trailers	3.7	\$	148,500	3.6	\$ 38,500

EV Charges for Non-Revenue Vehicles

This project will install Type 2 electric vehicle chargers for the District's non-revenue (pool) vehicles at North Base and South Base. This will allow for future Non-Revenue Vehicle fleet expansion and, if feasible, EV charging for employees.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
EV Charges for Non-Revenue Vehicles		\$	-	3.7	\$ 286,000

North Base Bus Transportation Building 200

Field investigations and independent evaluations completed in 2010 and 2019 for North Base’s Building 200 and the surrounding area have determined that extensive settlement has occurred and will likely continue. The resulting building assessment recommends the removal and replacement of the existing structure to ensure the safety, functionality, sustainability, durability, and cost-effectiveness for SamTrans bus operations, employees, and visitors. FY2024 funds will be used to continue engineering design and start the construction procurement process. FY2025 funds will be used to continue the procurement process to provide temporary accommodation for building occupants, demolition of Building 200, and construction of a new building.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
North Base Bus Transportation Building 200	3.8	\$ 2,795,726	3.8	\$ 28,979,013

North Base and South Base Condition & Needs Assessment

This project consists of assessments of the North Base and South Base structures and facilities to develop recommendations for repair, modification, and/or replacement. This project will also fund work by an architectural and engineering firm to conduct a systematic field survey of the North Base and South Base facilities, establish reliable baseline civil data, and develop computer-aided design and drafting (CADD) files to allow effective planning and execution of construction projects.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
North Base and South Base Condition & Needs Assessment	3.9	\$ 660,000	3.9	\$ 440,000

Bus Stop Improvement Plan

This project will include design and procurement of bus stop amenities as recommended in the forthcoming Bus Stop Improvement Plan. FY2024 funds will be used for the planning and design phase, and FY2025 funds will be used to complete design, procurement, and installation of bus stop amenities.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
Bus Stop Improvement Plan	3.10	\$ 220,000	3.10	\$ 550,000

Bus Operator Restroom Access Improvements

This project will design and construct (6) or more bus operator restroom facilities at priority layover sites or at end-of-line locations, as recommended in the SamTrans Operator Restroom Facility and Site Assessments Study (2023).

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
Bus Operator Restroom Access Improvements	3.11	\$ 2,937,000		\$ -



Environmental Compliance Workflow Improvements

The California Environmental Protection Agency (CalEPA) has consolidated six environmental programs in the past decade which have impacted the District's long-standing compliance measures. This project will engage a dedicated consultant to assess current practices at District facilities for compliance actions relative to hazardous materials, environment wastes, petroleum storage tanks and applicable reporting standards.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Environmental Compliance Workflow Improvements	3.12	\$ 198,000		\$ -	

**INFRASTRUCTURE: \$28,976,579 (FY2024) & \$26,392,969 (FY2025)**

Battery Electric Bus (BEB) Infrastructure

This project will fund design and construction of infrastructure required to operate and maintain (37) Battery Electric Buses (BEBs) the District has procured as part of the Emission Zero transition. FY2024 funds will be used to advance the preliminary design to final design and award a pre-construction services contract to a selected Construction Manager General Contractor (CMGC). FY2025 funds will be used to award a contract to the selected CMGC for the construction of BEB charging infrastructure at South Base for the (37) BEBs.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Battery Electric Bus (BEB) Infrastructure	4.13	\$ 9,051,900		\$ 13,962,500	4.11

Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure

Capital funds for this project will be used for the next steps in design and construction of a permanent solution at North Base for fueling Hydrogen Fuel Cell Buses (FCEBs) and thereby advance the Emission Zero fleet conversion. FY2024 funds will be used to develop a solicitation package for a permanent hydrogen fueling station at North Base, issue a Request for Proposal for a turnkey contract for the design and the construction of the hydrogen fueling station, and award the turnkey contract. Work in FY2025 will include development of a cost estimate for the additional facility modifications required for the remainder of a future FCEB fleet.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure	4.14	\$ 19,924,679		\$ 11,087,369	4.12

North Base - Sea Level Rise and Erosion Mitigation

The District's Adaptation and Resilience Plan identifies the District's vulnerability to sea level rise, floods and heat-related climate change impacts and provides potential action alternatives to improve resilience. FY2025 funds will be used to develop a conceptual design and obtain the required environmental clearance(s) for the project.

Project Title	Item #	FY2024		FY2025	
		Proposed Budget		Proposed Budget	
North Base - Sea Level Rise and Erosion Mitigation		\$ -		\$ 1,343,100	4.13

**INFORMATION TECHNOLOGY: \$6,388,000 (FY2024) & \$3,872,000 (FY2025)**

Technology Modernization

This project will modernize the District’s Information Technology Operations by replacing its legacy network and applications. Several components of the network have reached the end of their useful lives. Newer technologies and a redesign of the enterprise connectivity are needed to increase security and reliability. Several critical functions of existing District software are outdated, and the complications of most enterprise applications impact multiple departments. Detailed analysis of the needs and functionality of the District’s applications will be required to develop solutions. The project will take place over two fiscal years, FY2024 and FY2025.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
Technology Modernization	5.15	\$ 3,388,000	5.14	\$ 3,872,000

Cybersecurity Program

Cyber threats are evolving at an alarming pace. This project will fund several technological efforts that are indispensable due to emerging threats. Cybersecurity technology keeps the District safe and is needed to maintain District cyber insurance. It provides assistance for staff to develop mandated policies, assessments, initial scoping of needed improvements, acquisition and implementation of several cybersecurity tools including hardware, software, and professional services.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
Cybersecurity Program	5.16	\$ 1,200,000		\$ -

EPM Replacement and Grants Module Implementation

Peoplesoft is no longer providing product updates and support for the District’s Enterprise Performance Management (EPM) 9.1 system. Due to obsolescence, a new software acquisition is required. In addition, the project will include implementation of a new module to help with grant administration.

Project Title	FY2024		FY2025	
	Item #	Proposed Budget	Item #	Proposed Budget
EPM Replacement and Grants Module Implementation	5.17	\$ 1,800,000		\$ -

**PLANNING / DEVELOPMENT: \$4,120,000 (FY24) & \$2,180,000 (FY25)**

Support for Property Mapping

Funds for this project are intended to be used to hire consultants to conduct field surveys, draft legal descriptions and property boundary resolutions, obtain title records, provide exhibits, file Records of Surveys, and produce accurate mapping of the District’s properties along the Dumbarton corridor. Work in FY2024 will prioritize the District’s Brewster property in Redwood City and properties along El Camino Real. Work in FY2025 will focus on District properties on Junipero Serra Boulevard.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Support for Property Mapping	6.18	\$	330,000	6.15	\$ 330,000

El Camino Real Transit Capital Improvement Fund

Capital resources for this project provide a dedicated funding source through which the District can implement the capital improvement recommendations of the El Camino Real Bus Speed and Reliability Study.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
El Camino Real Transit Capital Improvement Fund	6.19	\$	2,200,000	6.16	\$ 1,100,000

Redwood City Interim Transit Center Feasibility Study

This project is intended to launch a study to assess interim transit center site locations and to identify a preferred interim facility for the District in Redwood City.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Redwood City Interim Transit Center Feasibility Study	6.20	\$	440,000		\$ -

SamTrans Operating Facilities Needs Assessment

This project will evaluate the District’s future operating facility needs in light of upcoming operational, fleet, and development activities, including the Emission Zero fleet transition, the potential transition of services currently operated by a contractor under the District’s CUB contract to being self-operated, and the potential sale of the District’s Brewster operational facility in Redwood City.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
SamTrans Operating Facilities Needs Assessment	6.21	\$	400,000		\$ -

Capital Project Development

This project provides funding for activities that include but are not limited to, future capital budget and programming processes, grant development, and development of capital program management systems.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Capital Project Development	6.22	\$	250,000	6.17	\$ 250,000

Capital Program Management

This project provides funding for programs and project controls support, including monitoring project performance and delivery.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Capital Program Management	6.23	\$	250,000	6.18	\$ 250,000

Capital Contingency Fund

This project provides funding for unforeseen capital expenditures.

Project Title	Item #	FY2024		FY2025	
		Item #	Proposed Budget	Item #	Proposed Budget
Capital Contingency Fund	6.24	\$	250,000	6.19	\$ 250,000

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## San Mateo County Transit District Fiscal Years 2024 and 2025 Proposed Operating Budget Additional Detail on Sources and Uses of Funds

The Financial Statement included as Attachment A to the San Mateo County Transit District’s Proposed Operating Budget divides (I) sources of funds and (II) uses of funds for major activities and programs into three categories: (A) Motor Bus Operations, (B) Americans with Disabilities Act (ADA) Programs, and (C) Multi-Modal Transit Programs. Within each category, major elements and programs are clearly identified to maintain comparability with prior years. This Addendum 1 provides additional narrative and detail on the proposed sources and uses of funds for Fiscal Years 2023-24 and 2024-25 (FY2024 and FY2025) for the three categories.

### I. SOURCES OF FUNDS (Page 2, Attachment A)

#### **A. OPERATING REVENUES – MOTOR BUS: REVENUE DETAIL**

##### **PASSENGER FARES (Summary Page 2, line 1)**

Implementation of Reimagine SamTrans in August 2022 spurred fare revenues to recover from pandemic-related ridership losses more quickly than anticipated. The FY2023 Forecast reflects a significant increase in Passenger Fares over the FY2023 Operating Budget. The FY2024 Proposed Budget for Motor Bus Passenger Fares revenue of \$11.0 million assumes 71% of pre-pandemic levels and is \$1.0 million or 10.0% higher than the FY2023 Forecast. The FY2025 Proposed Budget of \$11.8 million assumes 76% of pre-pandemic levels and is \$0.8 million or 7.0% higher than the FY2024 Proposed Budget.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
1 PASSENGER FARES	\$ 8,482.1	\$ 10,000.0	\$ 11,000.0	\$ 1,000.0	10.0%	\$ 11,770.0	\$ 770.0	7.0%

##### **TRANSPORTATION DEVELOPMENT ACT (TDA) (Page 2, line 3)**

The Proposed Budget for FY2024 reflects the Metropolitan Transportation Commission’s (MTC) February 2023 estimate, including carryforwards from prior years and continued improvement given high levels of consumer spending and increased inflation. The FY2024 Proposed Budget of \$53.6 million is \$0.6 million or 1.1% higher than the FY2023 Forecast. The FY2025 Proposed Budget is \$54.1 million, which is \$0.5 million or 1.0 % higher than the FY2024 Proposed Budget.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
3 TRANSPORTATION DEVELOPMENT ACT (TDA)	\$ 35,071.2	\$ 53,028.0	\$ 53,593.7	\$ 565.7	1.1%	\$ 54,129.7	\$ 535.9	1.0%

##### **STATE TRANSIT ASSISTANCE (STA) (Page 2, line 5)**

Issued in February 2023, MTC estimates for FY2024 reflect a stronger-than-expected economy. These estimated revenues, together with available carryforwards, result in a FY2024 Proposed

Budget for STA revenues of \$11.4 million, which is \$2.3 million or 25.2% higher than the FY2023 Forecast. The FY2025 Proposed Budget of \$11.5 million is \$0.1 million or 1.0% higher than the FY2024 Proposed Budget.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
5 STATE TRANSIT ASSISTANCE (STA)	\$ 10,630.9	\$ 9,095.2	\$ 11,386.6	\$ 2,291.4	25.2%	\$ 11,500.5	\$ 113.9	1.0%

**OPERATING GRANTS (Page 2, line 7)**

FY2024 Motor Bus Operating Grants are \$1.6 million, which is \$0.2 million or 18.3% higher than the FY2023 Forecast and includes a one-time FTA section 5311 grant related to COVID relief that will be spent by the end of FY2024. The FY2025 Proposed Budget of \$1.1 million is \$0.5 million or 33.3% lower than the FY2024 Proposed Budget.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
7 OPERATING GRANTS	\$ 861.0	\$ 1,341.4	\$ 1,587.5	\$ 246.1	18.3%	\$ 1,059.0	\$ (528.5)	-33.3%

**DISTRICT SALES TAX REVENUES (Page 2, line 9)**

Revenue from the District’s ½ cent sales tax implemented in 1982 provides funds to cover the annual shortfall in operating revenues, as well as the local match for Federal operating grants and other sources.

The total District Sales Tax revenue needed to fund motor bus operations for the FY2024 Proposed Budget is \$80.2 million, which is \$10.9 million or 15.8% higher than the FY2023 Forecast. The FY2025 Proposed Budget is not significantly different compared to the FY2024 Proposed Budget at \$82.0 million.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
9 DISTRICT SALES TAX REVENUE	\$ 62,112.1	\$ 69,290.3	\$ 80,222.1	\$ 10,931.8	15.8%	\$ 82,028.1	\$ 1,806.0	2.3%

**MEASURE W SALES TAX (Page 2, line 11)**

The District retains 50% of the revenues from the voter-approved Measure W sales tax, passed in 2018, to support District needs while the other 50% is administered by the San Mateo County Transportation Authority on the District’s behalf.

The total Measure W Sales Tax revenue needed to fund motor bus operations is \$13.2 million for the FY2024 Proposed Budget and \$10.9 million for the FY2025 Proposed Budget. This funding is designated for Measure W-eligible operating expenses such as school related services, implementation of Reimagine SamTrans, and planning and studies.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
11 MEASURE W SALES TAX	\$ -	\$ -	\$ 13,201.9	\$ 13,201.9		\$ 10,867.5	\$ (2,334.4)	-17.7%

**INVESTMENT INTEREST INCOME (Page 2, line13)**

To curb high inflation, the Federal Reserve has been increasing interest rates, which benefits District investments. Investment interest income for each of the FY2024 and FY2025 Proposed Budgets is \$7.4 million, which is \$1.4 million or 23.2% higher than the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
13 INVESTMENT INTEREST INCOME	\$ 2,131.2	\$ 6,031.0	\$ 7,431.8	\$ 1,400.8	23.2%	\$ 7,431.8	\$ -	0.0%

### RENTAL INCOME (Page 2, line 16)

The District owns its headquarters building (also known as "Central" or the "Central Office") as well as a number of parcels on the El Camino Real Corridor. This income reflects the rents collected from various tenants using available space in these properties. The FY2023 Forecast includes the prior year's rent repayment. Anticipated rental income based on current tenant listings for the FY2024 Proposed Budget is \$2.2 million, which is \$1.0 million or 30.4% lower compared to the FY2023 Forecast. The FY2025 Proposed Budget is \$1.9 million, which is \$0.3 million or 14.0% lower than the FY2024 Proposed Budget.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
16 Rental Income	\$ 1,944.6	\$ 3,155.4	\$ 2,195.9	\$ (959.4)	-30.4%	\$ 1,887.7	\$ (308.2)	-14.0%

### ADVERTISING INCOME (Page 2, line 17)

Advertising Income is derived from advertisements placed on bus shelters and bus exteriors. Advertising income for the FY2024 Proposed Budget is \$1.0 million, which is \$0.2 million or 19.0% lower than the FY2023 Forecast. The FY2025 Proposed Budget is \$0.8 million, which is \$0.2 million or 23.7% lower than FY2024, based on an assumption of no advertising contract extension for bus shelters after February 2024 until the Bus Stop Improvement Plan is completed.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
17 Advertising Income	\$ 834.0	\$ 1,246.1	\$ 1,009.3	\$ (236.8)	-19.0%	\$ 770.0	\$ (239.3)	-23.7%

### OTHER INCOME (Page 2, line 18)

Motor Bus Other Income for the FY2024 and FY2025 Proposed Budgets do not significantly differ from FY2023 Forecast at \$0.4 million.

Other Income consists of:

1. Financial support from the San Francisco Airport for Owl late-night airport bus service; and
2. Reimbursement from MV Transportation for the use of the Brewster Building located in Redwood City; and
3. Parking Revenues – BART Stations; and
4. Proceeds from the sale of District assets such as revenue vehicles, non-revenue vehicles, and paratransit vans.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
18 Other Income	\$ 1,771.1	\$ 391.6	\$ 361.6	\$ (30.0)	-7.7%	\$ 361.6	\$ -	0.0%



**B. OPERATING REVENUES – ADA PROGRAMS: REVENUE DETAIL**

**PASSENGER FARES – REDI-WHEELS (Page 2, line 24)**

The FY2024 Proposed Budget for paratransit fares revenue of \$0.5 million assumes 59% of pre-pandemic levels and is a 10.0% increase compared to the FY2023 Forecast. The FY2025 Proposed Budget of \$0.5 million assumes 63% of pre-pandemic levels and is 7.0% higher than the FY2024 Proposed Budget as ridership continues to recover from the pandemic.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
24 Passenger Fares Redi-Wheels	\$ 431.3	\$ 460.0	\$ 506.0	\$ 46.0	10.0%	\$ 541.4	\$ 35.4	7.0%

**LOCAL TDA 4.5 – REDI-WHEELS (Page 2, line 25)**

The FY2024 and FY2025 Proposed Budgets reflect \$2.8 million annually in Transportation Development Act (TDA) funds for paratransit based on MTC’s February 2023 estimate, with carryforwards, which is not significantly different from the FY2023 Forecast.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
25 Local TDA 4.5 Redi Wheels	\$ 1,845.9	\$ 2,790.9	\$ 2,820.7	\$ 29.8	1.1%	\$ 2,848.9	\$ 28.2	1.0%

**LOCAL STA - PARATRANSIT (Page 2, line 26)**

State Transit Assistance (STA) of \$1.1 million annually is included in the FY2024 and FY2025 Proposed Budgets based on MTC’s February 2023 estimates, which is not significantly different from FY2023 Forecast. The County Block Grant program governing MTC’s allocation of the population-based portion of STA funds was suspended in FY2023, but will resume in FY2024.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
26 Local STA - Paratransit	\$ 1,796.4	\$ 972.3	\$ 1,066.7	\$ 94.4	9.7%	\$ 1,077.4	\$ 10.7	1.0%

**OPERATING GRANTS (Page 2, line 27)**

Operating Grants for paratransit in the FY2024 and FY2025 Proposed Budgets are \$2.7 million annually, which are not significantly different from the FY2023 Forecast.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
27 Operating Grants	\$ 1,999.7	\$ 2,589.6	\$ 2,713.4	\$ 123.7	4.8%	\$ 2,700.0	\$ (13.4)	-0.5%

**DISTRICT SALES TAX REVENUE – ADA (PAGE 2, LINE 28)**

Total District Sales Tax revenue needed to fund paratransit activities for the FY2024 Proposed Budget is \$3.5 million, which is lower by \$2.6 million or 42.1% compared to the FY2023 Forecast. Total District Sales Tax revenue needed to fund paratransit activities for the FY2025 Proposed Budget is \$4.0 million, which is \$0.4 million or 12.2% higher than the FY2024 Proposed Budget.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
28 District Sales Tax Revenue - ADA	\$ 5,446.6	\$ 6,087.0	\$ 3,524.8	\$ (2,562.1)	-42.1%	\$ 3,956.0	\$ 431.1	12.2%



**MEASURE W SALES TAX – ADA (PAGE 2, LINE 29)**

Measure W Sales Tax revenue will support 50% of annual shortfall in operating revenues along with District Sales Tax Revenue (page 2, line 28). The FY2024 Proposed Budget is \$3.5 million and FY2025 Proposed Budget is 4.0 million.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
29 Measure W Sales Tax - ADA	\$ -	\$ -	\$ 3,524.8	\$ 3,524.8		\$ 3,956.0	\$ 431.1	12.2%

**INTEREST INCOME – PARATRANSIT FUND (Page 2, line 30)**

Investment portfolio interest income for the FY2024 Proposed Budget is \$0.7 million, which is higher by \$0.3 million or 82.7% compared to the FY2023 Forecast. The FY2025 Proposed Budget is \$0.8 million, which is \$0.1 million or 20.0% higher than FY2024. The higher budget is consistent with the Federal interest rate increases.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
30 Interest Income-Paratransit Fund	\$ 406.8	\$ 365.0	\$ 666.8	\$ 301.8	82.7%	\$ 800.0	\$ 133.2	20.0%

**SMCTA MEASURE A – REDI-WHEELS (Page 2, line 31)**

The voters of San Mateo County approved a ballot measure known as Measure A and approved a ½ cent sales tax to fund local transportation projects. In accordance with the Measure A Transportation Expenditure Plan approved by the voters, the TA contributes 4% of its Measure A sales tax revenues for projects assisting people with special mobility needs. The FY2024 and FY2025 Proposed Budgets are \$4.7 million per year, which do not significantly differ from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
31 SMCTA Measure A Redi-Wheels	\$ 3,859.8	\$ 4,691.8	\$ 4,650.6	\$ (41.2)	-0.9%	\$ 4,702.7	\$ 52.2	1.1%

**MEASURE M - PARATRANSIT (Page 2, line 32)**

Measure M funding is from a San Mateo County \$10 motor vehicle registration fee for congestion and pollution mitigation. These funds received by the District are used for expenditures relating to paratransit operations, services for seniors, and veteran mobility programs. The District is expected to receive an annual amount of \$1.2 million for the FY2024 and FY2025 Proposed Budgets per agreement, which are consistent with the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
32 Measure M Paratransit	\$ 1,201.3	\$ 1,200.0	\$ 1,200.0	\$ -	0.0%	\$ 1,200.0	\$ -	0.0%

**C. OPERATING REVENUES – MULTI-MODAL TRANSIT PROGRAMS: REVENUE DETAIL**

Multi-Modal funding includes the TA’s Measure A funds for Shuttle, employers’ share of Shuttle program costs, and Dumbarton Right-of-Way rental income.

**AB434, TA FUNDED SHUTTLES & OTHER (Page 2, line 36)**

Bay Area Air Quality Management District reassigned AB434 funding to Commute.org effective FY2023. The FY2024 and FY2025 Proposed Budgets assume no grant sponsorships from the TA until its next Shuttles Program Call for Projects.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
36 AB434, TA Funded Shuttles & Other	\$ 619.5	\$ 114.3	\$ -	\$ (114.3)	-100.0%	\$ -	\$ -	-

**EMPLOYER SHUTTLE FUNDS (Page 2, line 37)**

The District Shuttle program provides free rides to employees from BART and Caltrain stations to local employer facilities during commute hours. The employer share of shuttle costs for the FY2024 Proposed Budget is \$5.3 million, which is \$0.6 million or 12.0% higher than the FY2023 Forecast. The FY2025 Proposed Budget is \$5.4 million, which is not significantly different than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
37 Employer Shuttle Funds	\$ 1,249.5	\$ 4,692.7	\$ 5,257.4	\$ 564.7	12.0%	\$ 5,354.8	\$ 97.4	1.9%

**DUMBARTON RENTAL INCOME (Page 2, line 38)**

The revenue from Dumbarton reflects rental income from retailers and offices along the Dumbarton Right-of-Way owned by the District. The FY2024 and FY2025 Proposed Budgets are consistent with the FY2023 Forecast at \$0.2 million annually.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
38 Dumbarton Rental Income	\$ 546.2	\$ 182.4	\$ 182.4	\$ -	0.0%	\$ 182.4	\$ -	0.0%

**DISTRICT SALES TAX – OTHER MULTI-MODAL (Page 2, line 39)**

Total District Sales Tax revenue needed to fund Multi-Modal program activities for the FY2024 Proposed Budget is \$1.0 million, which is 37.3% or \$0.3 million higher than the FY2023 Forecast. The FY2025 Proposed Budget is \$1.1 million, which is \$0.1 million or 7.6% higher than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
39 District Sales Tax - Other Multi-Modal	\$ (342.0)	\$ 764.3	\$ 1,049.5	\$ 285.3	37.3%	\$ 1,128.9	\$ 79.3	7.6%

## **II. USES OF FUNDS (Pages 3 and 4, Attachment A)**

This second section of the Appendix provides a detailed description of Uses of Funds, broken down by mode (Motor Bus, ADA, and Multi-Modal Programs), as referenced on pages 3 and 4 of Attachment A.

### **A. OPERATING EXPENSE – MOTOR BUS: EXPENSES DETAIL (Page 3, Attachment A)**

The FY2024 and FY2025 Proposed Budget for Motor Bus Operating Expense is \$182.0 million and \$181.8 million, up by \$28.4 million or 18.5% compared to the FY2023 Forecast. Motor Bus operations includes District-operated bus service, mainline routes operated under contract by MV Transportation, and certain Coastside routes operated under contract.

#### **Wages & Benefits (Page 3, line 1)**

Wages and benefits are calculated based on the approved Salary Ordinance positions and current salary levels. The following are key assumptions used for the FY2024 and FY2025 Proposed Budgets:

- Wages include a universal wage increase for represented positions and non-represented employees in FY2024 and no increase in FY2025 as the District's current collective bargaining agreements expire in June and September 2024.
- The FY2024 and FY2025 Proposed Budgets assume 328 full-time-equivalent Bus Operators to implement the Reimagine SamTrans service plan.
- Vacancy assumptions are based on expected hiring dates for open positions and attrition.
- Fringe benefit costs, are expected to increase as wages increase due to contractual increases and increases in staffing costs. Fringe benefit costs are applied to actual staff wages as a rate. The District aggregates all estimated annual fringe benefit costs (payroll taxes; pension contributions; medical, dental and vision premiums; life insurance, long-term disability unemployment contributions, and paid time off) and then divides that amount by the total projected wages for the upcoming year to arrive at a fringe benefit rate. These costs are then shared with JPB, TA and SMCEL-JPA.
- The FY2024 and FY2025 Proposed Budgets for Unfunded Retiree Medical and CalPERS liability payments have decreased by \$0.6 million compared to the FY2023 Forecast.
- Management Analysts Pilot Program
- Agency Indirect Administration (AIA) is projected at \$15.6 million per the FY2024 Internal Cost Allocation Plan (ICAP) methodology.

Below is a Summary of Full Time Equivalent (FTE) staff positions for FY2024 and FY2025.

	FY2024 FTEs							FY2025 FTEs								
	Finance	Planning	Executive	Comm	Admin	Bus	Rail	Total	Finance	Planning	Executive	Comm	Admin	Bus	Rail	Total
Represented																
Bus Operators (Full & Part-time)						328.0		328.0						328.0		328.0
Bus Transportation Supervisors						16.0		16.0						18.0		18.0
Mechanics						64.0		64.0						64.0		64.0
Utility Workers						29.0		29.0						30.0		30.0
Storekeepers						7.0		7.0						7.0		7.0
Dispatch						4.0		4.0						4.0		4.0
Radio Controller						3.0		3.0						3.0		3.0
Bus Contract Inspector						3.0		3.0						3.0		3.0
Maintenance Supervisors						6.7		6.7						6.7		6.7
Maintenance Instructors						2.9		2.9						2.9		2.9
Transit Instructors						7.0		7.0						10.0		10.0
Utility Maintenance Supervisors						2.0		2.0						2.0		2.0
Facilities Technician						5.0		5.0						5.0		5.0
Customer Service Reps					8.2			8.2				8.2				8.2
Receptionist					0.6			0.6				0.6				0.6
Existing Represented Existing Operating FTE	-	-	-	8.8	-	477.6	-	486.4	-	-	-	8.8	-	483.6	-	492.4
Existing Non Repes Existing Operating FTE's	50.4	16.6	4.6	19.8	62.5	54.6	0.0	208.6	51.7	19.6	4.6	19.8	83.0	56.1	0.0	234.9
New Represented Operating FTE's						6.0		6.0						0.8		0.8
New Non Represented Operating FTE's	1.1	1.9			16.1	0.8		19.8					1.0	1.0		2.0
<b>Total Operating FTE's</b>	<b>51.5</b>	<b>18.5</b>	<b>4.6</b>	<b>28.6</b>	<b>78.6</b>	<b>539.0</b>	<b>0.0</b>	<b>720.8</b>	<b>51.7</b>	<b>19.6</b>	<b>4.6</b>	<b>28.6</b>	<b>84.0</b>	<b>541.5</b>	<b>0.0</b>	<b>730.0</b>
Existing Capital FTE's	9.3	1.0	0.4	0.3	1.0	10.6	0.1	22.6	9.6	2.0	0.4	0.3	3.0	11.1	0.1	26.4
New Capital FTE's		0.6			2.0	0.5		3.1								-
<b>Total Capital FTE's</b>	<b>9.3</b>	<b>1.6</b>	<b>0.4</b>	<b>0.3</b>	<b>3.0</b>	<b>11.1</b>	<b>0.1</b>	<b>25.7</b>	<b>9.6</b>	<b>2.0</b>	<b>0.4</b>	<b>0.3</b>	<b>3.0</b>	<b>11.1</b>	<b>0.1</b>	<b>26.4</b>
<b>Total FTE's</b>	<b>60.7</b>	<b>20.1</b>	<b>5.0</b>	<b>28.9</b>	<b>81.6</b>	<b>550.1</b>	<b>0.1</b>	<b>746.5</b>	<b>61.3</b>	<b>21.6</b>	<b>5.0</b>	<b>28.9</b>	<b>87.0</b>	<b>552.6</b>	<b>0.1</b>	<b>756.5</b>

Wages & Benefits for the Proposed FY2024 Budget is \$99.1 million, which is \$18.6 million or 23.2% higher than the FY2023 Forecast primarily due to benefits rate changes, position reclassifications, increases of 25.8 new operating FTEs, and employee retention program. The FY2025 Proposed Budget is \$99.7 million, which is higher by \$0.6 million or 0.6% compared to FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
1 Motor Bus Wages and Benefits	\$ 67,469.5	\$ 80,455.2	\$ 99,086.9	\$ 18,631.7	23.2%	\$ 99,721.3	\$ 634.4	0.6%

**Board of Directors (Page 3, line 3)**

The Proposed FY2024 and FY2025 Board of Directors expenses, including Board member compensation and benefits, offsite meetings, and related expenses, total \$142,500 per year, which is \$23,800 or 20.0% higher than the FY2023 Forecast mainly due to an increase in offsite meeting and training costs.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
3 Board of Directors	\$ 164.3	\$ 118.7	\$ 142.5	\$ 23.8	20.0%	\$ 142.5	\$ -	0.0%

**Contracted Vehicle Maintenance (Page 3, line 4)**

This budget line item relates to maintenance of vehicles includes towing, contracted welding work, contracted seat repair, contracted oil analysis, rolling stock repairs, state and federal mandated bus services, and other contracted services. This line also includes a Heating, Ventilation and Air Conditioning (HVAC) maintenance contract. The FY2024 Proposed Budget is \$1.2 million, which is not significantly different from the FY2023 Forecast. The FY2025 Proposed Budget is \$1.0 million, which is \$0.2 million or 20.5% lower than FY2024 due to a one-time budgeted 2017 Gillig buses repaint in FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
4 Contracted Vehicle Maintenance	\$ 1,105.4	\$ 1,252.4	\$ 1,197.3	\$ (55.1)	-4.4%	\$ 952.2	\$ (245.1)	-20.5%

**Property Maintenance (Page 3, line 5)**

The line item includes costs for maintaining the District’s North and South Base buildings, as well as the Central administrative building. North and South Base maintenance expenses include repair of shop equipment, preventive maintenance, repairs to mobile wheel lifts, and removal of hazardous materials (i.e., bus washer sludge, waste oil, steam cleaner sludge, used oil filters, etc.). Also included are pest control services and other general repairs for the three facilities. The FY2024 Proposed Budget is \$2.7 million, which is \$0.7 million or 35.2% higher than the FY2023 Forecast due to increases in maintenance costs for non-revenue vehicle electric chargers and the custodial contract. The FY2025 Proposed Budget is \$2.9 million, which is \$0.2 million or 5.6% higher than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
5 Property Maintenance	\$ 1,852.1	\$ 2,020.7	\$ 2,732.6	\$ 711.9	35.2%	\$ 2,886.9	\$ 154.3	5.6%

**Professional Services (Page 3, line 6)**

Professional Services includes legal and professional consulting services for:

- Executive Legal Services, including the contract with Hanson Bridgett
- Legislative Advocacy Services for Federal and State legislative efforts
- Planning initiatives, including project management for implementation of Reimagine SamTrans as well as development of the Bus Stop Improvement Plan, Measure W Strategic Plan, El Camino Real Mid-County Transit and Multimodal Plan, Environmental Management System Plan, and Sustainability Strategic Plan.
- Financial Services, including the annual audit, required actuarial reporting for Other Post-Employment Benefits (OPEB), systems contract services, and on-call support
- Administrative issues related to mandated grievance and arbitration hearings, substance abuse professionals, and court reporter services

The FY2024 Proposed Budget is \$6.0 million, which is not significantly different from the FY2023 Forecast. The FY2025 Proposed Budget is \$5.3 million, which is \$0.7 million or 12.5% lower than the FY2024 Proposed Budget. The main driver in the FY2025 decrease is a reduction of one-time projects planned for FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
6 Professional Services	\$ 5,972.0	\$ 5,731.9	\$ 6,008.0	\$ 276.1	4.8%	\$ 5,254.6	\$ (753.4)	-12.5%

**Technical Services (Page 3, line 7)**

Technical Services includes expenses associated with the District’s Law Enforcement contract and other expenses such as:

- Bus Operators' mandated drug and alcohol testing and DMV special driver licenses
- Licensing and service agreements for District-wide systems applications
- Office related equipment, i.e., desktop computers, printers, and repairs
- Temporary Staff services for projects not currently have vacancies

The Proposed FY2024 Budget is \$12.6 million, which is \$2.1 million or 19.8% higher than the FY2023 Forecast, reflecting increases for Information Technology (IT) software maintenance and a lower-than-anticipated run rate in the FY2023 Forecast. The FY2025 Proposed Budget is \$12.8 million, which is not significantly different from FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
7 Technical Services	\$ 8,349.9	\$ 10,500.0	\$ 12,582.4	\$ 2,082.4	19.8%	\$ 12,776.2	\$ 193.8	1.5%

**Other Services (Page 3, line 8)**

Other Services includes:

- WIPRO Hosting and Support Contract for PeopleSoft
- Clipper® Operator Charges
- Investment and Bank Fees
- Bus Operator Radio Dispatching System Maintenance

The FY2024 and FY2025 Proposed Budgets are both approximately \$5.0 million, which is \$0.7 million or 11.7% lower compared to the FY2023 Forecast. The FY2023 Forecast has one-time IT backlog and sound cloud migration.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
8 Other Services	\$ 3,663.4	\$ 5,666.3	\$ 5,001.8	\$ (664.5)	-11.7%	\$ 4,995.2	\$ (6.7)	-0.1%

**Fuel & Electricity (Page 3, line 11)**

Fuel and Electricity for motor bus includes diesel, hydrogen, and electricity expenses for District-owned and operated buses and gasoline for non-revenue support vehicles such as shop trucks and relief cars for bus operators. Also included in this line item are expenses for oil and lubricants, which are determined by the estimated quantities delivered for the fiscal year. Starting with the FY2024 Proposed Budget, staff has included \$0.3 million for estimated hydrogen fuel costs for 10 Hydrogen Fuel Cell Buses (FCEBs) that the District will operate. Hydrogen costs are based on the assumption of 34,853 kilograms at \$8.75 per kilogram for the projected 281,263 total yearly mileage. Staff also included \$0.6 million for estimated electricity costs for 37 Battery Electric Buses (BEBs) the District will operate. Electricity costs are based on the assumptions of 2,088,865 kWh at \$0.27 per kWh for the projected 908,202 total yearly mileage. The FY2025 electricity costs assume a 5.0% increase. The FY2024 Proposed Budget assumption for diesel fuel cost per gallon is \$2.84, which is \$0.09 lower than the FY2023 Budget of \$2.93 and the FY2025 Proposed Budget assumes diesel fuel cost at \$2.68 per gallon. The FY2024 diesel fuel cost assumes 80% hedged pricing. Diesel taxes and license fees are shown as a separate line item (Attachment A, line 24). Gasoline fuel used for Paratransit cutaways and minivans is shown in the ADA section of Attachment A, line 51.

