



BOARD OF DIRECTORS 2024

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EXECUTIVE DIRECTOR

AGENDA

PENINSULA CORRIDOR JOINT POWERS BOARD

Board of Directors Meeting

January 04, 2024, 9:00 am

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

Members of the public may participate remotely via Zoom at <https://us06web.zoom.us/j/87581188408?pwd=OFNUYTVFdExlOXRkR2tQOENXQUhhUT09> or by entering Webinar ID: **875 8118 8408**, Passcode: **033088** in the Zoom app for audio/visual capability or by calling 1-669-900-6833 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at <https://www.caltrain.com/video-board-directors>

Members of the public also may participate in person at: San Mateo County Transit District, Bacciocco Auditorium - Second Floor, 1250 San Carlos Ave., San Carlos, CA, or any other noticed location.

Public Comments: Public comments may be submitted to publiccomment@caltrain.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.caltrain.com/about-caltrain/meetings>.

Verbal 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 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.

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

Each public comment is limited to two minutes. The Board Chair has 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.

January 04, 2024 - Thursday

9:00 am

*All items to which [Government Code section 84308](#) applies have been marked with an asterisk
A double asterisk indicates that one or more Directors of the JPB serve on the governing board of a public agency with which the JPB proposes to contract. Under Government code section 1091(a)((9), this relationship is considered to be a noninterest but it must be disclosed.*

PART I OF MEETING (CALL TO ORDER): 9:00 am

1. Call to Order / Pledge of Allegiance
2. Roll Call
3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances
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 Executive Director Informational
6. Consent Calendar
Members of the Board may request that an item under the Consent Calendar be considered separately.
 - 6.a. Meeting Minutes of December 7, 2023 Motion

Approved by the Finance Committee

- 6.b. Accept Statement of Revenues and Expenses for the Period Ending November 30, 2023 Motion
- 6.c. Renew Findings of an Emergency Regarding the North Channel Embankment of the San Francisquito Creek Bridge Due to Erosion Pursuant to Public Contract Code §22050* Resolution
- 6.d. Accept Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2023 Motion
- 6.e. Amend and Increase the Fiscal Year 2024 Caltrain Capital Budget By \$3,250,000 from \$517,525,704 to \$520,775,704 Resolution

- | | | |
|------|--|------------|
| 6.f. | Authorization for the Executive Director to Enter into a 3-year Lease with Elevate PropCo IV LLC for Warehouse Space in San Francisco* | Resolution |
| 6.g. | Authorize the Disposition of 34 Gallery Cars and Two Locomotives | Resolution |
| 6.h. | Award of Contracts for On-Call Construction Management Services* | Resolution |
| 6.i. | Award of Contracts for On-Call General Engineering Consultant Design Services* | Resolution |
| 6.j. | Award of Contracts for On-Call Program Management Oversight Services* | Resolution |

Approved by the Technology, Operations, Planning, and Safety (TOPS) Committee

- | | | |
|------|---|------------|
| 6.k. | Authorize Execution of Agreement to Receive Section 130 Funding for the Preliminary Engineering of Charleston Road Grade Crossing Improvements* | Resolution |
| 6.l. | Award of Contract for Mini-High Platform Project* | Resolution |

Approved by the Advocacy and Major Projects (AMP) Committee

- | | | |
|-------|--|---------------|
| 6.m. | Authorize Amendment to On-Call Owner's Representative Electric Multiple Unit (EMU) Rail Vehicle Support Services Contract 14-PCJPB-P-06 for Caltrain Modernization (CalMod)* | Resolution |
| 7. | Resolution Recognizing National Slavery and Human Trafficking Prevention Month | Resolution |
| 8. | Resolution to Commemorate 160 Years of Rail Service on the Corridor | Resolution |
| 9. | Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report | Informational |
| 10. | Corridor Crossing Strategy Update: Program Strategy and Delivery Guide | Informational |
| 11. | Reports | |
| 11.a. | Report of the Citizens Advisory Committee | Informational |
| 11.b. | Report of the Chair | Informational |

11.b.i. Appointment of Nominating Committee for 2024 Officers

11.c. Report of the Local Policy Maker Group (LPMG) Informational

11.d. Report of the Transbay Joint Powers Authority (TJPA) Informational

12. Correspondence

13. Board Member Requests

14. Date/Time of Next Regular Meeting: Thursday, February 1, 2024 at 9:00 am.

The meeting will be accessible via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

15. Adjourn

Information for the Public

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board. If you have questions on the agenda, please contact the JPB Secretary at 650.508.6242. Agendas are available on the Caltrain website at www.caltrain.com. Communications to the Board of Directors can be e-mailed to board@caltrain.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 Committee Meetings

JPB Board: First Thursday of the month, 9:00 am; JPB TOPS and AMP Committee: Two Wednesdays before the Board meeting, 1:30 pm and 3:30 pm respectively. The date, time, and location of meetings may be changed as necessary. Meeting schedules for the Board and committees are available on the website.

Location of Meeting

Members of the Public may attend this meeting in person or remotely via Zoom. *Should Zoom not be operational, please check online at <https://www.caltrain.com/about-caltrain/meetings> for any updates or further instruction.

Public Comment*

Members of the public are encouraged to participate remotely or in person. Public comments may be submitted by comment card in person and given to the JPB Secretary. Prior to the meeting's call to order, public comment may be sent to publiccomment@caltrain.com 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.caltrain.com/about-caltrain/meetings>.

Oral public comments will also be accepted during the meeting in person or through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Each commenter will be automatically notified when they are unmuted to speak for two minutes or less. The Board Chair shall 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.

Accessible Public Meetings/Translation

Upon request, the JPB will provide 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; 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, which are not exempt from disclosure pursuant to the California Public Records Act, that is distributed to a majority of the legislative body, will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.



Executive Director's Monthly Report: December 2023

Executive Director Michelle Bouchard

Report prepared for January Board meeting; data current through November 2023.










Who We Are and What We Do

Caltrain Mission: Caltrain is a customer-focused rail system offering safe, reliable, accessible, and sustainable transportation service that enhances quality of life for all.

Caltrain Vision: To be a vital link in the statewide rail network by improving connectivity to other transit systems, contributing to the region's economic vitality, and partnering with local communities to ensure that diverse constituencies receive a world-class travel experience.



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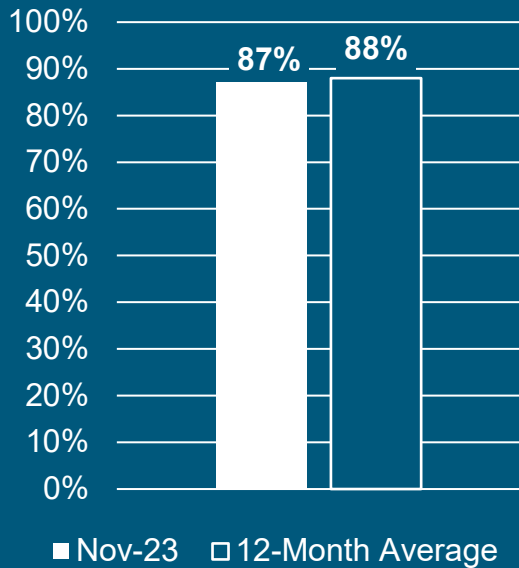




Performance at a Glance

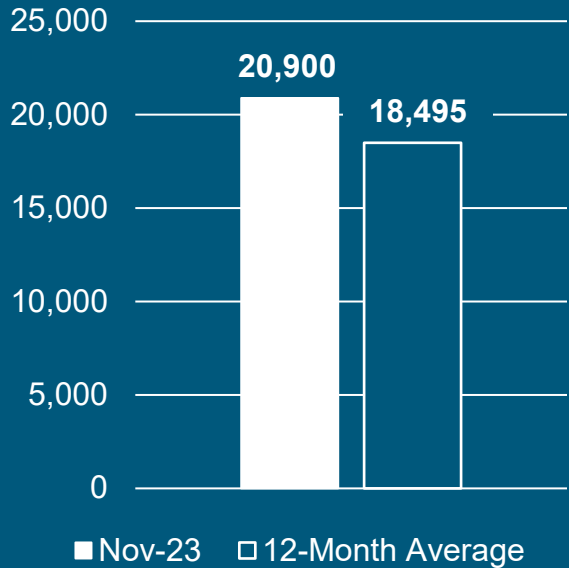
On-Time Performance

Percentage of trains arriving within six minutes of the scheduled time



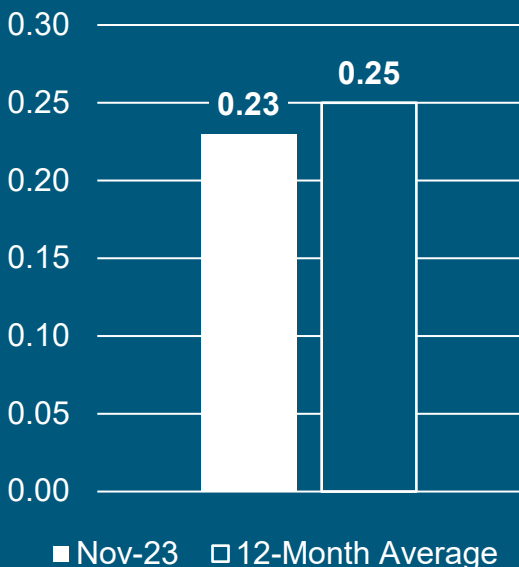
Average Daily Ridership

Average estimated weekday ridership



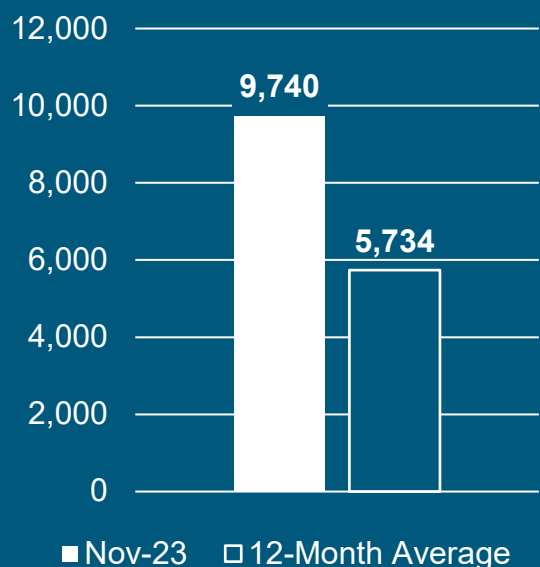
Farebox Recovery Ratio

Ratio of fare revenue to operating costs



Mean Distance Between Failures

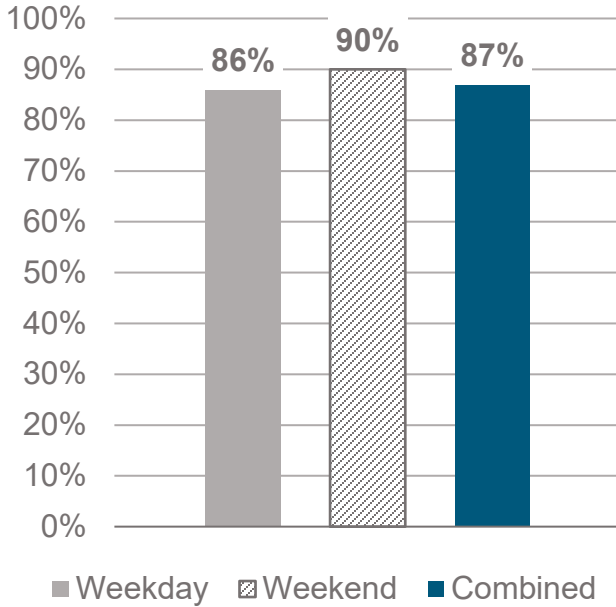
Average miles travelled by locomotives before maintenance/repair is required





On-Time Performance

Performance This Month (Nov-23)

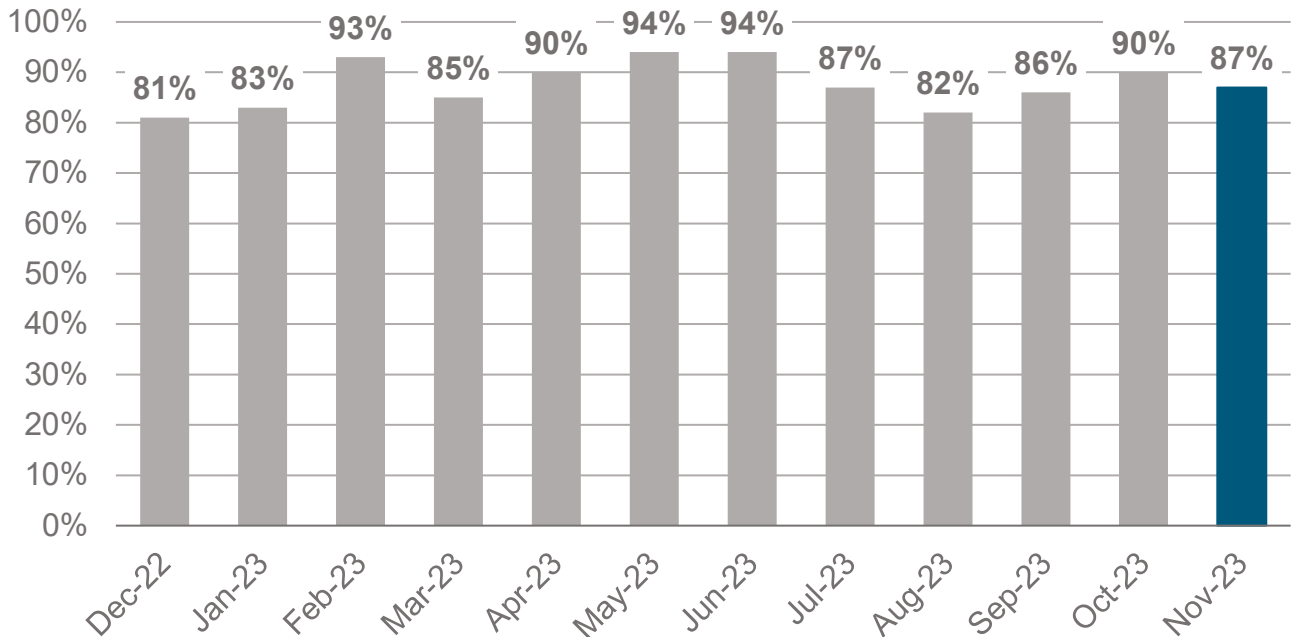


Trains are considered on-time if they arrive within six minutes of the scheduled arrival time at end-line locations (i.e. San Francisco, San Jose Diridon, Tamien, and Gilroy).

The on-time performance (OTP) goal for Caltrain is 95 percent. Combined OTP for the month of November was 87%.

Note that weekend OTP includes holidays.

Monthly On-Time Performance in the Past Year





Delays and Cancellations

Sep-23

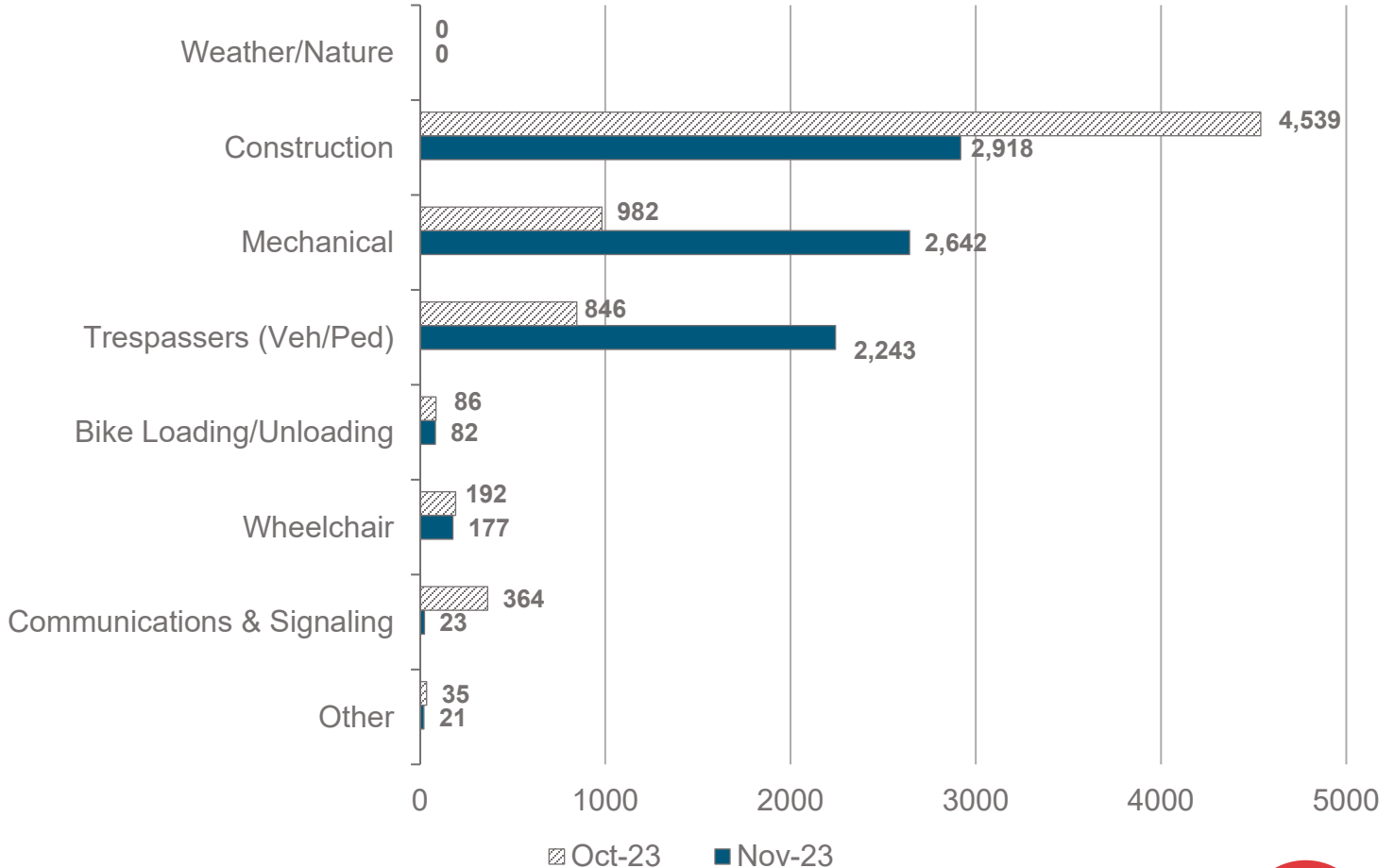
Oct-23

Nov-23

Number of Late Trains	334	266	316
Average Minutes Late for Late Trains	15	17	21
Number of Cancelled Trains	10	12	44

Trains are considered late if they arrive at their end-line destination six minutes or more after the scheduled time. Average Minutes Late represents the average difference in actual arrival time from the scheduled arrival time for late trains. Cancelled Trains includes trains forced to terminate mid-run, as well as those that are annulled before they begin to operate.

Reasons for Train Delays, by Minutes of Delay



Note: "Other" includes special events and track defects.



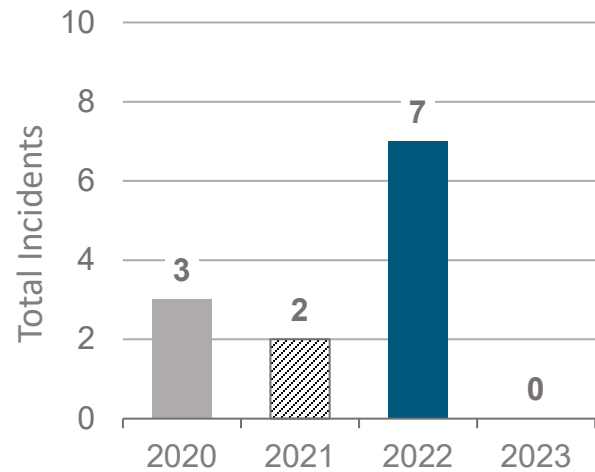


Safety Updates – Injuries and Incidents

Reportable Injury Trends



Reportable Rail Equipment Incidents



Reportable Injury Rates (RIR) are based on the number of railroad worker on duty injuries and illnesses per 200,000 employee-hours annually (equivalent of 100 full time employees). The national average RIR is 3.0 across all industries, per the U.S. Bureau of Labor Statistics. Caltrain’s cumulative RIR for calendar year 2023 is 3.10.

Strains or sprains constitute the majority (53%) of reportable injuries for Caltrain’s operator.