	FY2023 Budget	FY2024 Budget	FY2025 Budget
Hedge %			
Price / Gallon	\$ 2.93	\$ 2.84	\$ 2.68
Projected Fuel Consumption - Total Gallons	1,386,728	1,270,508	1,270,508
Diesel Fuel Cost	\$ 4,063,113	\$ 3,608,500	\$ 3,405,500
Hedging	10,000	10,000	10,000
CAR/GHG Tax	539,687	-	-
<b>Total Diesel Cost</b>	<b>\$ 4,612,800</b>	<b>\$ 3,618,500</b>	<b>\$ 3,415,500</b>
Projected Miles		281,263	281,263
Projected Miles/kg		8.07	8.07
Projected Price/kg		\$ 8.75	\$ 8.75
<b>Total Hydrogen Cost</b>		<b>\$ 305,000</b>	<b>\$ 305,000</b>
Miles		908,202	908,202
kWh/miles		2.3	2.3
Price/kWh		\$ 0.27	\$ 0.29
<b>Total Electricity Cost</b>		<b>\$ 567,300</b>	<b>\$ 595,600</b>
Gasoline	\$ 108,000	\$ 145,000	\$ 149,350
Oil and Lubricants	\$ 260,826	\$ 261,600	\$ 269,700
<b>Total Fuel and Electricity Cost</b>	<b>\$ 4,981,626</b>	<b>\$ 4,897,400</b>	<b>\$ 4,735,150</b>

The FY2024 Proposed Budget is \$4.9 million, which is \$0.9 million or 15.8% lower than the FY2023 Forecast due to higher fuel cost forecasted in FY2023. The FY2025 Proposed Budget is not significantly different than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
11 Fuel and Electricity	\$ 3,630.0	\$ 5,817.6	\$ 4,897.4	\$ (920.2)	-15.8%	\$ 4,735.2	\$ (162.3)	-3.3%

### Bus Parts and Materials (Page 3, line 12)

This expense line includes bus repair and replacement parts, bus maintenance tires, disposition of obsolete inventory, service and repairs for non-revenue vehicles, small tools, and freight costs. The FY2024 Proposed Budget is \$3.5 million, which is \$0.4 million or 12.6% higher than the FY2023 Forecast due to increased costs in bus parts and materials and increased frequency in services for aging buses and parts out of warranty. The FY2025 Proposed Budget is \$3.6 million, which is not significantly different from FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
12 Bus Parts and Materials	\$ 2,489.3	\$ 3,108.5	\$ 3,500.5	\$ 392.0	12.6%	\$ 3,600.7	\$ 100.2	2.9%

### Uniforms & Driver Expense (Page 3, line 13)

This line is the District's contractual obligation to supply uniforms, including boots or safety shoes, insulated coveralls, rain gear, and other personal protective equipment to bus operators, mechanics, storekeepers, utility workers, and certain supervisory/management staff. Also included are employee retirement and recognition events, i.e., safety breakfasts, staff meetings, and awards. The FY2024 Proposed Budget is \$1.0 million, which is higher by \$0.2



million or 20.1% compared to the FY2023 Forecast. The increase reflects funds for the bus operator retention program. The FY2025 Proposed Budget is \$0.9 million reflecting a slight decrease from FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
13 Uniform and Drivers Expense	\$ 666.3	\$ 799.1	\$ 960.1	\$ 161.0	20.1%	\$ 851.1	\$ (109.0)	-11.4%

**Timetables & Tickets (Page 3, line 14)**

This line covers the production and printing of timetables, schedules, tickets, passes, and maps. The FY2024 and FY2025 Proposed Budgets of \$175,600 per year are consistent with the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
14 Timetables and Tickets	\$ 99.1	\$ 175.6	\$ 175.6	\$ -	0.0%	\$ 175.6	\$ -	0.0%

**Office Supplies / Printing (Page 3, line 15)**

This includes office furniture, computer equipment including laptops, monitors and tablets; printing, materials to support training programs, books and reference materials, paycheck stock and envelopes, and other office supplies, i.e., paper, letterhead, and business cards. The FY2024 Proposed Budget of \$0.8 million is \$0.4 million or 103.5% higher than the FY2023 Forecast, mainly due to increased demand in computer equipment. The FY2025 Proposed Budget is \$0.7 million reflecting a slight decrease from FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
15 Office Supplies/Printing	\$ 447.1	\$ 408.2	\$ 830.8	\$ 422.6	103.5%	\$ 737.9	\$ (92.9)	-11.2%

**Other Material and Supplies (Page 3, line 16)**

This line includes costs for bus operations related activities that include shop and cleaning supplies, engine coolant, refrigerant, welding supplies and miscellaneous consumables used for repairs and preventive maintenance. It also includes packaging, shipping, and banding materials, storage bins, component bags and related supplies, and other items that are required to keep a clean and safe stockroom. The FY2024 and FY2025 Proposed Budgets of \$0.2 million per year are \$51,300 or 38.7% higher than the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
16 Other Materials and Supply	\$ 122.7	\$ 132.6	\$ 183.8	\$ 51.3	38.7%	\$ 187.6	\$ 3.8	2.1%

**Telecommunications (Page 3, line 19)**

This expense is for cell phones, data circuits, and telephone services. The FY2024 Proposed Budget is \$0.7 million and the FY2025 Proposed Budget is \$0.8 million, which are not significantly different from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
19 Telecommunications	\$ 683.7	\$ 669.2	\$ 745.2	\$ 76.0	11.4%	\$ 767.1	\$ 21.9	2.9%



**Other Utilities (Page 3, line 20)**

This line includes costs for gas and electricity, water, sewer, and trash/refuse services. The FY2024 Proposed Budget is \$1.8 million, which is \$0.2 million or 9.9% higher than the FY2023 Forecast due to increasing water, sewer, trash, and refuse service charges. The FY2025 Proposed Budget is \$1.9 million, which is not significantly different from FY2024.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
20 Other Utilities	\$ 1,534.2	\$ 1,676.4	\$ 1,842.6	\$ 166.2	9.9%	\$ 1,914.6	\$ 72.0	3.9%

**Insurance (Page 3, line 21)**

This line covers general insurance costs for motor bus including premiums, deductibles, adjustor fees, broker fees, and other insurance costs. The FY2024 Proposed Budget is \$3.3 million, which is \$0.3 million or 9.2% higher compared to the FY2023 Forecast. The FY2025 Proposed Budget of \$3.6 million is \$0.3 million or 9.3% higher than FY2024. The FY2024 and FY2025 Proposed Budgets assume 10% annual increase on premiums.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
21 Insurance	\$ 2,769.8	\$ 3,030.9	\$ 3,309.4	\$ 278.5	9.2%	\$ 3,615.8	\$ 306.3	9.3%

**Claims Reserves and Payments (Page 3, line 22)**

This line includes claim reserves and associated legal fees. The FY2024 and FY2025 Proposed Budgets are \$0.8 million per year, which are \$0.1 million or 20.6% higher than the FY2023 Forecast.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
22 Claims Reserves and Payments	\$ (1,038.7)	\$ 663.5	\$ 800.0	\$ 136.5	20.6%	\$ 800.0	\$ -	0.0%

**Worker's Compensation (Page 3, line 23)**

The District is subject to the State-mandated insurance program that covers lost wages and medical treatment resulting from an employee's work-related injury. This includes insurance premiums, deductibles, and legal fees. The FY2024 and FY2025 Proposed Budgets of \$3.8 million per year are not significantly different from the FY2023 Forecast.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
23 Workers Compensation	\$ 1,771.0	\$ 3,790.5	\$ 3,835.5	\$ 45.0	1.2%	\$ 3,835.5	\$ -	0.0%

**Taxes & License Fees (Page 3, line 24)**

As noted above, this item covers fuel and lubricant tax expenses, including the Leaking Underground Storage Tank (LUST) tax on diesel fuel. These costs change with fluctuations in fuel consumption. The FY2024 and FY2025 Proposed Budgets are \$0.4 million per year, which are lower by \$0.2 million or 32.9% than the FY2023 Forecast.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
24 Taxes and License Fees	\$ 939.8	\$ 668.8	\$ 448.8	\$ (220.0)	-32.9%	\$ 426.2	\$ (22.6)	-5.0%

**Leases and Rentals (Page 3, line 25)**

This expense is primarily for rental of the Pico Boulevard portable restrooms for layover areas at Daly City BART station, Linda Mar Park N Ride in Pacifica, and in San Carlos and Palo Alto. The FY2024 Proposed Budget of \$0.2 million is \$160,000 or 195.4% higher than the FY2023 Forecast due to contractual increase for bus operators’ portable toilets and adding 10 more locations. The FY2025 Proposed Budget is the same as FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
25 Leases and Rentals	\$ 76.2	\$ 81.9	\$ 241.9	\$ 160.0	195.4%	\$ 241.9	\$ -	0.0%

**Promotional & Legal Advertising (Page 3, line 26)**

This item includes recruitment advertising, promotional advertising for District services and social media campaigns. The FY2024 Proposed Budget is \$1.4 million, which is not significantly different from the FY2023 Forecast. The FY2025 Proposed Budget is \$1.0 million or \$0.5 million lower than FY2024, which reflects a one-time executive position recruitment cost in FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
26 Promotional and Legal Advertising	\$ 456.2	\$ 1,299.8	\$ 1,403.5	\$ 103.7	8.0%	\$ 953.5	\$ (450.0)	-32.1%

**Training and Business Travel (Page 3, line 27)**

This item includes seminars and training, business travel expenses, and employee development classes. It also includes professional development expenses for American Public Transportation Association (APTA), Leadership Programs, and 360-degree employee assessments. The FY2024 and FY2025 Proposed Budgets are \$1.0 million per year, which are \$0.2 million or 21.8% higher compared to the FY2023 Forecast due to increased travel and training costs as District staff continue to attend seminars and trainings in-person.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
27 Training & Business Travel	\$ 169.2	\$ 790.8	\$ 963.0	\$ 172.3	21.8%	\$ 951.6	\$ (11.4)	-1.2%

**Dues and Membership (Page 3, line 28)**

Dues and subscriptions include memberships with American Planning Association (APA), American Public Transportation Association (APTA), San Francisco Bay Area Planning and Urban Research (SPUR), Women’s Transportation Seminar (WTS), International Right of Way Association (IRWA), and National Safety Council (NSC). The FY2024 and FY2025 Proposed Budgets are \$0.3 million per year, which are not significantly different than the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	<u>ACTUAL</u>	<u>FORECAST</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>	<u>PROPOSED BUDGET</u>	<u>(\$) CHANGE</u>	<u>(%) CHANGE</u>
28 Dues & Membership	\$ 154.9	\$ 250.0	\$ 262.7	\$ 12.7	5.1%	\$ 263.0	\$ 0.3	0.1%

**Postage and Other (Page 3, line 29)**

Postage expenses cover various mailing activities for the District. This line also includes relocation expenses, and costs related to mandated translation services. The FY2024 and FY2025 Proposed Budgets are \$0.2 million per year, which do not significantly differ from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
29 Postage and Other	\$ 122.5	\$ 207.5	\$ 218.2	\$ 10.8	5.2%	\$ 219.3	\$ 1.1	0.5%

**CONTRACTED BUS SERVICES EXPENSE DETAIL**

**Contracted Urban Bus (CUB) (Page 3, line 34)**

This line reflects the cost of the CUB service, which MV Transportation is the current contractor that provides fixed route services. The FY2024 Proposed Budget is \$21.6 million, which is \$3.1 million or 16.7% higher compared to the FY2023 Forecast. The CUB service budget is based on the current contract cost, which expires in January 2024. The FY2025 Proposed Budget of \$21.5 million is not significantly different than FY2024; however, contract amount is dependent on the new contract agreement.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
34 Contracted Urban Bus Service	\$ 17,612.4	\$ 18,500.0	\$ 21,596.3	\$ 3,096.3	16.7%	\$ 21,516.8	\$ (79.5)	-0.4%

**Coastside Services (Page 3, line 35)**

Contracted services for Coastal communities are budgeted separately and includes Routes 117 and 18 services provided to residents from Pescadero to Pacifica. The FY2024 Proposed Budget is \$2.1 million, which is higher by \$0.3 million or 14.7% than the FY2023 Forecast. The increase is attributed to increases in the vehicle service hour rate and administrative fee. The FY2025 Proposed Budget of \$2.0 million is not significantly different than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
35 Coastside Services	\$ 1,635.6	\$ 1,805.0	\$ 2,070.8	\$ 265.8	14.7%	\$ 2,045.2	\$ (25.6)	-1.2%

**Redi Coast Non-ADA (Page 3, line 36)**

The District separately accounts for costs of rural non-ADA-required paratransit services from La Honda and Pescadero along the Coastside to Montara for those who do not qualify for ADA services and have no access to fixed-route service. The FY2024 and FY2025 Proposed Budgets are \$0.2 million, which are not significantly different from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
36 Redi Coast Non-ADA	\$ 180.6	\$ 212.0	\$ 246.4	\$ 34.4	16.2%	\$ 207.2	\$ (39.2)	-15.9%

**La Honda - Pescadero (Page 3, line 37)**

The District separately accounts for service to rural populations in La Honda and Pescadero. The FY2024 and FY2025 Proposed Budgets are consistent with the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
37 La Honda - Pescadero	\$ 34.4	\$ 52.6	\$ 52.6	\$ -	0.0%	\$ 52.6	\$ -	0.0%

**SamCoast - Pescadero (Page 3, line 38)**

The District’s contracted service to rural Pescadero includes expanded service to bayside medical facilities (over-the-hill trips), family social service centers, and educational centers. The FY2024 and FY2025 Proposed Budgets are \$0.2 million per year, reflecting vehicle service hour rate and projected mileages adjustment.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
38 SamCoast - Pescadero	\$ 143.0	\$ 158.0	\$ 210.3	\$ 52.3	33.1%	\$ 225.1	\$ 14.8	7.0%

**Microtransit (Page 3, line 39)**

This is an on-demand service addition that is associated with the SamTrans Reimagine service network improvements. Riders will be able to schedule trips using an app or calling the Customer Service Center. Pick-up arrival time is provided in real-time, just like ride-hailing apps. Trips must start and end in a defined zone. The District contracted these services to serve communities in the East Palo Alto and Half Moon Bay areas to supplement changes to SamTrans bus service and provide additional transportation options for those communities. The FY2024 Proposed Budget is \$3.3 million and the FY2025 Proposed Budget is \$3.4 million. Microtransit is scheduled to start in June 2023.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
39 Microtransit	\$ -	\$ 350.0	\$ 3,319.9	\$ 2,969.9	848.5%	\$ 3,435.6	\$ 115.7	3.5%

**CUB Related Wage & Benefits (Page 3, line 40)**

This line reflects Wage & Benefits for staff managing services including:

- Time for managing the contracts required to provide CUB fixed route service and non-ADA Services for Pacifica and San Mateo for Service on the Coastside and Bayside.
- Wage & Benefits for staff managing Coastside service for rural farming communities.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
40 CUB Related Wages & Benefits	\$ 417.0	\$ 605.5	\$ 705.3	\$ 99.7	16.5%	\$ 725.6	\$ 20.4	2.9%

**CUB Related Other Support (Page 3, line 41)**

Additional costs related to the CUB contract include:

- Quarterly inspections for District-owned vehicles operated by the CUB contractor
- CUB-related building maintenance necessary for janitorial, pest control, preventive maintenance, and repairs
- CUB-related utilities including gas and electric, water, sewer, trash, and refuse
- Wheelchair lifts on fixed-route vehicles
- Expanded service for Coastside residents to Bayside medical facilities (over-the-hill trips), and to family social service centers and educational centers

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
41 CUB Related Other Support	\$ 100.9	\$ 184.6	\$ 160.4	\$ (24.3)	-13.2%	\$ 182.3	\$ 21.9	13.7%

**CUB Insurance (Page 3, line 42)**

Insurance costs include premiums, deductibles, adjustor fees, broker fees, and other insurance costs. The FY2024 Proposed Budget is \$1.7 million, which is \$0.1 million or 9.1% higher than the FY2023 Forecast. The FY2025 Proposed Budget of \$1.8 million is expected to increase by 9.2% or \$0.2 million from FY2024. The FY2024 and FY2025 Proposed Budgets assume 10% annual increase on premiums.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
42 CUB Insurance	\$ 1,255.6	\$ 1,519.7	\$ 1,658.0	\$ 138.3	9.1%	\$ 1,810.1	\$ 152.1	9.2%

**CUB Claims, Reserves & Payments (Page 3, line 43)**

This includes claim reserves and associated legal fees. The FY2024 and FY2025 Proposed Budgets are \$0.6 million per year.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
43 CUB Claims Reserves & Payments	\$ (1,211.2)	\$ 875.3	\$ 600.0	\$ (275.3)	-31.4%	\$ 600.0	\$ -	0.0%

**B. OPERATING EXPENSE – ADA PROGRAMS: EXPENSES DETAIL (Page 4, Attachment A)**

The Paratransit/ADA program includes Redi-Wheels service, Sedans and Taxi service, District administration of these program, support for paratransit services on the Coastsides, and a contribution for administration costs to the Paratransit Coordinating Council (PCC).

**Elderly & Disabled/Redi-Wheels (Page 4, line 47)**

This line reflects contracted Paratransit service using District-owned cutaways and minivan vehicles. The FY2024 Proposed Budget is \$8.5 million and the FY2025 Proposed Budget is \$9.1 million attributed to vehicle service hour rate and administrative fee increases.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
47 Elderly & Disabled/Redi-Wheels	\$ 7,853.7	\$ 8,285.0	\$ 8,465.6	\$ 180.6	2.2%	\$ 9,053.5	\$ 587.9	6.9%

**ADA Sedan / Taxi Service (Page 4, line 48)**

This line is for Coastsides service that provides ADA service along the coast, from Pacifica, Montara, Half Moon Bay, Pescadero, and rural southern San Mateo County using contracted taxis and sedans. The FY2024 Proposed Budget is \$2.4 million, which is not significantly different from the FY2023 Forecast. The FY2025 Proposed Budget of \$2.6 million is \$0.2 million or 8.1% higher compared to FY2024 with an increase in projected mileages.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
48 ADA Sedan/Taxi Service	\$ 2,284.1	\$ 2,457.0	\$ 2,390.9	\$ (66.1)	-2.7%	\$ 2,585.0	\$ 194.1	8.1%

**Coastsides ADA (Page 4, line 49)**

Contracted Coastsides Service provides ADA service along the Coast, from Pacifica, Montara, Half Moon Bay, Pescadero, and rural southern San Mateo County. The FY2024 Proposed Budget is \$2.3 million, which is higher by \$0.5 million or 24.8% compared to the FY2023 Forecast attributed to vehicle service hour rate, administrative fee, and projected mileages.

increase near pre-pandemic level. The FY2025 Proposed Budget of \$2.4 million does not significantly differ from FY2024.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
49 Coastside ADA	\$ 1,370.3	\$ 1,828.4	\$ 2,281.9	\$ 453.5	24.8%	\$ 2,357.7	\$ 75.8	3.3%

### ADA Related Wages & Benefits (Page 4, line 50)

Costs include wages & benefits for staff managing the Redi-Wheels contract and service, accessibility support for senior mobility, and veteran assistant services.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
50 ADA Related Wages & Benefits	\$ 2,630.7	\$ 2,947.7	\$ 3,328.7	\$ 380.9	12.9%	\$ 3,377.9	\$ 49.2	1.5%

### ADA Related Other Support (Page 4, line 51)

Redi-Wheels services costs on this line includes the following costs specific to cutaways, minivans, and service providers:

- Fuel and related taxes, oil & lubricants
- Maintenance expenses for parts, tires, and tools
- Employee uniforms
- Telecommunications services
- Consultants for disability awareness and training

The FY2024 Proposed Budget is \$2.7 million, which is higher by \$0.5 million or 20.1% compared to the FY2023 Forecast primarily due to increase in gasoline price from \$4.85 per gallon to \$5.50 per gallon and projected mileage with improved ridership. The FY2025 Proposed Budget of \$2.8 million does not significantly differ from FY2024.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
51 ADA Related Other Support	\$ 1,876.7	\$ 2,250.0	\$ 2,701.9	\$ 451.9	20.1%	\$ 2,775.5	\$ 73.6	2.7%

### ADA Insurance (Page 4, line 52)

This line covers general insurance costs (deductibles, adjustor fees, broker fees and other insurance costs) specific to ADA-required services. The FY2024 Proposed Budget of \$1.3 million is 9.8% or \$0.1 million higher compared to the FY2023 Forecast. The FY2025 Proposed Budget is \$1.4 million, which is \$0.1 million or 9.8% higher than FY2024. The FY2024 and FY2025 Proposed Budgets assume 10% annual increase on premiums.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
52 ADA Insurance	\$ 1,056.5	\$ 1,188.5	\$ 1,304.9	\$ 116.4	9.8%	\$ 1,432.9	\$ 128.0	9.8%

### ADA Claims, Reserves & Payments (Page 4, line 53)

This line covers claim reserves and associated legal fees specific to ADA-required services.

\$ In Thousands	FY2022 ACTUAL	FY2023 FORECAST	FY2024 PROPOSED BUDGET	FY24 vs FY23 (\$) CHANGE	FY24 vs FY23 (%) CHANGE	FY2025 PROPOSED BUDGET	FY25 vs FY24 (\$) CHANGE	FY25 vs FY24 (%) CHANGE
53 ADA Claims Reserves & Payments	\$ (84.4)	\$ 200.0	\$ 200.0	\$ -	0.0%	\$ 200.0	\$ -	0.0%



**C. MULTI-MODAL TRANSIT PROGRAMS: EXPENSES DETAIL (Page 4, Attachment A)**

Multi-Modal programs include the District’s Shuttle Service, the Dumbarton Inter-County Corridor, station support for multi-modal transit in San Mateo County, and promotion of multi-modal transit options.

**SamTrans Shuttles Service (Page 4, line 57)**

This item reflects expenses related to directly-operated and employer-operated shuttle services. This also includes survey services, printing expenses and expenses directly related to contracted shuttle services. The FY2024 Proposed Budget for Shuttle Service is \$5.8 million, which is \$0.7 million or 13.4% higher than the FY2023 Forecast due to increase in projected vendor incentive, gas price, and suspension of three vehicles serving routes due to COVID in the FY2023 Forecast. The FY2025 Proposed Budget of \$6.0 million is slightly higher than FY2024.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
57 Sam Trans Shuttle Service	\$ 1,738.3	\$ 5,100.0	\$ 5,782.9	\$ 682.9	13.4%	\$ 5,955.4	\$ 172.5	3.0%

**Shuttle Related Wages & Benefits (Page 4, line 58)**

This line reflects District staff time to manage the District’s shuttle program. The FY2024 and FY2025 Proposed Budgets for shuttle related wages and benefits of \$0.3 million per year do not significantly differ from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
58 Shuttle Related Wages & Benefits	\$ 78.0	\$ 256.3	\$ 285.4	\$ 29.2	11.4%	\$ 289.6	\$ 4.2	1.5%

**Dumbarton Maintenance of Way (Page 4, line 59)**

This line reflects the District’s costs associated with the Dumbarton Maintenance of Way. The FY2024 and FY2025 Proposed Budgets of \$0.2 million per year for landscaping and maintenance are consistent with the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
59 Dumbarton M.O.W.	\$ 74.2	\$ 182.4	\$ 182.4	\$ -	0.0%	\$ 182.4	\$ -	0.0%

**Maintenance Multimodal Facilities (Page 4, line 60)**

This line covers support services and utilities for the Colma Park and Ride facility including contract services, building maintenances service and sewer and water. The FY2024 and FY2025 Proposed Budgets of \$0.2 million per year do not significantly differ from the FY2023 Forecast.

\$ In Thousands	FY2022	FY2023	FY2024	FY24 vs FY23	FY24 vs FY23	FY2025	FY25 vs FY24	FY25 vs FY24
	ACTUAL	FORECAST	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE	PROPOSED BUDGET	(\$) CHANGE	(%) CHANGE
60 Maintenance Multimodal Facilities	\$ 182.7	\$ 215.0	\$ 238.6	\$ 23.6	11.0%	\$ 238.6	\$ -	0.0%

**Resolution No. 2023 -**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Adopting Fiscal Years 2024 and 2025 Operating Budgets in the Amounts of \$264,461,894 and \$273,278,060, Respectively, and Fiscal Years 2024 and 2025 Capital Budgets in the Amounts of \$187,925,555 and \$67,099,514, Respectively**

**Whereas**, Section 103141(b) of the California Public Utilities Code requires the Board of Directors (Board) to adopt an annual budget for the San Mateo County Transit District (District); and

**Whereas**, on December 7, 2022, pursuant to Resolution 2022-83, the Board adopted a Biennial Budget Policy for the District, under which staff is proposing the Board adopt biennial operating and capital budgets for Fiscal Years 2023-24 (FY2024) and 2024-25 (FY2025); and

**Whereas**, the adoption of an operating budget is necessary for obtaining both Federal and State funds to support the District's transportation improvement program; and

**Whereas**, the General Manager/CEO has prepared and presented to the Board a Proposed Operating Budget for FY2024 and FY2025 in the amounts of \$264,461,894 and \$273,278,060, respectively, that sets forth projected revenues and expenses associated with the District's operating and maintenance programs; and

**Whereas**, the General Manager/CEO has prepared a proposed Capital Budget for FY2024 and FY2025 in the amounts of \$187,925,555 and \$67,099,514, respectively; and

**Whereas**, the local sales tax revenues required for the proposed Capital Budget for FY2024 and FY2025 are \$42,419,648 and \$28,812,387, respectively.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District adopts its first biennial Operating Budget in the amounts of \$264,461,894 for



Fiscal Year 2023-24 and \$273,278,060 for Fiscal Year 2024-25, a copy of which is attached hereto and incorporated herein as Attachment A; and

**Be It Further Resolved** the Board also hereby adopts its first biennial Capital Budget in the amounts of \$187,925,555 for Fiscal Year 2023-24 and \$67,099,514 for Fiscal Year 2024-25, a copy of which is attached hereto and incorporated herein as Attachment B; and

**Be It Further Resolved** that the General Manager/CEO, or designee, is directed to submit these budgets to the Metropolitan Transportation Commission, together with a copy of this resolution, at the earliest practical date; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO, or designee, to take such additional actions as may be necessary to give effect to this resolution, including executing funding agreements and amendments, and submitting required documents to granting agencies to receive the funding identified in the Operating and Capital Budgets.

Regularly passed and adopted this 7th day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

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Chair, San Mateo County Transit District

Attest:

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District Secretary

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2024 AND FY2025 PROPOSED BUDGET

	<u>FY2022</u> <u>ACTUAL</u>	<u>FY2023</u> <u>MARCH</u> <u>FORECAST</u>	<u>FY2024</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY24 vs FY23</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY24 vs FY23</u> <u>(%)</u> <u>CHANGE</u>	<u>FY2025</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY25 vs FY24</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY25 vs FY24</u> <u>(%)</u> <u>CHANGE</u>
	A	B	C	D D = C - B	E E = D / B	F	G G = F - C	H H = G / C
<b>SOURCES OF FUNDS:</b>								
<b>Operating Revenues</b>								
1 Passenger Fares	8,913,313	10,500,000	11,506,000	1,006,000	9.6%	12,311,420	805,420	7.0%
2 Local TDA and STA Funds	49,344,349	65,886,455	68,867,790	2,981,335	4.5%	69,556,467	688,677	1.0%
3 Pass Through to Other Agencies	597,375	597,375	-	(597,375)	-100.0%	-	-	-
4 CARES ACT and CRRSAA and ARPA	15,633,362	11,882,760	-	(11,882,760)	-100.0%	-	-	-
5 Operating Grants	2,860,731	3,931,070	4,300,863	369,793	9.4%	3,759,025	(541,838)	-12.6%
6 SMCTA Measure A	3,859,822	4,691,800	4,650,560	(41,240)	-0.9%	4,702,720	52,160	1.1%
7 AB434, TA Funded Shuttles & Other	619,490	114,300	-	(114,300)	-100.0%	-	-	-
8 <b>Subtotal - Operating Revenues</b>	<b>81,828,441</b>	<b>97,603,760</b>	<b>89,325,213</b>	<b>(8,278,547)</b>	<b>-8.5%</b>	<b>90,329,632</b>	<b>1,004,419</b>	<b>1.1%</b>
<b>9 Other Revenue Sources</b>								
10 District Sales Tax	112,905,953	117,295,000	116,264,000	(1,031,000)	-0.9%	117,568,000	1,304,000	1.1%
11 Measure W Sales Tax	56,123,833	58,647,500	58,132,000	(515,500)	-0.9%	58,784,000	652,000	1.1%
12 Investment Interest Income	2,537,968	6,400,000	8,098,649	1,698,649	26.5%	8,231,811	133,162	1.6%
13 Other Interest, Rent & Other Income	7,546,750	10,868,217	10,206,685	(661,532)	-6.1%	9,756,581	(450,104)	-4.4%
14 Due from PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital	25,484,594	47,076,041	55,308,187	8,232,146	17.5%	63,023,630	7,715,443	13.9%
15 <b>Subtotal - Other Revenues</b>	<b>204,599,098</b>	<b>240,286,758</b>	<b>248,009,521</b>	<b>7,722,763</b>	<b>3.2%</b>	<b>257,364,022</b>	<b>9,354,501</b>	<b>3.8%</b>
16								
17 <b>TOTAL SOURCES OF FUNDS</b>	<b>286,427,539</b>	<b>337,890,518</b>	<b>337,334,734</b>	<b>(555,784)</b>	<b>-0.2%</b>	<b>347,693,654</b>	<b>10,358,920</b>	<b>3.1%</b>
18								
<b>19 USES OF FUNDS:</b>								
20 PCJPB, SMCTA, SMCEL-JPA & SAMTR Capital W&B	25,484,594	47,076,041	55,308,187	8,232,146	17.5%	63,023,630	7,715,443	13.9%
21 Motor Bus	123,838,097	153,578,953	181,990,458	28,411,505	18.5%	181,805,898	(184,560)	-0.1%
22 A.D.A. Programs	16,987,786	19,156,669	20,673,892	1,517,223	7.9%	21,782,431	1,108,539	5.4%
23 Multi-Modal Programs	2,073,207	5,753,700	6,489,357	735,657	12.8%	6,666,101	176,744	2.7%
24 Pass Through to Other Agencies	597,375	597,375	-	(597,375)	-100.0%	-	-	-
25 Land Transfer Interest Expense	86,445	-	-	-	-	-	-	-
26 <b>Total Operating Expenses</b>	<b>169,067,504</b>	<b>226,162,738</b>	<b>264,461,894</b>	<b>38,299,156</b>	<b>16.9%</b>	<b>273,278,060</b>	<b>8,816,166</b>	<b>3.3%</b>
27								
28 <b>Total Operating Surplus/(Deficit)</b>	<b>117,360,035</b>	<b>111,727,780</b>	<b>72,872,840</b>	<b>(38,854,940)</b>	<b>-34.8%</b>	<b>74,415,594</b>	<b>1,542,754</b>	<b>2.1%</b>
29								
30 District Sales Tax Capital	3,642,205	5,527,400	13,697,076	8,169,676	147.8%	14,795,964	1,098,888	8.0%
31 Measure W Sales Tax Capital	6,810,721	23,535,988	28,722,572	5,186,584	22.0%	14,016,423	(14,706,149)	-51.2%
32 Reserves for Future Measure W Capital Allocation	-	-	12,682,709	12,682,709	-	29,944,091	17,261,383	136.1%
33 <b>Sales Tax Allocation - Capital Programs</b>	<b>10,452,926</b>	<b>29,063,388</b>	<b>55,102,357</b>	<b>26,038,969</b>	<b>89.6%</b>	<b>58,756,478</b>	<b>3,654,122</b>	<b>6.6%</b>
34								
35 <b>Total Debt Service</b>	<b>19,236,326</b>	<b>19,144,578</b>	<b>19,142,898</b>	<b>(1,680)</b>	<b>0.0%</b>	<b>19,137,806</b>	<b>(5,092)</b>	<b>0.0%</b>
36								
37 Operating Reserve	35,746,384	2,000,000	-	(2,000,000)	-	-	-	-
38 Sales Tax Stabilization Fund	16,902,979	30,779,130	-	(30,779,130)	-	-	-	-
39 Pension	-	21,000,000	-	(21,000,000)	-	-	-	-
40 <b>Total Reserves</b>	<b>52,649,362</b>	<b>53,779,130</b>	<b>-</b>	<b>(53,779,130)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
41								
42 <b>TOTAL USES OF FUNDS</b>	<b>251,406,118</b>	<b>328,149,834</b>	<b>338,707,149</b>	<b>10,557,315</b>	<b>3.2%</b>	<b>351,172,344</b>	<b>12,465,196</b>	<b>3.7%</b>
43								
44 <b>PROJECTED SURPLUS/(DEFICIT)</b>	<b>35,021,421</b>	<b>9,740,684</b>	<b>(1,372,415)</b>			<b>(3,478,690)</b>		
45 <b>Draw from Prior Years' Surplus</b>	<b>-</b>	<b>-</b>	<b>1,372,415</b>			<b>3,478,690</b>		
46 <b>ADJUSTED PROJECTED SURPLUS/(DEFICIT)</b>	<b>35,021,421</b>	<b>9,740,684</b>	<b>-</b>			<b>-</b>		

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2024 AND FY2025 PROPOSED BUDGET

	<u>FY2022</u> <u>ACTUAL</u>	<u>FY2023</u> <u>MARCH</u> <u>FORECAST</u>	<u>FY2024</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY24 vs FY23</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY24 vs FY23</u> <u>(%)</u> <u>CHANGE</u>	<u>FY2025</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY25 vs FY24</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY25 vs FY24</u> <u>(%)</u> <u>CHANGE</u>
	A	B	C	D D = C - B	E E = D / B	F	G G = F - C	H H = G / C
<b>OPERATING REVENUES - MOTOR BUS:</b>								
1 PASSENGER FARES	8,482,053	10,000,000	11,000,000	1,000,000	10.0%	11,770,000	770,000	7.0%
2								
3 TRANSPORTATION DEVELOPMENT ACT (TDA)	35,071,204	53,028,002	53,593,748	565,746	1.1%	54,129,685	535,937	1.0%
4								
5 STATE TRANSIT ASSISTANCE (STA)	10,630,852	9,095,193	11,386,584	2,291,391	25.2%	11,500,450	113,866	1.0%
6								
7 OPERATING GRANTS	861,024	1,341,421	1,587,507	246,086	18.3%	1,059,025	(528,482)	-33.3%
8								
9 DISTRICT SALES TAX REVENUE	62,112,084	69,290,259	80,222,063	10,931,804	15.8%	82,028,059	1,805,996	2.3%
10								
11 MEASURE W SALES TAX			13,201,881	13,201,881		10,867,508	(2,334,373)	-17.7%
12								
13 INVESTMENT INTEREST INCOME	2,131,182	6,030,979	7,431,808	1,400,829	23.2%	7,431,808	-	0.0%
14								
15 <b>OTHER REVENUE SOURCES:</b>								
16 Rental Income	1,944,573	3,155,354	2,195,931	(959,423)	-30.4%	1,887,726	(308,205)	-14.0%
17 Advertising Income	833,992	1,246,099	1,009,299	(236,800)	-19.0%	770,000	(239,299)	-23.7%
18 Other Income	1,771,132	391,646	361,637	(30,009)	-7.7%	361,637	-	0.0%
19 <b>TOTAL OTHER REVENUES</b>	<b>4,549,697</b>	<b>4,793,099</b>	<b>3,566,867</b>	<b>(1,226,232)</b>	<b>-25.6%</b>	<b>3,019,363</b>	<b>(547,504)</b>	<b>-15.3%</b>
20								
21 <b>TOTAL MOTOR BUS</b>	<b>123,838,096</b>	<b>153,578,953</b>	<b>181,990,458</b>	<b>28,411,505</b>	<b>18.5%</b>	<b>181,805,898</b>	<b>(184,560)</b>	<b>-0.1%</b>
22								
23 <b>AMERICAN DISABILITIES ACT:</b>								
24 Passenger Fares Redi-Wheels	431,260	460,000	506,000	46,000	10.0%	541,420	35,420	7.0%
25 Local TDA 4.5 Redi-Wheels	1,845,853	2,790,948	2,820,723	29,775	1.1%	2,848,930	28,207	1.0%
26 Local STA - Paratransit	1,796,440	972,312	1,066,735	94,423	9.7%	1,077,402	10,667	1.0%
27 Operating Grants	1,999,707	2,589,649	2,713,356	123,707	4.8%	2,700,000	(13,356)	-0.5%
28 District Sales Tax Revenue - ADA	5,446,579	6,086,960	3,524,839	(2,562,122)	-42.1%	3,955,978	431,140	12.2%
29 Measure W Sales Tax - ADA			3,524,839	3,524,839		3,955,978	431,140	12.2%
30 Interest Income - Paratransit Fund	406,786	365,000	666,841	301,841	82.7%	800,003	133,162	20.0%
31 SMCTA Measure A Redi-Wheels	3,859,822	4,691,800	4,650,560	(41,240)	-0.9%	4,702,720	52,160	1.1%
32 Measure M Paratransit	1,201,340	1,200,000	1,200,000	-	0.0%	1,200,000	-	0.0%
33 <b>TOTAL ADA PROGRAMS</b>	<b>16,987,786</b>	<b>19,156,669</b>	<b>20,673,892</b>	<b>1,517,223</b>	<b>7.9%</b>	<b>21,782,431</b>	<b>1,108,539</b>	<b>5.4%</b>
34								
35 <b>MULTI-MODAL TRANSIT PROGRAMS:</b>								
36 AB434, TA Funded Shuttles & Other	619,490	114,300		(114,300)	-100.0%		-	
37 Employer Shuttle Funds	1,249,536	4,692,700	5,257,400	564,700	12.0%	5,354,800	97,400	1.9%
38 Dumbarton Rental Income	546,176	182,418	182,418	-	0.0%	182,418	-	0.0%
39 District Sales Tax - Other Multi Modal	(341,995)	764,282	1,049,539	285,257	37.3%	1,128,883	79,344	7.6%
40 <b>TOTAL MULTI-MODAL</b>	<b>2,073,207</b>	<b>5,753,700</b>	<b>6,489,357</b>	<b>735,657</b>	<b>12.8%</b>	<b>6,666,101</b>	<b>176,744</b>	<b>2.7%</b>
41								
42 <b>TOTAL REVENUES</b>	<b>142,899,089</b>	<b>178,489,322</b>	<b>209,153,707</b>	<b>30,664,385</b>	<b>17.2%</b>	<b>210,254,430</b>	<b>1,100,723</b>	<b>0.5%</b>

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2024 AND FY2025 PROPOSED BUDGET

	<u>FY2022</u> <u>ACTUAL</u>	<u>FY2023</u> <u>MARCH</u> <u>FORECAST</u>	<u>FY2024</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY24 vs FY23</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY24 vs FY23</u> <u>(%)</u> <u>CHANGE</u>	<u>FY2025</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY25 vs FY24</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY25 vs FY24</u> <u>(%)</u> <u>CHANGE</u>
	A	B	C	D D = C - B	E E = D / B	F	G G = F - C	H H = G / C
<b>DISTRICT OPERATING EXPENSE</b>								
1 Motor Bus Wages and Benefits	67,469,509	80,455,163	99,086,865	18,631,702	23.2%	99,721,296	634,431	0.6%
2 <b>Services</b>								
3 Board of Directors	164,315	118,733	142,484	23,751	20.0%	142,484	-	0.0%
4 Contracted Vehicle Maintenance	1,105,423	1,252,376	1,197,256	(55,120)	-4.4%	952,157	(245,099)	-20.5%
5 Property Maintenance	1,852,114	2,020,714	2,732,602	711,888	35.2%	2,886,884	154,282	5.6%
6 Professional Services	5,971,963	5,731,919	6,007,989	276,070	4.8%	5,254,611	(753,378)	-12.5%
7 Technical Services	8,349,879	10,500,000	12,582,427	2,082,427	19.8%	12,776,191	193,764	1.5%
8 Other Services	3,663,379	5,666,269	5,001,819	(664,450)	-11.7%	4,995,169	(6,650)	-0.1%
9								
10 <b>Materials &amp; Supply</b>								
11 Fuel and Electricity	3,629,985	5,817,626	4,897,400	(920,226)	-15.8%	4,735,150	(162,250)	-3.3%
12 Bus Parts and Materials	2,489,318	3,108,496	3,500,510	392,014	12.6%	3,600,669	100,159	2.9%
13 Uniform and Drivers Expense	666,272	799,140	960,134	160,994	20.1%	851,134	(109,000)	-11.4%
14 Timetables and Tickets	99,118	175,633	175,633	-	0.0%	175,633	-	0.0%
15 Office Supplies/Printing	447,090	408,243	830,799	422,556	103.5%	737,888	(92,911)	-11.2%
16 Other Materials and Supply	122,734	132,550	183,800	51,250	38.7%	187,600	3,800	2.1%
17								
18 <b>Utilities</b>								
19 Telecommunications	683,701	669,200	745,200	76,000	11.4%	767,100	21,900	2.9%
20 Other Utilities	1,534,171	1,676,400	1,842,600	166,200	9.9%	1,914,609	72,009	3.9%
21 Insurance	2,769,848	3,030,945	3,309,439	278,494	9.2%	3,615,783	306,344	9.3%
22 Claims Reserves and Payments	(1,038,692)	663,532	800,000	136,468	20.6%	800,000	-	0.0%
23 Workers Compensation	1,771,016	3,790,476	3,835,476	45,000	1.2%	3,835,476	-	0.0%
24 Taxes and License Fees	939,795	668,846	448,804	(220,042)	-32.9%	426,230	(22,574)	-5.0%
25 Leases and Rentals	76,239	81,900	241,894	159,994	195.4%	241,894	-	0.0%
26 Promotional and Legal Advertising	456,151	1,299,786	1,403,486	103,700	8.0%	953,486	(450,000)	-32.1%
27 Training & Business Travel	169,223	790,790	963,040	172,250	21.8%	951,641	(11,399)	-1.2%
28 Dues & Membership	154,891	250,032	262,707	12,675	5.1%	262,982	275	0.1%
29 Postage and Other	122,459	207,492	218,244	10,752	5.2%	219,330	1,086	0.5%
30								
31 <b>Total District Operated Buses</b>	<b>103,669,899</b>	<b>129,316,261</b>	<b>151,370,608</b>	<b>22,054,347</b>	<b>17.1%</b>	<b>151,005,397</b>	<b>(365,211)</b>	<b>-0.2%</b>
32								
33 <b>CONTRACTED BUS SERVICES</b>								
34 Contracted Urban Bus Service	17,612,372	18,500,000	21,596,300	3,096,300	16.7%	21,516,800	(79,500)	-0.4%
35 Coastside Services	1,635,585	1,805,000	2,070,800	265,800	14.7%	2,045,221	(25,579)	-1.2%
36 Redi Coast Non-ADA	180,585	212,000	246,380	34,380	16.2%	207,187	(39,193)	-15.9%
37 La Honda - Pescadero	34,388	52,600	52,600	-	0.0%	52,600	-	0.0%
38 SamCoast - Pescadero	142,951	158,000	210,327	52,327	33.1%	225,107	14,780	7.0%
39 Microtransit		350,000	3,319,877	2,969,877	848.5%	3,435,587	115,710	3.5%
40 CUB Related Wages & Benefits	416,976	605,512	705,256	99,744	16.5%	725,633	20,377	2.9%
41 CUB Related Other Support	100,897	184,647	160,360	(24,287)	-13.2%	182,301	21,941	13.7%
42 CUB Insurance	1,255,604	1,519,664	1,657,950	138,286	9.1%	1,810,065	152,115	9.2%
43 CUB Claims Reserves & Payments	(1,211,158)	875,269	600,000	(275,269)	-31.4%	600,000	-	0.0%
44 <b>Total Contracted Bus Service</b>	<b>20,168,198</b>	<b>24,262,692</b>	<b>30,619,850</b>	<b>6,357,158</b>	<b>26.2%</b>	<b>30,800,501</b>	<b>180,651</b>	<b>0.6%</b>
45								
46 <b>TOTAL MOTOR BUS</b>	<b>123,838,097</b>	<b>153,578,953</b>	<b>181,990,458</b>	<b>28,411,505</b>	<b>18.5%</b>	<b>181,805,898</b>	<b>(184,560)</b>	<b>-0.1%</b>

SAN MATEO COUNTY TRANSIT DISTRICT  
FY2024 AND FY2025 PROPOSED BUDGET

	<u>FY2022</u> <u>ACTUAL</u>	<u>FY2023</u> <u>MARCH</u> <u>FORECAST</u>	<u>FY2024</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY24 vs FY23</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY24 vs FY23</u> <u>(%)</u> <u>CHANGE</u>	<u>FY2025</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>FY25 vs FY24</u> <u>(\$)</u> <u>CHANGE</u>	<u>FY25 vs FY24</u> <u>(%)</u> <u>CHANGE</u>	
	A	B	C	D D = C - B	E E = D / B	F	G G = F - C	H H = G / C	
<b>AMERICAN DISABILITY ACT PROGRAMS</b>									
47	Elderly & Disabled/Redi-Wheels	7,853,736	8,285,000	8,465,551	180,551	2.2%	9,053,480	587,929	6.9%
48	ADA Sedan/Taxi Service	2,284,149	2,457,000	2,390,907	(66,093)	-2.7%	2,584,969	194,062	8.1%
49	Coastside ADA	1,370,335	1,828,400	2,281,914	453,514	24.8%	2,357,671	75,757	3.3%
50	ADA Related Wages & Benefits	2,630,748	2,947,711	3,328,660	380,949	12.9%	3,377,868	49,208	1.5%
51	ADA Related Other Support	1,876,689	2,250,014	2,701,942	451,928	20.1%	2,775,513	73,571	2.7%
52	ADA Insurance	1,056,526	1,188,544	1,304,918	116,374	9.8%	1,432,930	128,012	9.8%
53	ADA Claims Reserves & Payments	(84,397)	200,000	200,000	-	0.0%	200,000	-	0.0%
54	<b>Total ADA Programs</b>	<b>16,987,786</b>	<b>19,156,669</b>	<b>20,673,892</b>	<b>1,517,223</b>	<b>7.9%</b>	<b>21,782,431</b>	<b>1,108,539</b>	<b>5.4%</b>
55									
<b>MULTI-MODAL TRANSIT PROGRAMS</b>									
56	SamTrans Shuttle Service	1,738,301	5,100,000	5,782,900	682,900	13.4%	5,955,442	172,542	3.0%
57	Shuttle Related Wages & Benefits	77,999	256,282	285,439	29,157	11.4%	289,641	4,202	1.5%
58	Dumbarton M.O.W.	74,190	182,418	182,418	-	0.0%	182,418	-	0.0%
59	Maintenance Multimodal Facilities	182,717	215,000	238,600	23,600	11.0%	238,600	-	0.0%
60	<b>TOTAL MULTI-MODAL PROGRAMS</b>	<b>2,073,207</b>	<b>5,753,700</b>	<b>6,489,357</b>	<b>735,657</b>	<b>12.8%</b>	<b>6,666,101</b>	<b>176,744</b>	<b>2.7%</b>
61									
62									
63	<b>TOTAL OPERATING EXPENSES</b>	<b>142,899,090</b>	<b>178,489,322</b>	<b>209,153,707</b>	<b>30,664,385</b>	<b>17.2%</b>	<b>210,254,430</b>	<b>1,100,723</b>	<b>0.5%</b>



**San Mateo County Transit District**  
**Fiscal Year 2024 Proposed Capital Budget**

PROJECT TITLE	PROJECT DESCRIPTION	Previously Budgeted	FY2024 Proposed	FUNDING						
				Federal	STA SOGR	District Sales Tax	Measure W Sales Tax	Other State	Discretionary (federal/state)	
<b><sup>1</sup> REVENUE VEHICLE REPLACEMENT / SUPPORT</b>										
1	Major Bus Components	Purchase new or rebuilt parts. Major Bus Components include parts that have unit price of \$5,000 or more.		\$ 341,000			\$ 341,000			
2	Replacement of (135) 2009 Model-Year Gillig Heavy Duty Diesel Buses <sup>12</sup>	Phase 2 of 2 to replace (105) of the total replacement of (135) 2009 Gillig 40' Heavy-duty Diesel Buses.	\$ 42,658,923	\$ 139,674,900	\$ 89,989,217	\$ 1,500,000	\$ -	\$ 17,035,455	\$ 10,237,128	\$ 20,913,100
<b>Subtotal</b>			\$ 42,658,923	\$ 140,015,900	\$ 89,989,217	\$ 1,500,000	\$ 341,000	\$ 17,035,455	\$ 10,237,128	\$ 20,913,100
<b><sup>2</sup> NON-REVENUE VEHICLE REPLACEMENT / SUPPORT</b>										
3	Maintenance Equipment	Procure (2) Hydrogen Fuel Electric Bus lifts for maintenance shop equipment that have exceeded usage useful life, or are needed to support maintenance of new buses and equipment.		\$ 221,100			\$ 221,100			
4	Replacement Non-Rev Svc Support Vehicles	Purchase (4) hybrid/electric utility vans of the (8) non-revenue services vehicles replacement.		\$ 154,000			\$ 154,000			
5	ITS Dept Vehicle Expansion	Purchase (2) vehicles for ITS technicians to perform daily duties at North Base, South Base, CUB San Francisco, Brewster, and Half Moon Bay.		\$ 90,750			\$ 90,750			
<b>Subtotal</b>			\$ -	\$ 465,850	\$ -	\$ -	\$ 465,850	\$ -	\$ -	\$ -
<b><sup>3</sup> FACILITIES / CONSTRUCTION</b>										
6	Interim Workspace Enhancement	Enhance Headquarters Offices including cubicles and office improvements to accommodate staffing growth; remove and replace worn carpet at North Base, South Base, and Central Offices; and plan and construct (2) modular offices in warehouse and storage space at North Base.		\$ 1,000,000			\$ 1,000,000			
7	Mobile Construction Office Trailers	Plan and construct (2) mobile construction office trailers, one each at North Base and South Base, to support District staff during phased site construction projects over the next 15 years.		\$ 148,500			\$ 148,500			
8	North Base Bus Transportation Building 200	Continue the design work and start construction procurement process for the South Base Bus Transportation Building replacement.	\$ 3,718,200	\$ 2,795,726			\$ 2,795,726			
9	North Base and South Base Condition & Needs Assessment	Conduct assessments of the North Base and South Base structures and facilities to develop recommendations for repair, modification, and/or replacement.	\$ -	\$ 660,000			\$ 660,000			
10	Bus Stop Improvement Plan	Plan and start design of bus stop amenities as recommended in the forthcoming Bus Stop Improvement Plan.		\$ 220,000			\$ -	\$ 220,000		
11	Bus Operator Restroom Access Improvements	Design and construct dedicated (6) or more restroom facilities at priority layover or end of line locations, as recommended in the SamTrans Operator Restroom Facility & Site Assessments Study (2023).		\$ 2,937,000			\$ -	\$ 2,937,000		
12	Environmental Compliance Workflow Improvements	Seek to engage a dedicated consultant to assess current practices at District facilities for compliance actions relative to hazardous materials, environment wastes, petroleum storage tanks and applicable reporting standards.		\$ 198,000			\$ 198,000			
<b>Subtotal</b>			\$ 3,718,200	\$ 7,959,226	\$ -	\$ -	\$ 4,802,226	\$ 3,157,000	\$ -	\$ -



**San Mateo County Transit District**  
**Fiscal Year 2024 Proposed Capital Budget**

PROJECT TITLE	PROJECT DESCRIPTION	Previously Budgeted	FY2024 Proposed	FUNDING						
				Federal	STA SOGR	District Sales Tax	Measure W Sales Tax	Other State	Discretionary (federal/state)	
<b>4 INFRASTRUCTURE</b>										
13	Battery Electric Bus (BEB) Infrastructure <sup>3</sup>	Complete final design and award a pre-construction services contract to a selected Construction Manager General Contractor (CMGC), and procure long lead BEB infrastructure equipment at South Base for the 37 BEBs.	\$ 14,492,570	\$ 9,051,900	\$ 5,815,386		\$ -	\$ 2,345,181		\$ 891,333
14	Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure <sup>2</sup>	Develop the solicitation requirements for a permanent hydrogen fueling station at North Base, issue a Request for Proposal for a turnkey contract for the design and construction of the hydrogen fueling station, and award the turnkey contract.	\$ 4,308,474	\$ 19,924,679			\$ -	\$ 3,984,936		\$ 15,939,743
<b>Subtotal</b>			<b>\$ 18,801,044</b>	<b>\$ 28,976,579</b>	<b>\$ 5,815,386</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,330,117</b>	<b>\$ -</b>	<b>\$ 16,831,076</b>
<b>5 INFORMATION TECHNOLOGY / ITS</b>										
15	Technology Modernization	Newer technologies and redesign of the enterprise network are needed to increase security and reliability on the District's obsolescent network. Detailed analysis on the outdated enterprise application are also required to develop solutions.		\$ 3,388,000			\$ 3,388,000			
16	Cybersecurity Program	Phase 2 of 2 to develop mandated policies, assessments, initial scoping of needed improvement, acquisition and implementation of several cybersecurity tools including hardware, software, and professional services.	\$ 1,111,500	\$ 1,200,000			\$ 1,200,000			
17	EPM Replacement and Grants Module Implementation	Replace PeopleSoft Enterprise Performance Management (EPM) system and implement grants module.	\$ 500,000	\$ 1,800,000			\$ 1,800,000			
<b>Subtotal</b>			<b>\$ 1,611,500</b>	<b>\$ 6,388,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,388,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>6 PLANNING / DEVELOPMENT</b>										
18	Support for Property Mapping	Property mapping services to conduct field surveys, draft legal descriptions, property boundary resolutions, obtaining title records, providing exhibits, filing Record of Surveys and produce mapping for Brewster and El Camino Real District properties along the Dumbarton Corridor.	\$ 342,000	\$ 330,000			\$ 330,000			
19	El Camino Real Transit Capital Improvement Fund	Serve as a dedicated funding source through which SamTrans can implement the capital improvement plan recommendations of the El Camino Real Bus Speed & Reliability Study.		\$ 2,200,000			\$ -	\$ 2,200,000		
20	Redwood City Interim Transit Center Feasibility Study <sup>4</sup>	Launch a study to assess interim transit center site locations and identify preferred interim facility for SamTrans in Redwood City. (Anticipated Caltrain will fund 50% of the project)		\$ 440,000			\$ 220,000			\$ 220,000
21	SamTrans Operating Facilities Needs Assessment	Evaluate the District's future operating facility needs in light of upcoming operational, fleet, and development activities to conduct needs assessment for cost effective facilities investments.		\$ 400,000			\$ 400,000			
22	Capital Project Development	Fund activities that include but are not limited to capital budget and programming process, grant development, and development of capital program management systems.		\$ 250,000			\$ 250,000			
23	Capital Program Management	Fund for programs and project controls support, including monitoring project performance and delivery.		\$ 250,000			\$ 250,000			
24	Capital Contingency Fund	Fund unforeseen capital expenditures		\$ 250,000			\$ 250,000			
<b>Subtotal</b>			<b>\$ 342,000</b>	<b>\$ 4,120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,700,000</b>	<b>\$ 2,200,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>
<b>GRAND TOTAL</b>				<b>\$ 187,925,555</b>	<b>\$ 95,804,603</b>	<b>\$ 1,500,000</b>	<b>\$ 13,697,076</b>	<b>\$ 28,722,572</b>	<b>\$ 10,237,128</b>	<b>\$ 37,964,176</b>



**San Mateo County Transit District**

**Fiscal Year 2024 Proposed Capital Budget**

Item #8.b.4.  
 6/7/2023  
 ATTACHMENT B  
 June 2023

PROJECT TITLE	PROJECT DESCRIPTION	Previously Budgeted	FY2024 Proposed	FUNDING				
				Federal	STA SOGR	District Sales Tax	Measure W Sales Tax	Other State

**Notes**

1. Other State include \$8,341,128 Low Carbon Transit Operations Program (LCTOP), \$1,396,000 Local Partnership Program (LPP), and \$500,000 AB664 Bridge Tolls for (105) Zero Emission Buses (ZEB) replacement
2. Potential Low or No Emission Vehicle Program grant application for Hydrogen Fuel Cell Buses (FCEB) replacement and infrastructure
3. Potential LPP grant application for Battery Electric Buses (BEB) Infrastructure
4. Anticipate Caltrain will share half of the cost for Redwood City Interim Transit Center Feasibility Study





**San Mateo County Transit District**

**Fiscal Year 2025 Proposed Capital Budget**

	PROJECT TITLE	PROJECT DESCRIPTION	Previously Budgeted	FY2025 Proposed	FUNDING				
					Federal	STA SOGR	District Sales Tax	Measure W Sales Tax	Discretionary (federal/state)
<b>1 REVENUE VEHICLE REPLACEMENT / SUPPORT</b>									
1	Major Bus Components	Purchase new or rebuilt parts. Major Bus Components include parts that have unit price of \$5,000 or more.		\$ 392,370			\$ 392,370		
2	Replacement of (12) 2017-2018 Paratransit Cutaway	Procure replacement of (9) 2017 and (3) 2018 El Dorado Aerotech Paratransit Gasoline Cutaways for a total of 12 vehicles.		\$ 3,115,012	\$ 2,420,471		\$ 694,541		
<b>Subtotal</b>			\$ -	\$ 3,507,382	\$ 2,420,471	\$ -	\$ 1,086,911	\$ -	\$ -
<b>2 NON-REVENUE VEHICLE REPLACEMENT / SUPPORT</b>									
3	Maintenance Equipment	Procure (2) emergency dirt bikes, (2) electric carts, (4) medium duty floor jacks, (3) electric pallet jacks, (3) EV tool storage, (1) advance diagnostic reader, (2) generators and (1) hot pressure washer skid for maintenance shop equipment that have exceeded usage useful life, or are needed to support maintenance of new buses and equipment.	\$ 221,100	\$ 198,000			\$ 198,000		
4	Replacement Non-Rev Svc Support Vehicles	Purchase four (4) hybrid/electric sport utility vehicles of the (8) non-revenue services vehicles replacement.	\$ 154,000	\$ 155,650			\$ 155,650		
<b>Subtotal</b>			\$ 375,100	\$ 353,650	\$ -	\$ -	\$ 353,650	\$ -	\$ -
<b>3 FACILITIES / CONSTRUCTION</b>									
5	Interim Workspace Enhancement	Enhance Headquarters Offices including cubicles and office improvements to accommodate staffing growth; remove and replace worn carpet at North Base, South Base, and Central Offices; and plan and construct (2) modular offices in warehouse and storage space at North Base.	\$ 1,000,000	\$ 500,000			\$ 500,000		
6	Mobile Construction Office Trailers	Deliver and connect the (2) mobile construction office trailers, one each at North Base and South Base, to support District staff during phased site construction projects over the next 15 years.	\$ 148,500	\$ 38,500			\$ 38,500		
7	EV Charges for Non-Revenue Vehicles	Install Type 2 chargers (pool vehicles) at North Base and South Base to allow for future Non-Revenue Vehicles fleet expansion and additional chargers (if feasible) for employees and public.	\$ 575,000	\$ 286,000			\$ 286,000		
8	North Base Bus Transportation Building 200 <sup>1</sup>	Continue construction procurement process to provide temporary accommodation for building occupants, demolition and reconstruction of the building.	\$ 6,513,926	\$ 28,979,013			\$ 5,795,803		\$ 23,183,210
9	North Base and South Base Condition & Needs Assessment	Develop recommendations for repair, modification, and/or replacement of the North Base and South Base facilities based on their condition and the District's requirements.	\$ 660,000	\$ 440,000			\$ 440,000		
10	Bus Stop Improvement Plan	Complete design and procure bus stop amenities as recommended in the forthcoming Bus Stop Improvement Plan.	\$ 220,000	\$ 550,000			\$ -	\$ 550,000	
<b>Subtotal</b>			\$ 9,117,426	\$ 30,793,513	\$ -	\$ -	\$ 7,060,303	\$ 550,000	\$ 23,183,210
<b>4 INFRASTRUCTURE</b>									
11	Battery Electric Bus (BEB) Infrastructure <sup>2</sup>	Award a construction contract of BEB charging infrastructure at South Base for the 37 BEBs.	\$ 23,544,470	\$ 13,962,500	\$ 2,907,693		\$ -	\$ 5,890,866	\$ 5,163,941
12	Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure <sup>3</sup>	Develop a cost estimate for the required facility modifications to determine the cost for the remainder of the hydrogen fueling station at North Base.	\$ 24,233,153	\$ 11,087,369			\$ -	\$ 6,475,557	\$ 4,611,812



**San Mateo County Transit District**

**Fiscal Year 2025 Proposed Capital Budget**

	PROJECT TITLE	PROJECT DESCRIPTION	Previously Budgeted	FY2025 Proposed	FUNDING				
					Federal	STA SOGR	District Sales Tax	Measure W Sales Tax	Discretionary (federal/state)
13	North Base - Sea Level Rise and Erosion Mitigation	Develop a conceptual design and obtain the required environmental clearance(s) for the project.	\$ 1,482,000	\$ 1,343,100			\$ 1,343,100		
<b>Subtotal</b>			\$ 49,259,623	\$ 26,392,969	\$ 2,907,693	\$ -	\$ 1,343,100	\$ 12,366,423	\$ 9,775,753
<b>5 INFORMATION TECHNOLOGY / ITS</b>									
14	Technology Modernization	Newer technologies and redesign of the enterprise network are needed to increase security and reliability on the District's obsolescent network. Detailed analysis on the outdated enterprise application are also required to develop solutions.	\$ 3,388,000	\$ 3,872,000			\$ 3,872,000		
<b>Subtotal</b>			\$ 3,388,000	\$ 3,872,000	\$ -	\$ -	\$ 3,872,000	\$ -	\$ -
<b>6 PLANNING / DEVELOPMENT</b>									
15	Support for Property Mapping	Property mapping services to conduct field surveys, draft legal descriptions, property boundary resolutions, obtaining title records, providing exhibits, filing Record of Surveys and produce mapping for Junipero Serra Boulevard District properties along the Dumbarton Corridor.	\$ 672,000	\$ 330,000			\$ 330,000		
16	El Camino Real Transit Capital Improvement Fund	Serve as a dedicated funding source through which SamTrans can implement the capital improvement plan recommendations of the El Camino Real Bus Speed & Reliability Study.	\$ 2,200,000	\$ 1,100,000			\$ -	\$ 1,100,000	
17	Capital Project Development	Fund activities that include but are not limited to capital budget and programming process, grant development, and development of capital program management systems.		\$ 250,000			\$ 250,000		
18	Capital Program Management	Fund for programs and project controls support, including monitoring project performance and delivery.		\$ 250,000			\$ 250,000		
19	Capital Contingency Fund	Fund unforeseen capital expenditures		\$ 250,000			\$ 250,000		
<b>Subtotal</b>			\$ 2,872,000	\$ 2,180,000	\$ -	\$ -	\$ 1,080,000	\$ 1,100,000	\$ -
<b>GRAND TOTAL</b>				\$ 67,099,514	\$ 5,328,164	\$ -	\$ 14,795,964	\$ 14,016,423	\$ 32,958,963

**Notes**

1. Potential Federal Transit Administration (FTA) formula grant application for North Base Transportation Building Construction
2. Potential Local Partnership Program (LPP) grant application for Battery Electric Buses (BEB) Infrastructure
3. Potential Low or No Emission Vehicle Program grant application for Hydrogen Fuel Cell Buses (FCEB) infrastructure



# FY2024 and FY2025 Proposed Budgets

Item #8.b.4.  
6/7/2023



SamTrans Board of Directors | June 7, 2023

# Agenda

- Changes from May Board
- Proposed FY2024 and FY2025 Operating Budgets
- Proposed FY2024 and FY2025 Capital Budgets

# Changes from May Board

(\$ in Millions)

	May Prelim (FY24)	June Proposed (FY24)	\$ Chg	May Prelim (FY25)	June Proposed (FY25)	\$ Chg
Operating Sources	\$334.5	\$337.3	\$2.8	\$344.8	\$347.7	\$2.9
Operating Uses	280.5	283.6	3.1	289.0	292.4	3.4
Sales Tax Allocation for Capital	54.9	55.1	0.2	58.8	58.8	0.0
<b>Projected Surplus / (Deficit)</b>	<b>(\$0.9)</b>	<b>(\$1.4)</b>	<b>(\$0.5)</b>	<b>(\$3.0)</b>	<b>(\$3.5)</b>	<b>(\$0.5)</b>
Draw from Prior Years' Surplus	0.9	1.4	0.5	3.0	3.5	0.5
<b>Adjusted Surplus / (Deficit)</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$0.0</b>



## Changes from May Board – Cont.

- Increase in Operating Sources and Uses of \$2.8M (FY2024) and \$2.9M (FY2025) due to refinement of salaries and benefits, that will be reimbursed by the JPB, SMCTA, and other agencies
- Increase in Operating Uses of \$0.3M (FY2024) and \$0.5M (FY2025) for additional Senior Safety Coordinator, Environmental Compliance Coordinator, and other budget refinements
- Increase in Capital Budget of \$0.2M (FY2024) for a new Environmental Compliance Workflow Improvements Project
- Shift Capital Budget of \$2.0M from FY2025 to FY2024 for Bus Operator Restroom Access Project due to contracting efficiencies

# FY2024 and FY2025 Sources of Funds

(\$ in Millions)

Sources of Funds *	FY23 Forecast	FY24 Proposed Budget	% Chg	FY25 Proposed Budget	% Chg
Passenger Fares	\$10.5	\$11.5	9.6%	\$12.3	7.0%
TDA and STA	65.9	68.9	4.5%	69.5	1.0%
CARES/CRRSAA/ARPA	11.9	-	(100%)	-	-
SMCTA Measure A	4.7	4.6	(0.9%)	4.7	1.1%
Sales Tax	175.9	174.4	(0.9%)	176.4	1.1%
All Other Sources <sup>1</sup>	69.0	77.9	12.9%	84.8	8.9%
<b>Total Sources</b>	<b>\$337.9</b>	<b>\$337.3</b>	<b>(0.2%)</b>	<b>\$347.7</b>	<b>3.1%</b>

<sup>1</sup> All Other includes Investment Income, Interest & Other, Operating Grants, AB434, TA Funded Shuttles & Other, Pass Through, and Due from JPB, TA, JPA & SamTrans Cap W&B

\* Budget numbers are presented in a high-level rounding to the millions, % change is based on the detailed numbers in dollars.