Reportable railroad accidents/incidents are divided into three groups: (1) Highway-Rail Grade Crossing; (2) Rail Equipment; (3) Death, Injury and Occupational Illness.

Reportable Rail Equipment Incidents from recent years peaked in 2022. There have been no reportable incidents in 2023 as of the date of this report’s publication.

Days without a Reportable Injury as of 12/14/2023

Department	Days Without Injury	Date of Last Injury
Operations	41	11/3/2023
Maintenance of Equipment	38	11/6/2023
Maintenance of Way	10	12/4/2023
Other	1,296	5/27/2020





Safety Culture Engagement Efforts

Ongoing Safety Culture Transformation

- Caltrain is recruiting a new cohort of Safety Champion volunteers to partner with the Safety Department and executives on the Safety Culture Steering Committee to promote, improve, and sustain a proactive safety culture. Safety Champions help create safety messaging, encourage safety concern reporting, model safe behaviors, and obtain feedback from peers.
- Chief Safety Officer issues regular correspondence to Caltrain employees about the importance of continuing to put Safety First and Always. Recent messages covered topics such as learning culture and safety moments.
- Caltrain recently launched a “Safety Leaders of the Quarter” recognition program to acknowledge and celebrate employees who are actively contributing to a positive safety culture. The inaugural Safety Leaders were recognized at Caltrain’s most recent All Hands Meeting.

Recent Engagement Activities

- Attended APTA Mid-Year Safety and Risk Seminar
- Participated in Commuter Rail Safety Committee – presented Caltrain efforts on Roadway Worker Protection, Safety Culture and Grade Crossings
- Meeting with City of Palo Alto to discuss fencing, Churchill Grade Crossing, and Project Safety Net
- Scheduling meetings regarding Burlingame – Broadway Crossing



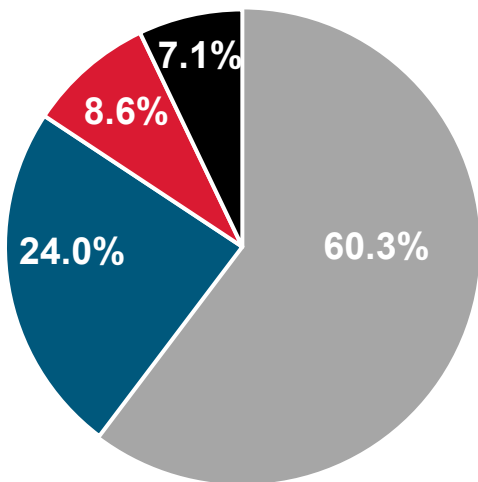


Security Update

The San Mateo County Sheriff's Office Transit Police Bureau is Caltrain's contracted law enforcement provider. The bureau is responsible for policing all Caltrain rail equipment, stations, right-of-ways and facilities throughout San Francisco, San Mateo, and Santa Clara counties.

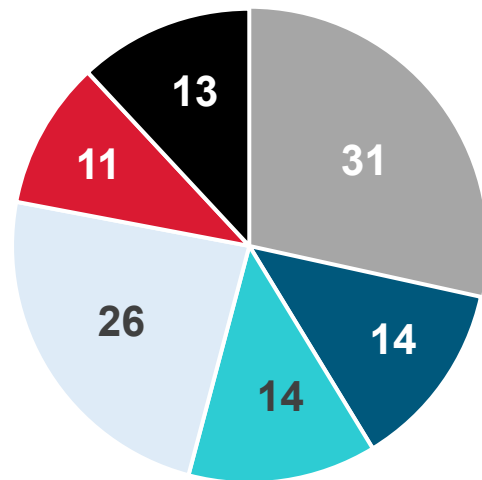
Average response times for all service calls is approximately 20 minutes and 45 seconds. During rush hour, and depending on the location of the call, response times can often double to more than 40 minutes.

Calls for Service by County – September 2023



■ San Mateo ■ Santa Clara
 ■ San Francisco ■ Unknown

Call Volume Categorized by Issue Type – September 2023



■ Trespasser ■ Welfare Check ■ Disturbance
 ■ Signals ■ Medical Call ■ Dispersal

Ongoing Caltrain Activities:

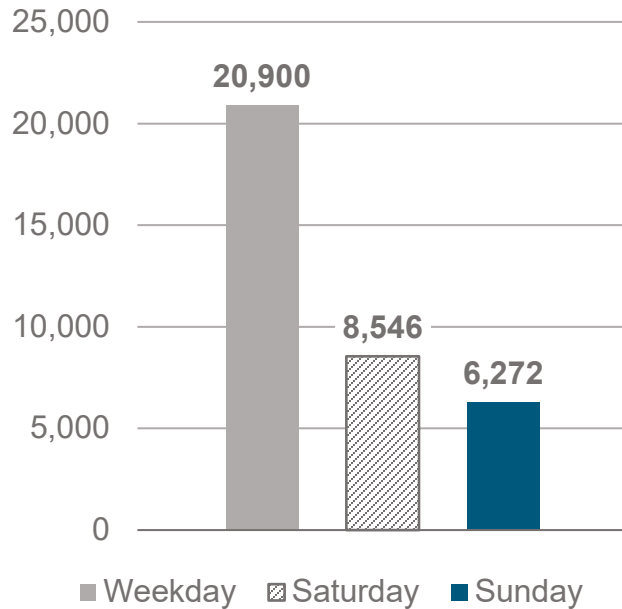
- Current CCTV Health Assessment Underway – Diridon, SFK, CEMOF
- Camera Towers arriving for EMU Security
- Security Gate scheduled for installation at 5th and Townsend on January 19th





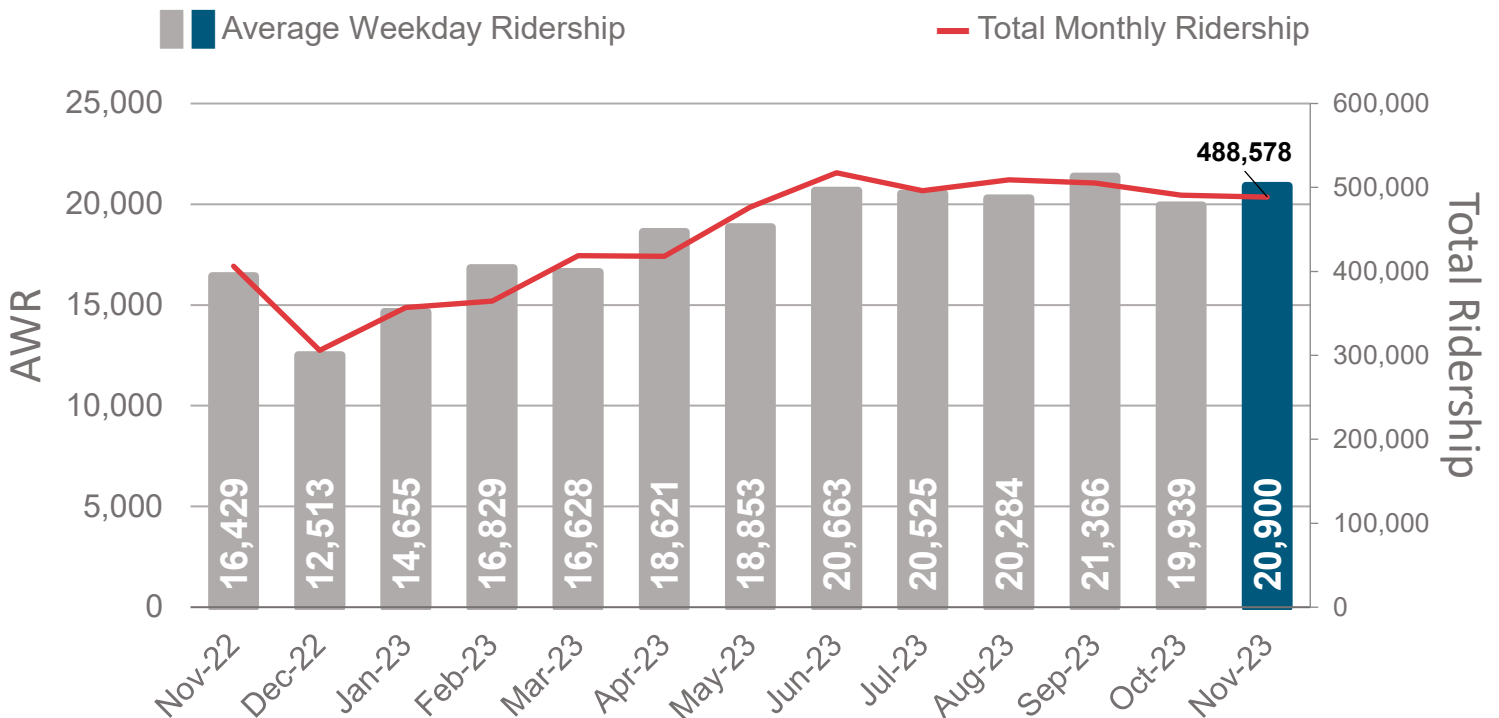
Ridership and Revenue

Average Daily Ridership (Oct-23)



Average weekday ridership (AWR) increased by approximately 12.5 percent compared to the same month in the prior year as riders continue to return to the Caltrain system for increased work and leisure travel.

Ridership in the Past Year



April 2020 through October 2023: Due to pandemic-induced changes in travel patterns, ridership estimates were calculated using a combination of Clipper tap data and limited conductor counts.

November 2023 on: Caltrain implemented a ridership estimation model that is based entirely on fare media sales data





Ridership and Revenue

Special Service Ridership Report

San Jose Diridon Station

- Events held
 - Sharks: Nine regular home games in November.
- Total November gross ridership at San Jose Diridon Station was 1,850.

Mountain View Station

- Events held
 - 49ers: One regular home game in November.
- Total November gross ridership at Mountain Station was 1,229.

Palo Alto and Stanford Stations

- Events held
 - Stanford Football: Two home games in November.
- Total November gross ridership at Palo Alto and Stanford Stations was 2,358.

San Francisco Station

- Events held
 - Warriors: Eight home games in November.
- Total November gross ridership at San Francisco Station was 2,991.

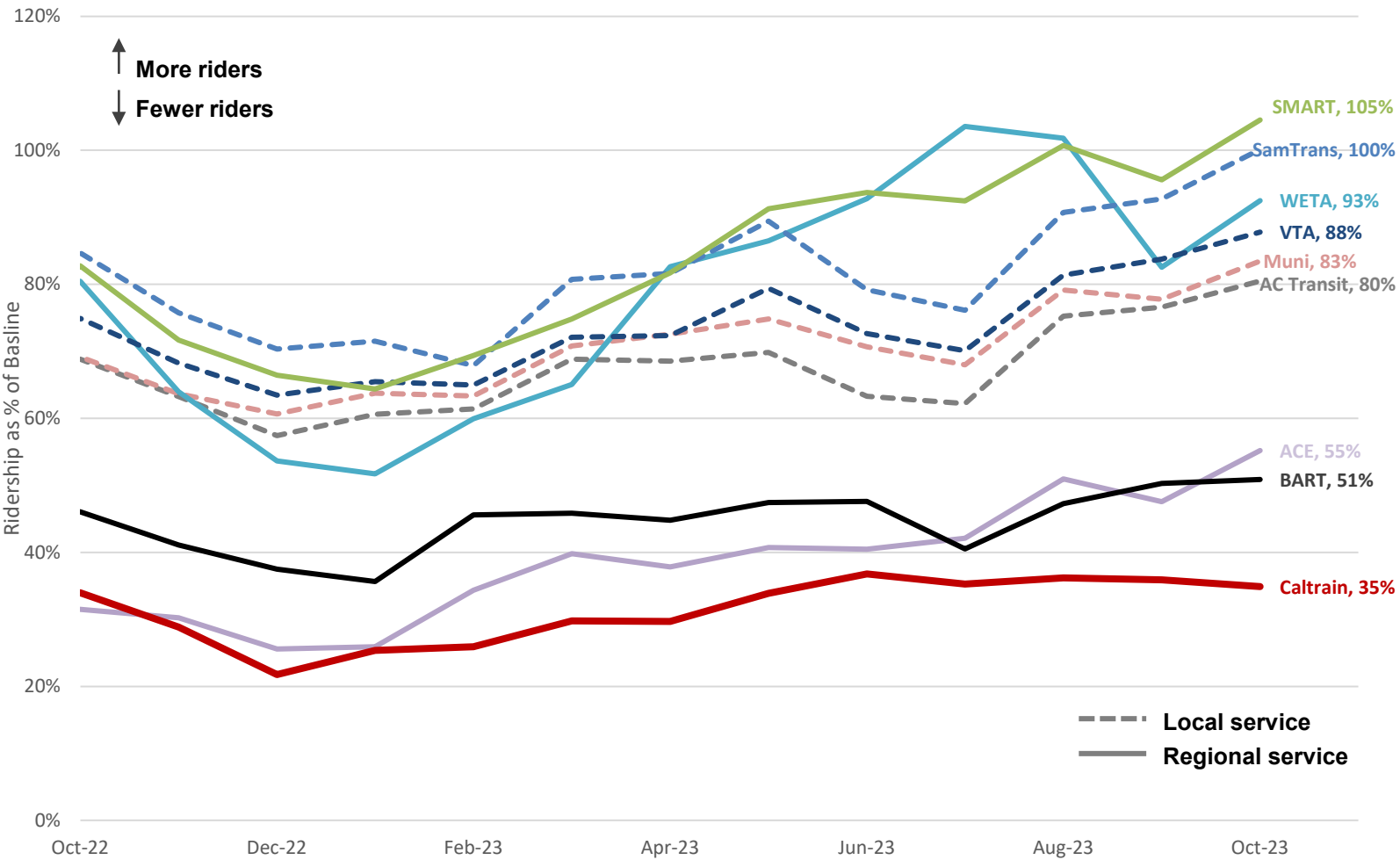




Public Transit Ridership Recovery in the Bay Area

The below chart represents total monthly ridership as a percentage of baseline (defined as total monthly ridership reported in February 2020).

Total Monthly Ridership as a Share of Pre-Pandemic Levels



Sources:

- Starting in November 2023, Caltrain ridership estimates use a fare media sales-based model. Prior to then, Caltrain ridership estimates were based on a combination of conductor counts & Clipper data
- Ridership data for all other agencies retrieved from the National Transit Database

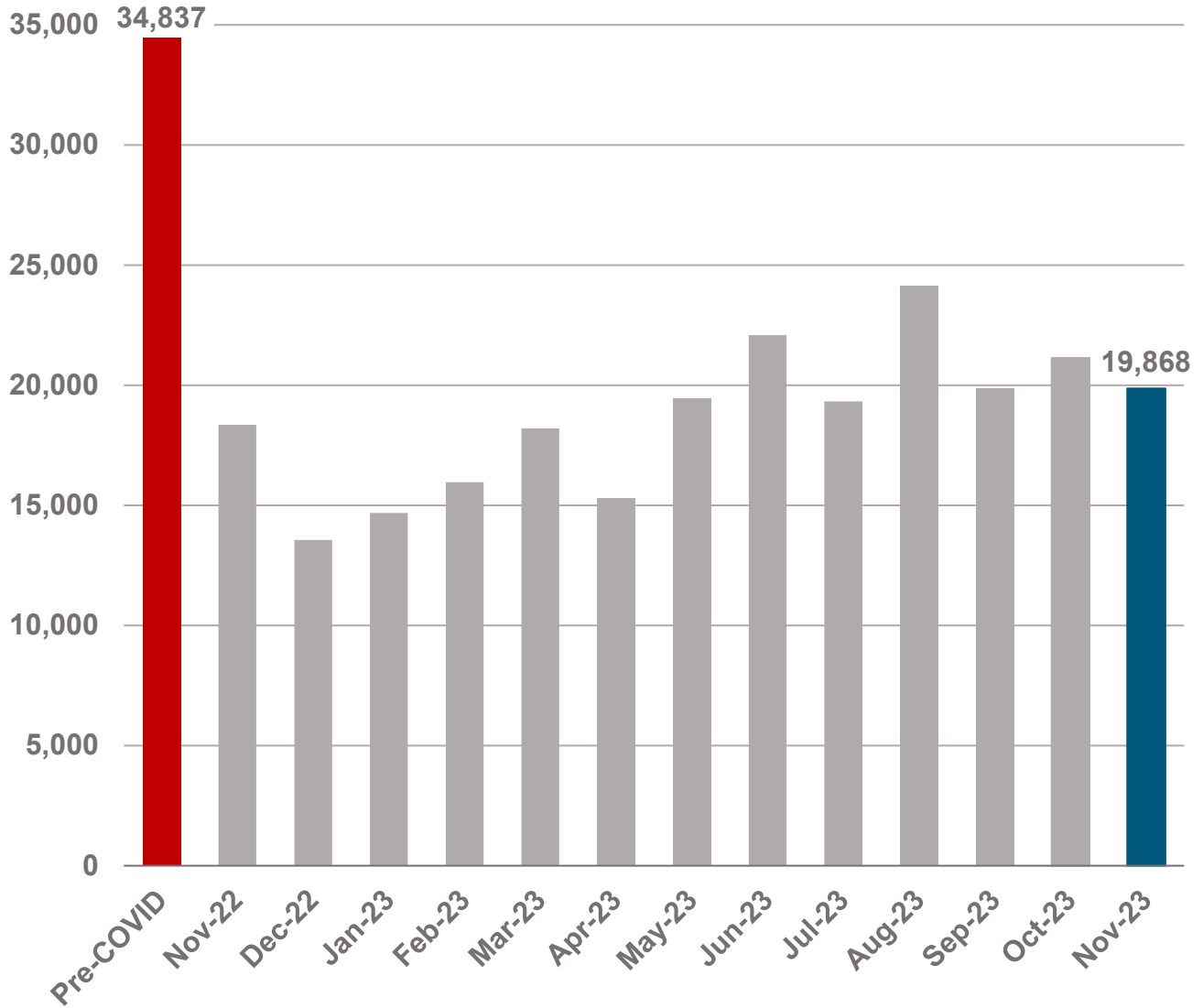
Total Monthly Ridership Estimates (in thousands)

Transit Operator	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
Muni	11,386	10,483	9,988	10,500	10,430	11,659	11,951	12,320	11,637	11,192	12,690	12,808	13,745
BART	4,492	4,010	3,656	3,479	4,449	4,470	4,370	4,628	4,645	3,952	4,160	4,907	4,963
AC Transit	3,164	2,907	2,638	2,786	2,822	3,164	3,150	3,209	2,909	2,858	3,458	3,521	3,699
VTA	2,142	1,952	1,814	1,872	1,857	2,061	2,069	2,270	2,077	2,003	2,326	2,395	2,511
SamTrans	803	718	667	678	643	765	774	848	751	722	860	879	949
Caltrain	478	406	306	357	365	419	418	477	517	496	509	505	491
WETA	186	148	124	120	139	151	191	200	215	240	236	191	214
SMART	59	51	48	46	50	54	59	65	67	66	72	69	75
ACE	36	35	29	30	40	46	43	47	47	48	59	55	63



Ridership and Revenue

Monthly BART Transfers at Millbrae in the Past Year



BART Transfers at Millbrae represents the total number of BART-to-Caltrain and Caltrain-to-BART transfers, as measured by Clipper Card data.

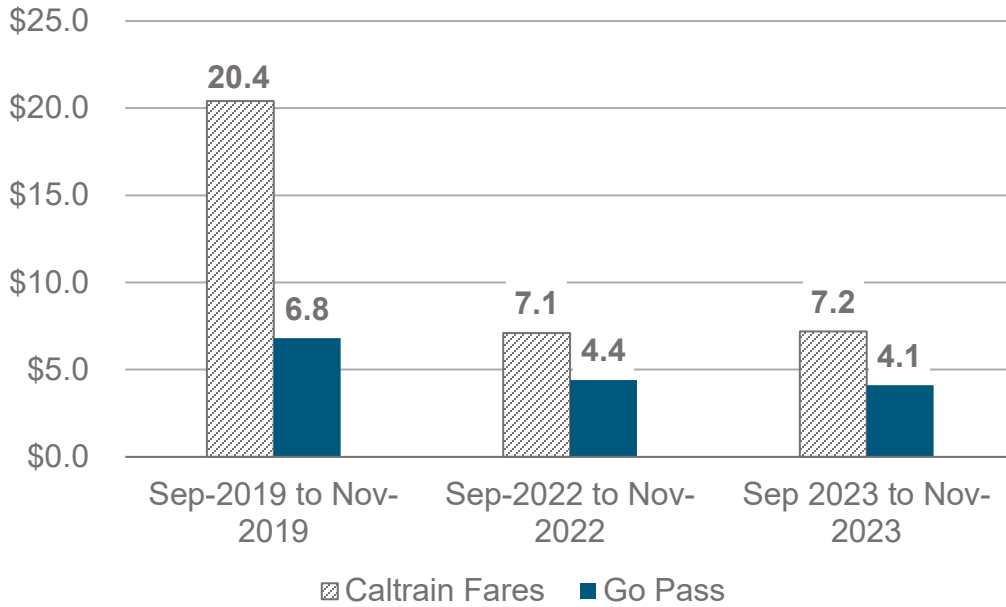
Pre-COVID data is provided for comparison purposes and represents average monthly transfers during the one-year period from March 2019 to February 2020.