# FY2024 and FY2025 Uses of Funds

(\$ in Millions)

Uses of Funds *	FY23 Forecast	FY24 Proposed Budget	% Chg	FY25 Proposed Budget	% Chg
Motor Bus	\$153.6	\$182.0	18.5%	\$181.8	(0.1%)
A.D.A	19.2	20.7	7.9%	21.8	5.4%
Multi-Modal Programs	5.8	6.5	12.8%	6.7	2.7%
Other <sup>1</sup>	47.7	55.3	15.9%	63.0	13.9%
Sales Tax for Capital Budget	29.1	55.1	89.6%	58.8	6.6%
Debt Service	19.1	19.1	-	19.1	-
Funding of Reserves	53.8	-	(100%)	-	-
<b>Total Uses</b>	<b>\$328.2</b>	<b>\$338.7</b>	<b>3.2%</b>	<b>\$351.2</b>	<b>3.7%</b>

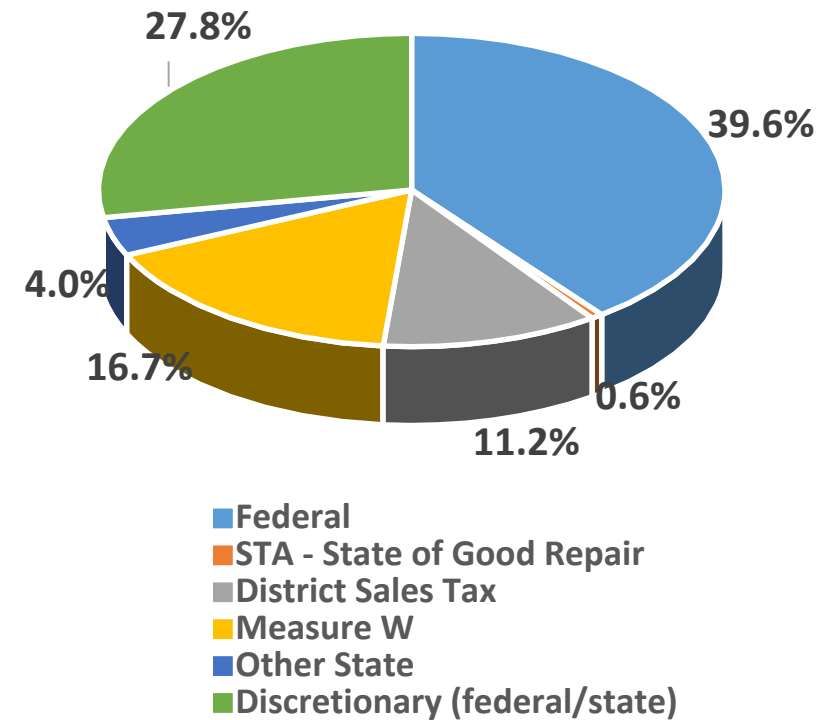
<sup>1</sup> Other includes JPB, TA, JPA, and SamTrans Capital W&B, Pass Through, and Land Transfer

\* Budget numbers are presented in a high-level rounding to the millions, % change is based on the detailed numbers in dollars.



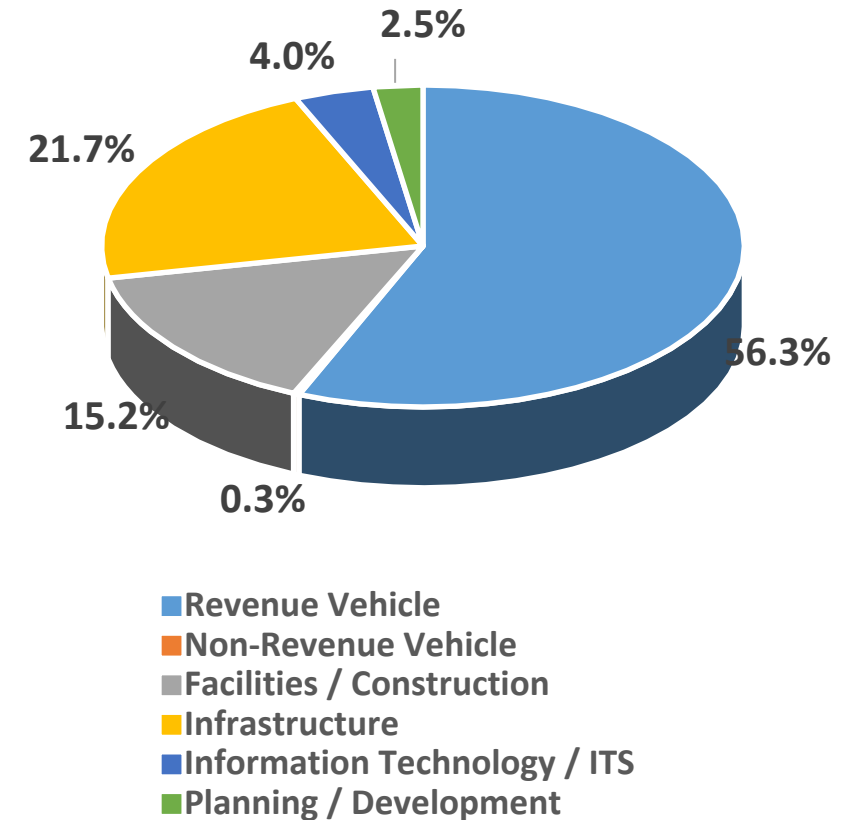
# FY2024 and FY2025 Proposed Capital Budget Sources (\$ in Millions)

Capital Source of Funds	FY24	FY25
Federal	\$95.8	\$5.3
STA – State of Good Repair	1.5	-
District Sales Tax	13.7	14.8
Measure W	28.7	14.0
Other State	10.2	-
Discretionary (federal/state)	38.0	33.0
<b>Total</b>	<b>\$187.9</b>	<b>\$67.1</b>



# FY2024 and FY2025 Proposed Capital Budget Categories (\$ in Millions)

Capital Category	FY24	FY25
Revenue Vehicle Replacement	\$140.0	\$3.5
Non-Revenue Vehicle Support	0.5	0.3
Facilities / Construction	7.9	30.8
Infrastructure	29.0	26.4
Information Technology	6.4	3.9
Planning / Development	4.1	2.2
<b>Total</b>	<b>\$187.9</b>	<b>\$67.1</b>



# FY2024 and FY2025 Proposed Budgets

(\$ in Millions)

	FY24	FY25
Total Sources	\$337.3	\$347.7
Total Uses	\$338.7	\$351.2
<b>Projected Surplus / (Deficit)</b>	<b>(1.4)</b>	<b>(3.5)</b>
Draw from Prior Years' Surplus	1.4	3.5
<b>Adjusted Projected Surplus / (Deficit)</b>	<b>\$0.0</b>	<b>\$0.0</b>

# Questions?



Item #8.b.4.  
6/7/2023

# Thank You



**San Mateo County Transit District  
Staff Report**

To: Finance Committee  
Through: April Chan, General Manager/CEO  
From: Kate Jordan Steiner, Chief Financial Officer  
Subject: **Adoption of Revisions to the District Procurement Policy**

**Action**

Staff proposes the Committee recommend that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Approve a revised District Procurement Policy (Attachment A), which updates the existing Policy as follows:
  - a. Increases the authority of the General Manager/CEO (GM/CEO) or designee to execute contracts for equipment, supplies, materials and services from \$150,000 to \$250,000;
  - b. Increases the authority of the General Manager/CEO or designee to issue and execute contract amendments and change orders up to \$250,000 or 10% of the Board approved amount, whichever is greater;
  - c. Increases the threshold for use of informal procurement methods for the procurement of equipment, supplies, materials and services from \$150,000 to \$250,000;
  - d. Increases the threshold for Board approval of disposition of surplus property from \$150,000 to \$250,000; and
  - e. Increases the threshold for Board approval of emergency procurements to \$250,000.
2. Authorize the General Manager/CEO or designee to take any actions necessary to give effect to this resolution.

**Significance**

The Board last adopted Resolution No. 2019-10 to update the District Procurement Policy on April 3, 2019. Since then, contracting costs have increased considerably. In the absence of higher limits for delegated authority to the GM/CEO, the Board must approve routine and/or low value agreements and amendments, which can delay the contracting process and increase contract costs.

Approval of these revisions will allow the District Procurement Policy to keep pace with increased contracting costs and maintain efficient and effective procurement practices for the District.

**Budget Impact**

There is no budget impact associated with adopting a revised policy

**Background**

Currently, the District GM/CEO delegated contract authority is lower than some peer agencies. For example, the General Manager for the Santa Clara Valley Transportation Authority (VTA) is authorized to execute agreements for amounts not to exceed \$1,000,000 for goods and services and public works which are identified and included in VTA’s current budget; and the Director of Transportation of the San Francisco Municipal Agency (SFMTA) is authorized to execute agreements for contracts not exceeding \$10 million for goods and services and \$500,000 for public works. Furthermore, the proposed increase in the authority limit aligns with the federal Simplified Acquisition Threshold regulation that allows for informal procurement of goods and services valued at \$250,000 or less. Staff is not recommending an increase to the GM/CEO's authority to execute public works contracts because the threshold for such delegated authority is established by law in the California Uniform Public Construction Cost Accounting Act (CUPCCAA), a system which the District opted to join in 2018. Notably, the Procurement Policy contemplates that CUPCCAA's statutory thresholds may be amended over time. As the thresholds increase, the GM/CEO's authority to execute public works contracts below the threshold will increase without the need to make any changes to the Procurement Policy.

Agency	Purchases of Goods & Services	Revenue Contracts	Acceptance of Grant Funding	Public Works Contracts
SamTrans	\$150,000	\$150,000		\$200,000
SFMTA	\$10,000,000	\$500,000	Unlimited	\$500,000
VTA	\$1,000,000		\$5,000,000	\$1,000,000

Staff is taking similar revisions to the Procurement Policy to both the Peninsula Corridor Joint Powers Board (JPB) Board of Directors and the San Mateo County Transportation Authority (TA) Board of Directors as well. If the respective Boards vote to increase the contract authority of the JPB and the TA staff, the proposed District policy would be consistent with the authority delegated by the JPB and TA Boards.

Prepared By: Kevin Yin Director, Contracts and Procurement (650) 622-7860



**Resolution No. 2023-**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Adopting Revisions to the District Procurement Policy**

**Whereas**, the California Public Contract Code and the California Public Utilities Code set forth various rules applicable to the San Mateo County Transit District's (District) procurement and contracting activities; and

**Whereas**, from time to time, the San Mateo County Transit District (District) Board of Directors (Board) has adopted various revisions to the Procurement Policy to keep pace with changing procurement related regulations and maintain efficient and effective practices for procuring contracts for the District; and

**Whereas**, the District provides all procurement and contracting support functions for the acquisition of such property, facilities, equipment, materials, supplies, and services, including public works, as may be deemed necessary to carry out the duties of the Peninsula Corridor Joint Powers Board (JPB) and the San Mateo County Transportation Authority (TA); and

**Whereas**, on April 3, 2019, the District updated its Procurement Policy via Board adopted Resolution No. 2019-10; and

**Whereas**, since that time, the number of projects and contracting costs have grown significantly, increasing the frequency with which staff must seek Board authorization for routine and relatively low value items that have already been described in the budget; and

**Whereas**, federal regulations allow for informal procurement of goods and services valued at \$250,000 or less; and



**Whereas**, additionally, the District's General Manager/CEO's delegated contract authority has fallen below peer agencies; and

**Whereas**, staff recommends that the Board approve an updated Procurement Policy, attached hereto as Attachment A, in order to increase the General Manager/CEO's delegated contracting authority, increase the threshold required for all formal procurements with the exception of public works contracts, and to make minor, administrative revisions.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby approves the Procurement Policy attached hereto as Attachment A, which supersedes the Procurement Policy adopted pursuant to Resolution No. 2019-10; and

**Be It Further Resolved** that the General Manager/CEO or designee is authorized to take further actions as may be necessary to give effect to this resolution, including updating the District's Procurement Manual.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

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Chair, San Mateo County Transit District

Attest:

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District Secretary

## ATTACHMENT A: PROPOSED PROCUREMENT POLICY

### PROCUREMENT POLICY SAN MATEO COUNTY TRANSIT DISTRICT

The San Mateo County Transit District (“District”) is organized and established pursuant to the San Mateo County Transit District Act, set forth in the Public Utilities Code §103000, *et seq.* (the “Act”) which authorizes the District to acquire such property, facilities, equipment, materials and supplies as may be deemed necessary to carry out its duties.

The procedures governing procurements of the District derive from state law and federal law. By accepting state and federal funding, the District is also obligated to comply with certain regulations in its procurement of goods and services. More specifically, certain standards, regulations, and other requirements for grants to local governments issued by the United States Department of Transportation apply to the District in connection with contracts financed in whole or in part with federal funds. In the event of a conflict between the District’s Procurement Policy and state or federal law, such state or federal law shall supersede this Procurement Policy.

This Procurement Policy provides a broad overview of the standards and methods which will guide the District in obtaining goods and services. Wherever in this Procurement Policy the General Manager/CEO is designated authority, such authority shall be understood to include the designee of the General Manager/CEO.

#### **A. Fundamental Principles of Ethical Procurement**

The District’s procurement practices reflect its commitment to fundamental principles of ethical procurement, which are as follows:

1. Foster maximum open and free competition for District Contracts;
2. Promote the greatest economy and efficiency in District procurements;
3. Ensure adherence to proper standards of conduct by District board members, officers and employees;
4. Maintain procurement policies and procedures that guarantee compliance with applicable state and federal laws and regulations;
5. Establish and maintain an arm's length relationship with all Contractors;
6. Treat all prospective Contractors, Consultants, and vendors, including Disadvantaged Business Enterprises (“DBEs”) and small businesses, in an equal and equitable manner; and
7. Provide guidance for remedy and resolution of Contract claims or disputes.

Based on these fundamental principles of ethical procurement and the general standards of public sector procurement, the following set of procurement and contracting policies have been developed.

**B. Conflicts of Interest**

No director, officer, employee or agent of the District shall participate in any procedure, tasks, or decisions relative to initiation, evaluation, award, or administration of a contract if a conflict of interest, real or apparent, exists. Such a conflict of interest arises when (a) the director, officer, employee or agent, (b) any member of his or her immediate family, (c) his or her business associate, or (d) an organization which employs, or which is about to employ, any of the above described individuals has a financial or other interest in a firm that participates in a District procurement process or that is selected for an award. The standards governing the determination as to whether such an interest exists are set forth in the Political Reform Act (§ 81000 *et seq.* of the California Government Code) and in §§ 1090, 1091, and 1091.5 of the California Government Code.

**C. Methods of Procurement**

1. All purchases and contracts, whether by informal bidding, formal bidding or proposals, shall be made on a competitive basis to the greatest extent practicable.
2. The method of procurement, such as small purchases, informal bids or proposals, formal competitive bidding, requests for proposals, etc., shall be appropriate for the type of project or procurement and shall be in the best interest of the District.
3. Formal competitive bidding must be used for construction, repair, maintenance, alteration, and similar work whenever the estimated expenditure for such work exceeds \$200,000 or the current threshold set forth in California Public Contract Code § 22032(c), whichever is greater. Alternative methods of procurement, such as a design build approach, may be utilized if authorized by state law and in full compliance with all applicable requirements.

Federally funded procurements will comply with all applicable federal requirements.

Informal competitive procedures, as set forth in the District's Informal Bidding Ordinance, may be used for construction, repair, maintenance, alteration and similar work whenever the estimated expenditure is more than \$60,000 (or the current threshold set forth in California Public Contract Code § 22032(a), whichever is greater) and not more than \$200,000 (or the current threshold set forth in California Public Contract Code § 22032(b), whichever is greater). Award will be made to the lowest responsible bidder. (Public Contract Code § 22038). For construction, repair, maintenance, alteration and similar work where the estimated expenditure is \$60,000 (or the current threshold set forth in California Public Contract Code § 22032(a), whichever is greater) or less, the District may use a negotiated contract or a purchase order.

4. Formal competitive bidding should be used when purchasing equipment, supplies, services or materials over \$250,000, but a “best value” approach may be used in circumstances where it is determined to be in the best interest of the District. “Best value” means a process in which the overall combination of quality, price, and other elements such as reliability, standardization, vendor qualifications, warranty, life cycle costs, and sustainability issues are considered together to determine which proposal provides the greatest overall benefit to the District. On a case by case basis, and in particular when a procurement involves a combination of goods and services, the District Procurement Office, in consultation with the Project Manager or the department issuing the solicitation, shall make the determination of whether a “best value” approach is in the best interest of the District. In such circumstances, the determination will be documented in writing and a formal competitive proposal process will be utilized.
5. An informal procurement method may be utilized for the purchase of materials, equipment, services or supplies when the estimated expenditure is between \$10,000 and \$250,000. To the extent practicable, such a method shall involve obtaining a minimum of three quotations, either written or oral, that permit prices and other terms to be compared. The District will undertake adequate outreach to ensure open and free competition, and that small businesses, including Disadvantaged Business Enterprises are afforded opportunities to submit quotations. To the extent practicable, the District will strive to obtain at least one of the minimum of three quotations from a small business. The District will utilize interested vendors based upon a review of trade sources, lists of certified DBEs and small businesses that have registered with the State, and vendors that have registered with the District to receive notice of contract opportunities. When appropriate to ensure satisfaction of the Fundamental Principles of Ethical Procurement set forth in Section A of this Policy, such solicitations shall be advertised by the District. The District’s informal bidding procedures, using a lowest responsible bidder standard for bid comparison, will serve as the typical standard on which to base the purchase of materials, equipment, services or supplies, unless it is determined in writing that it is in the District’s best interest to apply a “best value” approach, in which event, qualitative factors such as those set forth in paragraph C.4. above, in addition to price may be considered in making an award.
6. Formal competitive proposals, which consider and evaluate factors in addition to price, will be used to retain professional and non-professional services when the estimated expenditure exceeds \$250,000. Specialized State and federal laws will apply to the procurement of architectural and engineering services as defined by applicable laws and regulations, regardless of the estimated expenditure.
7. The use of appropriate intergovernmental and cooperative agreements is encouraged in order to reduce duplicative effort and to achieve cost economies.
8. The District may purchase items on the open market under the following conditions: (a)(i) if the District rejects bids received in connection with a

procurement of materials, supplies, services and equipment requiring formal competitive bidding, and (ii) the Board of Directors determines and declares by a two-thirds vote of all its members that in its opinion the supplies, equipment, services, and materials may be purchased at a lower price in the open market; or (b) if the Board of Directors, or the General Manager/CEO, within the General Manager/CEO's procurement authority, has exercised discretion to waive the competitive process when permissible under applicable law and consistent with the fundamental principles of procurement set forth in this Policy, or (c) if no bids or proposals are received in response to a formal solicitation and market research indicates another procurement for the supplies, equipment, services and materials will not render a different outcome. *See* Public Utilities Code §103223 and Section K "Discretion to Waive the Competitive Process" set forth below.

**D. Procurement Documentation and Consideration of Bids and Proposals**

1. Formal competitive bidding requires preparation of bid documents that clearly set forth all requirements which must be fulfilled in order for the bid to be responsive, advertisement in accordance with the law, and, once bids are received, an award, if made, to the lowest responsive and responsible bidder.
2. Formal competitive proposals, including the "best value" approach, require issuance of Requests for Proposals, which clearly set forth all the requirements, and state the qualitative factors, in addition to price, which will be used to evaluate and rank the Proposals. An award, if made, will be to the proposer receiving the highest consensus ranking, subject to successful negotiations with the District.
3. Any and all bids, quotes or proposals may be rejected by the District if it is in the District's best interest to do so.
4. The District may only contract with persons, firms or entities that are qualified and possess the ability to perform successfully under the terms and conditions of the proposed procurement.

**E. Execution of Contract Documents**

1. All District contracts and amendments will be in writing and executed prior to beginning performance under the contract.
2. The General Manager/CEO may execute all contracts on behalf of the District that are duly approved within the General Manager/CEO's authority. The Chairperson of the Board of Directors will sign contracts and leases that require approval by the Board, unless otherwise delegated to the General Manager/CEO.

**F. Disadvantaged Business Enterprise Program**

The District is committed to a Disadvantaged Business Enterprise ("DBE") Program for DBE participation in District contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26, effective June 22, 2001, as may be amended. It is the policy of the

District to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of U.S. Department of Transportation assisted and District contracts. It is the intention of the District to create a level playing field on which DBEs can compete fairly for contracts and subcontracts to provide the District's public works, supplies, equipment, materials and services.

**G. Protest Procedures**

Bidders may protest contracts that are let through informal bidding, formal competitive bidding or competitive negotiations. The General Manager/CEO, or designee, is authorized to review and determine protests concerning contracts awarded within the General Manager/CEO's procurement authority.

Protests for contracts not within the General Manager/CEO's procurement authority will first be reviewed and determined by the General Manager/CEO, or designee. Appeals of such determinations will be reviewed and acted upon by the Board of Director's Finance Committee and then the Board of Directors upon recommendation by the General Manager/CEO and the General Counsel. All protests will be processed in accordance with the written procedures set forth in the Procurement Manual.

**H. General Manager/CEO's Procurement Authority**

1. The General Manager/CEO is authorized to purchase supplies, equipment, services and materials and to arrange for work in a manner consistent with this Procurement Policy and written procedures as may be developed from time to time. The General Manager/CEO is authorized to execute agreements and expend funds for procurements and activities included within the District's approved annual budget as follows: (1) \$250,000 or less for equipment, supplies, materials, or services and (2) not more than \$200,000 or the current threshold set forth in California Public Contract Code § 22032(b), whichever is greater for construction, repair, maintenance, alteration and similar work.

The General Manager/CEO is authorized to modify and otherwise administer all contracts on behalf of the District. For all contracts, the General Manager/CEO is authorized to issue contract change orders or amendments within any Board approved contingency. If the Board does not establish a contingency or in the event the contingency is exhausted, the General Manager/CEO is authorized to issue contract change orders or amendments not exceeding \$250,000 or not exceeding 10% (cumulative) of the Contract Amount, whichever is greater. The "Contract Amount" is defined as the original contract amount, plus any Board-exercised or approved options, plus any Board-approved amendments.

2. The General Manager/CEO is authorized to designate staff to oversee and monitor procurements and may delegate its contracting authority set forth in the paragraph above. Such delegation(s) must be in writing, documented by the Director of Contracts and Procurement, and must specify defined monetary limits.

3. Only the Board may award (a) contracts for materials, supplies and equipment or services over \$250,000, and (b) contracts for construction, repair, maintenance, alteration and similar work over \$200,000, or the current threshold set forth in California Public Contract Code § 22032(c), whichever is greater. When the Board awards such contracts, it also delegates to the General Manager/CEO the authority to execute the resulting agreement.

**I. Emergency Contracts**

For procurements requiring competitive bidding and/or Board approval, in case of any sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services, the Board hereby designates the General Manager/CEO to take all necessary and proper measures in emergency conditions to maintain the District's systems in operation. The Board also grants the General Manager/CEO the authority to determine that there is insufficient time for competitive bidding and that public interest and necessity demand the immediate expenditure of public money to safeguard life, health, or property. If the General Manager/CEO makes such a determination, the General Manager/CEO may expend or enter into a contract involving the expenditure of any sum needed in such emergency without observance of the provisions requiring contracts, bids or notice. The General Manager/CEO shall promptly report on the reasons and necessity for proceeding without a competitive solicitation for construction, repair, maintenance, alteration and similar work which exceeds \$200,000, or the current threshold set forth in California Public Contract Code § 22032(c), whichever is greater, and for materials, supplies, equipment, and services which exceed \$250,000, to the Board of Directors within 7 days of the action or at the next available meeting, provided that the General Manager/CEO reports to the Board no later than 14 days after taking such emergency action. Upon hearing the General Manager/CEO's report, the Board shall determine, by a four-fifths vote, whether or not there is a need to continue the emergency action. The Board shall continue to evaluate the emergency action, determining whether or not the emergency procurement is still required, at every regularly scheduled meeting thereafter until the action is terminated. See Public Contract Code §§ 20331, 22035, and 22050.

**J. Cooperative Purchasing Agreements**

To foster greater economy and efficiency, the District may avail itself of federal, state and local intergovernmental agreements for procurement or use of common goods and services. Joint procurements, state cooperative purchasing programs, and assignment of existing contract rights ("piggyback" procurements) with other public agencies may be used when consistent with applicable state and federal statutory or grant requirements.

**K. Discretion to Waive the Competitive Process**

The Board of Directors or the General Manager/CEO in the case of procurements within the General Manager/CEO's procurement authority, may waive the requirements for formal competitive bidding or other procedures set forth in this Policy when (1) permissible under applicable law; (2) a determination is made that the best interests of the District are served thereby, and provided there is adequate documentation of the need for such material, supplies, equipment, public works or services; and (3) a determination is made that following competitive procedures

would be unavailing and not in furtherance of the purposes of the competitive bidding statutes and the District's Procurement Policy. These circumstances shall be evaluated on a case-by-case basis, in consultation with the legal staff, keeping in mind the Fundamental Principles of Ethical Procurement set forth in this Policy. The findings justifying the waiver must be documented in the record.

Regardless of the estimated cost of the procurement, the District is not required to engage in the competitive bidding process when procuring materials, equipment, supplies or services for which there exists only a sole source of supply. If more than one distributor of a product is available, the product is not exempt from competitive bidding as a sole source, but may be exempt from competitive bidding as a single source with appropriate justification. A sole source decision is not permitted merely upon the grounds that the source demonstrates technical or administrative superiority, is the most convenient, or shows superior performance potential at lower costs. In all cases, staff must verify that the particular procurement meets the definition of a single or sole source and a cost or price analysis must be performed to determine the fairness and reasonableness of the price. The single or sole source findings will be reviewed by the Director of Contracts in consultation with legal staff, as needed. A written determination of the findings will be provided to the requestor for inclusion in the contract record.

**L. Contract Administration**

The District shall administer all contracts to ensure that contractors conform with the terms, conditions, and specifications of all contracts and to ensure all purchases are received in a timely manner. Contract administration files shall contain documentation concerning the solicitation, contract costs, modifications and final disposition. All significant formal and informal communications on all contracts must be committed to written memoranda and promptly included in the contract file.

**M. Disposal of Surplus Property**

1. The Director of Contracts and Procurement shall approve the manner of disposition of surplus supplies, equipment and materials. The Board of Directors shall approve the disposition of any item having a fair market value greater than \$250,000. In all cases, disposition or sale of rolling stock shall require approval of the Board. In the event the surplus item to be disposed of was purchased with federal funds, the District will comply with federal disposition requirements.
2. The method of sale or disposition of any surplus or scrap items shall depend upon the nature of the items. Such methods shall include: (1) transfer or sale to other public agencies, (2) trade-in as part of a new procurement, (3) sale by auction, advertisement for sealed bids, or negotiation, or (4) where appropriate, proper recycling, donation to a non-profit agency, or disposal.

**N. Revenue Generating Contracts/Concessions**

To the extent they are not otherwise governed by District policies, concession agreements are contracts where the District grants permission to use District facilities or property to vendors to



sell products or services, for which the District receives a percentage of the proceeds and/or a flat rate of compensation. Generally, these arrangements are at no direct cost to the District.

Where it is determined that a number of potential vendors are available to provide similar products or services, a competitive negotiations procedure should be followed, and award made to the highest ranked proposer, taking into consideration the economic return to the District, quality of the product, service and experience of the vendor.

The Board of Directors shall approve revenue generating/concessions contracts that exceed \$250,000 in value.

**O. Implementation**

This Policy sets forth the standards and methods to be followed by the District in obtaining public works, supplies, materials, equipment and services. Since 2004, the District has had in place a Board-adopted Procurement Manual that sets forth implementing guidelines and procedures consistent with applicable law, best procurement practices, and the Procurement Policy. The General Manager/CEO shall have the authority to maintain and update as necessary the Procurement Manual to give effect to this Policy and may make subsequent revisions if necessary to implement changes in applicable laws and regulations and best procurement practices such as FTA Best Practices Procurement Manual, Caltrans Local Assistance Procedures Manual, American Public Transit Association guidelines and standards, or other well accepted external references. Changes that represent a deviation from this Policy must be approved by the Board of Directors. All District staff with responsibility for procurement activities shall be trained in, and adhere to, this Policy and the Procurement Manual.

Revised: Resolution No. 2023-36, June 7, 2023  
Revised: Resolution No. 2019-10; April 3, 2019  
Revised: Resolution No. 2018-30; July 11, 2018  
Revised: Resolution No. 2017-14; March 1, 2017  
Revised: Resolution No. 2010-04; January 13, 2010  
Adopted: Resolution No. 2003-26; June 11, 2003

**ATTACHMENT B: REDLINED PROPOSED PROCUREMENT POLICY**

**PROCUREMENT POLICY  
SAN MATEO COUNTY TRANSIT DISTRICT**

The San Mateo County Transit District (“District”) is organized and established pursuant to the San Mateo County Transit District Act, set forth in the Public Utilities Code ~~section~~ §103000, *et seq.* (the “Act”) which authorizes the District to acquire such property, facilities, equipment, materials and supplies as may be deemed necessary to carry out its duties.

The procedures governing procurements of the District derive from state law and federal law. By accepting state and federal funding, the District is also obligated to comply with certain regulations in its procurement of goods and services. More specifically, certain standards, regulations, and other requirements for grants to local governments issued by the United States Department of Transportation apply to the District in connection with contracts financed in whole or in part with federal funds. In the event of a conflict between the District’s Procurement Policy and state or federal law, such state or federal law shall supersede this Procurement Policy.

This Procurement Policy provides a broad overview of the standards and methods which will guide the District in obtaining goods and services. Wherever in this Procurement Policy the General Manager/CEO is designated authority, such authority shall be understood to include the designee of the General Manager/CEO.

**A. Fundamental Principles of Ethical Procurement**

The District’s procurement practices reflect its commitment to fundamental principles of ethical procurement, which are as follows:

1. Foster maximum open and free competition for District Contracts;
2. Promote the greatest economy and efficiency in District procurements;
3. Ensure adherence to proper standards of conduct by District board members, officers and employees;
4. Maintain procurement policies and procedures that guarantee compliance with applicable state and federal laws and regulations;
5. Establish and maintain an arm's length relationship with all Contractors;
6. Treat all prospective Contractors, Consultants, and vendors, including Disadvantaged Business Enterprises (“DBEs”) and small businesses, in an equal and equitable manner; and
7. Provide guidance for remedy and resolution of Contract claims or disputes.

Based on these fundamental principles of ethical procurement and the general standards of public sector procurement, the following set of procurement and contracting policies have been developed.

**B. Conflicts of Interest**

No director, officer, employee or agent of the District shall participate in any procedure, tasks, or decisions relative to initiation, evaluation, award, or administration of a contract if a conflict of interest, real or apparent, exists. Such a conflict of interest arises when (a) the director, officer, employee or agent, (b) any member of his or her immediate family, (c) his or her business associate, or (d) an organization which employs, or which is about to employ, any of the above described individuals has a financial or other interest in a firm that participates in a District procurement process or that is selected for an award. The standards governing the determination as to whether such an interest exists are set forth in the Political Reform Act (~~Section~~§ 81000 *et seq.* of the California Government Code) and in ~~Section~~§§ 1090, 1091, and 1091.5 of the California Government Code.

**C. Methods of Procurement**

1. All purchases and contracts, whether by informal bidding, formal bidding or proposals, shall be made on a competitive basis to the greatest extent practicable.
2. The method of procurement, such as small purchases, informal bids or proposals, formal competitive bidding, requests for proposals, etc., shall be appropriate for the type of project or procurement and shall be in the best interest of the District.
3. Formal competitive bidding must be used for construction, repair, maintenance, alteration, and similar work whenever the estimated expenditure for such work exceeds \$200,000 or the current threshold set forth in California Public Contract Code ~~section~~§ 22032(c), whichever is greater. Alternative methods of procurement, such as a design build approach, may be utilized if authorized by state law and in full compliance with all applicable requirements.

Federally funded procurements will comply with all applicable federal requirements.

Informal competitive procedures, as set forth in the District's Informal Bidding Ordinance, may be used for construction, repair, maintenance, alteration and similar work whenever the estimated expenditure is more than \$60,000 (or the current threshold set forth in California Public Contract Code ~~section~~§ 22032(a), whichever is greater) and ~~up to~~not more than \$200,000 (or the current threshold set forth in California Public Contract Code ~~section~~§ 22032(b), whichever is greater). Award will be made to the lowest responsible bidder. (Public Contract Code § 22038). For construction, repair, maintenance, alteration and similar work where the estimated expenditure is \$60,000 (or the current threshold set forth in California Public Contract Code ~~section~~§ 22032(a), whichever is greater) or less, the District may use a negotiated contract or a purchase order.

4. Formal competitive bidding should be used when purchasing equipment, supplies, services or materials over ~~\$150,000~~\$250,000, but a “best value” approach may be used in circumstances where it is determined to be in the best interest of the District. “Best value” means a process in which the overall combination of quality, price, and other elements such as reliability, standardization, vendor qualifications, warranty, life cycle costs, and sustainability issues are considered together to determine which

proposal provides the greatest overall benefit to the District. On a case by case basis, and in particular when a procurement involves a combination of goods and services, the District Procurement Office, in consultation with the Project Manager or the department issuing the solicitation, shall make the determination of whether a “best value” approach is in the best interest of the District. In such circumstances, the determination will be documented in writing and a formal competitive proposal process will be utilized.

5. An informal procurement method may be utilized for the purchase of materials, equipment, services or supplies when the estimated expenditure is between \$10,000 and ~~\$150,000~~\$250,000. To the extent practicable, such a method shall involve obtaining a minimum of three quotations, either written or oral, that permit prices and other terms to be compared. The District will undertake adequate outreach to ensure open and free competition, and that small businesses, including Disadvantaged Business Enterprises are afforded opportunities to submit quotations. To the extent practicable, the District will strive to obtain at least one of the minimum of three quotations from a small business. The District will utilize interested vendors based upon a review of trade sources, lists of certified DBEs and small businesses that have registered with the State, and vendors that have registered with the District to receive notice of contract opportunities. When appropriate to ensure satisfaction of the Fundamental Principles of Ethical Procurement set forth in Section A of this Policy, such solicitations shall be advertised by the District. The District’s informal bidding procedures, using a lowest responsible bidder standard for bid comparison, will serve as the typical standard on which to base the purchase of materials, equipment, services or supplies, unless it is determined in writing that it is in the District’s best interest to apply a “best value” approach, in which event, qualitative factors such as those set forth in paragraph C.4. above, in addition to price may be considered in making an award.
6. Formal competitive proposals, which consider and evaluate factors in addition to price, will be used to retain professional and non-professional services when the estimated expenditure exceeds ~~\$150,000~~\$250,000. Specialized State and federal laws will apply to the procurement of architectural and engineering services as defined by applicable laws and regulations, regardless of the estimated expenditure.
7. The use of appropriate intergovernmental and cooperative agreements is encouraged in order to reduce duplicative effort and to achieve cost economies.
8. The District may purchase items on the open market under the following conditions: (a)(i) if the District rejects bids received in connection with a procurement of materials, supplies, services and equipment requiring formal competitive bidding, and (ii) the Board of Directors determines and declares by a two-thirds vote of all its members that in its opinion the supplies, equipment, services, and materials may be purchased at a lower price in the open market; or (b) if the Board of Directors, or the General Manager/CEO, within the General Manager/CEO’s procurement authority, has exercised discretion to waive the competitive process when permissible under applicable law and consistent with the fundamental principles of procurement set forth in this Policy, or (c) if no bids or proposals are received in response to a formal solicitation and market research indicates another procurement for the supplies,

equipment, services and materials will not render a different outcome. *See* Public Utilities Code §103223 and Section K “Discretion to Waive the Competitive Process” set forth below.

**D. Procurement Documentation and Consideration of Bids and Proposals**

1. Formal competitive bidding requires preparation of bid documents that clearly set forth all requirements which must be fulfilled in order for the bid to be responsive, advertisement in accordance with the law, and, once bids are received, an award, if made, to the lowest responsive and responsible bidder.
2. Formal competitive proposals, including the “best value” approach, require issuance of Requests for Proposals, which clearly set forth all the requirements, and state the qualitative factors, in addition to price, which will be used to evaluate and rank the Proposals. An award, if made, will be to the proposer receiving the highest consensus ranking, subject to successful negotiations with the District.
3. Any and all bids, quotes or proposals may be rejected by the District if it is in the District’s best interest to do so.
4. The District may only contract with persons, firms or entities that are qualified and possess the ability to perform successfully under the terms and conditions of the proposed procurement.

**E. Execution of Contract Documents**

1. All District contracts and amendments will be in writing and executed prior to beginning performance under the contract.
2. The General Manager/CEO may execute all contracts on behalf of the District that are duly approved within the General Manager/CEO’s authority. The Chairperson of the Board of Directors will sign contracts and leases that require approval by the Board, unless otherwise delegated to the General Manager/CEO.

**F. Disadvantaged Business Enterprise Program**

The District is committed to a Disadvantaged Business Enterprise (“DBE”) Program for DBE participation in District contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26, effective June 22, 2001, as may be amended. It is the policy of the District to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of U.S. Department of Transportation assisted and District contracts. It is the intention of the District to create a level playing field on which DBEs can compete fairly for contracts and subcontracts to provide the District’s public works, supplies, equipment, materials and services.

**G. Protest Procedures**

Bidders may protest contracts that are let through informal bidding, formal competitive bidding or competitive negotiations. The General Manager/CEO, or designee, is authorized to review and determine protests concerning contracts awarded within the General Manager/CEO's procurement authority.

Protests for contracts not within the General Manager/CEO's procurement authority will first be reviewed and determined by the General Manager/CEO, or designee. Appeals of such determinations will be reviewed and acted upon by the Board of Director's Finance Committee and then the Board of Directors upon recommendation by the General Manager/CEO and the General Counsel. All protests will be processed in accordance with the written procedures set forth in the Procurement Manual.

#### **H. General Manager/CEO's Procurement Authority**

1. The General Manager/CEO is authorized to purchase supplies, equipment, services and materials and to arrange for work in a manner consistent with this Procurement Policy and written procedures as may be developed from time to time. The General Manager/CEO is authorized to execute agreements and expend funds for procurements and activities included within the District's approved annual budget as follows: (1) ~~up to \$150,000~~ \$250,000 or less for equipment, supplies, materials, or services and (2) ~~up to~~ not more than \$200,000 or the current threshold set forth in California Public Contract Code ~~section~~ § 22032(b), whichever is greater for construction, repair, maintenance, alteration and similar work.

The General Manager/CEO is authorized to modify and otherwise administer all contracts on behalf of the District. For all contracts, the General Manager/CEO is authorized to issue contract change orders or amendments within any Board approved contingency. If the Board does not establish a contingency or in the event the contingency is exhausted, the General Manager/CEO is authorized to issue contract change orders or amendments ~~up to \$150,000~~ not more than \$250,000 or ~~up to~~ not more than 10% ~~of the Board approved amount~~ (cumulative) of the Contract Amount, whichever is greater. The "Contract Amount" is defined as the original contract amount, plus any Board-exercised or approved options, plus any Board-approved amendments.

2. The General Manager/CEO is authorized to designate staff to oversee and monitor procurements and may delegate its contracting authority set forth in the paragraph above. Such delegation(s) must be in writing, documented by the Director of Contracts and Procurement, and must specify defined monetary limits.
3. Only the Board may award (a) contracts for materials, supplies and equipment or services over ~~\$150,000~~ \$250,000, and (b) contracts for construction, repair, maintenance, alteration and similar work over \$200,000, or the current threshold set forth in California Public Contract Code ~~section~~ § 22032(c), whichever is greater. When the Board awards such contracts, it also delegates to the General Manager/CEO the authority to execute the resulting agreement.

#### **I. Emergency Contracts**

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General Manager/CEO the authority to determine that there is insufficient time for competitive bidding and that public interest and necessity demand the immediate expenditure of public money to safeguard life, health, or property. If the General Manager/CEO makes such a determination, the General Manager/CEO may expend or enter into a contract involving the expenditure of any sum needed in such emergency without observance of the provisions requiring contracts, bids or notice. The General Manager/CEO shall promptly report on the reasons and necessity for proceeding without a competitive solicitation for construction, repair, maintenance, alteration and similar work which exceeds \$200,000, or the current threshold set forth in California Public Contract Code ~~section~~ § 22032(c), whichever is greater, and for ~~all other goods and~~ materials, supplies, equipment, and services which exceed ~~\$150,000~~ \$250,000, to the Board of Directors within 7 days of the action or at the next available meeting, provided that the General Manager/CEO reports to the Board no later than 14 days after taking such emergency action. Upon hearing the General Manager/CEO's report, the Board shall determine, by a four-fifths vote, whether or not there is a need to continue the emergency action. The Board shall continue to evaluate the emergency action, determining whether or not the emergency procurement is still required, at every regularly scheduled meeting thereafter until the action is terminated. See Public Contract Code §§ 20331 and 22050.

#### **J. Cooperative Purchasing Agreements**

To foster greater economy and efficiency, the District may avail itself of federal, state and local intergovernmental agreements for procurement or use of common goods and services. Joint procurements, state cooperative purchasing programs, and assignment of existing contract rights ("piggyback" procurements) with other public agencies may be used when consistent with applicable state and federal statutory or grant requirements.

#### **K. Discretion to Waive the Competitive Process**

The Board of Directors or the General Manager/CEO in the case of procurements within the General Manager/CEO's procurement authority, may waive the requirements for formal competitive bidding or other procedures set forth in this Policy when (1) permissible under applicable law, (2) a determination is made that the best interests of the District are served thereby, and provided there is adequate documentation of the need for such material, supplies, equipment, public works or services; and (3) a determination is made that following competitive procedures would be unavailing and not in furtherance of the purposes of the competitive bidding statutes and the District's ~~p~~Prourement ~~p~~Policy. These circumstances shall be evaluated on a case-by-case basis, in consultation with the legal staff, keeping in mind the Fundamental Principles of Ethical Procurement set forth in this Policy. The findings justifying the waiver must be documented in the record.

Regardless of the estimated cost of the procurement, the District is not required to engage in the competitive bidding process when procuring materials, equipment, supplies or services for which there exists only a sole source of supply. If more than one distributor of a product is available, the product is not exempt from competitive bidding as a sole source, but may be exempt from competitive bidding as a single source with appropriate justification. A sole source decision is not permitted merely upon the grounds that the source demonstrates technical or administrative superiority, is the most convenient, or shows superior performance potential at lower costs. In all cases, staff must verify that the particular procurement meets the definition of a single or sole source and a cost or price analysis must be performed to determine the fairness and reasonableness of the price. The single or sole source findings will be reviewed by the Director of Contracts in



consultation with legal staff, as needed. A written determination of the findings will be provided to the requestor for inclusion in the contract record.

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**M. Disposal of Surplus Property**

1. The Director of Contracts and Procurement shall approve the manner of disposition of surplus supplies, equipment and materials. The Board of Directors shall approve the disposition of any item having a fair market value greater than ~~\$150,000~~\$250,000. In all cases, disposition or sale of rolling stock shall require approval of the Board. In the event the surplus item to be disposed of was purchased with federal funds, the District will comply with federal disposition requirements.
2. The method of sale or disposition of any surplus or scrap items shall depend upon the nature of the items. Such methods shall include: (1) transfer or sale to other public agencies, (2) trade-in as part of a new procurement, (3) sale by auction, advertisement for sealed bids, or negotiation, or (4) where appropriate, proper recycling, donation to a non-profit agency, or disposal.

**N. Revenue Generating Contracts/Concessions**

To the extent they are not otherwise governed by District policies, concession agreements are contracts where the District grants permission to use District facilities or property to vendors to sell products or services, for which the District receives a percentage of the proceeds and/or a flat rate of compensation. Generally, these arrangements are at no direct cost to the District.

Where it is determined that a number of potential vendors are available to provide similar products or services, a competitive negotiations procedure should be followed, and award made to the highest ranked proposer, taking into consideration the economic return to the District, quality of the product, service and experience of the vendor.

The Board of Directors shall approve revenue generating/concessions contracts that exceed ~~\$150,000~~\$250,000 in value.

**O. Implementation**

This Policy sets forth the standards and methods to be followed by the District in obtaining ~~goods~~ public works, supplies, materials, equipment and services. Since 2004, the District has had in place a Board-adopted Procurement Manual that sets forth implementing guidelines and procedures consistent with applicable law, best procurement practices, and the Procurement Policy. The General Manager/CEO shall have the authority to maintain and update as necessary the Procurement Manual



to give effect to this Policy and may make subsequent revisions if necessary to implement changes in applicable laws and regulations and best procurement practices such as FTA Best Practices Procurement Manual, Caltrans Local Assistance Procedures Manual, American Public Transit Association guidelines and standards, or other well accepted external references. Changes that represent a deviation from this Policy must be approved by the Board of Directors. All District staff with responsibility for procurement activities shall be trained in, and adhere to, this Policy and the Procurement Manual.

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**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO

## Agenda

### Strategic Planning, Development, and Sustainability Committee Committee of the Whole

#### San Mateo County Transit District

**Wednesday, June 7, 2023 – 3:00 pm**

or immediately following the Finance Committee meeting

- |        |   |               |
|--------|---|---------------|
| 8.c.1. | Call to Order   |               |
| 8.c.2. | Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of April 5, 2023   | Motion        |
| 8.c.3. | Fare Programs Informational Update: Clipper Next Generation, Clipper BayPass Pilot Program, and Redwood City / Sequoia Union High School Districts Youth Unlimited Pass Program | Informational |
| 8.c.4. | Clipper START Program Update and Proposed Fare Structure Changes  | Motion        |
| 8.c.5. | Adjourn   |               |

**Committee Members: David J. Canepa (Chair), Rico E. Medina, Peter Ratto**

Note:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Strategic Planning, Development,  
and Sustainability Committee Meeting / Committee of the Whole**

**April 5, 2023**

Committee Members Present: D. Canepa (Chair), R. Medina, P. Ratto

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Chuang, M. Fraser, J. Gee, R. Guilbault, R. Mueller, J. Powell

Other Board Members Absent: None

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**8.c.1. Call to Order**

Committee Chair David Canepa called the meeting to order at 3:04 pm.

**8.c.2. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of March 1, 2023**

Motion/Second: Medina/Ratto

Ayes: Canepa, Chuang, Fraser, Gee, Guilbault, Medina, Mueller Powell, Ratto

Noes: None

Absent: None

**8.c.3. Reimagine SamTrans Implementation Update**

Millie Tolleson, Acting Director of Planning, provided the presentation.

Director Jeff Gee noted that the Pacifica microtransit pilot had been limited to smaller radius. Ms. Tolleson said they had replaced the fixed-route service with microtransit during that pilot, which did not work so well. She noted that the fares for the East Palo Alto microtransit service are the same as fixed-route service. David Olmeda, Chief Operating Officer, Bus, said that customers could call in as well as reserve online.

Director Rose Guilbault asked how they are measuring the success of the program. Ms. Tolleson said they not yet set up the KPIs (key performance indicators). Director Guilbault asked if they are consulting with other localities with successful microtransit programs to see how they are doing. Ms. Tolleson said that Marin Transit has microtransit experience and that they would look into it.

Director Marina Fraser asked what the hours of availability are. Ms. Tolleson said she would find out and get back to her. Director Fraser said she would like to coordinate with staff on upcoming community events in Half Moon Bay to promote the service.

Chair Josh Powell asked for the number of operator vacancies; Mr. Olmeda said 41.

Director Marie Chuang asked how far in advance do customers need to book a microtransit trip. Jonathan Steketee, Manager, Operations Planning, said customers can book when they are ready to ride, and that the District is aiming for no more than a 20-minute wait time. He said the hours of operation for Half Moon Bay are 8:00 am to 5:00 pm.

Committee Chair Canepa asked if adjacent counties are using compatible technology. Mr. Steketee said they are using GPS (global positioning system) to coordinate with other transit systems throughout the Bay Area. Director Canepa asked about the equity priority areas. Ms. Tolleson said they used an algorithm to find people in the County that meet certain criteria, revealing East Palo Alto and Half Moon Bay as equity-priority areas.

Director Peter Ratto said he has always been an advocate for microtransit.

Director Chuang asked if riders need to be residents of the area where they are making the ride request, and Ms. Tolleson said users do not need to be a resident of the zone from which they are making the request.

April Chan, General Manager/CEO, said they would provide the Board with a full update prior to the June Board meeting.

Director Ray Mueller asked if the microtransit vehicle would pick up other passengers. Mr. Steketee said yes, the service is dynamic.

Director Guilbault noted that the marketing would be different for the various demographics using the service.

#### **8.c.4. Adjourn**

The meeting adjourned at 3:44 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).

**San Mateo County Transit District  
Staff Report**

To: Strategic Planning, Development and Sustainability Committee

Through: April Chan, General Manager/CEO

From: Joshua Mello, Executive Officer, Planning and Development      Millie Tolleson, Acting Director of Planning

Subject: **Fare Programs Informational Update: Clipper Next Generation, Clipper BayPass Pilot Program, and Redwood City / Sequoia Union High School Districts Youth Unlimited Pass Program**

**Action**

This report is for information only. No Board action is required.

**Significance**

**Clipper Next Generation Update**

SamTrans began installing On-board Validators (OBVs) for the Clipper Next Gen in October 2022 will complete installation by the end of May 2023. All new OBVs are now being used under the current Clipper system and are ready to switch to the Clipper Next Generation account-based system once it launches. The Clipper Next Generation will first conduct a two-month Revenue Ready Pilot for five operators (excluding SamTrans) on core Clipper Next Generation functions in the summer of 2023. The official customer transition will begin in the summer of 2024.

**Clipper BayPass Pilot Program Update**

The SamTrans Board of Directors authorized SamTrans' participation in MTC's Clipper BayPass pilot program in June 2022. The pilot program has two phases, and Phase 1 launched in August 2022. The Clipper BayPass team is preparing to launch Phase 2 of the pilot program, in which the Clipper BayPass will be sold to participating institutions. The project team is targeting approximately ten total institutions and up to 20,000 for the pilot phase. Each institution will enter into one-year contracts to purchase the Clipper BayPass for all of their employees or constituents, at a price expected to offset any fare revenue loss. A \$1 million budget has been set-aside as backstop funding if revenues collected are inadequate to cover fare revenue loss.

The Clipper BayPass team will first "soft launch" the Phase 2 program at up to three employers, to be followed by a full-scale launch at eight or more employers. This phased approach is designed to mitigate risk by managing scale until a detailed revenue distribution and risk management plan is developed and agreed to through a participation agreement which is under development and will be circulated to transit operators at a later date. A soft launch enables near-term implementation for a select few institutions who have communicated a strong interest to participate.

SamTrans will continue participating in the BayPass Pilot Program for the Phase 2 soft launch. Staff will return to the Board in the fall when Phase 2 full-scale launch details (including revenue distribution) are available.

Redwood City / Sequoia Union High School Districts Youth Unlimited Pass Program

The following is an update on the impacts of the Youth Unlimited Pass Program on Redwood City / Sequoia Union High School Districts community pass recipients.

The Youth Unlimited Pass Program began as a pilot program in partnership with the San Mateo County Office of Education. The pilot program offered free fares for socioeconomically disadvantaged (SED) students beginning in January 2022 to June 2022, and extended through August 2022 to last through summer break. In July 2022, pursuant to Resolution No. 2022-45, the Board transitioned the pilot program into a permanent program.

Staff from the Redwood City School District requested to provide an update to the Board on program statistics and testimonials from pass recipients in the Redwood City / Sequoia Union High School District. Participating school sites include Adelante-Selby, Clifford, Garfield, Henry Ford, Hoover, Kennedy, McKinley, Orion Alternative, Roosevelt, Roy Cloud, Sequoia, Student Services, Woodside, and Taft. Over 800 permanent passes have been issued to youth riders by the participating site administrators. As a result, youth riders in these school districts have saved approximately \$300,000 in transportation costs from program start to April 2023.

**Budget Impact**

There is no budget impact associated with this informational update.

**Background**

Clipper Next Generation

MTC, in cooperation with Bay Area transit operators, is in the process of implementing an upgrade to the Clipper system, called Clipper Next Generation. Clipper Next Generation is a wholesale replacement of the entire backend system and most customer-facing fare devices, as well as modernization of retail and customer service and expanded fare media options, including mobile and other capabilities. Clipper Next Generation will be a customer-focused, cost-effective fare collection system that supports a modern, consistent and seamless Bay Area transit experience and provides a flexible platform for future fare structures.

Clipper BayPass Pilot Program

In Fall 2021, the Fare Integration Task Force adopted the Fare Policy Vision Statement, which directed staff to pilot a regional institutional transit pass. In August 2022, the Clipper BayPass pilot (Phase 1) was launched to provide students at four Bay Area higher education institutions with unlimited access to all transit services on Clipper for two years. The Phase 1 pilot was extended in October 2022 to include residents at 13 MidPen Housing properties. Each participating institution had pre-existing arrangements with certain transit operators to provide transit passes to their constituents. These arrangements are maintained for the duration of the pilot as a condition of participation. A budget of \$4.5 million was established from the Transit Transformation Action Plan to offset fare revenue losses incurred by transit operators from

trips. An upfront allocation from MTC was made to operators in Fall 2022. Subsequent payments will be made based on actual trips taken with Clipper BayPass.

Youth Unlimited Pass Program

The Youth Unlimited Pass Program provides free SamTrans bus fares for socioeconomically disadvantaged (SED) students, as defined by the California Department of Education. SED students include students that are eligible for the free and reduced-price meal program, students experiencing homelessness, foster youth, migrant students, or students whose parents did not graduate high school. There are approximately 30,000 SED students in San Mateo County.

Prepared By:	Chelsea Schultz	Principal Planner	650-508-6483
	Justin Horng	Senior Planner	650-551-6174
	Hui Zhu	Data Analyst	650-508-6394





# Fare Programs Informational Updates & Redwood City / Sequoia Union High School Districts Youth Unlimited Update



**SamTrans Board of Directors  
June 7, 2023**

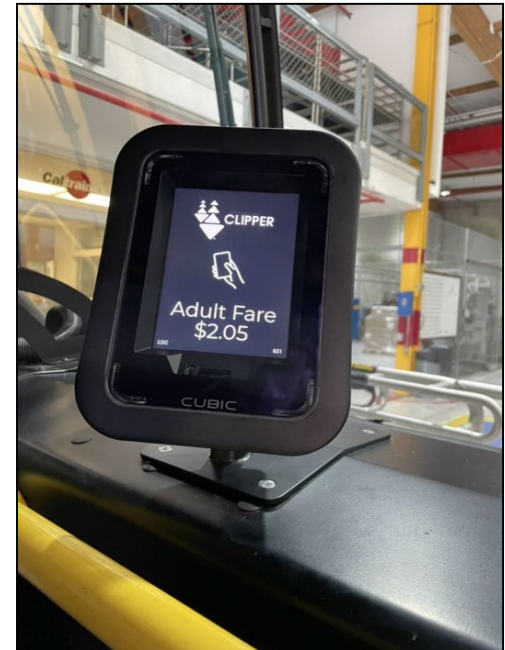


# Agenda

- Clipper Next Generation Program Update
- Clipper BayPass Pilot Program Update
- Youth Unlimited Program Update: Redwood City / Sequoia Union High School Districts
  - Program Overview
  - Program Benefit / Ridership
  - Testimonials

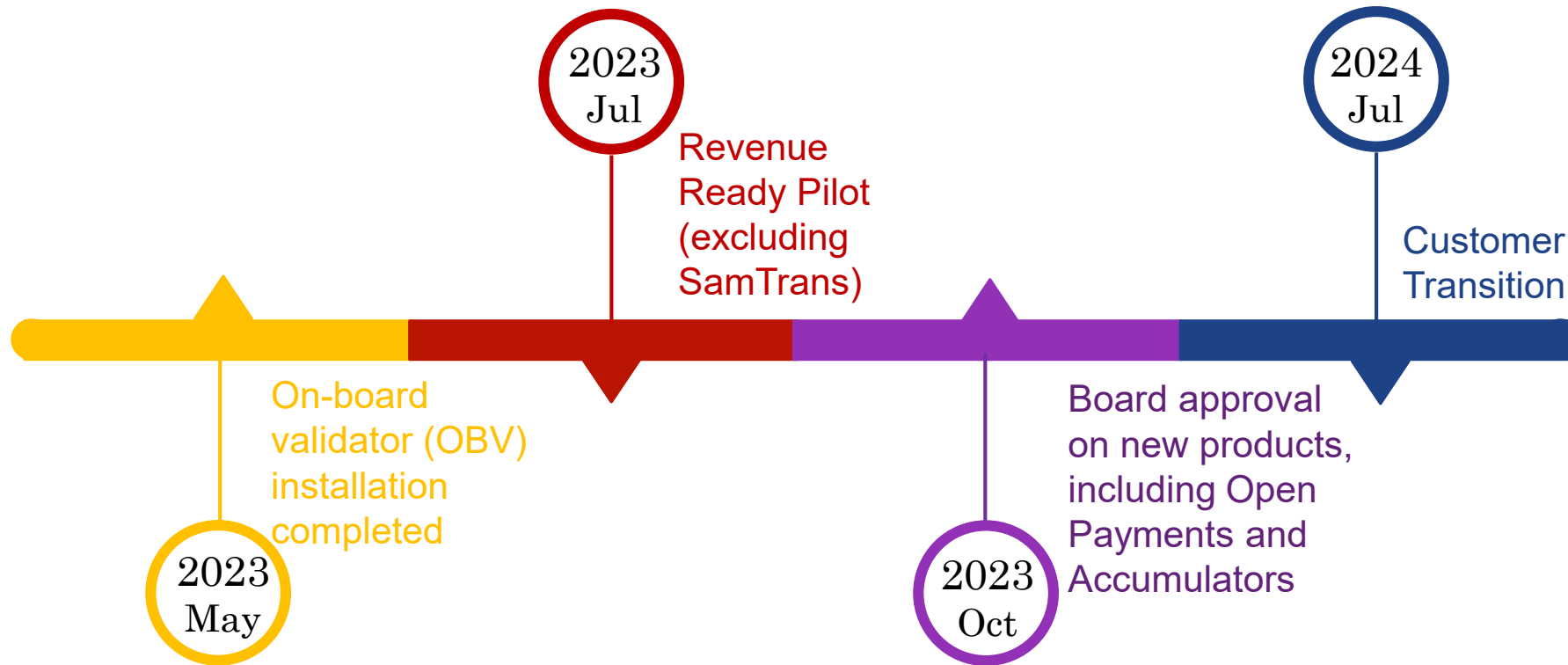
# Clipper Next Generation Update

- Clipper Next Generation
  - Wholesale replacement of the entire backend system and most customer facing fare devices
  - Modernization of retail and customer service and expanding fare media options, including mobile, open payment and other capabilities.
- Next Gen Key Features
  - Improved Support
    - Regional fare integration
    - Accumulators
  - Enhancements
    - Better visibility to data and analytic tools
    - Institutional Portal
  - Added Features
    - Open payment acceptance for contactless cards
    - Promotions portal



# Clipper Next Generation Update

- Timeline



# Clipper BayPass Pilot Program – Phase 1 Review

- Clipper BayPass provides unlimited access to all transit services on Clipper for two years.
- SamTrans BOD approved participation in Clipper BayPass Pilot Program in June 2022
- Phase 1 launched in Aug & Oct 2022 at 4 colleges/universities and 13 MidPen Housing properties
- MTC set-aside \$4.5M from Transformation Action Plan to offset fare revenue losses
- Year 1 preliminary evaluation expected in Fall 2023



# Clipper BayPass Pilot Program - Phase 2 Soft Launch

- MTC preparing to “soft-launch” Phase 2 in summer 2023
  - 3 employers; up to 5,000 participants
  - Employers will pay for the pass
  - Goal is to price Clipper BayPass at a revenue neutral or revenue positive level.
  - Transit operators proposed to be fully reimbursed by MTC for any revenues lost (\$1M in backstop funding)
- SamTrans will continue to participate in BayPass pilot program for the Phase 2 soft launch

# Clipper BayPass Pilot Program - Phase 2 Full Launch

- Full-scale Phase 2 launch still in development, expected fall 2023
  - 8+ employers, 10k-15k participants
  - Additional revenue backstop still being identified by MTC
- MTC preparing Phase 2 Participation Agreement for transit operators
  - Will cover program mechanics, revenue distribution plans, roles and responsibilities
- SamTrans staff will come back to the Board in the fall with more information on the Participation Agreement, Phase 2 full-scale launch, and potential budget impact (if any)

# **Youth Unlimited Program Update: Redwood City / Sequoia Union High School Districts**

# Youth Unlimited Program Overview

- Partnership with the San Mateo County Office of Education that provides free fares for socioeconomically disadvantaged (SED) students
- Began as a pilot, from January 2022 – June 2022 (Extended to August 2022)
- Adopted as a permanent program in July 2022
- 672,000 free rides provided since program inception through April 2023



# SamTrans Youth Unlimited

January 2022 - April 2023 Program Presentation & Data

Presentation by:

Afelda Aguilera, Administrative Assistant to the Director of Community Schools

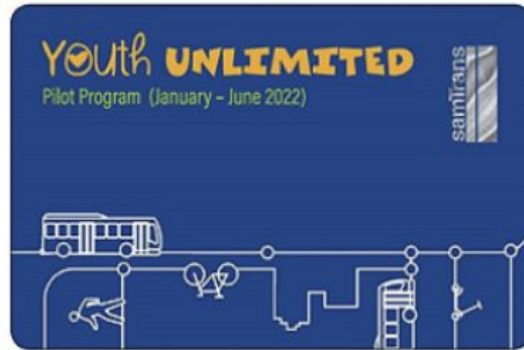
Jackie Campos, Safe Routes to School Program Specialist

# Program Introduction

## Districts Participating

Redwood City  
School District

Sequoia Union  
High School District



## Distribution of FlashPasses

January 2022

-


April 2023

# Eligibility Criteria

SamTrans provides free bus fares for Socioeconomically Disadvantaged (SED) students, as defined by the California Department of Education. SED students include students that are eligible for the Free and Reduced-Price Meal program, students experiencing homelessness, foster-youth, migrant students, and students whose parents did not graduate high school.