Ridership and Revenue

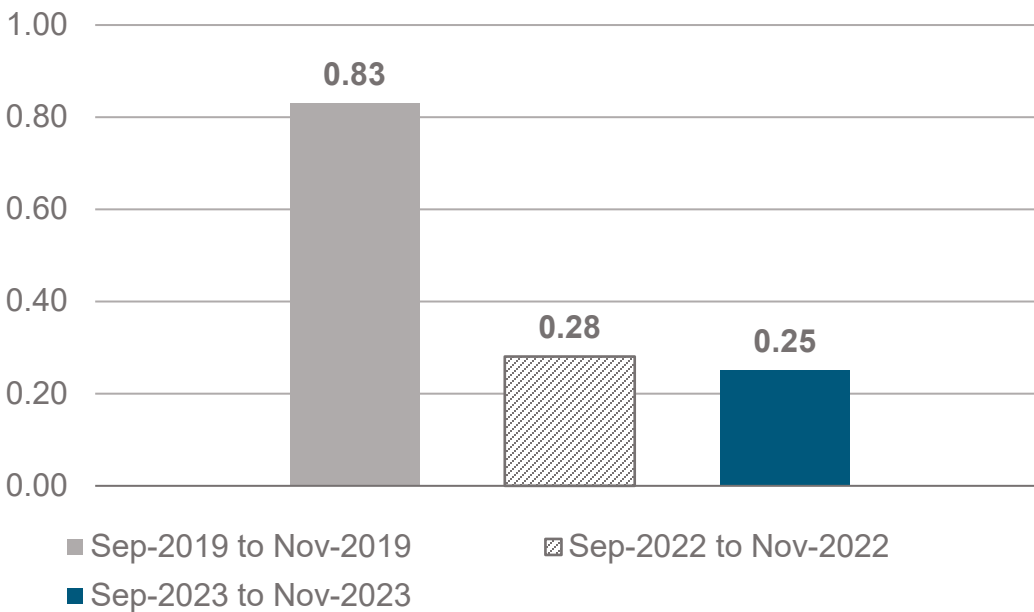
Total Fare Revenues (\$M) - Past 3 Months Comparison



Fare revenue comes in the form of one-way tickets, daily or monthly passes (“Caltrain Fares”), and the Go Pass program.

Fare revenue is generally more stable than ridership due to many riders paying for monthly passes, which provide consistent revenue regardless of usage.

Farebox Recovery Ratio (3-Month Rolling Average)



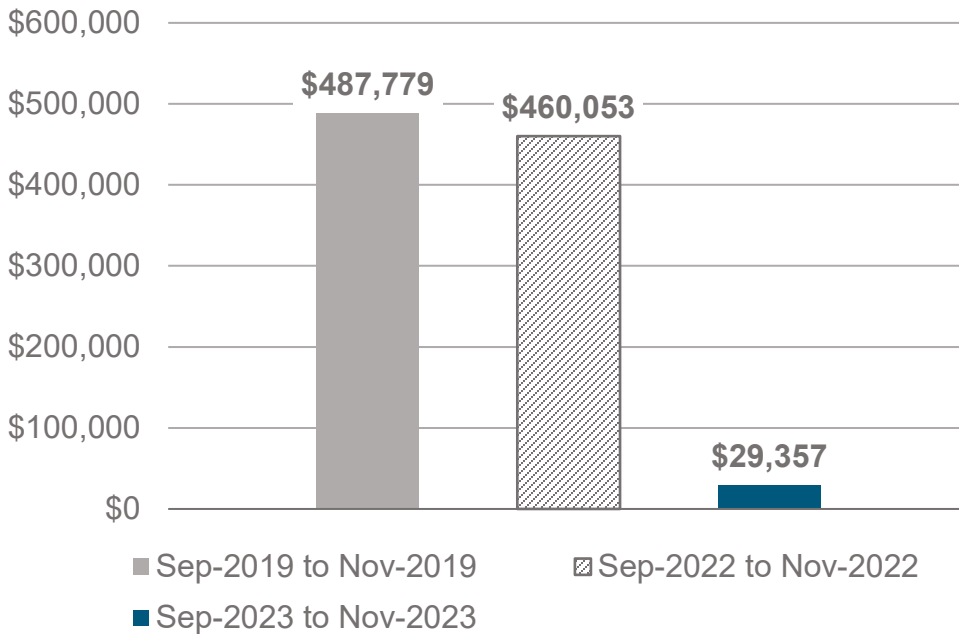
Farebox Recovery Ratio represents how much of the cost of providing service is covered by customer fares. A higher ratio indicates that a greater share of costs are covered by riders.





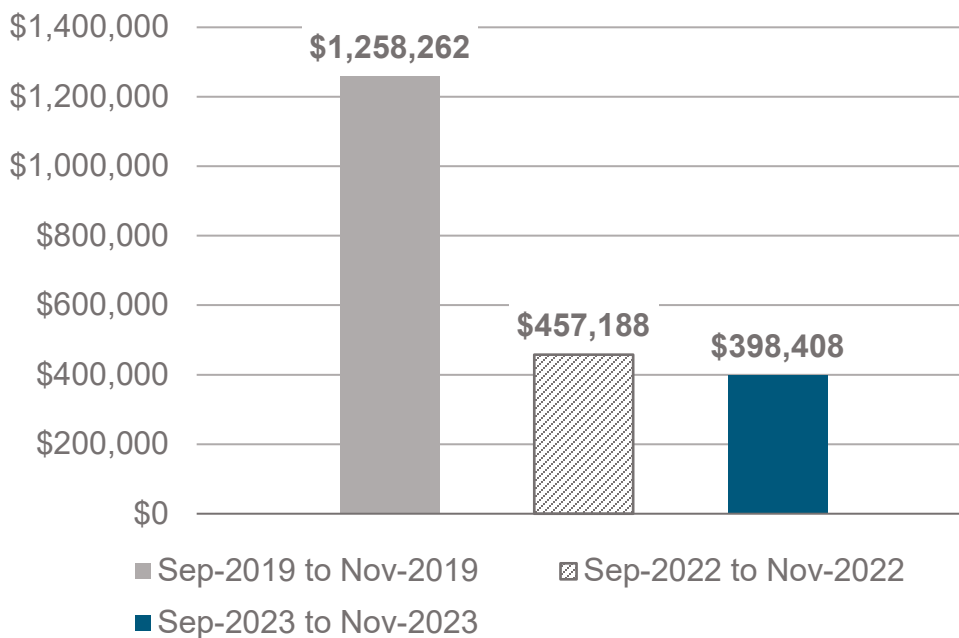
Ridership and Revenue

Advertising Revenue (3-Month Rolling Average)



Advertising Revenue declined substantially for transit agencies throughout the country with the onset of the COVID-19 pandemic.

Parking Revenue (3-Month Rolling Average)



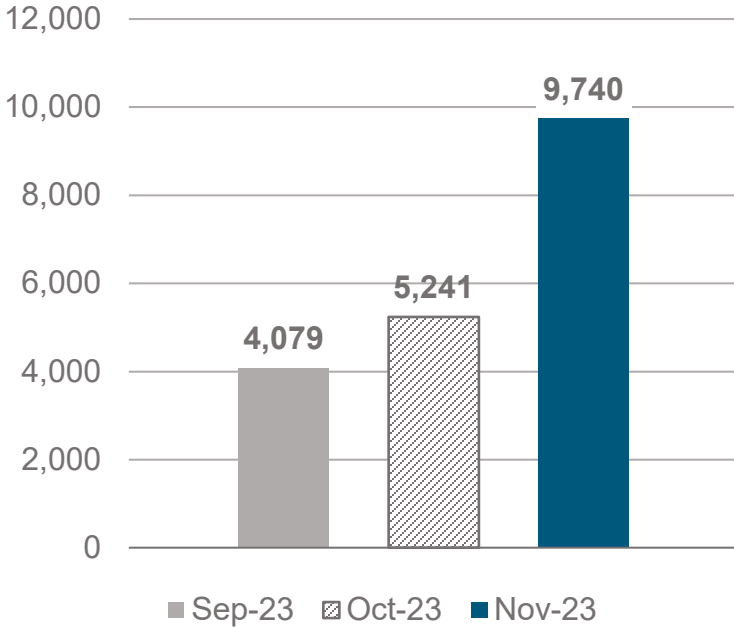
Parking Revenue is generated by purchases of daily and monthly parking permits for parking at Caltrain-owned lots.





Maintenance Performance

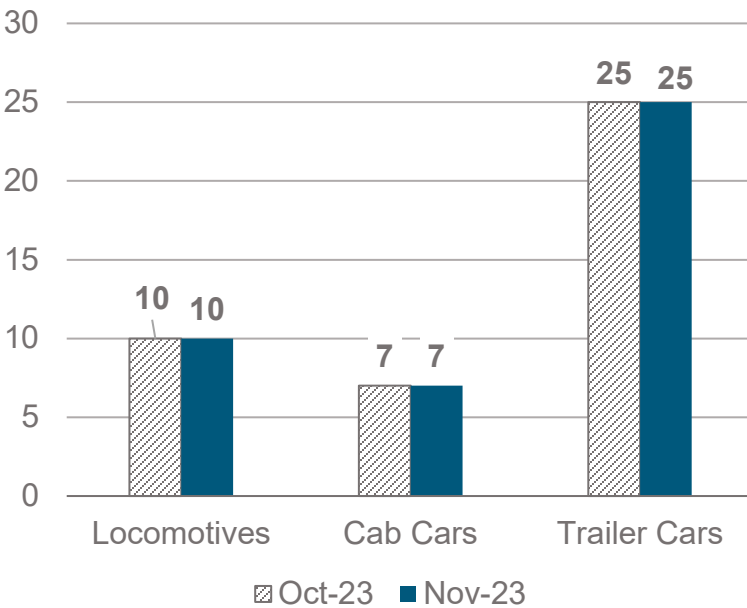
Mean Distance Between Failure (Locomotives)



Mean Distance Between Failure (MDBF) is a measure of fleet reliability that represents the average distance traveled by train cars before maintenance or repair is required. A higher value indicates an improvement in reliability. Data is measured in miles.

The graph to the left represents MDBF for all passenger locomotives in Caltrain’s fleet.

Equipment in Maintenance/Repair



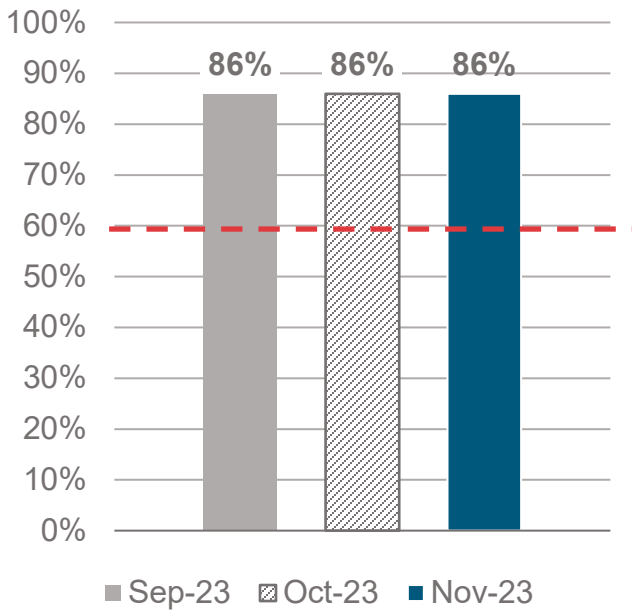
Equipment in Maintenance/Repair represents the number of locomotives and cars that are out of service on an average day each month due to routine and preventative maintenance or other repairs.





Maintenance Performance

Equipment Availability (Locomotives)

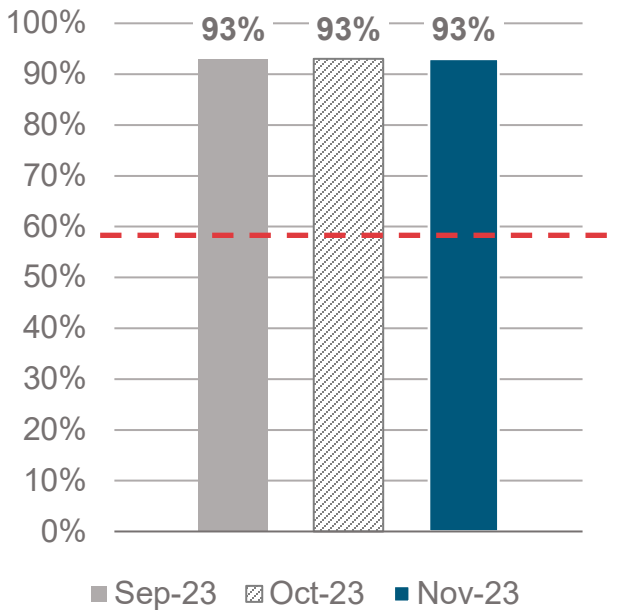


Equipment Availability is the number of cars or locomotives available for service on an average day each month as a percentage of the daily equipment required to run base service.

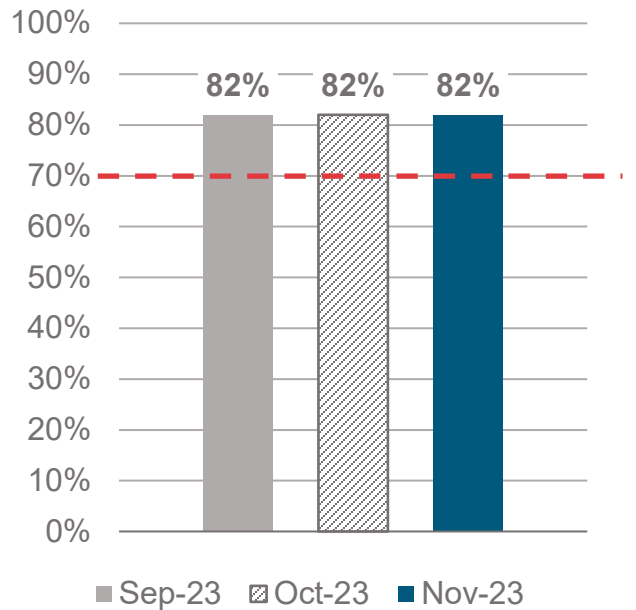
Caltrain currently owns 29 passenger locomotives, with 18 required daily; 36 cab cars, with 21 required daily; and 98 trailer cars, with 69 required daily.

The high average age of Caltrain's current fleet, with around two-thirds being at the end of its useful life, significantly affects availability.

Equipment Availability (Cab Cars)



Equipment Availability (Trailer Cars)



Note: The dotted red line (- - -) on each graph represents the target line (i.e., the percentage of each equipment type required to run base service on an average weekday).





Service and Program Updates

Caltrain Announces New Electrification Service Schedule and Amenities

Caltrain recently unveiled its new plan for electrified service, which includes faster transit times, more frequent weekend service, and increased amenities like on-board Wi-Fi and electrical outlets at every seat.

The finalized service plan reflects community input on the proposed service plan announced in October and survey responses from Caltrain's customer survey and general population study.

The new service schedule is slated to begin with the completion of the Electrification Project in fall 2024.

Ongoing Fare Promotions and Parking Fee Reductions

Caltrain continues to offer four new temporary fare products designed to give riders more travel options and opportunities to save money.

These products include the \$1 Youth Pass aimed at providing those 18 and under with affordable one-way rides, the Three Day Pass allowing unlimited rides for 3 days immediately upon purchase, the Group Day Pass which provides eligible parties of 4-6 with 15% discounts, and the Family Day Pass which can reduce the cost of travel for a family of 6 by 50%.

Caltrain is also offering half-price daily and monthly parking fees of \$2.75 and \$41.25, respectively.

These promotional products will be available through the end of February 2024.





Communications and Marketing Update

Caltrain Communications and Marketing Campaigns for November 2023

Press Releases

- "Holiday Train Making Stops Along the Peninsula on December 2-3"
- "Caltrain Temporarily Suspends Train Service Between San Jose Diridon and Tamien to Expedite Electrification Project"
- "Caltrain Changes Schedule for Thanksgiving Holiday and the Day After"
- "Caltrain Will Provide Service to Notre Dame vs Stanford this Saturday"
- "Caltrain Will Provide Big Game Service to Cal vs Stanford this Saturday"
- New Fall Fare Promotions, 50% Off Parking
- Clipper Mobile (ongoing)
- 20% Off Caltrain Monthly Pass (ongoing)
- Clipper Start (ongoing)

Digital Communications Report

Planned partial weekend closures have been completed for 2023, except for a bus bridge operating between San Jose Diridon and Tamien during the last week of November. Additional weekend closures are expected in early 2024 as part of the final testing phase for Caltrain Electrification.

As social platforms continue to evolve, the communication team, in collaboration with operations, is actively working to establish a stronger connection with riders through the assistance of a third-party source. New communication methods are set to be implemented by early 2024, with Lisa Peabody, Customer Experience Director, leading this initiative.

On October 17th, approximately 160 years ago, the first steam train commenced freight and passenger services from San Francisco to Mayfield, now known as Palo Alto. Weekly, the digital team is showcasing historical content such as photos and facts on social platforms, building up to the 160th anniversary in January.

Caltrain's Holiday Train celebration took place on December 2nd and 3rd.





Communications and Marketing Update

November Digital Marketing Highlights

- Electric Trains 5/6 arrived
- Weekly “Throwback” post leading to the 160th celebration
- Continued promotion of the new fare rates
- Stormwater Weekly Campaign
- APEC arrived in SF
- World Public Transport
- Veteran’s Day
- Stanford “Big Game” – Stanford Football
- Thanksgiving Holiday
- Holiday Train 2023 Announcement
- Holiday Travel
- Congresswoman Anna Eshoo announced retirement





Capital Projects Update

Project: Guadalupe River Bridge Replacement

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
JPB will replace the MT-1 railroad bridge and extend and seismically retrofit the MT-2 railroad bridge over the Guadalupe River in the City of San Jose, Santa Clara County, California. The project is located just north of Willow Street and east of State Route (SR) 87 between the Tamien and San Jose Diridon stations.	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	63,699	25,020	23,039	02/16/25
Percentages	100.00%	39.3%	36.2%	
Project Highlights – Recent and Upcoming Work				
<p>Construction activities in the month of November 2023 included minor corrections to the MT2 track alignment, the turnover of MT2 track for the reinstallation of the Overhead Catenary System (OCS), progress on punch-list items for the MT2 bridge, rough grading outside the river channel, the installation of permanent erosion control measures, the completion of conduits and vaults for use by JPB signals, third-party fiber optics, and the Broadband project. The PCEP contractor commenced installation of OCS poles, cantilever arms, and lines. Addressing contractor permit compliance issues with resource agencies and contractor and their senior management to implement changes.</p> <p>In December 2023, the JPB anticipates the installation of drainage system elements, the installation of permanent erosion control measures, the installation of a bioswale, the completion of MT2 bridge punch-list items, and the start of third-party fiber optic utility relocations from the MT1 bridge.</p> <p>The "Funding" status light will remain yellow until FY25 funding appropriated by the Board in May 2024 is activated.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Ticket Vending Machine (TVM) Upgrade

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
<p>This project will upgrade the existing TVM Server and retrofit and refurbish existing TVM machines to include functions planned for the Clipper program. The new machines will be able to dispense new Clipper cards (excluding discount Clipper cards that require verification of eligibility) and allow customers to add value to existing Clipper cards. In addition, the scope was increased to include upgrades to the credit card reader and database.</p>	●	●	●	●
Project Phase: 6 - Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	3,892	3,826	3,771	01/25/24
Percentages	100.00%	98.3%	96.9%	
Project Highlights – Recent and Upcoming Work				
<p>The issue with the new printers was resolved and all the TVM printers in Phase 5 were replaced. All 27 TVMs at the stations for Phase 5 have been upgraded for Clipper and the vendor obtained Substantial Completion for the project.</p> <p>Receive the spare parts and begin to close out the project.</p> <p>Schedule: Phase 5 completion date has been extended due to contemplating a change order to reduce the number of TVMs to be upgraded to replace the chips in the TVMs that were upgraded in Phase 2 & 3. Project Manager to seek approval for Gate 6 & 7 at the January 2024 Management Committee meeting.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: MP-36 Locomotive Mid-Life Overhaul Project

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
<p>This project involves performing mid-life overhaul of six MP-36-3C Locomotives. The mid-life overhaul includes complete disassembly of the main diesel engine, overhauling by reconditioning re-usable main frame components and re-assembly with new engine components and replacement of Separate Head-End Power (SEP-HEP) unit and all electrical components of the SEP-HEP compartment. All areas of the locomotive car body, trucks, wheels and electrical components shall be reconditioned to like-new condition or replaced with new material. The project work is occurring off-site at the contractor’s facility location. The 6 locomotives to be overhauled are Locomotive #'s 923, 924, 925, 926, 927 & 928. In order to maintain daily service, only 1 to 2 of these locomotives are released at a time for overhaul work that is expected to take approximately 8 months per locomotive. Due to this restriction, the overall completion of this work is expected to take approximately 4 years.</p>	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	14,833	12,724	8,842	12/30/24
Percentages	100%	85.8%	59.6%	
Project Highlights – Recent and Upcoming Work				
<p>Unit 925 was tested and conditionally accepted, now in revenue service. Unit 926 was finished with portions of static testing and was awaiting a brake part. Final painting repairs almost complete. Authorize Final Acceptance of 925. Authorize Release for Shipment of unit 926 from Alstom.</p> <p>Safety: While lifting locomotive 925, two jacks failed which caused some damage to the lifting pad, ladders, and paint. The lifting pad was repaired, subsequent lift found no further damage.</p> <p>Funding: A potential budget shortfall was discovered last year. Due to the low contingency in the contract, available funding may not be adequate to cover all necessary change orders.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Broadband Wireless Communications

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
The project will design a broadband wireless communications system along the Caltrain corridor for the wayside train maintenance diagnostics and passenger Wi-Fi service. The project will investigate leveraging the existing infrastructure such as the Overhead Contact System (OCS) poles and JPB fiber network to communicate with passing trains. Wayside antennas may be mounted on the OCS poles at a constant interval to communicate with moving trains that will be equipped with radios and antennas.	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	30,441	13,268	10,218	
Percentages	100.00%	43.6%	33.6%	
9/30/24				
Project Highlights – Recent and Upcoming Work				
<p>Held weekly meetings with the contractor Nomad Digital. Stadler began the prototype EMU installation of the Broadband equipment in Salt Lake City. All the trenching and installing conduits for the wayside radios in Segment 4 was completed except for going underneath the tracks in 2 locations. The trackside radios and antenna were installed at 2 locations. Soil sampling was collected and tested in Segments 2-4. The Team finalized the Staff Report and Resolution and received authorization at the December 2023 Board meeting to increase the project budget.</p> <p>Upcoming work includes completing the construction in Segment 4.</p> <p>The current activated funds are insufficient to cover the entire construction phase. The "Funding" status light will remain yellow until the remaining funds are activated.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Bayshore Station Bridge Painting

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
This project will perform rehabilitation of the coatings of the existing steel pedestrian overpass bridge at the Bayshore Station in Brisbane. The bridge's paint coatings need rehabilitation due to surface rust. This work combined with a complete repainting of the bridge will bring the structure to a state of good repair.	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	6,870	5,879	5,453	01/25/24
Percentages	100.00%	85.6%	79.4%	
Project Highlights – Recent and Upcoming Work				
<p>Continued to work with the Construction Management team and Contractor Top Line Engineers in conducting pre-substantial inspections at the both the East and West Towers. Towers have been opened as of August 7th, 2023, to the public and the project is approaching the substantial completion phase. Continued to work with the team in completing final punch list items: replace window trims and panels at East and West Towers.</p> <p>Continue to work with the Team in proceeding with final inspections and acceptance for the month of December 2023. Continue to work with Construction Management team in all the administrative work to close out the contract and project.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Watkins Ave Grade Crossing Safety Improvements

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
<p>The scope intended for this Project would include safety improvements at Watkins Ave include the following:</p> <ol style="list-style-type: none"> 1. Installation of quad or exit gates 2. Installation of new pedestrian gates 3. Pavement markers and markings 4. Sidewalk improvements including guard railing and fencing 5. Installation of new sidewalk lighting 6. Contribute to the Atherton station site improvements done by the Town of Atherton. 	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	4,161	2,818	2,363	01/25/2024
Percentages	100.00%	67.7%	56.8%	
Project Highlights – Recent and Upcoming Work				
<p>Substantial completion was granted, and the punch list was completed by the contractor. TASI installed the exit gates and radar detector.</p> <p>Project team found a bad vehicle radar detector which had to be returned. Waiting for a new radar detector to be delivered by the end of December before team can install it and test it.</p> <p>TASI to test the exit gates and cutover to the new grade crossing system.</p>				

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: San Mateo Grade Crossing Improvements

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
This project will design and implement safety improvements including quad gates or exit gates at the 4th and 5th Ave grade crossings in San Mateo. This project will make the two grade crossings safer for the train, motorist and pedestrians.	●	●	●	●

Project Phase: 6 – Construction/Implementation

Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	5,471	2,891	715	09/08/2024
Percentages	100.00%	52.8%	13.1%	

Project Highlights – Recent and Upcoming Work

Stacy and Witbeck, Inc work has been suspended as planned during the City of San Mateo Holiday Moratorium which continues until January 1, 2024. Weekly progress meetings are being held as needed during this suspension of work. Resident Engineer, Office Engineer and field inspector continue to support project through the construction management support contract with TRC. PM and Government and Community affairs staff continue to coordinate community outreach efforts between City of San Mateo and JPB. Ongoing bi-weekly progress meetings being held with TASI for signal construction scope.

During December will continue to meet with contractor to work through administrative items during Holiday Moratorium. Continuing to meet with TASI to coordinate construction needs.



Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red



Capital Projects Update

Project: Churchill Avenue Grade Crossing

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
The scope includes the widening of the sidewalk to accommodate heavy bike and pedestrian traffic from local schools; relocate the pedestrian crossing gates due to the widened sidewalk; install new pavement marking and markers for vehicular traffic at the Churchill Avenue grade crossing in Palo Alto. Implement a total of 17 seconds of advance signal preemption time.	●	●	●	●

Project Phase: 6 – Construction/Implementation

Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	2,520	1,222	647	06/07/2024
Percentages	100.00%	48.5%	28.3%	

Project Highlights – Recent and Upcoming Work

Stacy and Witbeck, Inc. work is currently on hold awaiting completion of City of Palo Alto work that is a predecessor to JPB work. Resident Engineer, Office Engineer and field inspector continue to support project through the construction management support contract with TRC. CM Team is holding weekly progress meetings as needed during this delay. PM and Government and Community affairs staff continue to coordinate community outreach efforts between City of Palo Alto and JPB. Ongoing bi-weekly progress meetings being held with TASI for signal construction scope. PM worked with Caltrans to request funding extension from December 2023 to December of 2024, which Caltrans has informally approved.

Stacy and Witbeck, Inc. work is currently on hold awaiting completion of City of Palo Alto work that is a predecessor to JPB work. Work is not likely to resume until March or April 2024, awaiting updates from the City of Palo Alto. Continuing to work with Caltrans on requested documentation. Execute funding extension with Caltrans prior to end of December 2023.

Note: The Capital Projects information is current as of November 30, 2023, and is subject to change prior to the January 2024 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red



Acknowledgements

This report is made possible by contributions from the following groups and individuals.

Caltrain Planning

Dahlia Chazan, Deputy Chief
Ted Burgwyn, Director, Rail Network and Operations Planning

Communications Division

Robert Casumbal, Director, Marketing & Research
Jeremy Lipps, Digital Communications Manager
Julian Jest, Manager, Market Research & Development

Finance Administration

Bruce Thompson, Manager, Fare Program Operations
Dapri Hong, Budget Analyst III

Rail Administration / Rail Operations & Maintenance

John Hogan, Chief Operating Officer
Patrice Givens, Administrative Analyst II
Graham Rogers, Business Operations Project Manager
Sam Sargent, Director, Strategy & Policy
Henry Flores, Deputy Director, Rail Vehicle Maintenance
Vivek Nawani, Intern

Rail Development

Rob Barnard, Deputy Chief
Andy Robbins, Director Capital Program Delivery
Jonathan Tillman, Director Capital Programs Management
Robert Cheung, Project Controls Deputy Director
Sowmya Karipe, Project Controls Specialist

Additional Support

Caltrain Staff Coordinating Council
Don Esse, Senior Operations Financial Analyst
Margie Alexander, TASI
Sarah Doggett, MTC



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

DRAFT Minutes of December 7, 2023

Members Present: Pat Burt, Cindy Chavez, Steve Heminger, Rico E. Medina, Ray Mueller, Shamann Walton, Monique Zmuda (arrived at 9:03 am), Devora “Dev” Davis (Vice Chair), Jeff Gee (Chair)

Staff Present: M. Bouchard, C. Fromson, T. Davenport, J. Harrison, T. Huckaby, K. McCoy (Balfour Beatty Infrastructure, Inc.), S. Sargent, D. Seamans, B. Shaw, P. Shrestha, M. Tseng

1. Call to Order/Pledge of Allegiance

Chair Gee called the meeting to order at 9:01 am. As requested by Chair Gee, Tabby Davenport, Director of Safety and Security, announced that there was a COVID-exposed work group within the past week and explained the protocols in place. Vice Chair Davis led the Pledge of Allegiance.

Director Zmuda arrived at 9:03 am

2. Roll Call

District Secretary Dora Seamans called the roll and confirmed a Board quorum was present.

3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances - there were none.

4. Public Comment for Items Not on the Agenda

Aleta Dupree commented on Clipper being essential and looking forward to hearing more about electrification.

Jeff Carter commented on the need to focus on getting more people on transit and using it.

5. Report of the Executive Director

Michelle Bouchard, Executive Director, provided updates, which included the following:

- Congratulated all for a successful holiday train event with tremendous crowds over the weekend; collected more than 1,400 toys in collaboration with the Salvation Army
- Another wet winter, which narrowed the window of time available to undertake work while the creek was dry; declared an emergency at the San Francisco Creek Bridge on November 18th and directed staff to undertake temporary repairs to guard against further erosion and protect the integrity of the structure supporting the bridge
- FRA (Federal Railroad Administration) held its second annual Rail Share event last week in Kansas City, Missouri; Mike Meader, Chief Safety Officer, and John Hogan, Chief Operations Officer, provided a well-received presentation on the path to a strong safety

culture and enhanced roadway worker protection. The event was opened by Chairwoman Jennifer Homendy, National Transportation Safety Board (NTSB)

- Conducting emergency responder drill this weekend at the Bayshore station as part of the ongoing preparation for electrified operations
- Final electrified service plan presentation later in the meeting; received waiver earlier this month and can move forward with anticipated service
- The Regional Network Management Council convened its first meeting last week to consider the draft Charter and Workplan; focused on outcomes for the customer (fares and payment); customer information (including wayfinding); transit network planning and management; accessibility; and, new funding
- Returning to the Board in February with an update on the strategic financial plan

Public comments

Adina Levin, Friends of Caltrain and Seamless Bay Area, and as an individual serving on MTC's (Metropolitan Transportation Commission) Policy Advisory Council, commented on the Transformation Action Plan and regional rail coordination having some good initiatives.

Aleta Dupree commented on energy procurement for the system and hopeful for the weather to allow repairs at the bridge.

6. Consent Calendar

6.a. Meeting Minutes of November 2, 2023

6.b. Accept Statement of Revenues and Expenses for the Period Ending October 31, 2023

6.c. Approval of the 2024 JPB Finance Committee Meeting Calendar

6.d. Renew Findings of an Emergency Regarding the North Channel Embankment of the San Francisquito Creek Bridge Due to Erosion Pursuant to Public Contract Code §22050

6.e. Award of Contract for On-Call Alternate Project Delivery Negotiation Support Services

6.f. Increase Contract Capacity for (3) On-Call Environmental Planning, Permitting, and Support Services Contracts 19-J-P-072A, B and C

6.g. Approval of the 2024 JPB Technology, Operations, Planning, and Safety (TOPS) Committee Meeting Calendar

6.h. Award of Contract for Final Design Services for the Rengstorff Avenue Grade Separation Project

6.i. Amend Budget for Broadband Wireless Communication System Project

6.j. Authorize Execution of the Amended Memorandum of Understanding to Receive Funding for the Construction Manager General Contractor (CMGC) Pre-Construction Phase for the Broadway Grade Separation

6.k. Award of Contract for San Mateo Replacement Parking Track Project

6.l. Approval of the 2024 JPB Advocacy and Major Projects (AMP) Committee Meeting Calendar

6.m. Authorize the Second Amendment to the Contract with JBR Partners for On-Call Ambassador Services

Motion/Second: Davis/Medina

Ayes: Burt, Chavez, Heminger, Medina, Mueller, Walton, Zmuda, Davis, Gee

Noes: None

7. State and Federal Legislative Update and Approval of the 2024 Legislative Program

Casey Fromson, Chief Communications Officer, introduced Matthew Robinson, Shaw, Yoder, Antwih, Schmelzer, and Lange Partner, and Michael Pimentel, Legislative and Regulatory Advocate.

Mr. Robinson provided the report, which included the following:

- Two-year bill deadline - any bill that is still sitting in the first house and has to get over to the second house has to move in the month of January
- Governor to release his proposed budget for fiscal year (FY) 2023-2024 on January 10th with a \$68 billion problem (deficit)
- Senator Scott Wiener and a couple of his colleagues are going to be running point on an authorization measure for the regional transportation proposal
- Resources and climate bonds remain to be seen at the level of funding permitted by the administration; bonds have been looked at to fund transit electrification and infrastructure for electrified transit

Mr. Pimentel provided the report, which included the following:

- The state budget of FY23-24 provided \$5.1 billion in one-time funding spread over four years to Californian transit agencies to preserve operations
- Money allocated and received by each Regional Transportation Planning Agency (RTPA) will be for services and projects within their region. The MTC (Metropolitan Transportation Commission) will receive about \$1.2 billion over four years and Caltrain will receive about \$25 million
- CalSTA (California State Transportation Agency) charged with convening a Transit Transformation Task Force to evaluate the status of public transit recognizing transit operations and develop recommendations for strengthening public transit

Devon Ryan, Government Affairs Officer, provided the presentation, which included the following:

- Advocate at the state and federal levels for ongoing transit operations funding
- Summarized guiding framework for participation in a regional measure for the legislative program

The Board Members had a robust discussion and staff provided further clarification in response to Board comments and questions, which included the following:

- Concerns that MTC had discussed consolidation of different transit agencies and being a requirement on a regional measure without the Caltrain Board at the table
- Most Members supported a recommendation to send a letter to MTC expressing concern about the requirement and having the ability to weigh in, especially given the short timeframe MTC staff has expressed to bring legislation for the regional measure as quickly as January

- Encouraged follow-up discussion with MTC and to have an accompanying letter if staff can meet with MTC staff to understand their position and objectives and to work closely as an opportunity to re-engage and get on the right path together

Public comments

Vaughn Wolff favored consolidating with Capitol Corridor or ACE Rail rather than with BART (Bay Area Rapid Transit) and consider performance rather than finance of train systems.

Adina Levin commented on hoping Caltrain and BART work together to deliver coordinated services to riders.

Adrian Brandt opined on the need to get to the point of having one unified Bay Area tariff.

Don Cecil, SAMCEDA (San Mateo County Economic Development Association), expressed concerns with the concept of consolidation and supported the robust discussion.

Jeff Carter commented that coordinating schedules and fares makes it seamless and encourages more people to use transit.

Motion/Second by Mueller/Medina to approve Caltrain Legislative Plan and send a letter to MTC stating that:

- (1) the Caltrain Board is not open to structural consolidation of Caltrain and BART but supports efforts to improve the customer experience and
- (2) sets forth as preconditions to any discussion of consolidation the three consolidation principles in the Legislative Plan, plus the principle that any consolidation should be subject to voter approval.

Director Mueller left the meeting at 10:29 am

8. Authorize Use of the Construction Manager General Contractor (CMGC) Delivery Method Pursuant to Public Utilities Code Section 103395 for the 4th and King Yard Preparation Track and Systems Package (4KY Package B)

Ms. Bouchard introduced Adam Van de Water, TJPA (Transbay Joint Powers Authority) Executive Director and Greg Oslund, Senior Project Manager, Jacobs.

Dahlia Chazan, Deputy Chief, Caltrain Planning, provided the presentation, which included the following:

- Allow existing trains to access the new underground 4th and Townsend Station
- Project requires site clearing and preparation work at existing 4th and King railyard
- Caltrain and TJPA have conceptually agreed that Caltrain should be the delivery agency for work in operating right-of-way (ROW) and best delivered using the CMGC contracting method
- State law requires that the Board make findings before initiating CMGC procurement

Mr. Van de Water introduced Alfonso Rodriguez, TJPA Project Director, who joined remotely.

Mr. Van de Water provided the report, which included the following:

- Expect to advance into the engineering phase of the FTA's capital investment grant process
- Once the contractor is on board and work is underway, the integrated project delivery team is designed to have collaborative decision-making at every level for both agencies
- Provided two invitations: (1) Kick off Winter Fest in the rooftop park at the Salesforce Transit Center tomorrow evening at 6:00 pm and (2) Tour of the Salesforce Transit Center constructed infrastructure

Mr. Oslund provided the presentation, which included the following:

- Package A and package B are independent with specific goals and objectives for each
- Package A - move assets prior to 2026 planned start of DTX (downtown rail extension)
- Package B's objective to shift all systems within the operating ROW to the south to make enough room to connect to the two-track portal that will allow trains to go underground and proceed up to Townsend Station and to the Salesforce Center

Ms. Chazan reported on the procurement process and timeline for Package B and the recommended action pursuant to the Public Utilities Code.

The Board Members had a robust discussion, and staff provided further clarification in response to the following Board comments and questions regarding the following:

- Reason for splitting the packages into two; clarification for total amounts of each package – request to add all the contracts together, including costs of PDB (progressive design-build) contractor to advance design
- Concerns that trainsets were not considered in the project
- Request for ridership analysis to show any decrease in downtown subway boardings
- Potential service disruptions and costs associated with the implementation of Package B
- Timeline for live run and end-to-end testing
- Process in liquidating any encumbrance balance
- Plans for keeping safety issues at a minimum

Director Walton left the meeting at 11:22 am

Public comments

Adrian Brandt noted missing context for trains operating routes with package A and B.

Jeff Carter spoke on the train stop locations when there is an 8-hour construction window.

Doug Delong, resident of Mountain View, stated that the presentation does not indicate where things are being moved and who is responsible for integration with package A.

Paul Wendt commented on concerns with where the bike facility is being moved to.

Chair Gee confirmed with Ms. Bouchard that all amenities will remain at 4th and King but relocated to a different place on location and some will be returned to their original place.

Motion/Second: Chavez/Heminger

Ayes: Burt, Chavez, Heminger, Medina, Zmuda, Davis, Gee

Noes: None

Absent: Mueller, Walton

9. Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report

Pranaya Shrestha, CalMod Chief Officer, provided the presentation, which included the following information:

- Overhead contact system path of completion recently came up short; \$22 million contingency used, extended construction date, and brought in new crews
- Returning to Board for contract authority, but it will not impact the budget

Keith McCoy, Senior Vice President, Operations, Balfour Beatty Infrastructure, Inc., provided the presentation, which included the following information:

- Completed OCS (overhead catenary system) regulation on the main line and still working on San Francisco station
- Focused on completing regulation to start short-circuit testing, closeout execution, and as-built drawings
- Short circuit testing dates are set but still confirming with PG & E (Pacific Gas and Electric)

The Board Members had a robust discussion, and staff provided further clarification in response to the following Board comments and questions regarding the following:

- Live run and end-to-end testing timeline and process for any encumbrance balance
- Plans for keeping safety issues at a minimum

Public comment

Adrian Brandt expressed hope for tracking in the progress report and a schedule for wireless crossing optimization system installation. He was also pleased to see the decision to change the Wi-Fi wiring job to Statler and suggested to run seven 4-car trainsets.

10. Final Fall 2024 Electrified Service Plan

Theodore Burgwyn, Director of Rail Network and Operations Planning, provided the presentation, which included the following information:

- Long-range business plan was built into the equity connectivity recovery growth policy
- Kept the original peak hour stopping pattern that was presented earlier; imperative to run an express service that provides the San Jose to San Francisco trip in under an hour
- Service plan is consistent with the original financial forecast for the FY25 budget
- Offset the added cost of the hourly weekend service with increased weekend ridership and revenue and a reduction in extra special event service

Public comments

Dillion Finch expressed excitement with the new schedule and increased frequency.