## Data Collection

Free/Reduced Meal Program	813 students
Homelessness/Foster Youth	63 students
Migrant Youth	72 students
Parent High School Education Level	22 students



# Grade Level Distribution

## Elementary (ages 5 - 11)

T -K	<b>4 students</b>
Kindergarten	<b>12 students</b>
First Grade	<b>18 students</b>
Second Grade	<b>18 students</b>
Third Grade	<b>27 students</b>
Fourth Grade	<b>84 students</b>
Fifth Grade	<b>79 students</b>

## Middle School (ages 12 - 14)

Sixth Graders	<b>130 students</b>
Seventh Grade	<b>165 students</b>
Eighth Grade	<b>108 students</b>

## High School (ages 14 - 18)

Ninth Grade	<b>77 students</b>
Tenth Grade	<b>77 students</b>
Eleventh Grade	<b>91 students</b>
Twelfth Grade	<b>80 students</b>

Flash Passes distributed = 970


# Bus Fare Savings

Youth Unlimited has helped low-income Redwood City School District and Sequoia Union High School District families save approximately

**\$299,889.00**

on bus fares between January 2022 and April 2023

*Formula: # of passes x # of months x 27 (monthly cost for youth pass)*



# Testimonials

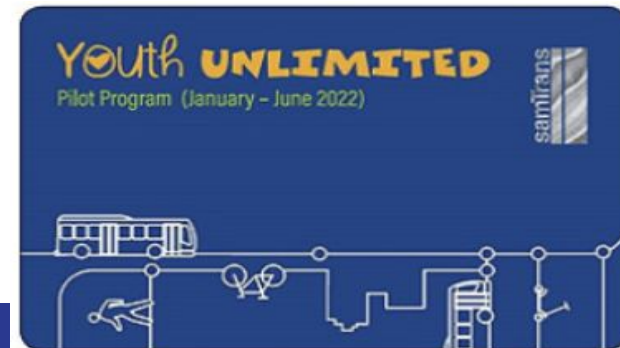
Redwood City School District  
&  
Sequoia Union High School District

It has helped me a lot. There are 3 children who go and return to school. The economy is tough, and everything is very expensive—we can't afford everything sometimes and it helps a lot to have bus passes./ Me ayuda bastante. Son 3 niños que van y regresan a la escuela. La economía está bien difícil y todo está bien caro—no nos alcanza para todo a veces y nos ayuda bastante tener los pases para el autobús. **(RCSD Parent)**

My daughter uses her bus pass frequently. I would almost say daily. It's the main source of transportation. Having a bus pass facilitates things for me at work and allows me to be present and be of bigger financial support for my daughters. When this bus pass became available, I felt supported in my role as a single mother. Please don't take it away – it's been very useful, and my daughter uses this form of transportation for everything. **(RCSD Parent)**



- Student X is a Spanish-speaking 7<sup>th</sup> grade student who arrived to United States in March 2023. The family was given transportation support through the Youth Unlimited Program bus passes. The student takes the bus to school since they live in downtown Redwood City. Family is grateful that the student is able to take the bus to and from school. The student was excited to go to the mall on the weekends. We printed a copy of the bus route to Hillsdale and Stanford mall. Having a bus pass has made the student comfortable in San Mateo County. **(Narrative about RCSD Student)**
- 8th grade student received a bus pass in the beginning of the school year and has utilized the bus to go to games at Sequoia High School, soccer games, and visit Cañada College. Roosevelt has a soccer team with Clifford School, so the student has taken the bus to practice at Clifford School. Student also enjoys telling stories to peers about his adventures on his bus ride to and from school. **(Narrative about RCSD Student)**





- It's really fun and convenient because you don't have to be using dollars and you save a lot of money on it. I feel pretty safe taking the bus. It only takes me 15-20 minutes to get back home. It is nice to have because if you do not have enough money this pass is unlimited, and you can go on it every time **(RCSD Student)**
- The bus pass helps me a lot to come here [school] because it's a bit far from home. When I didn't have a pass, I had to pay but now it has helped me a lot financially. / El pase de bus me ayuda mucho para venir me para acá [escuela] porque me queda un poco lejos de la casa. Cuando no tenia pase tenía que pagar pero ahora me ha ayudado mucho económicamente. **(Sequoia High School Student)**
- My aunt and uncle have to bring me [to school], and they can't because they have to work so it's easier for me to go on the bus. With the bus pass I can go anywhere if I need to buy something or do some homework./Mis tíos me tienen que traer y ellos no pueden porque tienen que trabajar entonces se me hace más fácil irme en el bus. Y con el pase de bus puedo ir a cualquier lado si necesito comprar algo o hacer las tareas. **(Sequoia High School Student)**



- The bus pass has been really helpful for me to get to school. I live really far and it makes it hard to get here on a bike. There's usually no one at home when I need to leave, so I can't get to school on time without taking the bus. It's been especially helpful this year with the weather. It's too cold or rainy to ride my bike, so the bus is really helpful. I would like another one next year.  
**(Woodside High School Student)**

- I can't get to school without the bus pass. If I didn't have one, I'd probably have to walk. I live near El Camino Real, so it's really far. I use it every day. It makes it easier for me to study because I know I can get to school on time. If I didn't have the pass, I would be really late or miss days because no one can bring me to school on time. I'll need another one next year.  
**(Woodside High School Student)**



# Questions?

Contact information:

Afelda Aguilera ([akaguilera@rcsdk8.net](mailto:akaguilera@rcsdk8.net))

Jackie Campos ([jcampos@redwoodcity.org](mailto:jcampos@redwoodcity.org))

**San Mateo County Transit District  
Staff Report**

To: Strategic Planning, Development, and Sustainability Committee  
Through: April Chan, General Manager/CEO  
From: Joshua Mello, Executive Officer, Planning and Development      Millie Tolleson, Acting Director of Planning  
Subject: **Clipper START Program Update and Proposed Fare Structure Changes**

**Action**

Staff recommends the Board of Directors (Board) approve the following:

- 1) Authorize extension of participation in the Metropolitan Transportation Commission's (MTC) Clipper START regional means-based fare program (Clipper START Program) at a 50 percent discount level, beginning July 1, 2023;
- 2) Revise the fare structure to reflect the associated fare changes with continued participation in MTC's Clipper START Program and other modifications, as further discussed below.

**Significance**

**Clipper START Program**

The following is an update on the Clipper START Program. At the June 2023 Board meeting, staff will provide a program overview, discuss Clipper START usage on SamTrans, highlight financial impacts / community benefit, and discuss next steps.

The San Mateo County Transit District (District) began offering riders, partaking in the MTC's Clipper START pilot program, a 50% discount on one-way adult fares starting in January 2021. Subsequently, in August 2021 pursuant to Resolution No. 2021-36, the Board approved an extension to participate in the program through June 30, 2023.

As of December 2022, the District has provided over 100,000 discounted trips for riders through the Clipper START Program, and ridership is generally increasing from month to month. In 2022, riders have saved over \$100,000 through the discounted fares, while affecting the District's forecasted fiscal year (FY) 2023 fare box revenue by less than one percent.

MTC is recommending one major program change to the upcoming two-year pilot extension, aimed at incentivizing operators to provide a 50% discount. Due to lower ridership than expected and a substantial reimbursement allocation amount, starting July 1, 2023, MTC is expected to propose increasing the reimbursement rate from 10% to 25% of the total one-way fare price, for operators providing a 50% discount. In addition, MTC will retroactively reimburse operators who have been providing a 50% discount since the start of the program. MTC is also recommending that reimbursement funds be distributed to operators upfront, instead of quarterly, to reduce the administrative burden of invoicing.

To avoid interruption to our riders and to reduce constant minor fare structure revisions, staff recommends the Board take action to approve the District's continued participation in the Clipper START Program as administered by MTC and have this reflected in the fare structure. This action item is pursuant to the MTC's anticipated parallel action in June 2023 to continue the Clipper START Program and approve the above program change. Staff will continuously update the Board on Clipper START usage, through the Quarterly Dashboard, and bring any potential Clipper START Program changes for Board consideration when needed.

#### Other Fare Structure Changes

Staff also recommends making some minor modifications to text in the Fare Structure in the following areas:

- Recognize the launch of the new Ride Plus microtransit service by removing “pilot program” from the service description in section I. Fare Prices
- Simplify language around documentation required to qualify for “waived fares” in section II. Fixed Route Service Types and Categories
- Clarify language around the mechanics of using Clipper on-board vehicles in section IV. Fare Payment
- Revise language to describe the new Ride Plus microtransit service in section V. Service Classifications

#### **Budget Impact**

##### Clipper START Program

The District has been reimbursed \$17,317.40 for rides taken between January 2021 (program start) and December 2022, which accounts for 2.27% of the total reimbursement amount allocated to the District (\$761,248.02). Including the reimbursed amount, the District's fare revenue loss by participating in the program is -\$73,598.95 (-0.7% of FY23 forecasted farebox revenue).

As mentioned in the previous section, staff expects MTC to propose an increase in the reimbursement rate from 10% to 25% for operators providing a 50% discount. MTC also plans to backdate pay to operators who opted in at the 50% discount since program inception, which will further mitigate the District's fare revenue loss.

The \$17,317.40 previously reimbursed will now be increased to approximately \$43,293 (5.69% of total allocated reimbursement). This will reduce the fare revenue loss for the District participating in the Clipper START Program through December 2022 to approximately -\$47,622.85. This is significantly less than the revenue loss originally estimated for participation in Clipper START in 2021.

Staff used the single highest month of Clipper START ridership on SamTrans (7,261 in October 2022) as the projected monthly average ridership for future years. Using this projected

ridership, staff estimates future annual revenue loss at approximately -\$46,441, which represents -0.5% of FY23 forecasted fare revenue.

Other Fare Structure Changes

There is no budget impact associated with these changes.

**Background**

Clipper START Program

The Clipper START Program launched in late 2020 as a pilot program with a 50% fare discount for eligible low-income riders on select Bay Area transit systems, including SamTrans. The program is intended to increase transit access for low-income riders and improve equity in the region's transit system. The program was initially scheduled to end in January 2022, but was extended through June 2023. MTC is now recommending extending the pilot program another two years, ending in June 2025, and incentivizing operators to provide a 50% discount, for a consistent discount throughout the region.

Prepared By: Justin Horng

Senior Planner

650-551-6174

**Resolution No. 2023 –**

**Board of Directors, San Mateo County Transit District  
State of California**

\* \* \*

**Amending the Fare Structure to Extend Participation in the  
Clipper START Regional Means-based Fare Program and Make Other Minor Revisions**

**Whereas**, pursuant to Resolution No. 1982-27, dated April 28, 1982, the Board of Directors (Board) of the San Mateo County Transit District (District) adopted a Codified Tariff (currently known as the "Fare Structure") to outline the classifications, costs and regulations of SamTrans services and fare media; and

**Whereas**, the Board has the authority to modify the Fare Structure in order to change fares and implement policy or administrative changes to SamTrans service; and

**Whereas**, pursuant to Resolution No. 2019-4, the Board adopted the SamTrans Fare Policy (Fare Policy), which establishes high-level guidelines for staff and the Board to consider when modifying fares; and

**Whereas**, the District last took action to modify the Fare Structure on July 6, 2022 to make the Youth Unlimited Pass a permanent fare product, add the Regional All-Agency Pass Pilot Program, and make other minor revisions; and

**Whereas**, the District is currently a participating agency in the Metropolitan Transportation Commission's (MTC) means-based fare pilot program (Clipper START Program), which is set to conclude in June 2023; and

**Whereas**, at its June 2023 Commission meeting, MTC is expected to approve an extension of the Clipper START Program for an additional 24 months, to end in June 2025, and is seeking continued participation from bus operators; and

**Whereas**, staff recommends the District participate in the extended Clipper START Program and continue to provide a 50 percent discount on one-way adult fares to those who qualify for the program; and

**Whereas**, staff recommends amending the Fare Structure to reflect changes associated with continued participation in the Clipper START Program, update how fares are waived, and make other minor changes as shown in the attached Fare Structure; and

**Whereas**, staff has determined that the proposed revisions to the Fare Structure are consistent with the District's Fare Policy; and

**Whereas**, staff recommends that the Board of Directors extend participation in MTC's Clipper START Program; amend the Fare Structure to implement the actions described in these recitals; and authorize the General Manager/CEO, or designee, to take all actions necessary to implement this Resolution.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby:

1. Finds that the recitals stated above are true and correct;
2. Approves the extension of participation in the Clipper START Program for an additional 24 months, to end in June 2025, contingent upon MTC's action to continue the pilot program;



3. Approves the updated Fare Structure, attached as Attachment A and incorporated herein by this reference; and
4. Authorizes the General Manager/CEO, or designee, to take any other actions necessary to implement this Resolution.

Regularly passed and adopted this 7<sup>th</sup> day of June, 2023 by the following vote:

Ayes:

Noes:

Absent:

---

Chair, San Mateo County Transit District

Attest:

---

District Secretary

Adopted – May 26, 1976  
Revised – July 6, 2022  
Effective – [6/7/23 – DRAFT](#)

**San Mateo County Transit District  
State of California**

\* \* \*

**Fare Structure**

**I. FARE PRICES**

**Fixed-route Service**

Product	Payment Options	Category	Current
Local One-way (2-hour transfer on Clipper and Mobile app)	Cash, Mobile app, Ticket/Token	Adult	\$2.25
		Youth/Eligible Discount	\$1.10
	Clipper	Adult	\$2.05
		Youth/Eligible Discount/ Adult Means-based	\$1.00
Transfers from Other Agencies (Clipper)^	Adult/Youth/ Eligible Discount/ Adult Means-based	One free transfer	
Local Day Pass	Cash, Mobile app	Adult	\$4.50
		Youth/Eligible Discount	\$2.00
Local Monthly Pass	Clipper	Adult	\$65.60
		Youth/Eligible Discount	\$27.00
Express One-way (2-hour transfer on Clipper and Mobile app)	Cash, Mobile app	Adult	\$4.50
		Youth/Eligible Discount	\$2.25
	Clipper	Adult	\$4.00
		Youth/Eligible Discount/ Adult Means-based	\$2.00
	Transfer upgrade from One-way Local (Mobile), Day Pass (Paper/Mobile), Ticket/Token	Adult	\$2.25
		Youth/Eligible Discount	\$1.00
	Transfer upgrade from Local Monthly Pass (Clipper), Summer Youth Pass, One-way Local transfer (Clipper)	Adult	\$1.95
		Youth/Eligible Discount/ Adult Means-based	\$1.00
	Transfers from Other Agencies (Clipper)^	Adult	\$1.95
		Youth/Eligible Discount/ Adult Means-based	\$1.00
Express Monthly Pass	Clipper	Adult	\$130.00
		Youth/Eligible Discount*	

^ Accepted Inter-agency transfers on Clipper: Caltrain Monthly Pass (2 or more zones), VTA Monthly Pass, Dumbarton Express 31-day Pass and AC Transit 31-day Pass

\* Youth and Eligible Discount may purchase the Adult Express Monthly Pass by using an Adult Clipper card or may use a Youth or Eligible Discount Local Monthly Pass and pay an upgrade.

**Other Products**

Product	Payment Options	Category	Current
Local 31-Day Ticket	Pursuant to agreement with SamTrans Administrative Office	Adult	\$65.60
		Youth/Eligible Discount	\$27.00
Local One-way 10-Ticket Pack	SamTrans Sales Outlets, SamTrans Administrative Office	Adult	\$22.50
		Youth/Eligible Discount	\$11.00
Youth Unlimited Pass	Pursuant to agreement with SamTrans Administrative Office	Socio-Economically Disadvantaged Youth	Free
Summer Youth Pass	Mobile app, www.samtrans.com, SamTrans Administrative Office	Youth	\$40.00
Way2Go Pass	Pursuant to agreements with SamTrans Administrative Office	Educational Institution	\$35 per semester / \$70 per year (\$2,500 annual minimum)
		Employer	\$75 per year (\$2,500 annual minimum)
		Residential Complex	\$40 per year (\$2,500 annual minimum)
Regional All-Agency Pass Pilot	To be determined through Regional Fare Coordination and Integration Study		

**Demand Response Services**

Paratransit Redi-Wheels/RediCoast One-way (ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	10-Ticket Sheet available at SamTrans Administrative Office	Regular	\$42.50
		Lifeline	\$17.50
	Agency-sponsored Group Trips through SamTrans Administrative Office	Regular	\$5.00 per rider
		Lifeline	\$2.25 per rider
Paratransit 5311 Coastside On-demand One-way (non-ADA)	Cash, Mobile app	Regular	\$4.25
		Lifeline	\$1.75
	Agency-sponsored Group Trips through SamTrans Administrative Office	Regular	\$4.50 per rider
		Lifeline	\$1.75 per rider
Microtransit Pilot Program	Same as Local fixed-route	Adult/Youth/Eligible Discount	Local fixed-route Fare Structure applies

**Parking**

Daily Parking at Colma Park and Ride	Cash, credit/debit card	\$3.00
Monthly Parking at Colma Park and Ride	www.samtrans.com, SamTrans Administrative Office	\$63.00

## II. FIXED-ROUTE SERVICE FARE TYPES & CATEGORIES

### A. Fare Types:

1. **Local One-way (with Transfers).** Available through Clipper<sup>®</sup>, the SamTrans mobile app, cash, Token or Ticket. Valid on Local service. Effective January 1, 2020, for customers using Clipper or SamTrans mobile app: includes free transfers on SamTrans Local service for 120 minutes.
2. **Local Day Pass.** Available through the SamTrans mobile app or cash. When purchased on-board, bus operator issues through the farebox. Valid on Local service from the time of activation at the farebox until 2:00 a.m. the next day.
3. **Local Monthly Pass.** Available through Clipper. Valid on Local service from 12:01 a.m. on the first day of the month for which issued until 2:00 a.m. on the first day of the following month.
4. **Summer Youth Pass.** Available through the SamTrans mobile app, www.samtrans.com or advance purchase at SamTrans Administrative Office. Valid on Local service from 12:01 a.m. on June 1 until 2:00 a.m. on September 1. Effective January 1, 2020, Youth will pay upgrade when riding Express service.
5. **Local 31-Day Ticket.** Available for pre-purchase through qualified schools and social service agencies pursuant to agreement with the SamTrans Administrative Office. Ticket is valid on Local service from the time of activation at the farebox until 2 a.m. on the 32nd day after activation.
6. **Youth Unlimited Pass.** No cost unlimited-ride pass available to youth who are Socioeconomically Disadvantaged (SED) students, as defined by the California Department of Education. Distributed by the SamTrans administrative offices to participating school districts and schools.
7. **Express One-way.** Available through Clipper, SamTrans mobile app or cash. Customers using Clipper or SamTrans mobile app: includes free transfers for 120 minutes valid on Express and Local SamTrans services.
8. **Express Monthly Pass.** Available through Clipper only for Adult fare category. Youth and Eligible Discount fare categories may use a Local Day Pass, Local Monthly Pass, Local 31-Day Ticket or Summer Youth Pass for Express service with payment of an Express Service Upgrade. Youth and Eligible Discount also may choose to purchase an Express Monthly Pass on an Adult Clipper card.

9. **Express Service Upgrade.** To pay for the difference between Local and Express fares. For use with: (i) 120-minute Local service transfers (Clipper and SamTrans mobile app); (ii) Tokens and Tickets; (iii) Local Day Passes; (iv) Local Monthly Passes; (v) Local 31-Day Ticket; (vi) Summer Youth Passes.
10. **Way2Go Pass.** Unlimited-ride pass available to educational institutions, employers, and residential complexes (“Organizations”) for use on all SamTrans service within the calendar year or semester issued. Organizations must purchase for all eligible participants, defined as:
  - a. Educational Institutions: all full-time students, or other eligible sub-groups subject to SamTrans approval (e.g., designated low-income student groups)
  - b. Employers: all full-time employees, or other eligible sub-groups subject to SamTrans approval (e.g., employees who live in San Mateo County)
  - c. Residential complexes: all residents age 5 years or older
11. **Regional All-Agency Pass Pilot.** Available to passengers who are selected to participate in Regional Fare Coordination and Integration Study administered by the Bay Area Fare Integration Task Force, managed by the Metropolitan Transportation Commission and Bay Area Rapid Transit.

**B. Fare Categories:**

1. **Adult.** Applies to passengers aged nineteen (19) through sixty-four (64).
2. **Eligible Discount.** Available to passengers aged sixty-five (65) or older, or who possess a Regional Transit Connection (RTC) Discount Card, a Medicare Card, a current Disabled Person Placard Identification Card issued by the Department of Motor Vehicles, or a valid transit discount card issued by another California transit agency which is equivalent to the RTC Discount Card. Passengers carrying an RTC Discount Card marked with an attendant symbol may have a personal care attendant travel with them at the Eligible Discount fare.
3. **Youth.** Available to passengers who are eighteen (18) years old or younger. Up to two children aged four (4) years or younger may travel free with each Adult or Eligible Discount fare-paying passenger. Additional children are subject to the Youth fare.
4. **Means-Based Fare Pilot Program.** SamTrans' participation in the Regional Means-Based Fare ~~Pilot~~ Program (Clipper START ~~Pilot~~ Program), administered by the Metropolitan Transportation Commission,  ~~began in January 2021 and will run through June 2023.~~ [provides discounted SamTrans fares for eligible participants who meet income thresholds as defined by MTC. For information on program details, qualification eligibility criteria, or to apply, visit \[www.clipperstartcard.com\]\(http://www.clipperstartcard.com\).](#)

~~The Means-Based Fare is available only to participants who apply, are accepted and enroll in the Pilot Program. Participation is limited to adults aged 19 through 64, who are current residents in one of the nine San Francisco Bay Area counties, and who have an annual~~

~~household income level at or below 200 percent of the Federal Poverty Level. Information about the application process is posted on SamTrans' website at [www.samtrans.com](http://www.samtrans.com).~~

### C. Waived Fares.

Local and Express Bus fares are waived for the following categories of passengers with proper identification or fare media ([Visit www.samtrans.com/fares/fare-types](http://www.samtrans.com/fares/fare-types) for more info):

- a. Peace Officers. Uniformed and non-uniformed, sworn and non-sworn peace officers. ~~showing proper identification.~~
- b. Military Personnel. Active military personnel. ~~in uniform showing proper identification.~~
- c. Employees/Retirees. San Mateo County Transit District employees, qualified retirees, spouses, domestic partners and dependent children under the age of eighteen (18). ~~showing their employee identification or family transportation pass.~~
- d. Board of Directors and Citizens Advisory Committee Members. Board of Directors and Citizens Advisory Committee members ~~showing their District identification.~~
- e. ADA Paratransit-eligible Passengers. Passengers certified for Redi-Wheels and RediCoast (ADA) paratransit, and their personal care attendants, except as specified for "Ride Plus Microtransit Service under Section V. ~~showing valid Redi-Wheels or RediCoast identification cards.~~

### III. ADA AND NON-ADA PARATRANSIT FARE TYPES & CATEGORIES

ADA Paratransit Redi-Wheels and RediCoast, and non-ADA Paratransit 5311 Coastside Demand Response services require advanced reservations; service area restrictions apply.

#### A. ADA Paratransit: Redi-Wheels and RediCoast

1. Regular Redi-Wheels and RediCoast. For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, and (ii) possess a valid Redi-Wheels or RediCoast card. Available through the SamTrans mobile app, cash or ticket. Tickets are sold in sheets with 10 rides at SamTrans Administrative Office and via mail/fax.
2. Lifeline Redi-Wheels and RediCoast. For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, (ii) possess a valid Redi-Wheels or RediCoast card, and (iii) receive Supplemental Security Income, San Mateo County General Assistance, or Medi-Cal. Available through the SamTrans mobile app, cash or ticket. Tickets are sold in sheets with 10 rides at SamTrans Administrative Office or via mail/fax.
3. Service Agency-sponsored Group Trips. For passengers with disabilities who (i) are certified by the District as eligible for paratransit under the ADA, (ii) possess a valid Redi-Wheels or RediCoast card, and (iii) are participating in group trips sponsored by eligible agencies. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance, or Medi-Cal. Eligible agencies are: Poplar Recare, Rosener House, San Carlos Adult Day Care, Senior Focus, Senior Day

Care, South San Francisco Adult Day Care and Coastside Adult Day Health Care. Sponsor is billed by the District after the trip.

**B. Non-ADA Paratransit: 5311 Coastside Demand Response**

1. **Regular and Lifeline 5311 Coastside Demand Response.** For passengers living in the 5311 Coastside Service Area. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance or Medi-Cal. Pay with cash or the SamTrans mobile app.
2. **Agency-sponsored Group Trips.** For passengers living in the 5311 Coastside Service Area who are participating in group trips sponsored by Senior Coastsiders. Lifeline fares apply to such passengers who also receive Supplemental Security Income, San Mateo County General Assistance or Medi- Cal. Sponsor is billed by the District after the trip.

**IV. FARE PAYMENT**

- A. **Cash Payment.** Cash payments are made by feeding bills or coins into the farebox. Bills up to \$20 (twenty dollars) and coins of one cent, five cents, 10 cents and 25 cents are accepted. No change is provided in case of overpayment.
- B. **Local One-way Token or Ticket.** Available to Adult and Youth as Tokens through June 30, 2020, and as Tickets effective July 1, 2020. Available to Eligible Discount as Tickets. Sold only in packages of 10. Each Token or Ticket is valid for one Local ride. Multiple Tokens or Tickets may be combined for Express service (but no Change-~~Card~~ is provided). Tokens will be accepted on SamTrans buses through June 30, 2021 (after which point only Tickets will be accepted).
- C. **Clipper<sup>®</sup>.** Use of Clipper requires customers to “tap” the card at the ~~Card Interface-Device~~onboard validator on-board buses. The Clipper card is a transit fare payment card issued and administered by the Metropolitan Transportation Commission (MTC) that is valid for use on all major public transit services throughout the San Francisco Bay Area. There may be fees associated with the use of a Clipper card. Such fees, if any, will be set by the MTC. Clipper customers will have an approximate 10 percent discount over One-way cash fares.
- D. **Mobile Ticketing Application Pilot Program.** Customers may purchase via the SamTrans Mobile App: (i) Local-and Express One-way; (ii) Local Day Pass; (iii) Express Upgrade; (iv) Paratransit Redi-Wheels/RediCoast One-way (ADA); and (v) Paratransit 5311 Coastside Demand Responsive One-way (non-ADA) and (vi) Summer Youth Pass. Credit and debit cards are accepted.
- E. **Inter-agency Transfers**  
Transfers from certain transit systems to SamTrans will receive one Local fare credit; available only on Clipper. Effective January 1, 2020, Upgrade will be charged for Express service.

AC Transit 31-day Ticket	Local Fare Credit within two hours of tapping Clipper on home system
Caltrain Monthly Pass, two or more zones	Local Fare Credit
DB (Dumbarton Express) 31-day Ticket	Local Fare Credit within two hours of tapping Clipper on home system
Santa Clara Valley Transportation Authority	Local Fare Credit within two hours of tapping Clipper on home system

- F. **Institutional Agreements.** The General Manager/CEO may enter into agreements with public and private institutions (including other public transit agencies) through which SamTrans is reimbursed for bus trips taken by defined groups of riders, provided the reimbursement rate is an existing price in the SamTrans Fare Structure.
- G. **Special Promotional Fares.** From time to time, the General Manager/CEO may authorize the establishment of special and promotional fares.
- H. **Rules and Regulations.** All Passes, Tokens and Tickets are subject to District regulations as may be adopted from time to time. Misuse of a Pass, Token or Ticket or violation of the laws governing behavior on transit vehicles makes such Pass, Token or Ticket subject to revocation. Passes must be kept in the possession of the rider at all times. Assigned Passes may not be transferred to another individual.

Passes, Tokens, and Tickets are not subject to refund or replacement.

The individual ride value of a Pass shall be valid for any route that has a fare for the specified ride value or less. The single-ride value of a Pass may be applied to the fare for any route with a higher individual ride value by paying the difference in cash, Tokens or Tickets. Fixed-route fare media are not valid on Paratransit service. District staff is empowered to add means of fare media distribution (e.g. website) without amendment of this document.

## V. **SERVICE CLASSIFICATIONS**

### A. **Local Service**

Transit routes of an intra-community or inter-community nature that operate primarily on local and arterial streets are classified as Local service. Local routes provide service at each established bus stop.

### B. **Express Service**

Express service includes specialized routes of an inter-community nature that operate a significant portion of the route length along freeways without intermediate stops.



### C. ADA and non-ADA Paratransit Service

1. **ADA Paratransit.** Service known as Redi-Wheels and RediCoast operates for certified passengers with disabilities traveling in the San Mateo County Transit District service area. Advance reservations are required, and certain qualifying and service area restrictions apply.

The Redi-Wheels service area includes the bayside of San Mateo County, portions of the City of Palo Alto north of Embarcadero Road, and the City of San Francisco in the Stonestown area and the Bayshore Corridor.

The RediCoast service area includes Montara, Moss Beach, El Granada, Princeton, Half Moon Bay, San Gregorio, La Honda, and Pescadero, with limited service to the bayside, San Francisco and Palo Alto.

Redi-Wheels and RediCoast customers are able to transfer to other paratransit providers in San Mateo County, San Francisco, Santa Clara County, and the East Bay at specified locations.

2. **Non-ADA Paratransit.** Service known as 5311 Coastside Demand Responsive service is available to customers living in Montara, Moss Beach, El Granada, Princeton, Half Moon Bay, San Gregorio, La Honda, and Pescadero, with limited service to the bayside of San Mateo County, portions of San Francisco and Palo Alto. Advance reservations are required, and certain qualifying and service area restrictions apply.

### D. Ride Plus Microtransit On-demand Program Service

SamTrans' Microtransit service, known as Ride Plus, is a demand-responsive service model offering flexible routing of transit vehicles to serve one or multiple trip requests within a defined service area. Passengers wishing to use microtransit Ride Plus may request a ride using a mobile app or by phone. ~~The service is facilitated by a cloud-based platform that receives trip requests and dynamically routes the transit vehicle to serve the customers.~~ Local fares apply. ADA-Paratransit-eligible passengers will be charged their eligible local route fare.

## VI. PARKING

### A. Fees

Parking is provided for a fee at the Colma Park and Ride lot on a per-day or monthly basis. Daily parking fees are payable at the parking payment machine. Monthly parking passes can be purchased at the SamTrans Administrative Offices or via [www.samtrans.com](http://www.samtrans.com). The General Manager/CEO may authorize the sale of "reserved" parking permits for a fee of up to \$105.00 per month.

### B. Restrictions

The use of San Mateo County Transit District parking facilities shall be in accordance with District's Vehicle Parking Regulations and other rules.