Adina Levin commented favorably on the schedule rolling out and thrilled to see the improvement to the weekend schedule to 30 minutes as part of the plan.

Adrian Brandt commended the Board and staff for providing half-hour service for off-peak and nights as a basis. He commented that running 7-car trainsets during off-peak and nights is uneconomic and proposed running seven 4-car trainsets.

Jeff Carter commended the staff for the proposed schedule and increase in service.

11. Update on SamTrans' Search for a New Headquarters Building and Caltrain Analysis of its Options - Deferred to January meeting

12. Reports

12.a. Report of the Citizens Advisory Committee

Brian Shaw, Chair, provided an update on CAC discussions, which included the following:

- Introduced two new members from San Mateo County
 - Approved bylaws change to allow more latitude on the order of the agenda
 - Comments on Gilroy service and South County regarding communication challenges or lack of signage; complaints about bike bumps happening at Hillsdale station, update on legislative program, electrified service plan; public comment on distanced base fares
 - Use a clock face type schedule when the schedule is set to make it easier for people to know when the trains are coming to their station
 - Look into process for lack of service at Gilroy and bring back coins at vending machines
- For December 20 meeting: corridor crossing strategy, update on public comment process, and how ridership is being reported and changes to that methodology

12.b. Report of the Chair – Deferred to next meeting

12.c. Report of the Local Policy Maker Group (LPMG)

Director Burt reported on a well-attended in-person workshop in Mountain View to review the corridor-wide funding approach and how to begin the process of developing a methodology to rationalize the prioritization of grade crossings. Received substantive feedback from the group and will provide a written report in the coming weeks.

12.d. Report of the Transbay Joint Powers Authority (TJPA) – Deferred to next meeting

13. Correspondence - Available online

14. Board Member Requests – there were none

15. Date/Time of Next Regular Meeting: Thursday, January 4, 2024 at 9:00 am

16. Adjourn – The meeting adjourned at 12:17 pm

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Accept Statement of Revenues and Expenses for the Period Ending November 30, 2023**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff proposes that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) accept and enter into the record the Statement of Revenues and Expenses for the Period Ending November 30, 2023.

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

Discussion

Annual Forecast: The annual forecast is currently the same as the budget and will be reviewed in a few months.

Year-to-Date Revenues: As of November year-to-date actual, the Grand Total Revenue (page 1, line 17) is \$0.8 million lower than the adopted budget. This is primarily driven by the decrease in Other Income (page 1, line 5).

Year-to-Date Expenses: As of November year-to-date actual, the Grand Total Expense (page 2, line 51) is \$3.8 million lower than the adopted budget. This is primarily driven by the decreases in Rail Operator Service (page 2, line 22), Wages and Benefits (page 2, line 36), Professional Services (page 2, line 39) and Facilities and Equipment Maintenance (page 2, line 29) which is partially offset by the increase in Claims, Payments, and Reserves (page 2, line 28).

Budget Impact

There is no budget impact for November 2023.

Prepared By:	Li Saunders	Accountant II	650.622.7848
	Danny Susantin	Grants & Capital Accounting, Manager	650.622.8073

PENINSULA CORRIDOR JOINT POWERS BOARD

STATEMENT OF REVENUE AND EXPENSE

Fiscal Year 2024

NOVEMBER 2023

% OF YEAR ELAPSED

41.7%

	JULY TO NOVEMBER				ANNUAL			
	CURRENT ACTUAL	ADOPTED BUDGET	\$ VARIANCE	% VARIANCE	APPROVED BUDGET	FORECAST	\$ VARIANCE	
REVENUE								
OPERATIONS:								
1 Caltrain Fares	12,650,767	12,657,096	(6,329)	(0.1%)	29,936,000	29,936,000	-	1
2 Go Pass	6,795,890	6,985,000	(189,110)	(2.7%)	16,764,000	16,764,000	-	2
3 Parking Revenue	781,906	793,755	(11,849)	(1.5%)	1,905,015	1,905,015	-	3
4 Rental Income	669,053	427,705	241,348	56.4%	1,026,489	1,026,489	-	4
5 Other Income	2,077,972	2,725,525	(647,553)	(23.8%)	6,541,260	6,541,260	-	5
6								6
7 TOTAL OPERATING REVENUE	22,975,588	23,589,081	(613,493)	(2.6%)	56,172,764	56,172,764	-	7
8								8
CONTRIBUTIONS:								
9								9
10 Operating Grants	5,356,620	5,333,725	22,895	0.4%	12,800,936	12,800,936	-	10
11 Measure RR	48,573,445	48,778,000	(204,555)	(0.4%)	118,400,000	118,400,000	-	11
12 Member Agency (VTA - Gilroy)	195,833	195,833	(0)	0.0%	470,000	470,000	-	12
13 LCTOP/SRA	2,878,626	2,878,626	(0)	0.0%	6,908,503	6,908,503	-	13
14								14
15 TOTAL CONTRIBUTED REVENUE	57,004,525	57,186,185	(181,660)	(0.3%)	138,579,439	138,579,439	-	15
16								16
17 GRAND TOTAL REVENUE	79,980,112	80,775,266	(795,153)	(1.0%)	194,752,203	194,752,203	-	17
18								18

PENINSULA CORRIDOR JOINT POWERS BOARD

STATEMENT OF REVENUE AND EXPENSE

Fiscal Year 2024

NOVEMBER 2023

% OF YEAR ELAPSED

41.7%

	JULY TO NOVEMBER				ANNUAL		
	CURRENT ACTUAL	ADOPTED BUDGET	\$ VARIANCE	% VARIANCE	APPROVED BUDGET	FORECAST	\$ VARIANCE
19 EXPENSE							
20							
21 DIRECT EXPENSE:							
22 Rail Operator Service	41,816,348	43,816,805	(2,000,457)	(4.6%)	104,889,704	104,889,704	-
23 Security Services	3,505,590	3,452,514	53,076	1.5%	8,286,045	8,286,045	-
24 Shuttle Services	28,553	33,335	(4,782)	(14.3%)	80,000	80,000	-
25 Fuel and Lubricants*	6,428,165	6,338,045	90,120	1.4%	15,211,316	15,211,316	-
26 Timetables and Tickets	7,591	39,580	(31,989)	(80.8%)	95,000	95,000	-
27 Insurance	4,566,131	4,262,375	303,756	7.1%	10,229,703	10,229,703	-
28 Claims, Payments, and Reserves	2,299,011	550,000	1,749,011	318.0%	1,320,000	1,320,000	-
29 Facilities and Equipment Maintenance	2,650,948	3,404,899	(753,951)	(22.1%)	8,171,766	8,171,766	-
30 Utilities	974,499	1,128,710	(154,211)	(13.7%)	2,708,900	2,708,900	-
31 Maint & Services-Bldg & Other	396,403	743,585	(347,182)	(46.7%)	1,784,600	1,784,600	-
32							
33 TOTAL DIRECT EXPENSE	62,673,238	63,769,848	(1,096,610)	(1.7%)	152,777,034	152,777,034	-
34							
35 ADMINISTRATIVE EXPENSE							
36 Wages and Benefits	6,841,521	8,210,680	(1,369,159)	(16.7%)	18,127,993	18,127,993	-
37 Managing Agency Admin OH Cost	1,332,130	1,485,610	(153,480)	(10.3%)	3,565,453	3,565,453	-
38 Board of Directors	5,029	26,198	(21,169)	(80.8%)	62,875	62,875	-
39 Professional Services	3,028,713	4,183,562	(1,154,849)	(27.6%)	9,808,779	9,808,779	-
40 Communications and Marketing	130,581	184,470	(53,889)	(29.2%)	442,730	442,730	-
41 Other Office Expenses and Services	1,656,372	1,797,746	(141,374)	(7.9%)	4,241,666	4,241,666	-
42							
43 TOTAL ADMINISTRATIVE EXPENSE	12,994,346	15,888,265	(2,893,920)	(18.2%)	36,249,496	36,249,496	-
44							
45 TOTAL OPERATING EXPENSE	75,667,584	79,658,113	(3,990,529)	(5.0%)	189,026,530	189,026,530	-
46							
47 Governance	145,757	93,750	52,007	55.5%	225,000	225,000	-
48							
49 Debt Service Expense	1,603,199	1,446,300	156,899	10.8%	3,471,125	3,471,125	-
50							
51 GRAND TOTAL EXPENSE	77,416,540	81,198,163	(3,781,623)	(4.7%)	192,722,655	192,722,655	-
52							
53 Projected Contribution to Reserve					2,029,548	2,029,548	-
54							
55 NET SURPLUS / (DEFICIT)	2,563,572	(422,898)	2,986,470	(706.2%)	-	-	-
56							
57 Reserve, Beginning Balance	26,878,850				26,878,850		
58 Projected Contribution to Reserve	-				2,029,548		
59 Reserve, Ending Balance	26,878,850				28,908,398		

* Fuel and Lubricants costs were decreased by a realized gain of \$647,443 from the fuel hedge program.



BOARD OF DIRECTORS 2023

JEFF GEE, CHAIR
DEVORA "DEV" DAVIS, VICE
CHAIR
PAT BURT
CINDY CHAVEZ
STEVE HEMINGER
RICO E. MEDINA
RAYMOND MUELLER
SHAMANN WALTON
MONIQUE ZMUDA

MICHELLE BOUCHARD
EXECUTIVE DIRECTOR

PENINSULA CORRIDOR JOINT POWERS BOARD

INVESTMENT PORTFOLIO

AS OF NOVEMBER 30, 2023

TYPE OF SECURITY	MATURITY DATE	INTEREST RATE	PURCHASE PRICE	MARKET RATE
Local Agency Investment Fund (Unrestricted) *	Liquid Cash	3.670%	372,051	372,051
County Pool (Unrestricted)	Liquid Cash	3.283%	580,022	580,022
Other (Unrestricted)	Liquid Cash	5.060%	34,839,464	34,839,464
Other (Restricted)	** Liquid Cash	5.269%	32,810,452	32,810,452
			\$ 68,601,989	\$ 68,601,989

Interest Earnings for November 2023 \$ 270,416.01
Cumulative Earnings FY2024 1,036,478.51

* The market value of Local Agency Investment Fund (LAIF) is calculated annually and is derived from the fair value factor as reported by LAIF for quarter ending June 30th each year.

** Prepaid Grant funds for Homeland Security, PTMISEA and LCTOP projects, and funds reserved for debt repayment. The Portfolio and this Investment Report comply with the Investment Policy and the provisions of SB 564 (1995). The Joint Powers Board has the ability to meet its expenditure requirements for the next six months.

Farebox Revenues by Ticket Type	PENINSULA CORRIDOR JOINT POWERS BOARD										
	Previous Years					FY2024					
REVENUE	FY2019	FY2020	FY2021	FY2022	FY2023	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	FY2024 Total YTD
OPERATIONS:											
401400 (TVM)	18,431,265	11,165,620	2,458,837	6,836,440	6,838,317	701,507	580,909	427,973	542,427	429,650	2,682,465
401410 (Clipper)	54,621,910	37,970,696	2,924,987	7,764,755	15,493,238	1,584,242	1,688,849	1,283,054	1,964,018	1,537,081	8,057,244
401420 (Central)	64,908	20,799	309,748	39,911	58,267	1,068	-	7,861	8,407	2,619	19,955
401430 (Mobile App)	4,716,955	5,689,776	830,051	2,808,795	3,501,791	289,934	353,887	285,899	332,212	307,863	1,569,796
401500 (Gilroy)	1,903,941	1,542,171	178,759	449,281	706,203	58,850	58,850	75,084	64,261	64,261	321,307
401700 (Go-Pass)	22,929,136	19,705,372	25,737,533	15,337,175	16,728,021	1,362,537	1,337,709	1,370,632	1,375,408	1,349,604	6,795,890
total Farebox Revenue	102,668,114	76,094,433	32,439,915	33,236,357	43,325,839	3,998,139	4,020,204	3,450,502	4,286,733	3,691,078	19,446,657
Less: Go-Pass											
401700 (Go-Pass)	22,929,136	19,705,372	25,737,533	15,337,175	16,728,021	1,362,537	1,337,709	1,370,632	1,375,408	1,349,604	6,795,890
Revenues without Go-Pass	79,738,978	56,389,061	6,702,382	17,899,182	26,597,817	2,635,602	2,682,496	2,079,870	2,911,325	2,341,474	12,650,767
Tickets Sold						Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Total
TVM	2,354,393	1,465,876	315,378	755,674	802,158	78,363	74,658	69,149	55,296	52,838	330,304
Clipper	3,521,066	2,620,816	339,753	1,227,757	1,975,206	194,041	214,425	199,252	207,799	191,843	1,007,360
Central	9,167	5,044	-	4,032	6,440	100	231	484	717	-	1,532
Mobile	543,920	661,515	111,394	381,441	428,741	40,439	41,483	39,565	37,168	33,606	192,261
# of tickets sold (without go-pass)	6,428,546	4,753,251	766,525	2,368,904	3,212,545	312,943	330,797	308,450	300,980	278,287	1,531,457
AVG Revenue Per Ticket						Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Total
TVM	\$ 7.83	\$ 9.05	\$ 7.80	\$ 9.05	\$ 8.52	\$ 8.95	\$ 7.78	\$ 6.19	\$ 9.81	\$ 8.13	\$ 8.12
Clipper	\$ 15.51	\$ 6.32	\$ 8.61	\$ 6.32	\$ 7.84	\$ 8.16	\$ 7.88	\$ 6.44	\$ 9.45	\$ 8.01	\$ 8.00
Central	\$ 7.08	\$ 9.90	\$ -	\$ 9.90	\$ 9.05	\$ 10.68	\$ -	\$ 16.24	\$ 11.72	\$ -	\$ 13.03
Mobile	\$ 8.67	\$ 7.36	\$ 7.45	\$ 7.36	\$ 8.17	\$ 7.17	\$ 8.53	\$ 7.23	\$ 8.94	\$ 9.16	\$ 8.16
Total	\$ 12.40	\$ 11.86	\$ 8.74	\$ 7.56	\$ 8.28	\$ 8.42	\$ 8.11	\$ 6.74	\$ 9.67	\$ 8.41	\$ 8.26

Farebox Revenues by Ticket Type	PENINSULA CORRIDOR JOINT POWERS BOARD							Annual Budget	
	July to November						FY2024		
REVENUE	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2024	% of Budget	
401400 (TVM)	8,798,099	7,199,849	790,401	2,751,277	3,107,777	2,682,465			
401410 (Clipper)	23,392,668	23,821,145	1,101,613	2,696,384	6,987,239	8,057,244			
401420 (Central)	31,475	31,902	-	25,470	29,831	19,955			
401430 (Mobile App)	1,616,065	3,388,902	262,318	1,047,600	1,639,799	1,569,796			
401500 (Gilroy)	836,163	877,533	74,740	142,925	314,885	321,307			
401700 (Go-Pass)	9,039,820	10,014,742	12,750,283	6,167,824	7,206,545	6,795,890			
total Farebox Revenue	43,714,290	45,334,073	14,979,355	12,831,480	19,286,077	19,446,657	46,700,000	41%	
Less: Go-Pass									
401700 (Go-Pass)	9,039,820	10,014,742	12,750,283	6,167,824	7,206,545	6,795,890	16,764,000	43%	
Revenues without Go-Pass	34,674,470	35,319,332	2,229,072	6,663,656	12,079,532	12,650,767	29,936,000	40%	
Tickets Sold									
TVM	1,124,328	948,062	118,795	309,643	391,237	330,304			
Clipper	1,497,951	1,608,964	113,502	443,629	856,509	1,007,360			
Central	3,816	3,585	-	2,607	2,590	1,532			
Mobile	179,215	398,136	37,360	146,176	200,857	192,261			
# of tickets sold (without go-pass)	2,805,310	2,958,747	269,657	902,055	1,451,193	1,531,457			
AVG Revenue Per Ticket									
TVM	\$ 7.83	\$ 7.59	\$ 6.65	\$ 8.89	\$ 7.94	\$ 8.12			
Clipper	\$ 15.62	\$ 14.81	\$ 9.71	\$ 6.08	\$ 8.16	\$ 8.00			
Central	\$ 8.25	\$ 8.90	\$ -	\$ 9.77	\$ 11.52	\$ 13.03			
Mobile	\$ 9.02	\$ 8.51	\$ 7.02	\$ 7.17	\$ 8.16	\$ 8.16			
Total	\$ 12.36	\$ 11.94	\$ 8.27	\$ 7.39	\$ 8.32	\$ 8.26			

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Robert Barnard, Deputy Chief, Caltrain Design and Construction
Subject: **Renew Findings of an Emergency Regarding the North Channel Embankment of the San Francisquito Creek Bridge Due to Erosion Pursuant to Public Contract Code §22050**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff recommends that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB):

1. Renew findings previously adopted by the Board pursuant to California Public Contract Code section 22050(c)(2) (Resolution No. 2023-19) on March 29, 2023, and renewed at its subsequent meetings on May 4, 2023 (Resolution 2023-23), June 1, 2023 (Resolution 2023-38), August 3, 2023 (Resolution 2023-46), September 7, 2023 (Resolution 2023-56), October 5, 2023 (Resolution 2023-62), November 2, 2023 (Resolution 2023-68) and December 7, 2023 (Resolution 2023-74) that an emergency exists at the north channel embankment of the San Francisquito Creek Bridge due to erosion and scouring caused by winter storms, and that immediate action is necessary to respond to the emergency; and
2. Continue to authorize emergency repairs of the north channel embankment of the San Francisquito Creek Bridge;
3. Continue to delegate authority to approve all plans and/or designs with regard to the emergency repairs to the Executive Director, or designee; and
4. Continue to authorize the Executive Director, or designee, to take all other actions required to respond to said emergency.

Discussion

Background Regarding Previous Findings Authorizing Emergency Repairs: The JPB owns and maintains the San Francisquito Creek Bridge, which is located in Menlo Park and Palo Alto between Control Points Alma (MP 29.98) and Mayfield (MP 33.50). In early January 2023, after a week of heavy rain, Caltrain Engineering staff inspected the Bridge and discovered that storms had eroded the soil on the creek bank supporting the northern abutment of the Bridge. Further

investigation showed that additional erosion resulting from future storms could undermine the abutment, bridge, and tracks.

The JPB has the authority to undertake emergency repairs pursuant to California Public Contract Code section 22050, which requires that the Board, by a four-fifths vote, make findings based on substantial evidence that the emergency will not permit delay resulting from a competitive solicitation of bids, and that action is necessary to respond to the emergency. Public Contract Code section 1102 defines an emergency as “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 made these findings at its March 29, 2023, meeting (Resolution 2023-19) and renewed these findings at its subsequent meetings on May 4, 2023 (Resolution 2023-23), June 1, 2023 (Resolution 2023-38), August 3, 2023 (Resolution 2023-46), September 7, 2023 (Resolution 2023-56), October 5, 2023 (Resolution 2023-62), November 2, 2023 (Resolution 2023-68) and December 7, 2023 (Resolution 2023-74). Section 22050(c) requires the Board to review the emergency action at its next regularly scheduled meeting and at every subsequent regularly scheduled meeting until the action is terminated to determine that there is a need to continue the action.

November 18, 2023, Emergency Declaration: On November 16, 2023, a team of three registered California professional engineers, including a fluvial geomorphologist experienced with the San Francisquito Creek, completed a technical memorandum titled "Overview of Temporary Emergency Stabilization Measures," which stated that, in regard to the creek bank supporting the north abutment of Caltrain’s rail bridge, "the existing bank is likely to erode and would not be stable during/after a large storm event."

On November 18, 2023, the Executive Director issued an emergency declaration, which concluded:

- a. The situation at that time necessitated immediate action because anticipated winter storms threatened the integrity of the bridge, creating the potential for a catastrophic failure of the bridge and the subsequent risks to public safety, infrastructure, and the environment; and
- b. The dry condition of the creek bed created a narrow window during which the JPB could implement emergency stabilization repairs to ensure the integrity of the bridge without risking the safety of workers or endangering aquatic life; and
- c. Given a prediction of severe winter storms and a risk of flash flooding and high creek flows at the San Francisquito Creek, attempting any work during the rainy season would have presented a substantial risk to the safety of workers, threatened endangered species, and increased the risk of a failed stabilization effort and a catastrophic failure of the bridge; and
- d. The situation at that time required that Caltrain take action within a time period less than the normal time needed to process regulatory applications under standard procedures.

Based on these findings, the Executive Director declared an emergency situation for the San Francisquito Creek Bridge and directed that all necessary and appropriate actions be taken to address the emergency, including the mobilization of resources and implementation of temporary creek bank stabilization measures.

The temporary stabilization measures have ameliorated the risk of the immediate collapse of the embankment. However, a continued risk to the Bridge exists, especially in light of long-term predictions of a “strong” El Nino winter for 2023-2024. Accordingly, the emergency will persist until permanent repairs can be completed in the Summer of 2024. Under state law, the Board must continue to review the situation at each meeting and renew findings until the emergency is resolved via the implementation of permanent stabilization measures during the dry-creek season in 2024.

Actions Taken

To date, JPB staff has:

2. Increased frequency of visual inspections of the Bridge and conducted immediate inspections during and/or after storms.
3. Retained on-call bench consultants (WSP, AECOM, Jacobs, and TRC), to assist the JPB in obtaining the required environmental permits, designing the bank stabilization, estimating the cost of the proposed work, and providing construction management services, respectively.
4. Engaged the U.S. Army Corps of Engineers, the Regional Water Quality Control Board, and the California Department of Fish and Wildlife and submitted all necessary applications for regulatory permits and approvals.
5. Met regularly with the City of Menlo Park, the City of Palo Alto, the San Francisquito Creek Joint Powers Authority, and Stanford University to coordinate the scope of the project and jointly review iterative design updates.
6. Jointly developed 15%, 35%, 65%, and 100% designs for the bank stabilization with input from the City of Menlo Park, City of Palo Alto, and regulatory agencies.
7. Jointly prepared and executed a trilateral project agreement by and between the JPB, the City of Menlo Park, and the City of Palo Alto to memorialize cost sharing arrangements and other responsibilities.
8. Obtained iterative and independent cost estimates from consultants and Walsh Construction to establish clear cost expectations and determine a fair and reasonable not-to-exceed construction budget.
9. Updated the overall project cost to \$6.5 million based on recent construction cost estimates and actual costs incurred for design, permitting, and other professional services.
10. Updated the overall project funding plan to align with the cost sharing agreement between JPB, the City of Menlo Park, and City of Palo Alto.
11. Identified the necessary funding sources from other project underruns and contingency for the JPB share of costs and obtained approval from Caltrain’s Management Committee to apply those funds.

12. Awarded a construction contract to Walsh Construction to implement the bank stabilization because Walsh has a crew onsite that specializes in emergency work and because of Walsh's experience on JPB in-water construction projects, such as the Guadalupe River Bridge Replacement Project.
13. Obtained timely construction permits from the City of Menlo Park, City of Palo Alto, Regional Water Quality Control Board, and California Department of Fish and Wildlife.
14. In accordance with the Executive Director's November 18, 2023, emergency declaration, JPB staff notified regulatory agencies of the temporary bank stabilization plan and JPB staff's intent to seek any relevant permits.
15. JPB staff obtained a second encroachment permit from the City of Menlo Park for the implementation of the temporary stabilization measures.
16. JPB staff and Walsh Construction implemented the emergency temporary bank stabilization measures to protect the San Francisquito Creek Bridge from 2023-2024 winter storms which could have otherwise threatened the integrity of the bridge.

Current Status

As of the date of this staff report:

1. An executed trilateral project agreement is in place between the JPB, the City of Menlo Park, and the City of Palo Alto.
2. JPB has 100% final construction drawings and specifications for the permanent bank stabilization design, which has been reviewed by all relevant stakeholders.
3. JPB has a construction contractor, Walsh Construction, under contract to implement the bank stabilization. The contract is based on a time-and-materials approach to compensation and therefore allows flexibility to adapt to changes in scope and schedule.
4. Walsh Construction stands ready to begin construction immediately upon receipt of all necessary permits.
5. JPB staff has obtained the following permits:
 - a. California Department of Fish and Wildlife Streambed Alteration Agreement
 - b. Regional Water Quality Control Board Section 401 Water Quality Certification Permit
 - c. City of Palo Alto Encroachment Permit for the permanent stabilization project
 - d. City of Menlo Park Encroachment Permit for the permanent stabilization project
 - e. City of Palo Alto Noise Exception Permit for the permanent stabilization project
 - f. City of Menlo Park Heritage Tree Permit
 - g. City of Menlo Park Encroachment Permit for the temporary stabilization measures

JPB staff submitted a timely application for a Section 404 permit to the U.S. Army Corps of Engineers. As part of their ongoing review, the U.S. Army Corps of Engineers has determined it is necessary to seek the review of relevant historic preservation issues and approval from the State Historic Preservation Officer prior to issuing the permit. Due to the time needed for this process to be completed, JPB staff did not receive the essential Section 404 permit in time to construct the project before the end of the dry season on October 15, 2023.

6. Temporary stabilization measures are in place to protect Caltrain’s San Francisquito Creek Bridge from 2023-2024 winter storms.

Ongoing and Future Activities

In the months ahead:

1. JPB staff will continue to coordinate closely with the U.S. Army Corps of Engineers to facilitate the issuance of the Section 404 permit for construction of the permanent bank stabilization during the 2024 dry season and to submit paperwork for a retroactive permit for the temporary stabilization work.
2. JPB staff will continue to monitor conditions around the foundations of the Caltrain rail bridge.
3. JPB staff will update the project cost estimate, schedule, funding plan, and contracts to align with recent implementation of temporary stabilization measures and the planned implementation of permanent stabilization measures in mid-2024.
4. During the 2024 dry season, JPB staff and Walsh Construction will remove the temporary bank stabilization measures and replace them with the permanent bank stabilization measures designed under the joint project between JPB, the City of Menlo Park, and the City of Palo Alto.
5. JPB staff will report regularly to the Board regarding the status of the project.

Budget Impact

The San Francisquito Creek Emergency Bank Stabilization Project has an approved budget of \$6,471,067 funded by Capital Contingency Funds, the San Mateo County Transportation Authority (SMCTA), the Cities of Palo Alto and Menlo Park, and project savings from recently completed projects.

Prepared By:	Robert Barnard	Deputy Chief, Design and Construction	650.508.7783
	Mike Boomsma	Project Manager	808.208.2355

(00501205)

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Renewing Findings of an Emergency Regarding the North Channel
Embankment of the San Francisquito Creek Bridge Due to Erosion Pursuant to
Public Contract Code §22050**

Whereas, the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) previously authorized repair pursuant to California Public Contract Code section 22050 by a four-fifths vote of the Board on March 29, 2023 (Resolution 2023-19), making findings that: there was an emergency to repair the north channel embankment of the San Francisquito Creek Bridge due to erosion that threatened the integrity of the structure supporting the JPB's tracks; that the emergency did not permit a delay that would have resulted from a formal solicitation for bids; and that action is necessary to respond to the emergency; and

Whereas, Resolution 2023-19 also authorized emergency repairs of the north channel embankment of the San Francisquito Creek Bridge without adopting plans and specifications or giving notice to potential bidders; and

Whereas, California Public Contract Code Section 1102 defines an emergency as a "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"; and

Whereas, California Public Contract Code section 22050 authorizes the JPB to repair and take other immediate actions required to address an emergency, and requires that findings based on substantial evidence must be made that the emergency will not permit delay resulting from a

competitive solicitation of bids, and that the action is necessary to respond to the emergency, by a four-fifths vote of the Board; and

Whereas, Resolution 2023-19 delegated to the Executive Director, or designee the authority: to approve all plans and/or designs; to execute a contract with Walsh Construction II, LLC, to undertake emergency repairs of the north channel embankment at the San Francisquito Creek Bridge at a price that staff has determined is fair and reasonable; and to take all other actions required to respond to said emergency, provided that the Executive Director reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved; and

Whereas, pursuant to Public Contract Code section 22050(c), the Board must review the emergency action at its next regularly scheduled meeting and affirm by the passage of a four-fifths vote at every subsequent regularly scheduled meeting until the action is terminated to determine that there is a need to continue the action; and

Whereas, the Board most recently renewed its findings via Resolution 2023- 74at its December 7, 2023, Board meeting; and

Whereas, following months of heavy rain in January 2023, assessments of the condition of the north embankment supporting the San Francisquito Creek Bridge Main Track 1 (MT-1) and Main Track (MT-2) by the Peninsula Corridor Joint Powers Board (JPB) revealed significant erosion on the slope of the embankment, threatening the integrity of the north approaching track structure; and

Whereas, the JPB consulted with the U.S. Army Corps of Engineers (USACE), the Regional Water Quality Control Board, and the California Department of Fish and Wildlife concerning

environmental permits for restoration activities to preserve the integrity of MT-1 and MT-2 tracks in light of the significant erosion of the northern embankment; and

Whereas, on November 16, 2023, a team of three registered California professional engineers, including a fluvial geomorphologist experienced with the San Francisquito Creek, completed a technical memorandum, which stated that, in regard to the creek bank supporting the north abutment of Caltrain's rail bridge, "the existing bank is likely to erode and would not be stable during/after a large storm event;"

Whereas, on November 18, 2023, the Executive Director issued an emergency declaration, which concluded:

- a. The situation at that time necessitated immediate action because anticipated winter storms threatened the integrity of the bridge, creating the potential for a catastrophic failure of the bridge and the subsequent risks to public safety, infrastructure, and the environment; and
- b. The dry condition of the creek bed created a narrow window during which the JPB could implement emergency stabilization repairs to ensure the integrity of the bridge without risking the safety of workers or endangering aquatic life; and
- c. Given a prediction of severe winter storms and a risk of flash flooding and high creek flows at the San Francisquito Creek, attempting any work during the rainy season would have presented a substantial risk to the safety of workers, threatened endangered species, and increased the risk of a failed stabilization effort and a catastrophic failure of the bridge; and

- d. The situation at that time required that Caltrain take action within a time period less than the normal time needed to process regulatory applications under standard procedures.

Based on these findings, the Executive Director declared an emergency situation for the San Francisquito Creek Bridge and directed that all necessary and appropriate actions be taken to address the emergency, including the mobilization of resources and implementation of temporary creek bank stabilization measures; and

Whereas, the temporary stabilization measures have ameliorated the risk of immediate collapse of the embankment, but these measures were designed to address the immediate risk of collapse. However, a continued risk to the San Francisquito Creek Bridge exists, especially in light of long-term predictions of a “strong” El Nino winter for 2023-2024. Accordingly, the emergency will persist until the implementation of permanent stabilization measures is completed during the dry-creek season in 2024; and

Whereas, there is a continued and ongoing emergency to repair the north channel embankment of the San Francisquito Creek Bridge due to erosion that threatens the integrity of the structure supporting the JPB’s tracks, and because meteorologists predict a wet winter including storms that could result in additional erosion; and

Whereas, action is necessary to respond to this continued and ongoing emergency to prevent or mitigate loss or damage to life, health, property, or essential public services; and

Whereas, the time required to obtain competitive bids would have unduly delayed the JPB’s ability to make emergency repairs to these essential facilities, and substantial evidence

supports the conclusions that the need for emergency actions cannot be delayed, and that the JPB has and must continue to act as expeditiously as possible to repair necessary facilities; and

Whereas, JPB staff have awarded a contract to Walsh Construction, which is also working on the Guadalupe River Bridge project, to undertake emergency repair work; and

Whereas, iterative comparison of independent cost estimates from consultants and Walsh Construction has provided clear cost expectations to assure fair and reasonable pricing.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby:

1. Renews findings from December 7, 2023, that an emergency, as defined by Section 1102 of the California Public Contract Code, exists at the north channel embankment at the San Francisquito Creek Bridge due to erosion that threatens the integrity of the structure supporting the JPB's tracks; and
2. Renews findings, based on the substantial evidence presented by staff, that the emergency did not permit a delay that would have resulted from a formal solicitation for bids because the time required to obtain competitive bids would have unduly delayed the JPB's ability to make emergency repairs to these essential facilities, that action is necessary to respond to the ongoing emergency to prevent or mitigate loss or damage to life, health, property or essential public services, that the need for emergency actions cannot be delayed, and that the JPB has and must continue to act as expeditiously as possible to repair necessary facilities; and
3. Continues to authorize emergency repairs of the north channel embankment at the San Francisquito Creek Bridge without adopting plans and specifications or giving notice to potential bidders; and

4. Continues to delegate to the Executive Director, or designee, the authority: to approve all plans and/or designs; to amend the contract with Walsh Construction, to undertake emergency repairs of the north channel embankment at the San Francisquito Creek Bridge at a price that staff has determined is fair and reasonable; and to take all other actions required to respond to said emergency, provided that the Executive Director reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

Be It Further Resolved that the Board of Directors has reviewed the emergency action taken on March 29, 2023, on May 4, 2023, on June 1, 2023, on August 3, 2023, on September 7, 2023, on October 5, 2023, on November 2, 2023, and on December 7, 2023, to remediate emergency conditions at the embankment of the San Francisquito Bridge, and will continue to conduct such a review at every subsequent regularly scheduled meeting until the action is terminated to determine that there is a need to continue the action by a four-fifths vote pursuant to Public Contract Code section 22050(c).

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary
(00501203)

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Accept Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2023**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff proposes the Board accept the Peninsula Corridor Joint Powers Board’s (JPB) Fiscal Year (FY) 2023 Annual Comprehensive Financial Report (ACFR).

Discussion

Annually, staff is responsible for preparation of an annual report on the financial position and financial results of the JPB. The JPB contracts with an independent auditor, Brown Armstrong Accountancy Corporation, to conduct yearly audits of the Financial Statements (prepared by JPB staff) in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America. The independent auditor has provided an unmodified, or “clean” opinion on the Financial Statements.

The JPB presents these audited financial statements, along with the auditor’s opinion thereupon, in a comprehensive document called the Annual Comprehensive Financial Report (ACFR). The ACFR serves as the JPB’s primary source of disclosure to the public and to the financial community regarding the status of the JPB’s finances.

The ACFR is prepared in accordance with the guidelines set forth by the Government Accounting Standards Board and is organized into three sections – Introductory, Financial, and Statistical Sections.

- The **Introductory** Section includes a Transmittal Letter and provides general information on the JPB’s structure, personnel, and economic outlook.

- The **Financial** Section includes audited financial statements which provide detailed financial information as well as comparative financial data. The Management Discussion & Analysis (MD&A) is also found in the Financial Section. Along with the Transmittal Letter, the MD&A is of most interest to those looking for a narrative annual review of the JPB's finances.
- The **Statistical** Section provides a broad range of data covering key financial trends including revenue and debt capacity, economic and demographic data and operating information.

The introductory section and the statistical section presented in the ACFR are not required by California Government Code to be reported as part of the audited financial statements of the JPB. These sections are required when producing an ACFR which the JPB chooses to provide detailed information about the financial condition of the JPB in a form that is understandable to our customers and constituents.

Together, all sections of the ACFR provide the detail as well as the perspective with which to assess the JPB's financial condition.

The ACFR is prepared and presented to the Government Finance Officers Association for their review, evaluation and to apply for the certificate of Achievement for Excellence in Financial Reporting. The JPB has received an award for every year that the report was submitted.

Budget Impact

There is no impact on the Budget.

Prepared by: Annie To

Director, Accounting

650-622-7890

**Peninsula Corridor Joint Powers Board
Staff Report**

TO: Board of Directors
THROUGH: Michelle Bouchard, Executive Director
FROM: Kate Jordan Steiner, Chief Financial Officer
SUBJECT: **Amend and Increase the Fiscal Year 2024 Caltrain Capital Budget By \$3,250,000 from \$517,525,704 to \$520,775,704**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff proposes that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) amend the Fiscal Year (FY) 2024 Capital Budget, included as Attachment B, as follows:

1. Include \$2,500,000 for the Broadway Burlingame Grade Separation Project; and
2. Include \$750,000 for the Charleston Road Grade Crossing Improvements Project.

Discussion

Pursuant to Resolution No. 2023-78, the Board adopted the FY24 Capital Budget Amendment 3 on December 7, 2023 for a total amount of \$517,525,704. The proposed amendment would increase the FY24 Capital Budget from \$517,525,704 to \$520,775,704.

Staff proposes an amendment to the FY24 Caltrain Capital Budget to include an additional \$3,250,000 for the above-mentioned projects, and as further discussed below.

Broadway Burlingame Grade Separation Project

The Broadway Burlingame Grade Separation Project was originally approved by the Board in FY18 for a budget of \$4,350,000 funded by San Mateo County Transportation Authority (TA) and the City of Burlingame (City). Amendments since then increased the project's budget to \$25,413,000, funded by TA for \$23,413,000 and the City for \$2,000,000. Execution of the amendment to the agreement between JPB, TA, and the City will provide additional funding to the project of \$2,500,000, increasing the project budget to \$27,913,000.

Charleston Road Grade Crossing Improvements Project

Execution of the funding agreement with Caltrans will provide Section 130 Program funds of \$750,000 to the Charleston Road Grade Crossing Improvements Project. This funding will result in a project budget of \$750,000, which will allow JPB to initiate the project and proceed with Preliminary Engineering.

BUDGET IMPACT

The funding for this budget amendment shall be as follows:

Project	Funding Source	Amount
Broadway Burlingame Grade Separation Project	TA (\$2.3M) City of Burlingame (\$0.2M)	\$2,500,000
Charleston Road Grade Crossing Improvements Project	Section 130 Program Funds	\$750,000
TOTAL		\$3,250,000

Prepared By: Claudette Valbuena, Manager, Budgets

Ladi Millard-Olmeda, Director, Budgets

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Amend and Increase the Fiscal Year 2024 Caltrain Capital Budget By \$3,250,000 from
\$517,525,704 to \$520,775,704**

WHEREAS, pursuant to Resolution No. 2023-78 adopted on December 7, 2023, the Peninsula Corridor Joint Powers Board (JPB) adopted Fiscal Year 2024 (FY24) Capital Budget Amendment 3 for a total authorized budget of \$517,525,704; and

WHEREAS, pursuant to Resolution No. 2023-79 adopted on December 7, 2023, the execution of the amendment to the agreement between JPB, San Mateo County Transportation Authority, and the City of Burlingame for the Broadway Burlingame Grade Separation Project will provide additional funding to the project of \$2,500,000; and

WHEREAS, execution of the funding agreement with Caltrans will provide Section 130 Program funds of \$750,000 to the Charleston Road Grade Crossing Improvements Project; and

WHEREAS, staff recommends that the Board increase the total project authority for the Broadway Burlingame Grade Separation Project to \$27,913,000; and

WHEREAS, staff recommends that the Board increase the total project authority for the Charleston Road Grade Crossing Improvements Project to \$750,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby approves a fourth amendment to the FY24 Capital Budget for a total authorized capital budget increase of \$3,250,000, from \$517,525,704 to \$520,775,704.