# Clipper START Program Update & Proposed Fare Structure Changes

Item #8.c.4  
6/7/2023



SamTrans Board of Directors  
June 7, 2023

# Agenda

- Clipper START Program Update
  - Program Background
  - Program Benefit / Ridership
  - Financial Impacts
- Other Proposed Fare Structure Changes
- Next Steps

# Clipper START Program Update

# Clipper START Background

- MTC's Clipper START Program – Discounted one-way adult fares on most operators in the Bay Area
  - 20% or 50% fare discount
  - MTC currently reimburses 10% of the passenger discount
- SamTrans began participating in January 2021
  - 50% discount level
- Pilot program extended to June 30, 2023
- Another extension **proposed** to June 30, 2025

# Alignment with SamTrans Fare Policy

## Rider Benefits

Keeping fares affordable and simple to use (SamTrans Fare Policy 1.1)

Support efforts to reduce transportation costs for low-income riders (Fare Policy 1.2)

## Operational Benefits

Support regional programs to streamline fare payment (Fare Policy 3.3)

Increase use of Clipper Card (Fare Policy 3.5)

## Increase Ridership Strategies

Offer discounts to attract certain rider markets (Fare Policy 5.3)

Use the fare elasticity model to evaluate changes (Fare Policy 5.2)



# Community Benefit

## Equity

- Our lowest-income riders have saved over \$100,000 since the start of the program

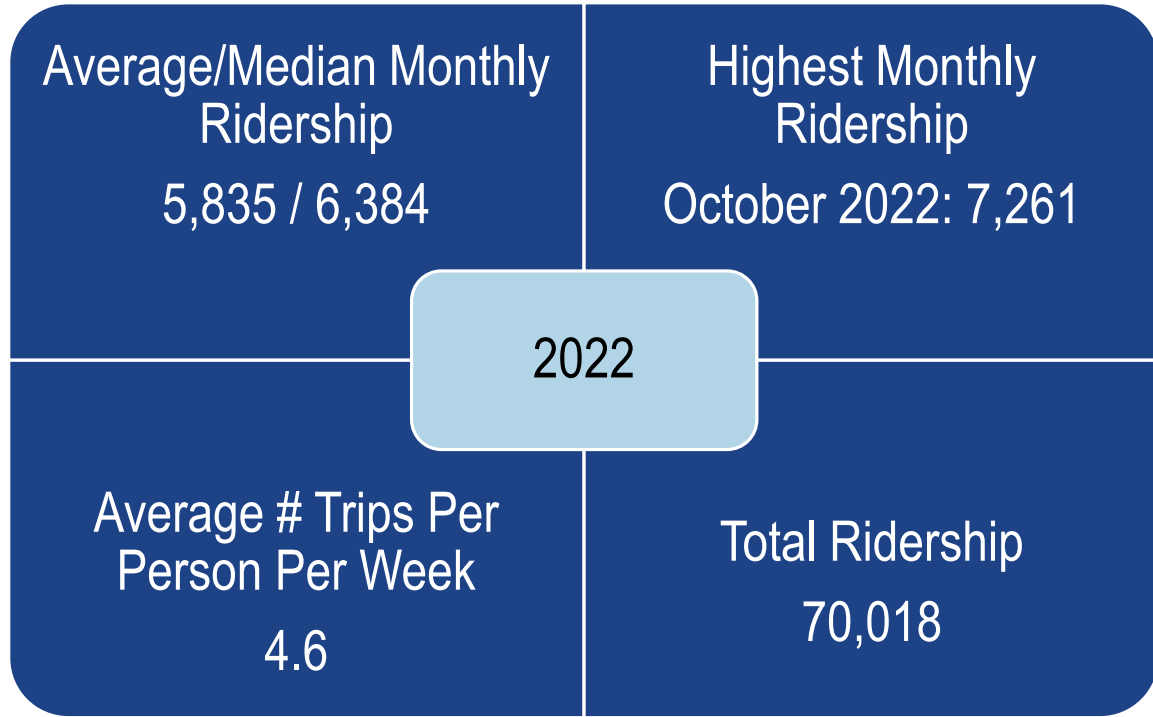
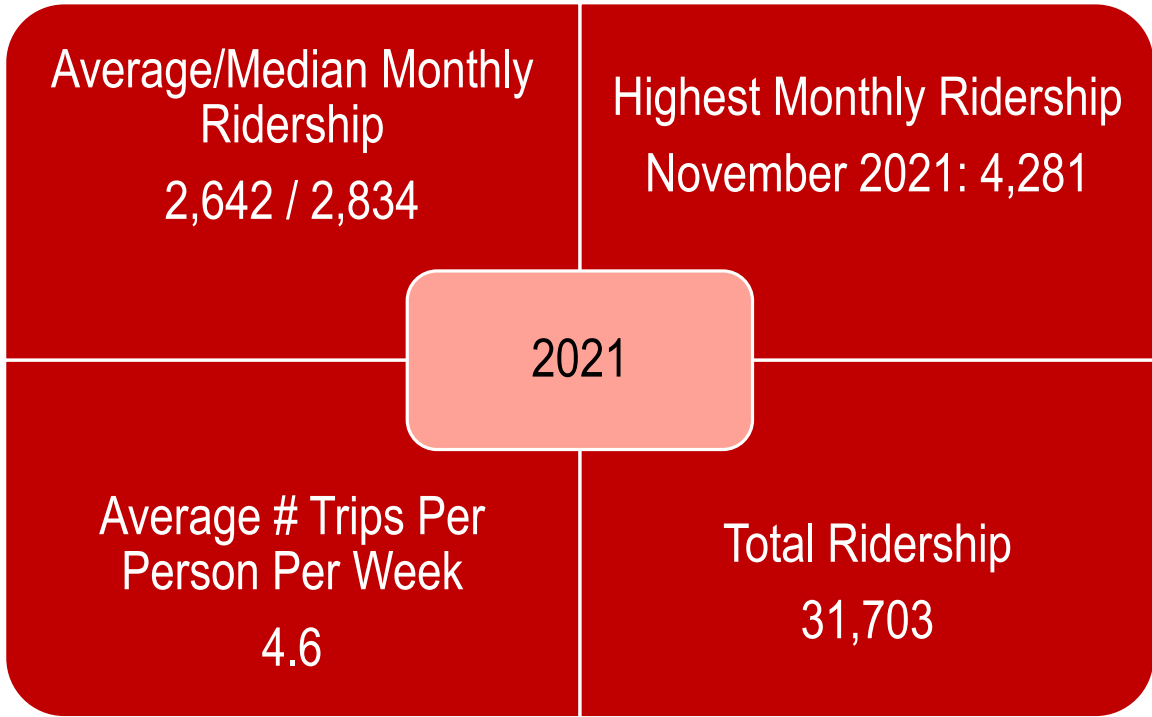
## Accessibility

- Riders are able to travel more often and have access to more places

## Community

- Strengthens the connection between communities and public transit

# Clipper START Ridership





# Estimated Clipper START Financial Impacts

	Current Financial Impacts (10%) <sup>4</sup> Jan 2021 – Dec 2022	Updated Financial Impacts (25%) <sup>4</sup> Jan 2021 – Dec 2022	Forecasted Financial Impacts (25%) <sup>4</sup> Annually <sup>3</sup>
Total Discount Provided <sup>1</sup>	\$90,916.35	\$90,916.35	\$89,310
MTC Reimbursement <sup>1</sup>	\$17,317.40	\$43,293.50	\$42,869
SamTrans Revenue Loss <sup>1,2</sup>	(\$73,598.95)	(\$47,622.85)	(\$46,441)

1. Figures do not include transfer discounts
2. SamTrans provides slightly more than a 50% discount to riders (\$2.05 -> \$1)
3. Estimated figures based on 7,261 average monthly ridership (~25% increase from 2022 average)
4. Reimbursement rate

# Clipper START Extension

- Proposed program changes
  - MTC staff proposes to increase reimbursement rate from 10% -> 25% of fare price for operators offering 50% fare discount
  - MTC proposes to retroactively pay operators who have been offering a 50% fare discount
  - Upfront reimbursement to reduce invoicing administrative burden
- Staff recommends the Board take action to approve SamTrans' continued participation in the Clipper START program as administered by MTC have this reflected in the fare structure
- This action is pursuant to the MTC's anticipated parallel action in June 2023 to continue the Clipper START program

# Proposed Fare Structure Changes

# Proposed Fare Structure Changes

## **Staff also recommends making minor modifications to text in the Fare Structure:**

- Recognize the launch of the new Ride Plus microtransit service by removing “pilot program” from the service description
- Simplify language around documentation required to qualify for “waived fares”
- Clarify language around the mechanics of using Clipper on-board vehicles
- Revise language to describe the new Ride Plus microtransit service

# Next Steps

- Authorize extension of participation in the Metropolitan Transportation Commission's (MTC) Clipper START regional means-based fare program (Clipper START Program) at a 50 percent discount level, beginning July 1, 2023;
- Revise the fare structure to reflect the associated fare changes with continued participation in MTC's Clipper START Program and other text modifications



**BOARD OF DIRECTORS 2023**

JOSH POWELL, CHAIR  
MARINA FRASER, VICE CHAIR  
DAVID J. CANEPA  
MARIE CHUANG  
JEFF GEE  
RICO E. MEDINA  
RAY MUELLER  
PETER RATTO

APRIL CHAN  
GENERAL MANAGER/CEO

**Agenda**  
**Legislative Committee**  
**Committee of the Whole**  
**San Mateo County Transit District**

**Wednesday, June 7, 2023 – 3:15 pm**

or immediately following the Strategic Planning, Development, and Sustainability Committee

- |        |   |        |
|--------|---|--------|
| 8.d.1. | Call to Order   |        |
| 8.d.2. | Approval of Minutes of the Legislative Committee Meeting of May 3, 2023   | Motion |
| 8.d.3. | State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 1377 (Friedman) | Motion |
| 8.d.4. | Adjourn   |        |

**Committee Members: Ray Mueller (Chair), Rico E. Medina**

Note:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Legislative Committee /  
Committee of the Whole**

**May 3, 2023**

Committee Members Present: R. Mueller (Chair), R. Medina

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: D. Canepa, M. Chuang, M. Fraser, J. Powell, P. Ratto

Other Board Members Absent: J. Gee

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**9.c.1. Call to Order**

Committee Chair Ray Mueller called the meeting to order 4:01 pm.

**9.c.2. Approval of Minutes of the Legislative Committee Meeting of April 5, 2023**

Motion/Second: Medina/Powell

Ayes: Canepa, Chuang, Fraser, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**9.c.3. State and Federal Legislative Update and Approval of Legislative Proposal: Support Assembly Bill (AB) 557 (Hart)**

Jessica Epstein, Manager, Government and Community Affairs, provided an update on recent federal and state legislation. At the federal level, she said the House and Senate have been arranging appropriation committees and the debt ceiling continues to dominate budget negotiations. At the state level, she said the legislature had reconvened following their recess.

She noted that they are seeking Board support AB 557, which would codify AB 361 to increase the flexibility of agencies to meet remotely during designated states of emergency. She noted that AB 817, which the Board had supported at the last meeting and would have allowed remote participation for nondecision-making advisory bodies, had become a two-year bill. She said there were two AV (autonomous vehicle) bills which will affect how transit agencies incorporate AV technology.

Motion/Second: Medina/Powell

Ayes: Canepa, Chuang, Fraser, Guilbault, Medina, Powell, Ratto

Noes: Mueller

Absent: Gee

**9.c.4. Adjourn**

The meeting adjourned at 4:11 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).

DRAFT



**San Mateo County Transit District  
Staff Report**

To: Legislative Committee  
Through: April Chan, General Manager/CEO  
From: Casey Fromson, Chief Communications Officer  
Subject: **State and Federal Legislative Update and Approval of Legislative Proposal:  
Support Assembly Bill (AB) 1377 (Friedman)**

**Action**

Staff proposes the Committee recommend the Board:

1. Receive the attached federal and state legislative updates.
2. Approve the recommended San Mateo County Transit District (District) positions on those pieces of legislation designated for action on the attached State Legislative Matrix.

**Significance**

The 2023 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board, and specifies those bills on which staff proposes that the District take a formal position.

Prepared By:	Jessica Epstein	Government and Community Affairs Manager	650-400-6451
	Michaela Wright Petrik	Government and Community Affairs Officer	650-730-4951

## SamTrans Federal Report May 2023

### House Passes Bill to Raise Debt Ceiling, Cut Federal Spending

- On April 26, the House passed the Limit, Save, Grow Act of 2023 ([H.R. 2811](#)), House Speaker Kevin McCarthy's bill to raise the debt limit and cut federal spending. The bill would raise the debt ceiling by \$1.5 trillion or through March 31, 2024, whichever comes first.
- Speaker McCarthy has insisted that a debt limit increase include cuts to federal spending. The Limit, Save, Grow Act would mandate that FY24 spending be reduced to FY22 levels. In addition, the bill would reclaim unspent emergency COVID funds, which Republicans value at \$50 to 60 billion in savings.
- Passage of the bill delivered a key win for Speaker McCarthy as he attempts to negotiate with the White House on the debt limit.
- Further complicating tensions around negotiations, on May 1, Treasury Secretary Janet Yellen [sent a letter to Speaker Kevin McCarthy](#), stating that "after reviewing recent federal tax receipts, our best estimate is that we will be unable to continue to satisfy all of the government's obligations by early June, and potentially as early as June 1, if Congress does not raise or suspend the debt limit before that time."
- She sent another letter to congressional leadership on May 15 stating the government is still on track to default as early as June 1 if the debt limit is not raised.
- On May 16, President Joe Biden met again with Senate and House leadership at the White House to discuss extending the federal debt limit after many days of staff-level conversations. However, the meeting ended with no agreement.
- However, after the meeting, the President assigned two of his top advisers to negotiate a deal with Capitol Hill Republicans: Steve Ricchetti, one of Biden's longest-serving advisers, and Office of Management and Budget (OMB) Director Shalanda Young. Congressional Republicans are pleased with the announcement as they view it as a sign that conversations have escalated.

### DOT Announces PROTECT Program

- The U.S. Department of Transportation (DOT) opened the [Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation \(PROTECT\)](#)

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202-955-3000 | F 202-955-5564  
Holland & Knight LLP | [www.hklaw.com](http://www.hklaw.com)

[Program](#). The vision of the PROTECT Discretionary Grant Program is to fund projects that address the climate crisis by improving the resilience of the surface transportation system.

- This program will fund projects that improve the resiliency of highways, public transportation, ports, and intercity passenger rail. DOT encourages applicants to limit the environmental footprint of new infrastructure and use nature-based resiliency retrofits where applicable.
- The application deadline is August 18, with FY 2022 and 2023 funding available, for a combined total of \$848 million.

## DOT Expands Investment in Regional Infrastructure Accelerators (RIA) Grant Program

- On April 27, DOT announced that its Build America Bureau will add \$24 million in grants to the RIA grant program. This investment results in a total of \$34 million available in grants through the RIA program.
- The RIA program expedites the delivery of transportation infrastructure projects at the local and regional levels. Accelerators across the country assist communities with project planning, evaluating innovative financing, technical assistance, and developing projects ready for investment.
- All applications are due by May 30. More information on this NOFO can be found [here](#).

## ***Round-Up of Open Grant Opportunities***

- [Fiscal Year \(FY\) 2023 Transit Security Grant Program \(TSGP\)](#). \$93 million available. All applications due by May 18, 2023.
- [Charging and Fueling Infrastructure \(CFI\) Discretionary Grant Program](#). \$700 million available. All applications due by May 30, 2023.
- [Regional Infrastructure Accelerator Program](#). \$30 million available. All applications due May 30, 2023.
- [PROTECT Program](#). \$848 million available. All applications due August 18, 2023.



May 10, 2023

TO: Board of Directors, San Mateo County Transit District

FM: Matt Robinson & Michael Pimentel, Shaw Yoder Antwih Schmelzer & Lange  
Mike Robson & Bridget McGowan, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – June 2023**

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### **General Update**

The Legislature reconvened from Spring Recess on April 10 and policy committees had until April 28 to hear and report bills *with* a fiscal impact to the state to their respective appropriations committees. The fiscal committees have until May 19 to hear and report bills to their respective floors. Finally, June 2 is the House of Origin deadlines, meaning bills must cross over to the other house or become two-year bills. As we have previously reported, the Legislative Calendar, which sets the deadlines for the year and can be viewed [here](#).

### **Governor Releases May Revise**

On Friday, May 12, Governor Newsom released the semi-annual update to the January budget proposal, known as [the May Revise](#). Traditionally, the May Revise is timed to capture the state's income tax filings and uses those as the basis for updating California's fiscal position, as well as provide an opportunity for the Governor to revisit his fiscal priorities. However, because the tax filing period was extended for most of the counties in California to from April 15, 2023 to October 16, 2023, it may be difficult for the Governor to know the state's true fiscal position until later this year.

As a reminder, in January, Governor Newsom projected a \$30 billion deficit, reduced to \$22.5 billion if certain budget action were taken, including reducing the amount of Transit and Intercity Rail Capital Program (TIRCP) funding from \$4 billion to \$2 billion, postponing the grade separation program, and zeroing out the amount of General Fund money and replacing it with other sources (Cap and Trade, State Highway Account) for zero-emission vehicle and other programs (ATP, Climate Adaptation).

It comes as no surprise that Governor Newsom continues to project a significant budget shortfall, now pegging the deficit for Fiscal Year 2023-24 at \$31.5 billion. The Governor maintains the January reductions he proposed to the various transportation programs and is not proposing to reduce funding any further. In the Governor's May Revision Summary, the Administration states:

*"While the state's transit agencies have benefitted from large infusions of capital dollars, both state and federal, post-pandemic ridership trends have resulted in significant operating challenges for many of the state's transit agencies, particularly as federal relief dollars begin to run out. The Administration welcomes discussion with the Legislature on potential near- and long-term solutions to support the viability of transit across the state."*

State Transit Assistance Program estimates are updated at the May Revise and now project \$1.09 billion for the STA in FY 2023-24, a \$30 million increase over the January Budget estimate and a \$50 million decrease over the final FY 2022-23 projection of \$1.14 billion. These STA estimates are historic considering the STA received \$830 million in FY 2021-22 and has never crossed the \$1 billion threshold.

The May Revise also signals the Administration's intent to propose a series of recommendations to expedite transportation, water, and clean energy infrastructure projects. Currently, the proposal is light on details, but we believe specific proposals will materialize in the weeks ahead. The May Revise summary states:

*The May Revision proposes statutory changes to expedite infrastructure projects that advance California's climate, equity, and economic goals and maximize the state's share of federal infrastructure spending while maintaining appropriate environmental review.*

### **Senate Budget Plan Released**

On April 26, the California Senate Democrats released their "[Protect Our Progress](#)" budget plan. The budget plan builds on Governor Newsom's proposed January budget and is intended to serve as a starting point for negotiations with the Assembly and the Governor's Administration. Included in the plan are the following recommendations supporting transportation:

- Rejection of the Governor's proposed reductions and shifts to key programs in the energy and ZEV packages, including the following:
  - Rejection of the proposed \$210 million cut for ZEV Fueling Infrastructure Grants;
  - Rejection of the proposed \$242 million cut for Transit Buses & Infrastructure;
  - Rejection of the proposed \$98 million shift to the Greenhouse Gas Reduction Fund for Clean Trucks, Buses, and Off-Road Equipment; and,
  - Rejection of the proposed \$70 million cut for Emerging Opportunities.
- Rejection of the Governor's proposed reductions and shifts to the Transportation Infrastructure Package, including the following:
  - Rejection of the proposed \$2 billion cut to the Transit and Intercity Rail Capital Program;
  - Rejection of the proposed \$350 million delay to Grade Separations; and,
  - Rejection of the proposed \$500 million cut to the Active Transportation Program.

*Additionally, the plan "sets the expectation of working with stakeholders, the Assembly, and the Administration in establishing local flexibility opportunities with various transportation funding streams to assist transit agencies with operations expenses. This will be paired with reform and accountability measures and will serve as a bridge until additional long-term operations funding can be established. Critical infrastructure projects will be identified and protected in these discussions."*

### **Statewide Effort on Transit Operations Funding**

On April 25, the California Transit Association released its [letter](#) outlining the Association's transit operations funding request and its commitment to reform and ridership growth. The Association, in partnership with regional partners, continues to lead the statewide effort to secure transit operations funding in the FY 2023-24 state budget. As we have reported, the Association adopted a set of principles that served as the basis for the transit industry's budget request. The principles commit to a two-track process, focused on addressing our industry's short- and long-term operations funding needs. Under the principles, any short-term transit operations funding the industry secures must be available to address budget shortfalls that would lead to service cuts and/or layoffs as well as to address ridership retention

and growth strategies. Any long-term transit operations funding the industry secures must be flexible and available to address a broad range of service needs and will come with a broader set of transit reforms. The Association is also turning its attention to working on both near- and long-term suggestions for the Legislature to consider on how best to bring back riders, the possibility of new metrics for gauging transit's success, and appropriate reporting information.

### **SB 1 Competitive Program Awards Coming**

Throughout 2022, the California Transportation Commission (CTC) developed guidelines and released the call for projects for three competitive grant programs funded by SB 1 – the Solutions for Congested Corridors Program, the Local Partnership Program, and the Trade Corridors Enhancement Program. As listed in the guidelines for the various programs, **the CTC is expected to announce project awards on June 8, 2023.**

### **Update Brown Act Bills**

There is significant interest among local leaders in legislation that would maintain remote participation for meetings held by appointed boards and non-decision-making bodies beyond the expiration of the state of emergency on February 28, 2023. At the start of the Legislative Session, multiple bills were introduced for consideration, which we have reported to the Board in past reports. Generally speaking, the Legislature continues to limit flexibility in the Brown Act for expanding remote participation, with two bills (AB 817 (Pacheco) and AB 1379 (Papan)) no longer moving in 2023, one bill (SB 537 (Becker)) being significantly scaled back, and one bill (AB 557 (Hart)) continuing to move in its original form, though the latter would simply extend the pandemic framework that only exists during a state of emergency. SamTrans has taken support positions on AB 817 and AB 557.

### **Bills with Recommended Action**

#### **AB 1377 (Friedman) Homelessness Funding Considerations - SUPPORT**

Existing law establishes the Homeless Housing, Assistance, and Prevention (HHAP) program for the purpose of providing jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address homelessness challenges focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing. Existing law provides for the allocation of funding under the program to continuums of care, cities, counties, and tribes. This bill would require applicants of the HHAP program to provide quantifiable data to the Interagency Council on Homelessness (ICH) about the steps the applicant has taken to improve delivery of housing, assistance, and similar services on transit facilities and within a transit district's jurisdiction to people experiencing homelessness.

### **Bills of Interest**

#### **SB 537 (Becker) Brown Act – Multijurisdictional Legislative Bodies**

This bill was amended to provide a narrow exemption under the Brown Act for certain legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting the physical location of members, but still requiring a quorum to be present at a meeting location within the jurisdiction and would only allow remote participation without posting the specific location for members participating from a public location more than 40 miles from the in-person meeting location. The bill would define "legislative body" to mean a board, commission, or advisory body of an appointed multijurisdictional cross county agency and defines "multijurisdictional" to mean a legislative body that includes representatives from more than one county, city, city and county, special district, or a joint powers entity. The bill would expand the circumstances of "just cause" under the AB 2449 (Rubio) authorization to apply to the situation in which an immunocompromised child, parent, grandparent, or other relative requires the member to participate remotely.

### **AB 756 (Papan) Stormwater Runoff**

This bill would require Caltrans and the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent toxic compounds generated from vehicle tires (6PPD) from entering salmon and steelhead trout bearing waters. The bill would require Caltrans' process to include a pilot project at a highway crossing over the San Mateo Creek to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration systems. No later than December 31, 2026, Caltrans would need to submit a report to the Legislature describing its strategy to eliminate the discharge of 6PPD. Commencing January 1, 2027, the bill would require Caltrans to begin installing bioretention or biofiltration systems for 10 years, until it has covered all points where there is a likely discharge stormwater into salmon or steelhead trout bearing surface waters of the state.

### **AB 1525 (Bonta) Transportation Project Impacts to Priority Populations**

This bill would require CalSTA, Caltrans, and the California Transportation Commission (CTC), by July 1, 2025, to jointly develop and adopt criteria and an evaluation process for purposes of jointly evaluating each project, as defined, to determine if the project would be located in a priority population, address an important need of a priority population, and provide a direct, meaningful, and assured benefit to a priority population. Beginning July 1, 2025, the bill would require the above agencies to evaluate all new proposed projects using the criteria and then submit a report to the Legislature that evaluates how projects funded during the prior year impacted priority populations. Beginning July 1, 2026 (and every three years thereafter), the bill would require at least 60 percent of the agencies' transportation funds be allocated for projects that serve priority populations.

### **Grants for Zero-Emission Buses and Infrastructure**

#### **Vehicles:**

***Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project – Transit Set-Aside (\$70 million in FY 2021-22, \$70 million in FY 2022-23)*** – The Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) provides point-of-sale discount vouchers to fleet owners to reduce the purchase cost of zero- and near-zero emission trucks and buses operated in California on a first-come/first-served basis. HVIP is funded through the state's Greenhouse Gas Reduction Fund and State General Fund.

**Current Guidelines:** Found [here](#)

**Status:** [Funding cycle for FY 2021-22 remains open](#); FY cycle for FY 2022-23 expected to open in April 2023

#### **Vehicles and Infrastructure:**

***Volkswagen Environmental Mitigation Trust (\$130 million total)***- The Volkswagen (VW) Mitigation Trust provides \$130 million in incentives to transit agencies, shuttle bus companies and school districts for the purchase of zero-emission buses and the installation of charging and/or refueling infrastructure on a first-come/first-served basis. The VW Environmental Mitigation Trust is a one-time funding opportunity resulting from a consent decree between the United States Environmental Protection Agency, ARB and VW. Funding from the Trust will be released to transit agencies, shuttle bus companies and school districts in two \$65 million tranches. The second tranche of \$65 million was released in November 2022.

**Current Guidelines:** See Beneficiary Mitigation Plan found [here](#) and certifications found [here](#)

**Status:** [Funding cycle open](#)

***Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project (\$50 million in FY 2021-22)*** – The Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project is intended to accelerate the deployment of infrastructure needed to fuel zero-emission trucks, buses, and equipment. The project will use a concierge-like model working directly with eligible applicants to help plan and fund the purchase of charging and hydrogen fueling infrastructure.

**Current Guidelines:** Found [here](#)

**Status:** [Initial funding cycle for FY 2022-23 \(\\$10 million\) opened on February 17](#)

**Cybersecurity and Transit Security**

***Transit Security Grant (\$93 million in FY 2022)*** – The Transit Security Grant Program provides funding to eligible public transportation systems (which include intra-city bus, ferries and all forms of passenger rail) to protect critical transportation infrastructure and the travelling public from terrorism, and to increase transportation infrastructure resilience.

**Current Guidelines:** Found [here](#)

**Status:** Funding for FY 2022 awarded; funding for FY 2023 expected Q2 2023.



## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 6</a> <a href="#">Friedman D</a></p> <p>Transportation planning: regional transportation plans: Solutions for Congested Corridors Program: reduction of greenhouse gas emissions.</p>	<p>On the Assembly Floor.</p>	<p>Existing law requires certain transportation planning agencies to prepare and adopt regional transportation plans directed at achieving a coordinated and balanced regional transportation system. Existing law requires that each regional transportation plan also include a sustainable communities strategy prepared by each metropolitan planning organization in order to, among other things, achieve certain targets established by the State Air Resources Board for the reduction of greenhouse gas emissions from automobiles and light trucks in the region for 2020 and 2035, respectively. This bill would require the state board, after January 1, 2024, and not later than September 30, 2026, to establish additional targets for 2035 and 2045, respectively, as specified. This bill contains other existing laws.</p>	<p>Watch</p>
<p><a href="#">AB 7</a> <a href="#">Friedman D</a></p> <p>Transportation: project selection processes.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes within state government the Transportation Agency, which consists of the Department of the California Highway Patrol, the California Transportation Commission, the Department of Motor Vehicles, the Department of Transportation, the High-Speed Rail Authority, and the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun. The agency is under the supervision of the Secretary of Transportation, who has the power of general supervision over each department within the agency. The secretary, among other duties, is charged with developing and reporting to the Governor on legislative, budgetary, and administrative programs to accomplish coordinated planning and policy formulation in matters of public interest, including transportation projects. This bill would require, on and after January 1, 2025, the project selection process for each transportation project that would be funded, at least partially, from specified funding sources, including the State Highway Account, the Road Maintenance and Rehabilitation Account, and the Trade Corridor Enhancement Account, to incorporate specified principles. The bill would require the agency, on or before January 1, 2026, and annually thereafter, to submit a report to the Legislature on how those transportation projects that were completed during the prior year incorporated those principles. This bill contains other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 9</a> <a href="#">Muratsuchi</a> D</p> <p>California Global Warming Solutions Act of 2006: emissions limit.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. Under the act, the state board is required to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by no later than December 31, 2030. The act authorizes the state board to include the use of market-based compliance mechanisms in regulating greenhouse gas emissions. The act requires the state board to prepare and approve a scoping plan for achieving the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions and to update the scoping plan at least once every 5 years. This bill would require the state board to initiate a regulatory process to evaluate potential updates to the market-based compliance mechanism, and would require regulatory changes to take effect no later than January 1, 2025. The bill would require the evaluation to focus on specified items, including whether the supply of emission allowances and carbon offsets are consistent with a linear trajectory toward the statewide greenhouse gas emissions reduction goal established in the state board’s most recent scoping plan, rules for banking allowances to use for future compliance, and recommendations made by the Independent Emissions Market Advisory Committee and the state board’s environmental justice advisory committee. The bill would require the state board, beginning January 1, 2028, and subsequently on a triennial basis, as specified, and in consultation with the Independent Emissions Market Advisory Committee and the environmental justice advisory committee, to conduct an evaluation of the market-based compliance mechanism, as provided. The bill would require the chairperson of the state board to appear before the Joint Legislative Committee on Climate Change Policies to present the results of an evaluation and specified proposed revisions to the regulations implementing the market-based compliance mechanism. The bill would authorize, following the chairperson’s appearance before the Joint Legislative Committee on Climate Change Policies, the state board to revise the regulations implementing the market-based compliance mechanism so that the mechanism can more effectively meet the</p>	<p>Watch</p>