Regularly passed and adopted this 4th day of January 2024 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Peninsula Corridor Joint Powers Board

ATTEST:

JPB Secretary



FY2024 ADOPTED CAPITAL BUDGET

Attachment B
Amendment 4
January 2024

Item #	PROJECT NAME	FY2024 ADOPTED CAPITAL BUDGET	Amendment 4	FY2024 AMENDED CAPITAL BUDGET	Federal Funds	STA SOGR				Member Agency Funds	Others	Externally Funded / Stadler Cars	FY2024 ADOPTED CAPITAL BUDGET
							Santa Clara (Measure B)	San Francisco (SFCTA)	San Mateo (SMCTA)				
i. SOGR													
Bridges													
1	Guadalupe Bridges Replacement ¹	17,364,622		17,364,622	12,138,098	892,549	2,192,000			2,192,000	2,141,975	-	17,364,622
2	San Francisquito Creek Bridge Emergency North Channel Restoration ²	5,165,715		5,165,715					2,490,020	2,490,020	2,675,695	-	5,165,715
3	San Francisquito Bridge Acoustic Monitoring System ³	857,638		857,638							857,638	-	857,638
4	SOGR Structures	1,560,000		1,560,000	1,248,000	312,000						-	1,560,000
	Total Bridges	24,947,975	-	24,947,975	13,386,098	1,204,549	2,192,000	-	2,490,020	4,682,020	5,675,308	-	24,947,975
Right of Way													
5	SOGR MOW Track ⁴	4,100,543		4,100,543	2,957,273						1,143,270	-	4,100,543
6	SOGR MOW Track - Track Equipment	2,556,828		2,556,828		264,318			2,112,165	180,345	2,292,510	-	2,556,828
7	ROW Fencing ⁵	1,835,951		1,835,951					461,316	730,635	1,191,951	644,000	1,835,951
	Total Right of Way	8,493,322	-	8,493,322	2,957,273	264,318	-	2,573,481	910,980	3,484,461	1,787,270	-	8,493,322
Signal & Communications													
8	Signal SOGR FY24 and FY25	632,000		632,000	505,600	126,400							632,000
	Total Signal & Communications	632,000	-	632,000	505,600	126,400	-	-	-	-	-	-	632,000
Station & Intermodal Access													
9	Station SOGR Project	1,226,519		1,226,519					1,226,519	1,226,519			1,226,519
	Total Station & Intermodal Access	1,226,519	-	1,226,519	-	-	-	-	1,226,519	-	-	-	1,226,519
	Total SOGR	35,299,816	-	35,299,816	16,848,971	1,595,267	2,192,000	3,800,000	3,401,000	9,393,000	7,462,578	-	35,299,816
ii. LEGAL MANDATE													
10	MS4 Trash Management	200,000		200,000						200,000	200,000		200,000
	Total	200,000	-	200,000	-	-	-	-	-	200,000	200,000	-	200,000
iii. OPERATIONAL IMPROVEMENTS/ENHANCEMENTS													
11	Mini-High Platforms ⁶	460,000		460,000							460,000		460,000
12	Next Generation Visual Messaging Sign (VMS)	1,200,000		1,200,000					1,200,000	1,200,000			1,200,000
13	22nd Street ADA Access Improvements ⁷	447,198		447,198							447,198		447,198
14	San Mateo Replacement Parking Track ⁸	3,773,000		3,773,000							3,773,000		3,773,000
15	Support for Property Mapping	520,000		520,000						520,000			520,000
29	Broadband Communications ¹⁴ Total Project Budget (Post-Amendment): \$30,440,518	1,620,277		1,620,277							1,620,277		1,620,277
30	Broadway Burlingame Grade Separation Project ¹⁵ Total Project Budget (Post-Amendment): \$27,913,000	-	2,500,000	2,500,000							2,500,000		2,500,000
31	Charleston Road Grade Crossing Improvements ¹⁶ Total Project Budget (Post-Amendment): \$750,000	-	750,000	750,000							750,000		750,000
	Total	8,020,475	3,250,000	11,270,475	-	-	-	1,200,000	520,000	1,720,000	9,550,475	-	11,270,475
iv. PLANNING/STUDIES													
16	Capital Planning (CIP)	359,000		359,000						359,000	359,000		359,000
17	San Francisco Railyards TOD ⁹	806,000		806,000							806,000		806,000
18	Level Boarding Roadmap	520,000		520,000					520,000	520,000			520,000
19	Battery EMU R/D ¹⁰	1,352,000		1,352,000							1,352,000		1,352,000
20	DISC/Diridon Business Case	1,560,000		1,560,000			1,560,000			1,560,000			1,560,000
21	Rail Network and Operations Planning	1,248,000		1,248,000			1,248,000			1,248,000			1,248,000
22	DTX Funding ³	250,000		250,000							250,000		250,000
26	DTX Support Project ¹¹ Total Project Budget (Post-Amendment): \$9,349,113	5,018,239		5,018,239							5,018,239		5,018,239
27	SF Railyards Preliminary Business Case ¹² Total Project Budget (Post-Amendment): \$4,676,623	274,174		274,174							274,174		274,174
28	DTX Enabling Works ¹³ Total Project Budget (Post-Amendment): \$1,055,000	460,000		460,000							460,000		460,000
	Total	11,847,413	-	11,847,413	-	-	2,808,000	-	879,000	3,687,000	8,160,413	-	11,847,413



FY2024 ADOPTED CAPITAL BUDGET

Attachment B
Amendment 4
January 2024

Item #	PROJECT NAME	FY2024 ADOPTED CAPITAL BUDGET	Amendment 4	FY2024 AMENDED CAPITAL BUDGET	Federal Funds	STA SOGR				Member Agency Funds	Others	Externally Funded / Stadler Cars	FY2024 ADOPTED CAPITAL BUDGET
							Santa Clara (Measure B)	San Francisco (SFCTA)	San Mateo (SMCTA)				
v. STADLER CARS													
23	Stadler Cars	355,000,000		355,000,000	-					-	-	355,000,000	355,000,000
Total		355,000,000	-	355,000,000	-	-	-	-	-	-	-	355,000,000	355,000,000
vi. EXTERNALLY-FUNDED GRADE SEPARATION PROJECTS													
24	Mountain View Transit Center Grade Separation	107,000,000		107,000,000						-	-	107,000,000	107,000,000
25	San Mateo Grade Separation	158,000		158,000						-	-	158,000	158,000
Total		107,158,000	-	107,158,000	-	-	-	-	-	-	-	107,158,000	107,158,000
Total		517,525,704	3,250,000	520,775,704	16,848,971	1,595,267	5,000,000	5,000,000	5,000,000	15,000,000	25,173,466	462,158,000	520,775,704

¹ \$76,760 is funded by AB664 Net Bridge Toll Revenue, \$665,215 is funded by Altamont Corridor Express (ACE), and \$1,400,000 is funded by Union Pacific Railroad (UPRR)

² The additional project budget of \$1,171,066 and the change in cost sharing commitment from the cities of Palo Alto and Menlo Park of \$1,861,909 are funded by: SMCTA from San Francisco Acoustic Monitoring System Project \$2,028,704; Project Savings from existing/closed projects \$683,121; and Capital Contingency Funds \$321,150. The City of Palo Alto/Menlo Park and SMCTA will continue to fund the project as follows: \$1,671,424 and \$461,316, respectively.

³ Funding plan for the San Francisco Bridge Acoustic Monitoring System and DTX Funding projects have yet to be finalized

⁴ \$423,240 is funded by AB664 Net Bridge Toll Revenue; \$720,030 is funded by San Francisco Prop K

⁵ \$800,000 is funded by competitive federal funds offset by \$156,000 Measure RR due to fund switch from FY22 Measure RR to SMCTA coming from the San Francisco Railyards TOD project

⁶ \$460,000 is funded by competitive federal funds

⁷ \$447,198 is funded by San Francisco Prop K

⁸ \$3,773,000 is funded by Local Partnership Program (LPP)

⁹ \$650,000 is funded by competitive federal funds; \$156,000 is funded Measure RR due to fund switch from SMCTA to FY22 Measure RR coming from the ROW Fencing project

¹⁰ \$1,352,000 is funded by California State Transportation Agency (CalSTA)

¹¹ \$5,018,239 is funded by Transbay Joint Powers Authority (TJPA) through an Interim Agreement between JPB and TJPA

¹² \$274,174 is funded by Prologis through an Amended Memorandum of Understanding (MOU) between JPB and Prologis

¹³ \$460,000 is funded by Transbay Joint Powers Authority (TJPA) through an Amended Memorandum of Agreement between JPB and TJPA

¹⁴ \$1,494,809 is funded by State Rail Assistance (SRA) Program; \$125,468 is funded by project savings

¹⁵ \$2,300,000 is funded by San Mateo County Transportation Authority (SMCTA) and \$200,000 is funded by the City of Burlingame

¹⁶ \$750,000 is funded by Section 130 Program funds

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Brian W. Fitzpatrick, Director, Real Estate and Property Development
Subject: **Authorization for the Executive Director to Enter into a 3-year Lease with Elevate PropCo IV LLC for Warehouse Space in San Francisco**



Finance Committee
Recommendation



Technology, Operations, Planning,
and Safety Committee
Recommendation



Advocacy and Major Projects
Committee Recommendation

Purpose and Recommended Action

Staff recommends that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB or Caltrain) authorize the Executive Director to enter into a three-year lease with Elevate PropCo IV LLC for approximately 44,898 square feet of warehouse building space and approximately 45,171 square feet of outdoor yard/parking space (approximately 90,069 square feet total space) located at 6000 3rd Street, San Francisco, California 94124 (Warehouse).

Discussion

Balfour Beatty International Inc. (BBII), the contractor hired by Caltrain to construct the Peninsula Corridor Electrification Project (PCEP), currently leases the Warehouse. The Warehouse has been used for delivery and storage of machinery and equipment used for the Project.

As BBII's work comes to an end, it is important for Caltrain to retain warehouse space to store materials and equipment required to support the operations of an electrified railroad and the maintenance of a mixed fleet of diesel and electric trains. Caltrain does not currently have capacity at its existing facilities to receive the spare parts and special tooling that BBII is required to submit for substantial completion. Operations and Maintenance staff have recommended that Caltrain extend BBII's current lease to allow materials and equipment currently stored in the warehouse, and new material that will be delivered through the end of BBII's contract, to remain in place while the transition to revenue service occurs. BBII's lease will terminate on March 31, 2024; staff proposes that Caltrain's lease commence on April 1, 2024.

Staff estimates that the lease will be needed for three years. During this period of time, Caltrain Planning staff will assess the comprehensive real estate needs to support an electrified railroad, which are expected to include more conveniently located warehouse space and additional office space. The warehouse space subject to this report will provide sufficient operating capacity until this planning work is completed and other space can be secured.

Budget Impact

Staff have negotiated a triple net base monthly rent (NNN Rate) of \$123,600. Market-based NNN Rates require the tenant to pay its share of certain operating maintenance costs, which are estimated to be approximately \$30,000 per month. These operating costs may fluctuate, as they are based on the actual cost to operate the building.

The NNN Rate is consistent with the rate currently paid by BBII and will increase 3% annually thereafter on the anniversary date of the lease. Staff has negotiated three months of free rent from the landlord. Staff estimates that the total cost of this lease will be approximately \$5.3M dollars, with slight potential for fluctuation depending on actual operating costs encountered during that period of time.

This rate was reviewed by an outside independent third-party broker who endorsed the rate as reflective of market rates.

Caltrain will existing funds included in the PCEP budget to pay for the lease until the beginning of Fiscal Year 2025, at which time staff will provide an amended operating budget to address the ongoing costs of the facility.

Prepared by: Brian W. Fitzpatrick Director Real Estate and 650-508-7781
Property Development

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Authorization for the Executive Director to Enter Into a 3-year Lease with
Elevate PropCo IV LLC for Warehouse Space in San Francisco**

Whereas, Balfour Beatty International Inc. (BBII), the contractor hired by the Peninsula Corridor Joint Powers Board (JPB or Caltrain) to construct the Peninsula Corridor Electrification Project (PCEP), currently leases a warehouse building space with approximately 44,898 square feet of warehouse building space and approximately 45,171 square feet of outdoor yard/parking space (approximately 90,069 square feet total space) located at 6000 3rd Street, San Francisco, California 94124 (Warehouse) from Elevate PropCo IV LLC; and

Whereas, the Warehouse has been used for delivery and storage of machinery and equipment used for the Project; and

Whereas, as BBII's work comes to an end, it is important for Caltrain to retain warehouse space to store materials and equipment required to support the operations of an electrified railroad and the maintenance of a mixed fleet of diesel and electric trains; and

Whereas, Caltrain does not currently have capacity at its existing facilities to receive the spare parts and special tooling that BBII is required to submit for substantial completion; and

Whereas, Operations and Maintenance staff recommend that Caltrain extend BBII's current lease to allow materials and equipment currently stored in the warehouse, and new material that will be delivered through the end of BBII's contract, to remain in place while the transition to revenue service occurs; and

Whereas, BBII's lease will terminate on March 31, 2024; staff proposes that Caltrain's lease commence on April 1, 2024; and

Whereas, staff estimates that the lease will be needed for three years, or until a more suitable location is secured; and

Whereas, during this lease, Caltrain Planning staff will assess the comprehensive real estate needs to support an electrified railroad, which are expected to include more conveniently located warehouse space and additional office space. The Warehouse will provide sufficient operating capacity until this planning work is completed and other space can be secured; and

Whereas, staff have negotiated a triple net base monthly rent (NNN Rate) of \$123,600.00; and

Whereas, market-based NNN Rates require the tenant to pay its share of certain operating maintenance costs, which are estimated to be approximately \$30,000.00 per month. These operating costs may fluctuate, as they are based on the actual cost to operate the building; and

Whereas, the NNN Rate is consistent with the rate currently paid by BBII and will increase annually thereafter on the anniversary date of the lease. Staff has negotiated three months of free rent from the landlord. Staff estimates that the total cost of this lease will be approximately \$5.3M dollars, with slight potential for fluctuation depending on actual operating costs encountered during that period of time; and

Whereas, this rate was reviewed by an outside independent third-party broker who endorsed the rate as reflective of market rates; and

Whereas, Caltrain will use existing funds included in the PCEP budget to pay for the lease until the start of revenue service for PCEP, at which time staff will provide an amended operating budget to address the ongoing costs of the facility.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby authorizes the Executive Director, or designee, to enter into a three-year lease with Elevate PropCo IV LLC for approximately 44,898 square feet of warehouse building space and approximately 45,171 square feet of outdoor yard/parking space (approximately 90,069 square feet total space) located at 6000 3rd Street, San Francisco, California 94124.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Authorize the Disposition of 34 Gallery Cars and Two Locomotives**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Peninsula Corridor Joint Powers Board (JPB) staff have identified 34 surplus gallery cars and 2 surplus diesel locomotives that have surpassed the end of their useful lives, in accordance with Federal Transit Administration (FTA) regulations and guidance. The new Stadler Electric Multiple Unit (EMU) trainsets purchased as part of the Peninsula Corridor Electrification Project (PCEP) will replace the surplus gallery cars and diesel locomotives when electrified revenue service begins in September 2024.

Staff recommends, with the requisite approval from the Director of Contracts and Procurement, that the Board of Directors (Board) of the JPB authorize the Executive Director or designee to dispose of 34 surplus Nippon Sharyo passenger gallery cars and two surplus General Motors-EMD F40PH-2 diesel locomotives, in accordance with JPB Procurement Policy.

Discussion

There are 93 passenger gallery cars and 20 F40PH-2 diesel locomotives in the Caltrain fleet that will be retired as a result of the completion of PCEP. These vehicles were built between 1985 and 1987 and have reached the end of their useful lives. The 34 gallery cars and two diesel locomotives that are the focus of this action represent the first tranche of vehicles to be sold or disposed of. This equipment is not used in revenue service, is not needed for compliance with FTA's spare vehicle ratio, and is currently stored at the 4th and King yard in San Francisco, where space is needed to store the 11 EMU trainsets that are being delivered in 2024.

With the completion of PCEP in September 2024, the remaining 59 gallery cars and 18 F40PH-2 diesel locomotives will be sold or disposed of in the same manner. Nine diesel locomotives and 41 Bombardier passenger cars will remain in revenue service for Gilroy operations and fleet resiliency purposes.

If the proposed disposition is approved by the Board, staff will prepare a solicitation to dispose of the 34 gallery cars and two diesel locomotives. The solicitation process will happen in parallel with the transport and storage of the surplus equipment to an offsite location, which will create

EMU storage space in San Francisco. Staff are currently evaluating the limited equipment storage locations in the Bay Area and discussing transport pricing and process with Union Pacific.

JPB Procurement Policy provides four methods of disposition for surplus or scrap items: (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; and (4) where appropriate, proper recycling, disposal, or donation to a non-profit entity. The Director of Contracts and Procurement, working closely with JPB Executive staff and members of the Finance, Legal and Rail Operations teams, have determined that sale by advertisement for sealed bids is the preferred method for the surplus gallery cars and F40PH-2 diesel locomotives.

The JPB has not sold rolling stock equipment in many years. The market for the gallery cars and diesel locomotives may be limited, but staff is aware of commuter rail operators in the United States and abroad with strong interest. According to the State of California, the sealed bid method of public sale typically brings the highest cash return to a public agency. In 2020, LTK Engineering Services (LTK) provided JPB staff with valuations for the gallery car fleet. An average valuation was provided based on five straight line depreciation schedules commonly used in the passenger railroad industry.

LTK recommended the use of the average valuation as the minimum market valuation for the gallery cars, recognizing that straight line depreciation represents a point in time and the limited market for this equipment can make determining value difficult. Current FTA guidance allows for depreciation to be used to calculate the value of an asset if fair market value cannot be easily established. The same FTA guidance defines fair market value as the “most probable price that property would bring in a competitive and open market.”

Separately, JPB staff maintains an asset database with net book values for each type of equipment, including the gallery cars and diesel locomotives. If disposition is approved by the Board, JPB staff will look to both data sets to assess the reasonableness of the highest bid amount as part of the solicitation to dispose of the 34 gallery cars and two diesel locomotives, as well as the remaining 59 gallery cars and 18 diesel locomotives post-September 2024,.

Finally, JPB staff have notified FTA and the Metropolitan Transportation Commission (MTC) of the disposal action and planned solicitation, as the gallery cars and diesel locomotives were originally purchased, in part, with federal funds. JPB staff will return to the Board later in 2024 to recommend action on the remaining 59 gallery cars and 18 diesel locomotives, closer to the start of EMU revenue service.

Budget Impact

The budget for storage of the surplus gallery cars and locomotives is in development. Costs include, but are not limited to, transportation to the storage site, the cost of storage on a per car, per day basis, and insurance. Staff anticipates the cost of pre-sale storage and transport to be offset, in part, by revenue from the sale and disposition of the surplus equipment and savings within the FY2024 operating budget.

Prepared By:	Kevin Yin	Director, Contracts and Procurement	650.622.7860
	Sam Sargent	Director, Strategy and Policy	650.730.6223

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

Authorize the Disposition of 34 Gallery Cars and Two Locomotives

Whereas, the Peninsula Corridor Joint Powers Board (JPB) owns and operates Caltrain passenger rail service between San Francisco and Gilroy, which serves 31 stations along the 77-mile corridor; and

Whereas, the JPB's thirty-four Nippon Sharyo passenger gallery cars (Gallery Cars) and two General Motors-EMD F40 diesel locomotives (Locomotives) have surpassed the end of their useful lives and are due for replacement in accordance with Federal Transit Administration transit asset disposition regulations and guidance; and

Whereas, the JPB will complete the Peninsula Corridor Electrification Project and replace the 34 Gallery Cars and two Locomotives with Stadler Electric Multiple Unit (EMU) trainsets in mainline revenue service in September of 2024; and

Whereas, the 34 Gallery Cars and two Locomotives will not be needed for remaining diesel service to Gilroy or spare ratio purposes once the EMU trainsets are delivered and placed in mainline revenue service.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby authorizes the Executive Director or designee to dispose of thirty-four surplus Nippon Sharyo passenger gallery cars and two surplus General Motors-EMD F40 diesel locomotives in accordance with the JPB's Procurement Policy.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Award of Contracts for On-Call Construction Management Services**

Finance Committee
Recommendation

Technology, Operations, Planning,
and Safety Committee
Recommendation

Advocacy and Major
Projects Committee
Recommendation

Purpose and Recommended Action

The Peninsula Corridor Joint Powers Board (JPB) has an ongoing need for On-Call Construction Management Services (On-Call CM Services) consisting of, but not limited to, construction management planning, developing and updating staffing plans, providing resources to support and provide constructability review, contract administrative activities, control of work activities, quality assurance, construction safety and security, contract changes, document control of project monthly reports and project closeout reports, budgeting, and scheduling.

Staff recommends that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB):

1. Award a bench of contracts for On-Call Construction Management (CM) Services for an aggregate total not-to-exceed amount of \$40 million for a seven-year term to:
 - a. Gannett Fleming, Inc. of Camp Hill, PA (GFI);
 - b. Ghirardelli Associates, Inc. of San Jose, CA (Ghirardelli); and
 - c. WSP USA, Inc. of New York, NY (WSP).
2. Authorize the Executive Director or designee to execute contracts with each of the above firms in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.

Discussion

The JPB contracts with consultants to provide On-Call CM Services in support of capital projects. Approval of the above actions will provide the JPB with a bench of qualified firms available to provide On-Call CM Services for successful completion of current and future capital projects.

Award of these contracts will not obligate the JPB to purchase any specific level of service from any particular firm. The On-Call CM Services will be performed under qualification-based competitive Work Directives (WDs) that will be issued to each firm on an as-needed, project-by-project basis. Staff will evaluate WD proposals in accordance with federal and state laws governing the procurement of architectural and engineering services.

On August 4, 2023, the JPB issued Request for Proposals (RFP) number 24-J-P-003 for the On-Call CM Services. The RFP was advertised on the JPB’s e-procurement website. Staff held a pre-proposal conference on August 10, 2023; 27 potential proposers and 36 potential subconsultants attended.