**San Mateo County Transit District  
State Legislative Matrix 5/12/23**

Bill ID/Topic	Location	Summary	Position
		goals of the act and objectives specified in the most recent scoping plan. This bill contains other existing laws.	
<p><a href="#">AB 16</a> <a href="#">Dixon</a> R</p> <p>Motor Vehicle Fuel Tax Law: adjustment suspension.</p>	<p>In the Assembly Transportation Committee.</p>	<p>The Motor Vehicle Fuel Tax Law, administered by the California Department of Tax and Fee Administration, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing law requires the department to adjust the tax on July 1 each year by a percentage amount equal to the increase in the California Consumer Price Index, as calculated by the Department of Finance. Article XIX of the California Constitution restricts the expenditure of revenues from the Motor Vehicle Fuel Tax, Diesel Fuel Tax Law, and other taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. This bill would authorize the Governor to suspend an adjustment to the motor vehicle fuel tax, as described above, scheduled on or after July 1, 2024, upon making a determination that increasing the rate would impose an undue burden on low-income and middle-class families. The bill would require the Governor to notify the Legislature of an intent to suspend the rate adjustment on or before January 10 of that year, and would require the Department of Finance to submit to the Legislature a proposal by January 10 that would maintain the same level of funding for transportation purposes as would have been generated had the scheduled adjustment not been suspended. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 53</a> <a href="#">Fong, Vince</a> R</p> <p>Motor Vehicle Fuel Tax Law: suspension of tax.</p>	<p>In the Assembly Transportation Committee.</p>	<p>Existing law, the Motor Vehicle Fuel Tax Law, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing unfair competition laws establish a statutory cause of action for unfair competition, including any unlawful, unfair, or fraudulent business act or practice and unfair, deceptive, untrue, or misleading advertising and acts prohibited by false advertisement laws. This bill would suspend the imposition of the tax on motor vehicle fuels for one year. The bill would require that all savings realized based on the suspension of the motor vehicle fuels tax by a person other than an end consumer, as defined, be passed on to the end consumer, and would make the violation of this requirement an unfair business practice, in violation of unfair competition laws, as provided. The bill would require a seller of motor vehicle fuels to provide a receipt to a purchaser that indicates the amount of tax that would have otherwise applied to the transaction. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 69</a> <a href="#">Waldron</a> R</p> <p>Transportation: traffic signal synchronization: roadway improvement projects.</p>	<p>This is a two-year bill.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030, and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emissions reductions. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. Existing law authorizes moneys in the fund to be allocated, as specified, for an investment in a traffic signal synchronization component that is part of a sustainable infrastructure project if the component is designed and implemented to achieve cost-effective reductions in greenhouse gas emissions and includes specific emissions reduction targets and metrics to evaluate the project’s effect. This bill would additionally authorize moneys in the fund to be allocated for an investment in a traffic signal synchronization component that is part of a roadway improvement project requiring multiple signals, including, but not limited to, multimodal redevelopment projects, rail trail projects, urban renewal projects, or a project near transit facilities, if the component is designed and implemented to achieve cost-effective reductions in greenhouse gas emissions and includes specific emissions reduction targets and metrics to evaluate the project’s effect. This bill contains other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 96</a> <a href="#">Kalra D</a></p> <p>Public employment: local public transit agencies: autonomous transit vehicle technology.</p>	<p>In the Senate Rules Committee, pending referral to policy committee.</p>	<p>Existing law creates various transit districts and prescribes requirements applicable to their labor relations, including those that address the recognition and certification of exclusive employee representatives, unit determinations, and procedures for meeting and conferring on matters subject to collective bargaining. This bill would require a public transit employer, at least 10 months before beginning a procurement process to acquire or deploy any autonomous transit vehicle technology for public transit services that would eliminate job functions or jobs of a workforce, to provide written notice to the exclusive employee representative of the workforce affected by the autonomous transit vehicle technology of its determination to begin that procurement process. The bill would require the public transit employer and exclusive employee representative, upon written request by the exclusive employee representative, to commence collective bargaining within a specified time period on certain subjects, including creating plans to train and prepare the affected workforce to fill new positions created by the autonomous transit vehicle technology.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 241</a> <a href="#">Reyes D</a></p> <p>Clean Transportation Program: Air Quality Improvement Program: funding.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes the Clean Transportation Program, administered by the State Energy Resources Conservation and Development Commission, to provide funding to certain entities to develop and deploy innovative technologies that transform California’s fuel and vehicle types to help attain the state’s climate change policies. Existing law requires the commission to give preference to those projects that maximize the goals of the program based on specified criteria and to fund specified eligible projects, including, among others, alternative and renewable fuel projects to develop and improve alternative and renewable low-carbon fuels. Existing law creates the Alternative and Renewable Fuel and Vehicle Technology Fund, to be administered by the commission, and requires the moneys in the fund, upon appropriation by the Legislature, to be expended by the commission to implement the program. This bill would expand the purpose of the program to include developing and deploying innovative technologies that transform California’s fuel and vehicle types to help reduce criteria air pollutants and air toxics. The bill would no longer require the commission to provide certain project preferences. The bill would provide that the goals of the program shall be to advance the state’s clean transportation, equity, air quality, and climate emission policies and would require the commission to ensure program investments support specified requirements. The bill would require the commission, on and after January 1, 2025, to expend at least 50% of the moneys appropriated to the program on programs and projects that directly benefit or serve residents of disadvantaged and low-income communities and low-income Californians, and would require at least 50% of funding for tangible location-based investments to be expended in disadvantaged and low-income communities.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 316</a> <a href="#">Aguiar-Curry D</a></p> <p>Vehicles: autonomous vehicles.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law authorizes the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle operated if specified requirements are satisfied. Existing law prohibits the operation of an autonomous vehicle on public roads until the manufacturer submits an application to the Department of Motor Vehicles, as specified, and that application is approved. This bill would require a manufacturer of an autonomous vehicle to report to the department a collision on a public road that involved one of its autonomous vehicles with a gross vehicle weight of 10,001 pounds or more that is operating under a testing permit that resulted in damage of property, bodily injury, or death within 10 days of the collision. This bill contains other related provisions.</p>	<p>Watch</p>
<p><a href="#">AB 400</a> <a href="#">Rubio, Blanca D</a></p> <p>Local agency design-build projects: authorization.</p>	<p>On the Assembly Floor.</p>	<p>Existing law authorizes local agencies, as defined, to use the design-build procurement process for specified types of projects, as prescribed. Existing law, among other requirements for the design-build procurement process, requires specified information submitted by a design-build entity to be certified under penalty of perjury. These provisions authorizing the use of the design-build procurement process are repealed on January 1, 2025. This bill would extend the repeal date to January 1, 2031. By extending the design-build authorization, the bill would expand the crime of perjury, thereby imposing a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>



## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 463</a> <a href="#">Hart D</a></p> <p>Electricity: prioritization of service: public transit vehicles.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations and gas corporations. Existing law requires the commission to establish priorities among the types or categories of customers of every electrical corporation and every gas corporation, and among the uses of electricity or gas by those customers, to determine which of those customers and uses provide the most important public benefits and serve the greatest public need, and to categorize all other customers and uses in order of descending priority based on these standards. Existing law requires the commission, in establishing those priorities, to consider, among other things, the economic, social, and other effects of a temporary discontinuance in electrical or gas service to certain customers or for certain uses, as specified. If an electrical or gas corporation experiences a shortage of capacity or capability and is unable to meet all demands by its customers, existing law requires the commission to order that service be temporarily reduced by an amount that reflects the established priorities for the duration of the shortage. This bill would require the commission, in establishing those priorities, to also consider the economic, social equity, and mobility impacts of a temporary discontinuance in electrical service to the customers that rely on electrical service to operate public transit vehicles. This bill contains other related provisions and other existing laws.</p>	<p>Supported April 2023</p>

**San Mateo County Transit District  
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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 480</a> <a href="#">Ting D</a>  Surplus land.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law prescribes requirements for the disposal of surplus land by a local agency, as defined, and requires, except as provided, a local agency disposing of surplus land to comply with certain notice requirements before disposing of the land or participating in negotiations to dispose of the land with a prospective transferee, particularly that the local agency send a notice of availability to specified entities that have notified the Department of Housing and Community Development of their interest in surplus land, as specified. Under existing law, if the local agency receives a notice of interest, the local agency is required to engage in good faith negotiations with the entity desiring to purchase or lease the surplus land. Existing law requires a local agency to take formal action in a regular public meeting to declare land is surplus and is not necessary for the agency's use and to declare land as either "surplus land" or "exempt surplus land," as supported by written findings, before a local agency may take any action to dispose of it consistent with an agency's policies or procedures. This bill would recast that provision and would exempt a local agency, in specified instances, from making a declaration at a public meeting for land that is "exempt surplus land" if the local agency identifies the land in a notice that is published and available for public comment at least 30 days before the exemption takes effect. The bill would also require a local agency to provide a written notification to the Department of Housing and Community Development of its declaration and findings 30 days before disposing of land declared "exempt surplus land." Because this bill would require local officials to perform additional duties, it would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 540</a> <a href="#">Wicks D</a></p> <p>Social Service Transportation Improvement Act: coordinated transportation services agencies.</p>	<p>This is a two-year bill.</p>	<p>The Social Service Transportation Improvement Act requires transportation planning agencies and county transportation commissions to prepare and adopt plans detailing required steps to consolidate social service transportation services, including the designation of consolidated transportation service agencies. The act requires funding for implementation to be provided from specified local transportation funds. This bill would require the coordination, rather than the consolidation, of social service transportation services under the act and would recharacterize consolidated transportation service agencies in the act as coordinated transportation service agencies. This bill would authorize a coordinated transportation service agency to review and comment on specified plans and projects relevant to its jurisdiction, and would require specified agencies to respond to the comments. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 557</a> <a href="#">Hart D</a></p> <p>Open meetings: local agencies: teleconferences.</p>	<p>On the Assembly Floor.</p>	<p>Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding providing for the ability of the public to observe and provide comment. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency’s jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Existing law, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with those specified teleconferencing requirements in specified circumstances when a declared state of emergency is in effect, or in other situations related to public health, as specified. If there is a continuing state of emergency, or if state or local officials have imposed or recommended measures to promote social distancing, existing law requires a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures. Existing law requires a legislative body that holds a teleconferenced meeting under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option. Existing law prohibits a legislative body that holds a teleconferenced meeting under these abbreviated teleconferencing procedures from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. This bill would extend the above-described abbreviated teleconferencing provisions when a declared state of emergency is in effect, or in</p>	<p>Supported May 2023</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
		<p>other situations related to public health, as specified, indefinitely. The bill would also extend the period for a legislative body to make the above-described findings related to a continuing state of emergency and social distancing to not later than 45 days after the first teleconferenced meeting, and every 45 days thereafter, in order to continue to meet under the abbreviated teleconferencing procedures. This bill contains other related provisions and other existing laws.</p>	
<p><a href="#">AB 610</a> <a href="#">Holden D</a>  Youth Transit Pass Pilot Program: free youth transit passes.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. Upon the appropriation of moneys by the Legislature, this bill would create the Youth Transit Pass Pilot Program, administered by the department, for purposes of awarding grants to transit agencies for the costs of creating, designing, developing, advertising, distributing, and implementing free youth transit passes to persons attending certain educational institutions, providing free transit service to holders of those passes, and administering and participating in the program, as specified. The bill would authorize a transit agency to submit a grant application in partnership with one or more educational institutions and would also authorize grant funds to be used to maintain, subsidize, or expand an existing fare free program, as provided. The bill would authorize a transit agency with an existing fare free program that enables a person 18 years of age or younger to use a transit agency's bus and rail services without paying any additional fare or charge to submit an application without an educational institution partner, as provided. The bill would require the department to submit a report to specified committees of the Legislature on or before January 1, 2028, on, among other things, the outcomes of the program and the funding conditions associated with offering free youth transit passes, the status of transit pass programs statewide, and whether these provisions led to reductions in the emissions of greenhouse gases and vehicle miles traveled, as provided. The bill would repeal its provisions as of January 1, 2029. This bill contains other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 719</a> <a href="#">Boerner Horvath D</a></p> <p>Medi-Cal benefits.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes the Medi-Cal program, which is administered by the State Department of Health Care Services and under which qualified low-income individuals receive health care services. The Medi-Cal program is, in part, governed and funded by federal Medicaid program provisions. Existing law establishes a schedule of benefits under the Medi-Cal program, including nonmedical transportation for a beneficiary to obtain covered Medi-Cal services. Existing law requires nonmedical transportation to be provided by the beneficiary's managed care plan or by the department for a Medi-Cal fee-for-service beneficiary. This bill would require the department to require managed care plans to contract with public transit operators for the purpose of establishing reimbursement rates for nonmedical and nonemergency medical transportation trips provided by a public transit operator. The bill would require the rates reimbursed by the managed care plan to the public transit operator to be based on the department's fee-for-service rates for nonmedical and nonemergency medical transportation service.</p>	<p>Watch</p>
<p><a href="#">AB 756</a> <a href="#">Papan D</a></p> <p>Department of Transportation: contaminated stormwater runoff: salmon and steelhead trout bearing surface waters.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law vests the Department of Transportation with full possession and control of all state highways. This bill would require the department, in consultation with the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent 6PPD and 6PPD-quinone from entering salmon and steelhead trout bearing surface waters of the state. The bill would require the department's 6PPD and 6PPD-quinone programmatic environmental review process to include, among other specified components, a pilot project at a particular highway crossing over the San Mateo Creek to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration comparatively along department rights-of-way to eliminate the discharge of 6PPD and 6PPD-quinone into surface waters of the state, as specified. The bill would require, no later than December 31, 2026, the Director of Transportation to submit a report to the Legislature describing the department's strategy to eliminate the discharge of 6PPD and 6PPD-quinone by the department to all salmon and steelhead trout bearing surface waters of the state. This bill contains other related provisions.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 761</a> <a href="#">Friedman D</a></p> <p>Transit Transformation Task Force.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes the Transportation Agency, which consists of various departments and state entities, including the California Transportation Commission and the Department of Transportation. Under existing law, the agency is under the supervision of an executive officer known as the Secretary of Transportation, who is required to develop and report to the Governor on legislative, budgetary, and administrative programs to accomplish comprehensive, long-range, and coordinated planning and policy formulation in the matters of public interest related to the agency. Existing law provides for the funding of public transit, including under the Transportation Development Act. This bill would require the secretary, on or before July 1, 2024, to establish and convene the Transit Transformation Task Force to include representatives from the department, the Controller’s office, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to grow transit ridership and improve the transit experience for all users of those services. The bill would require the secretary, in consultation with the task force, to prepare and submit a report of findings based on the task force’s efforts to the appropriate policy and fiscal committees of the Legislature on or before January 1, 2025. The bill would require the report to include a detailed analysis of specified issues and recommendations on specified topics. The provisions of the bill would be repealed on January 1, 2028. This bill contains other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 817 Pacheco D</a></p> <p>Open meetings: teleconferencing: subsidiary body.</p>	<p>This is the two-year bill.</p>	<p>Existing law, the Ralph M. Brown Act, requires, with specified exceptions, each legislative body of a local agency to provide notice of the time and place for its regular meetings and an agenda containing a brief general description of each item of business to be transacted. The act also requires that all meetings of a legislative body be open and public, and that all persons be permitted to attend unless a closed session is authorized. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. Existing law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met, including restrictions on remote participation by a member of the legislative body. This bill would authorize a subsidiary body, as defined, to use alternative teleconferencing provisions similar to the emergency provisions indefinitely and without regard to a state of emergency. In order to use teleconferencing pursuant to this act, the bill would require the legislative body that established the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter. This bill contains other existing laws.</p>	<p>Supported April 2023</p>



## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 819</a> <a href="#">Bryan D</a></p> <p>Crimes: public transportation: fare evasion.</p>	<p>On the Assembly Floor.</p>	<p>Existing law makes it a crime, punishable as an infraction and subsequently as a misdemeanor, for an adult to evade payment of a fare of a public transportation system, the misuse of a transfer, pass, ticket, or token with the intent to evade the payment of a fare, or the unauthorized use of a discount ticket, as specified. Under existing law, a 3rd or subsequent violation of fare evasion or other listed associated violations is a misdemeanor and punishable by a fine of up to \$400 or by imprisonment in a county jail for a period of not more than 90 days, or both. This bill would no longer categorize as a misdemeanor a 3rd or subsequent violation, by an adult, of evading the payment of a fare of a public transportation system, the misuse of a transfer, pass, ticket, or token with the intent to evade the payment of a fare, or the unauthorized use of a discount ticket, and would make a 3rd or subsequent violation punishable only by a fine of up to \$400.</p>	<p>Watch</p>
<p><a href="#">AB 914</a> <a href="#">Friedman D</a></p> <p>Electrical infrastructure: California Environmental Quality Act: exemptions: review time period.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA requires each state agency to establish, by resolution or order, time limits for completing the environmental review of a project where the state agency is the lead agency for the project, as specified. This bill would require a state agency, acting as the lead agency, to complete its environmental review for an electrical infrastructure project and to approve or deny the project within 2 years of the submission and acceptance of a complete application for the issuance of a lease, permit, license, certificate, or other entitlement for use for electrical infrastructure to the state agency. If the state agency fails to meet this time period, the bill would require the state agency to submit to the Legislature a report setting forth the reasons for why the review could not be completed within the time period and identifying potential impacts to the electrical system that could result from the delay. This bill contains other existing laws.</p>	<p>Watch</p>

**San Mateo County Transit District  
State Legislative Matrix 5/12/23**

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1374</a> <a href="#">Alvarez</a> D</p> <p>Greenhouse Gas Reduction Fund: investment plan.</p>	<p>This is a two-year bill.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation. Existing law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the fund. Existing law requires the investment plan to allocate, among other things, a minimum of 25% of the available moneys in the fund to projects located within, and benefiting individuals living in, disadvantaged communities and an additional minimum of 5% to projects that benefit low-income households or to projects located within, and benefiting individuals living in, low-income communities located anywhere in the state. This bill would increase those amounts from 25% to 50% and from 5% to 15%.</p>	<p>Watch</p>

**San Mateo County Transit District  
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Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1377</a> <a href="#">Friedman D</a></p> <p>Homeless Housing, Assistance, and Prevention Program: Round 3.</p>	<p>On the Senate Floor.</p>	<p>Existing law establishes, among various other programs intended to address homelessness in this state, the Homeless Housing, Assistance, and Prevention program for the purpose of providing jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing. Existing law provides for the allocation of funding under the program among continuums of care, cities, counties, and tribes in 4 rounds, which are to be administered by the Interagency Council on Homelessness. Existing law, beginning with round 3 of the program, requires applicants to provide specified information for all rounds of program allocations through a data collection, reporting, performance monitoring, and accountability framework, as established by the council. This includes data on the applicant’s progress towards meeting their outcome goals, to be submitted annually, for each year of the program, and other information if the applicant has not made significant progress towards those goals. This bill would also require data and a narrative summary of specific and quantifiable steps that the applicant has taken to improve the delivery of housing and services to people experiencing homelessness or at risk of homelessness, on transit facilities owned and operated by a transit district, as defined, in their jurisdiction. This bill contains other existing laws.</p>	<p>Recommend Support</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1379</a> <a href="#">Papan D</a></p> <p>Open meetings: local agencies: teleconferences.</p>	<p>This is a two-year bill.</p>	<p>Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body be open and public, and that all persons be permitted to attend unless a closed session is authorized. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. This bill, with respect to those general provisions on teleconferencing, would require a legislative body electing to use teleconferencing to instead post agendas at a singular designated physical meeting location, as defined, rather than at all teleconference locations. The bill would remove the requirements for the legislative body of the local agency to identify each teleconference location in the notice and agenda, that each teleconference location be accessible to the public, and that at least a quorum of the members participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The bill would instead provide that, for purposes of establishing a quorum of the legislative body, members of the body may participate remotely, at the designated physical location, or at both the designated physical meeting location and remotely. The bill would require the legislative body to have at least 2 meetings per year in which the legislative body’s members are in person at a singular designated physical meeting location. This bill contains other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1484</a> <a href="#">Zbur D</a></p> <p>Temporary public employees.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. Existing law generally requires that the scope of representation under the act include all matters relating to employment conditions and employer-employee relations, while excepting the consideration of the merits, necessity, or organization of any service or activity provided by law or executive order. Existing law states that the Legislature finds and declares that the duties and responsibilities of local agency employer representatives under the act are substantially similar to the duties and responsibilities required under existing collective bargaining enforcement procedures and therefore the costs incurred by the local agency employer representatives in performing those duties and responsibilities under that act are not reimbursable as state-mandated costs. This bill would impose specified requirements with respect to the temporary employees, as defined, of a public employer who have been hired to perform the same or similar type of work that is performed by permanent employees represented by a recognized employee organization. In this regard the bill would require those temporary employees to be automatically included in the same bargaining unit as the permanent employees, as specified, upon the request of the recognized employee organization. The bill would also require a public employer to, upon hire, provide each temporary employee with their job description, wage rates, and eligibility for benefits, anticipated length of employment, and procedures to apply for open, permanent positions. By imposing new duties on local agencies that employ temporary employees, the bill would impose a state-mandated local program. The bill would require complaints alleging a violation of its provisions to be processed as unfair practice charges under the act. The bill would additionally include the same findings and declarations as set forth above. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1525</a> <a href="#">Bonta D</a></p> <p>Transportation projects: priority populations.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law establishes within state government the Transportation Agency, which consists of the Department of the California Highway Patrol, the California Transportation Commission, the Department of Motor Vehicles, the Department of Transportation, the High-Speed Rail Authority, and the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun. The agency is under the supervision of the Secretary of Transportation, who has the power of general supervision over each department within the agency. The secretary, among other duties, is charged with developing and reporting to the Governor on legislative, budgetary, and administrative programs to accomplish coordinated planning and policy formulation in matters of public interest, including transportation projects. This bill would require the agency, the Department of Transportation, and the California Transportation Commission, on or before July 1, 2025, to jointly develop and adopt criteria and an evaluation process for purposes of jointly evaluating each agency, Department of Transportation, or California Transportation Commission project, as defined, to, among other things, determine if the project would be located in a priority population, address an important need of a priority population, and provide a direct, meaningful, and assured benefit to a priority population, as specified. The bill would require the agency, the Department of Transportation, and the California Transportation Commission, on and after July 1, 2025, to jointly evaluate all new proposed projects by the criteria, and, on or before July 1, 2026, and annually thereafter, to jointly submit a report to the Legislature that evaluates how projects funded during the prior year impacted priority populations, as specified. The bill would require the agency, the California Transportation Commission, and the Department of Transportation, on or before July 1, 2026, and triennially thereafter, to jointly establish a percentage, of at least 60%, of moneys allocated for agency, Department of Transportation, or California Transportation Commission projects, excluding administrative costs, to be allocated for projects that are located in priority populations, address an important need of priority populations, and provide at least 5 direct, meaningful, and assured benefits, or additional co-benefits, to priority populations, and would require those entities to allocate moneys consistent with that established percentage.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">AB 1550</a> <a href="#">Bennett</a> D</p> <p>Green hydrogen.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>Existing law requires the State Air Resources Board to develop and adopt hydrogen fuel regulations to ensure that state funding for the production and use of hydrogen fuel contributes to the reduction of greenhouse gas emissions, criteria air pollutant emissions, and toxic air contaminant emissions, including by requiring that, on a statewide basis, no less than 33.3% of the hydrogen produced for, or dispensed by, fueling stations that receive state funds be made from eligible renewable energy resources, as specified. Under existing law, a violation of those regulations, and other provisions pertaining to motor vehicle fuels, is a crime. This bill would require, on and after January 1, 2045, that all hydrogen produced and used in California for the generation of electricity or fueling of vehicles be green hydrogen, as defined, in furtherance of the state’s policy to achieve net zero greenhouse gas emissions as soon as possible, but no later than 2045. Because a violation of a state board regulation implementing this requirement would be a crime, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p><a href="#">AB 1637</a> <a href="#">Irwin</a> D</p> <p>Local government: internet websites and email addresses.</p>	<p>In the Assembly Appropriations Committee.</p>	<p>The California Constitution authorizes cities and counties to make and enforce within their limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws and further authorizes cities organized under a charter to make and enforce all ordinances and regulations in respect to municipal affairs, which supersede inconsistent general laws. This bill, no later than January 1, 2026, would require a local agency, as defined, that maintains an internet website for use by the public to ensure that the internet website utilizes a “.gov” top-level domain or a “.ca.gov” second-level domain and would require a local agency that maintains an internet website that is noncompliant with that requirement to redirect that internet website to a domain name that does utilize a “.gov” or “.ca.gov” domain. This bill, no later than January 1, 2026, would also require a local agency that maintains public email addresses to ensure that each email address provided to its employees utilizes a “.gov” domain name or a “.ca.gov” domain name. By adding to the duties of local officials, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

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Bill ID/Topic	Location	Summary	Position
<p><a href="#">ACA 1</a> <a href="#">Aguiar-Curry</a> D</p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>This measure was introduced in the Assembly, pending referral to policy committee.</p>	<p>The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.</p>	<p>Supported April 2023</p>
<p><a href="#">SB 5</a> <a href="#">Nguyen</a> R</p> <p>Motor Vehicle Fuel Tax Law: limitation on adjustment.</p>	<p>In the Senate Governance &amp; Finance Committee.</p>	<p>Existing law, the Motor Vehicle Fuel Tax Law, administered by the California Department of Tax and Fee Administration, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing law requires the department to annually adjust the tax imposed by increasing the rates based on the California Consumer Price Index, as specified. This bill would limit the above-described annual adjustment to a maximum of 2% for rate adjustments made on or after July 1, 2023. This bill contains other related provisions.</p>	<p>Watch</p>



## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 12</a> <a href="#">Stern</a> D</p> <p>California Global Warming Solutions Act of 2006: emissions limit.</p>	<p>In the Senate Appropriations Committee.</p>	<p>The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. Under the act, the state board is required to approve a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020 and to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by no later than December 31, 2030. Under the act, a violation of a rule, regulation, order, emission limitation, emission reduction measure, or other measure adopted by the state board under the act is a crime. This bill instead would require the state board to ensure that statewide greenhouse gas emissions are reduced to at least 55% below the 1990 level by no later than December 31, 2030. By expanding the scope of a crime, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p><a href="#">SB 32</a> <a href="#">Jones</a> R</p> <p>Motor vehicle fuel tax: greenhouse gas reduction programs: suspension.</p>	<p>This bill is dead.</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emissions reductions to ensure that the statewide greenhouse gas emissions are reduced to at least 40% below the statewide greenhouse gas emissions limit, as defined, no later than December 31, 2030. Pursuant to the act, the state board has adopted the Low Carbon Fuel Standard regulations. The act authorizes the state board to include in its regulation of those emissions the use of market-based compliance mechanisms. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund. This bill would suspend the Low Carbon Fuel Standard regulations for one year. The bill would also exempt suppliers of transportation fuels from regulations for the use of market-based compliance mechanisms for one year. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 69</a> <a href="#">Cortese D</a></p> <p>California Environmental Quality Act: judicial and administrative proceedings: limitations.</p>	<p>In the Senate Appropriations Committee.</p>	<p>The California Environmental Quality Act (CEQA) requires, among other things, a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA requires a state agency or a local agency that approves or determines to carry out a project subject to CEQA to file a notice of determination with the Office of Planning and Research or the county clerk of each county in which the project will be located, as provided. CEQA authorizes a state agency or a local agency that determines that a project is not subject to CEQA to file a notice of exemption with the office or the county clerk of each county in which the project will be located, as provided. CEQA requires the county clerk to make the notice available for public inspection and post the notice within 24 hours of receipt in the office or on the internet website of the county clerk, as specified. If a person has made a written request to a public agency for a copy of a notice of determination or notice of exemption for a project before the date on which the public agency approves or determines to carry out the project, CEQA requires the public agency, no later than 5 days from the date of the public agency’s action, to deposit a copy of the written notice addressed to that person in the United States mail, first-class postage prepaid. CEQA provides that the date upon which the notice is mailed does not affect the limitations periods applicable to specified actions or proceedings to attack, review, set aside, void, or annul specified acts or decisions of a public agency on the grounds of noncompliance with CEQA. The bill would require the county clerk to post the notice both in the office and on the internet website of the county clerk within 24 hours of receipt. The bill would require a public agency to provide both the notice and any subsequent amended, corrected, or revised notice, as specified, in response to a written request for the notice, regardless of the delivery method. The bill would toll, except as provided, the limitations periods applicable to specified actions or proceedings to attack, review, set aside, void, or annul specified acts or decisions of a public agency until the date on which the public agency deposits in the mail or sends by email to the requestor a copy of the notice, including any subsequent amended, corrected, or revised notice, or the date on which the public agency submits the notice to a specified state entity, as described. The bill would also require the public agency to submit the notice of determination or</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
		notice of exemption for all projects to a specified state entity within 5 days of its action on the project. By imposing duties on local agencies, the bill would create a state-mandated local program. This bill contains other related provisions and other existing laws.	
<p><a href="#">SB 84</a> <a href="#">Gonzalez D</a></p> <p>Clean Transportation Program: Air Quality Improvement Program: funding.</p>	<p>In the Senate Appropriations Committee.</p>	<p>Existing law establishes the Clean Transportation Program, administered by the State Energy Resources Conservation and Development Commission, to provide funding to certain entities to develop and deploy innovative technologies that transform California’s fuel and vehicle types to help attain the state’s climate change policies. Existing law requires the commission to give preference to those projects that maximize the goals of the program based on specified criteria and to fund specified eligible projects, including, among others, alternative and renewable fuel projects to develop and improve alternative and renewable low-carbon fuels. Existing law creates the Alternative and Renewable Fuel and Vehicle Technology Fund, to be administered by the commission, and requires the moneys in the fund, upon appropriation by the Legislature, to be expended by the commission to implement the program. This bill would expand the purpose of the program to include developing and deploying innovative technologies that transform California’s fuel and vehicle types to help reduce criteria air pollutants and air toxics. The bill would no longer require the commission to provide certain project preferences. The bill would provide that the goals of the program shall be to advance the state’s clean transportation, equity, air quality, and climate emission policies and would require the commission to ensure program investments support specified requirements. The bill would require the commission, on and after January 1, 2025, to expend at least 50% of the moneys appropriated to the program on programs and projects that directly benefit or serve residents of disadvantaged and low-income communities and low-income Californians, and would require at least 50% of funding for tangible location-based investments to be expended in disadvantaged and low-income communities.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 272</a> <a href="#">Laird D</a></p> <p>Sea level rise: planning and adaptation.</p>	<p>In the Senate Appropriations Committee.</p>	<p>Existing law creates within the Ocean Protection Council the California Sea Level Rise State and Regional Support Collaborative to provide state and regional information to the public and support to local, regional, and other state agencies for the identification, assessment, planning, and, where feasible, the mitigation of the adverse environmental, social, and economic effects of sea level rise within the coastal zone, as provided. This bill would require a local government, as defined, lying, in whole or in part, within the coastal zone, as defined, or within the jurisdiction of the San Francisco Bay Conservation and Development Commission, as defined, to implement sea level rise planning and adaptation through either submitting, and receiving approval for, a local coastal program, as defined, to the California Coastal Commission or submitting, and receiving approval for, a subregional San Francisco Bay shoreline resiliency plan to the San Francisco Bay Conservation and Development Commission, as applicable, on or before January 1, 2034. By imposing additional requirements on local governments, the bill would impose a state-mandated local program. The bill would require local governments that receive approval for sea level rise planning and adaptation on or before January 1, 2029, to be prioritized for sea level rise funding, upon appropriation by the Legislature, for the implementation of projects in the local government’s approved sea level rise adaptation plan. The bill would require, on or before December 31, 2024, the California Coastal Commission and the San Francisco Bay Conservation and Development Commission, in close coordination with the Ocean Protection Council and the California Sea Level Rise State and Regional Support Collaborative, to establish guidelines for the preparation of that planning and adaptation. The bill would make the operation of its provisions contingent upon an appropriation for its purposes by the Legislature in the annual Budget Act or another statute. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 411</a> <a href="#">Portantino D</a></p> <p>Open meetings: teleconferences: bodies with appointed membership.</p>	<p>On the Senate Floor.</p>	<p>Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. This bill, until January 1, 2028, would authorize an eligible legislative body to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if the city council has adopted an authorizing resolution and 2/3 of an eligible legislative body votes to use the alternate teleconferencing provisions. The bill would define “eligible legislative body” for this purpose to mean a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to the act. The bill would require an eligible legislative body authorized under the bill to provide publicly accessible physical locations for public participation, as prescribed. The bill would also require that at least a quorum of the members of the neighborhood council participate from locations within the boundaries of the city in which the neighborhood council is established. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 537</a> <a href="#">Becker</a> D</p> <p>Open meetings: local agencies: teleconferences.</p>	<p>On the Senate Floor.</p>	<p>Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Existing law, until January 1, 2024, authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency or in other situations related to public health that exempt a legislative body from the general requirements (emergency provisions) and impose different requirements for notice, agenda, and public participation, as prescribed. The emergency provisions specify that they do not require a legislative body to provide a physical location from which the public may attend or comment. Existing law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency’s jurisdiction and other requirements are met, including restrictions on remote participation by a member of the legislative body. These circumstances include if a member shows “just cause,” including for a childcare or caregiving need of a relative that requires the member to participate remotely. This bill would expand the circumstances of “just cause” to apply to the situation in which an immunocompromised child, parent, grandparent, or other specified relative requires the member to participate remotely. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SB 747</a> <a href="#">Caballero D</a></p> <p>Land use: economic development: surplus land.</p>	<p>In the Senate Appropriations Committee.</p>	<p>Existing law authorizes a city, county, or city and county, with the approval of its legislative body by resolution after a public hearing, to acquire, sell, or lease property in furtherance of the creation of an economic opportunity, as defined. Existing law specifies the Legislature’s intent regarding those provisions. This bill would authorize a city, county, or city and county, in addition to a sale or lease, to otherwise transfer property to create an economic opportunity. The bill would make related, conforming changes. The bill would additionally state the Legislature’s intent is to ensure that residents of the state have access to jobs that allow them to afford housing without the need for public subsidies. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

## San Mateo County Transit District State Legislative Matrix 5/12/23

Bill ID/Topic	Location	Summary	Position
<p><a href="#">SBX1 2</a> <a href="#">Skinner</a> D</p> <p>Energy: transportation fuels: supply and pricing: maximum gross gasoline refining margin.</p>	<p>Signed by Governor Newsom.</p>	<p>Existing law requires operators of refineries in the state that produce gasoline meeting California specifications, within 30 days of the end of each calendar month, to submit a report to the State Energy Resources Conservation and Development Commission containing certain information regarding its refining activities related to the production of gasoline in that month. Existing law requires the commission to notify a refiner that has failed to timely provide the required information and imposes a civil penalty on the refiner that fails to submit the required information within 5 days of being notified of the failure. This bill would establish a maximum gross gasoline refining margin at an unspecified amount per gallon and would authorize the commission to annually adjust the maximum gross gasoline refining margin, as provided. The bill would authorize the commission to petition the court to enjoin a refiner from exceeding the maximum gross gasoline refining margin. The bill would also authorize the commission to assess an administrative civil penalty on a refiner for exceeding the maximum gross gasoline refining margin, as provided. The bill would authorize the commission to grant a refiner’s request for an exemption from the maximum gross gasoline refining margin upon a showing by the refiner of reasonable cause, and to subject the refiner to alternative maximum margins or other conditions set by the commission. The bill would require a refiner seeking an exemption to file a statement under the penalty of perjury setting forth the basis of the request for exemption. By requiring the statement to be filed under the penalty of perjury, this bill would expand the scope of the crime of perjury, thereby imposing a state-mandated local program. The bill would require the penalties collected to be deposited into the Price Gouging Penalty Fund, which the bill would create in the State Treasury. The bill would require moneys in the fund, upon appropriation by the Legislature, to be returned, as refunds, to residents of the state. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>