By the September 12, 2023 due date, the JPB received proposals from eight firms:

1. ABA Global, San Francisco, CA
2. Bureau Veritas North America, San Francisco, CA
3. Gannett Fleming, Inc., Camp Hill, PA
4. Ghirardelli Associates, Inc., San Jose, CA
5. MNS Engineering, Oakland, CA
6. PGH Wong Engineering, San Francisco, CA
7. TRC Engineers, Concord, CA
8. WSP USA, Inc., New York, NY

In accordance with federal and state laws governing the procurement of architectural and engineering services, proposals were evaluated, scored, and ranked solely on a qualification-based selection process, with price being negotiated only with the highest-ranked proposers. A Selection Committee (Committee), composed of qualified staff from the Rail Development and the Office of Civil Rights departments, reviewed, scored, and ranked the proposals in accordance with the following weighted criteria:

Evaluation Criteria	Maximum Points
Company Qualifications, Experience & References	30 Points
Qualifications and Experience of Key Personnel	25 Points
Project Understanding and Management Plan	25 Points
Quality Control Plan	20 Points
Small Business Enterprise (SBE) Preference	5 Points
Total	105 Points

After the initial screening of the proposals, staff determined that all eight proposals were responsive to the requirements in the RFP. The Committee scored and ranked the eight proposals and found seven of the eight proposals to be in the competitive range; the seven firms were invited to participate in oral interviews. After the oral interviews, the Committee determined GFI, Ghirardelli, and WSP to be the highest-ranked firms. All three firms possess the requisite experience and qualifications required for successful performance of the services as defined in the solicitation documents.

Staff successfully negotiated contract terms, including prices, with the three highest-ranked firms. Staff performed a price analysis and determined the prices to be fair, reasonable, and consistent with those currently paid by the JPB, and other public agencies in the Bay Area, for similar services.

Staff performed pre-bid outreach to certified Disadvantaged Business Enterprises (DBE) and SBEs. GFI, Ghirardelli, and WSP committed to utilizing SBEs for this contract, and each firm received the full five-point SBE preference. The JPB may assign DBE goals to federally funded WDs.

The JPB currently has On-Call CM Services contracts with MNS Engineers, Inc. and TRC Engineers (previously Vali Cooper & Associates, Inc.). These contracts will expire in March 2024.

Budget Impact

WDs will be funded by a variety of funding sources that may include federal, state, regional, and local revenues and grants from approved and future operating and capital budgets.

Prepared By:	Deborah Cordova	Procurement Administrator	650.678.8152
	Alfred Darmousseh	Program Manager, Construction Services	650.444.5732

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Awarding Contracts to Gannett Fleming, Inc., Ghirardelli Associates, Inc., and WSP USA, Inc.
for On-Call Construction Management Services for an Aggregate Total Not-To-Exceed Amount
of \$40 Million for a Seven-Year Term**

Whereas, on August 4, 2023, the Peninsula Corridor Joint Powers Board (JPB) issued Request for Proposals (RFP) number 24-J-P-003 for On-Call Construction Management Services (On-Call CM Services); and

Whereas, in response to the RFP, the JPB received eight proposals; and

Whereas, staff found all eight proposals to be responsive to the requirements in the RFP; and

Whereas, a Selection Committee (Committee) composed of qualified JPB staff from the Rail Development and the Office of Civil Rights departments evaluated, scored, and ranked all eight proposals in accordance with the evaluation criteria set forth in the RFP, and found seven of the eight firms to be in the competitive range; and

Whereas, after the oral interviews, the Committee determined that the following three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the Scope of Services in the RFP:

- Gannett Fleming, Inc. of Camp Hill, Pennsylvania (GFI),
- Ghirardelli Associates, Inc. of San Jose, California (Ghirardelli), and
- WSP USA, Inc. of New York, New York (WSP); and

Whereas, staff successfully negotiated contract terms, including prices, with the three highest-ranked firms; and

Whereas, staff performed a price analysis and determined that the negotiated prices with all three firms are fair, reasonable, and consistent with those currently paid by the JPB and other public agencies in the Bay Area for similar services; and

Whereas, staff and legal counsel determined that the proposals submitted by the three highest-ranked firms comply with the requirements of the solicitation documents; and

Whereas, staff recommends that the Board of Directors (Board) award a bench of contracts to GFI, Ghirardelli, and WSP to provide On-Call CM Services for an aggregate not-to-exceed amount of \$40 million for a seven-year term.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards a bench of contracts for On-Call Construction Management Services to Gannett Fleming, Inc. of Camp Hill, Pennsylvania; Ghirardelli Associates, Inc. of San Jose, California; and WSP USA, Inc. of New York, New York for an aggregate not-to-exceed amount of \$40 million for a seven-year term; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute contracts on behalf of the JPB with GFI, Ghirardelli, and WSP in full conformity with the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Award of Contracts for On-Call General Engineering Consultant Design Services**

Finance Committee Recommendation

Technology, Operations, Planning, and Safety Committee Recommendation

Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

The Peninsula Corridor Joint Powers Board (JPB) has an ongoing need for On-Call General Engineering Consultant Design Services (On-Call GEC Design Services) to support implementation of various capital projects.

Staff recommends that the Board of Directors (Board) of the JPB:

1. Award a bench of contracts for On-Call GEC Design Services for an aggregate total not-to-exceed amount of \$50 million for a five-year base term with two one-year option terms to:
 - AECOM Technical Services, Inc. of San Jose, CA (AECOM),
 - HDR Engineering, Inc., of Walnut Creek, CA (HDR), and
 - T.Y. Lin International, Inc. of San Jose, CA (T.Y. Lin).
2. Authorize the Executive Director or designee to execute contracts with each of the above firms in full conformity with the terms and conditions set forth in the solicitation documents and negotiated agreements, and in a form approved by legal counsel.
3. Authorize the Executive Director or designee to exercise up to two one-year option terms for an additional aggregate total not-to-exceed amount of \$20 million, if in the best interest of JPB.

Discussion

The JPB contracts with consultants to provide On-Call GEC Design Services in support of capital projects, which includes project management; site civil engineering; cost estimating; electrical, mechanical, plumbing and marine design engineering; and related services. Approval of the above actions will provide the JPB with continued access to a bench of qualified firms available to provide On-Call GEC Design Services necessary for successful completion of current and future capital projects.

Award of these contracts will not obligate the JPB to purchase any specific level of service from any particular firm. The On-Call GEC Design Services will be performed under qualification-based competitive Work Directives (WDs) that will be issued to each firm on an as-needed, project-by-project basis. Staff will evaluate WD proposals in accordance with federal and state laws governing the procurement of architectural and engineering services.

On July 28, 2023, the JPB issued Request for Proposals (RFP) number 24-J-P-010 for the On-Call GEC Design Services and advertised on the JPB's e-procurement website. Staff held a pre-proposal conference on August 10, 2023, and 43 potential proposers attended.

By the September 8, 2023 due date, the JPB received proposals from seven firms:

1. AECOM Technical Services, Inc. of San Jose, CA
2. HDR Engineering, Inc. of Walnut Creek, CA
3. HNTB Corporation of Oakland, CA
4. Mark Thomas & Company, Inc. of San Jose, CA
5. Mott MacDonald Group, Inc. of San Jose, CA
6. STV Incorporated of Oakland, CA
7. T.Y. Lin International, Inc. of San Jose, CA

In accordance with federal and state laws governing the procurement of architectural and engineering services, proposals were evaluated, scored, and ranked solely on a qualification-based selection process, with price being negotiated only with the highest-ranked proposers. Staff only negotiated price with the highest-ranked, successful proposers. A Selection Committee (Committee) composed of qualified staff from the Rail Engineering and the Rail Project Management departments reviewed, scored, and ranked the proposals in accordance with the following weighted criteria:

Evaluation Criteria	Maximum Points
Understanding and Approach to Providing the Services	30
Company Qualifications, Experience & References	25
Qualifications and Experience of Key Personnel	25
Quality Management Plan (QMP)	20
Small Business Enterprise (SBE) Preference	5
Total	105 Points

After the initial screening of proposal submittals, staff found all seven proposals to be responsive to the requirements in the RFP. The Committee scored and ranked all seven proposals and determined AECOM, HDR, and T.Y. Lin to be the highest-ranked firms. The Committee determined that an oral interview process was not needed as the process would not change the outcome.

The three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the scope of services as defined in the solicitation documents. Staff successfully negotiated contract terms and conditions, including prices, with each of these three

highest-ranked firms. Staff determined the prices to be fair, reasonable, and consistent with those currently paid by the JPB, and other public agencies in the Bay Area, for similar services.

All three firms committed to utilizing SBE subcontractors and were awarded the full five-point SBE preference.

The On-Call GEC Design Services are currently being provided by AECOM Technical Services, Inc. and HNTB Corporation under contracts set to expire on December 31, 2023.

Budget Impact

Work directives will be funded by a variety of funding sources which may include federal, state, regional, and local revenues and grants from approved and future operating and capital budgets.

Prepared By:	Michael Sztenderowicz	Procurement Administrator II	650.508.7908
	Zouheir Farah	Director, Engineering	650.445.2440

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

Awarding Contracts to AECOM Technical Services, Inc., HDR Engineering, Inc., and T.Y. Lin International, Inc. for On-Call General Engineering Consultant Design Services for an Aggregate Total Not-to-Exceed Amount of \$50 Million for a Five-Year Base Term and Authorizing up to Two One-Year Option Terms for an Additional Aggregate Not-to-Exceed Amount of \$20 million

Whereas, on July 28, 2023, the Peninsula Corridor Joint Powers Board (JPB) issued Request for Proposals (RFP) number 24-J-P-010 for On-Call General Engineering Consultant Design Services (On-Call GEC Design Services); and

Whereas, in response to the RFP, the JPB received seven proposals; and

Whereas, staff found all seven proposals were responsive to the requirements in the RFP; and

Whereas, a Selection Committee (Committee) composed of qualified JPB staff evaluated, scored, and ranked all seven proposals in accordance with the evaluation criteria set forth in the RFP, and found three of the seven firms to be in the competitive range; and

Whereas, the Committee determined that the following three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the Scope of Services in the RFP:

- AECOM Technical Services, Inc. of San Jose, California (AECOM),
- HDR Engineering, Inc. of Walnut Creek, California (HDR), and
- T.Y. Lin International, Inc. of San Jose, California (T.Y. Lin); and

Whereas, staff successfully negotiated contract terms and conditions, including prices, with each of the three highest-ranked firms; and

Whereas, staff performed a price analysis and determined the negotiated prices with all three firms are fair, reasonable, and consistent with those currently paid by the JPB and other public agencies in the Bay Area for similar services; and

Whereas, staff and legal counsel determined that the proposals submitted by the three highest-ranked firms comply with the requirements of the solicitation documents; and

Whereas, staff recommends that the Board of Directors (Board) award a bench of contracts to AECOM, HDR, and T.Y. Lin to provide On-Call GEC Design Services for an aggregate not-to-exceed amount of \$50 million for a five-year base term, and authorize up to two one-year option terms for an additional aggregate not-to-exceed amount of \$20 million, if in the best interest of the JPB.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards contracts to AECOM Technical Services, Inc. of San Jose, California; HDR Engineering, Inc. of Walnut Creek, California; and T.Y. Lin International, Inc. of San Jose, California for the total aggregate not-to-exceed amount of \$50 million; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute contracts on behalf of the JPB with AECOM, HDR, and T.Y. Lin in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in a form approved by legal counsel; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute up to two one-year option terms for an additional aggregate not-to-exceed amount of \$20 million, if in the best interest of the JPB.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Award of Contracts for On-Call Program Management Oversight Services**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

The Peninsula Corridor Joint Powers Board (JPB) has an ongoing need for Program Management Oversight Services (PMO Services) to support implementation of various capital projects, primarily consisting of, but not limited to, program and project management, document control, records management, cost estimating and scheduling, and support services.

Staff recommends that the Board of Directors (Board) of the JPB:

1. Award a bench of contracts for On-Call PMO Services for an aggregate total not-to-exceed amount of \$55 million for a seven-year term to:
 - Consor PMCM, Inc. of San Francisco, CA (Conсор);
 - Ghirardelli Associates, Inc. of San Jose, CA (Ghirardelli); and
 - Jacobs Project Management Company of San Francisco, CA (Jacobs).
2. Authorize the Executive Director or designee to execute contracts with each of the above firms in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.

Discussion

The JPB contracts with consultants to provide On-Call PMO Services in support of capital projects. Approval of the above actions will provide the JPB with a bench of qualified firms available to provide On-Call PMO Services for successful completion of current and future capital projects.

Award of these contracts will not obligate the JPB to purchase any specific level of service from any particular firm. The On-Call PMO Services will be performed under qualification-based competitive Work Directives (WDs) that will be issued to each firm on an as-needed, project-by-project basis. Staff will evaluate WD proposals in accordance with federal and state laws governing the procurement of architectural and engineering services.

On August 31, 2023, the JPB issued a Request for Proposals (RFP) number 24-J-P-002 for the On-Call PMO Services. The RFP was advertised on the JPB’s e-procurement website. Staff held a pre-proposal conference on September 7, 2023; 11 potential proposers attended.

By the September 28, 2023 due date, the JPB received proposals from seven firms:

1. Barrow Wise Consulting, LLC, Rockville, MD
2. Consor PMCM, Inc., San Francisco, CA
3. Ghirardelli Associates, Inc., San Jose, CA
4. Jacobs Project Management Company, San Francisco, CA
5. PM Training Solutions, LLC, Alabaster, AL
6. Toll International LLC, New York, NY
7. Xentrans, Corte Madera, CA

In accordance with federal and state laws governing the procurement of architectural and engineering services, proposals were evaluated, scored, and ranked solely on a qualification-based selection process, with price being negotiated only with the highest-ranked proposers. A Selection Committee (Committee), composed of qualified staff from the Rail Development department, reviewed, scored, and ranked the proposals in accordance with the following weighted criteria:

Evaluation Criteria	Maximum Points
Approach to Scope of Services/Project Methodology	30 Points
Qualifications and Experience of Firm	35 Points
Qualifications and Experience of Management Team and Key Personnel	35 Points
Small Business Enterprise (SBE) Preference	5 Points
Total	105 Points

After the initial screening of proposal submittals, staff determined that six of the seven proposals were responsive to the requirements in the RFP. The Committee scored and ranked the six responsive proposals and found Consor, Ghirardelli, and Jacobs to be the highest-ranked firms. The Committee determined that oral interviews were not needed because the interviews would not change the ranking outcome. The three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the scope of services as defined in the solicitation documents.

Staff successfully negotiated contract terms, including prices, with the three highest-ranked firms. Staff determined the prices to be fair, reasonable, and consistent with those currently paid by the JPB and other public agencies in the Bay Area for similar services.

Staff performed pre-bid outreach to certified Disadvantaged Business Enterprises (DBE) and SBEs. Consor, Ghirardelli, and Jacobs committed to utilizing SBEs for this contract, and each firm received the full five-point SBE preference. The JPB may assign DBE goals to federally-funded WDs.

The JPB currently has On-Call PMO Services contracts with Jacobs Engineering Group Inc. and Consor PMCM, Inc. (previously CPM Associates, Inc.). These contracts will expire in March 2024.

Budget Impact

Work directives will be funded by a variety of funding sources which may include federal, state, regional, and local revenues and grants from approved and future operating and capital budgets.

Prepared By:	Cathie Silva	Procurement Administrator III	650.622.7854
	Robert Tam	Manager, Technology Research & Development	650.508.7969

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

Awarding Contracts to Consor PMCM, Inc., Ghirardelli Associates, Inc., and Jacobs Project Management Company to Provide On-Call Program Management Oversight Services for an Aggregate Total Not-To-Exceed Amount of \$55 Million for a Seven-Year Term

Whereas, on August 31, 2023, the Peninsula Corridor Joint Powers Board (JPB) issued Request for Proposals (RFP) number 24-J-P-002 for On-Call Program Management Oversight Services (On-Call PMO Services); and

Whereas, in response to the RFP, the JPB received seven proposals; and

Whereas, staff found six of the seven proposals to be responsive to the requirements in the RFP; and

Whereas, a Selection Committee (Committee) composed of qualified JPB staff from the Rail Development department evaluated, scored, and ranked those six proposals in accordance with the evaluation criteria set forth in the RFP, and found three of the six firms to be in the competitive range; and

Whereas, the Committee determined that the following three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the Scope of Services in the RFP:

- Consor PMCM, Inc. of San Francisco, California (Conсор),
- Ghirardelli Associates, Inc. of San Jose, California (Ghirardelli), and
- Jacobs Project Management Company of San Francisco, California (Jacobs); and

Whereas, staff successfully negotiated contract terms, including prices, with the three highest-ranked firms; and

Whereas, staff performed a price analysis and determined that the negotiated prices with all three firms are fair, reasonable, and consistent with those currently paid by the JPB and other public agencies in the Bay Area for similar services; and

Whereas, staff and legal counsel determined that the proposals submitted by the three highest-ranked firms comply with the requirements of the solicitation documents; and

Whereas, staff recommends that the Board of Directors (Board) award a bench of contracts to Consor, Ghirardelli, and Jacobs to provide On-Call PMO Services for an aggregate not-to-exceed amount of \$55 million for a seven-year term.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards a bench of contracts for On-Call Program Management Oversight Services to Consor PMCM, Inc. of San Francisco, California; Ghirardelli Associates, Inc. of San Jose, California; and Jacobs Project Management Company of San Francisco, California for an aggregate not-to-exceed amount of \$55 million for a seven-year term; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute contracts with Consor, Ghirardelli, and Jacobs in full conformity with the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Rob Barnard, Deputy Chief, Design and Construction
Subject: **Authorize Execution of Agreement to Receive Section 130 Funding for the Preliminary Engineering of Charleston Road Grade Crossing Improvements**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff recommends the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB):

1. Authorize the Executive Director, or designee, to enter a funding agreement with the California Department of Transportation (Caltrans) to receive \$750,000 in Section 130 Rail Safety Infrastructure Improvements grant funds (Section 130 Program) for the preliminary design phase for grade crossing improvements at Charleston Road in the City of Palo Alto; and
2. Authorize the Executive Director, or designee, to file any other required documentation and to take any other actions necessary to give effect to the resolution.

Discussion

The Section 130 Program provides funding for the elimination of hazards at existing at-grade railroad crossings. The goal of the program is to reduce the number and severity of accidents between trains and motorists, bicyclists, and pedestrians at crossings. Projects can be nominated by railroads or local jurisdictions and eligible projects are placed on a priority list based on accident history and the ability to improve safety. Annual funding allocations are determined and provided by Caltrans.

The JPB and the City of Palo Alto (City) have been working cooperatively with the California Public Utilities Commission (CPUC) and Caltrans to evaluate potential safety improvements at the Charleston Road Grade Crossing. The planned improvements include replacement of grade crossing warning devices and installation of additional traffic signal pre-emption circuitry to help prevent motorists from making turning movements onto the tracks and prevent motorists from queuing in the track area while stopped at the intersection. These safety improvements

were initially requested by the City and have been jointly agreed upon during a field diagnostic meeting between JPB, the City, CPUC and Caltrans.

JPB has requested and Caltrans has approved \$750,000 to fund the preliminary design phase of the project which is expected to continue through 2025 with Construction completion estimated by end of 2027. To receive the funds, the JPB must execute a Caltrans funding agreement for the project.

Budget Impact

The recommended action to receive Section 130 Program funds in the amount of \$750,000 will result in a total project budget of \$750,000 that will allow for the JPB to initiate the project and proceed with Preliminary Engineering. A separate item will be presented to the Board requesting approval for the project budget and increase in the FY24 Capital Budget.

Prepared By:	Angela Myrechuck	Project Manager	650.508.7962
	Robert Tam	Sr. Project Manager	650.508.7969

Resolution No. 2024 –

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Authorization to Enter a Funding Agreement with the California Department of
Transportation for the Charleston Road Grade Crossing Improvements Project**

Whereas, the California Department of Transportation (Caltrans) awards grant funding, including the Section 130 Rail Safety Infrastructure Improvements program (Section 130) for grade crossing improvements to increase safety at railroad crossings; and

Whereas, the grade crossing safety improvements include replacement of grade crossing warning devices and installation of additional traffic signal pre-emption circuitry to help prevent motorists from making turning movements onto the tracks and prevent motorists from queuing in the track area while stopped at the intersection; and

Whereas, Caltrans awarded the Peninsula Corridor Joint Powers Board (JPB) \$750,000 to fund the preliminary engineering phase for Charleston Road Grade Crossing improvements; and

Whereas, the staff recommends that the Board of Directors of the Peninsula Corridor Joint Powers Board:

1. Authorize the Executive Director, or designee, to enter a funding agreement with Caltrans to receive \$750,000 in Section 130 program funds for grade crossing improvements at Charleston Road in the City of Palo Alto; and
2. Authorize the Executive Director, or designee, to file any other required documentation and to take any other actions necessary to give effect to the resolution.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby authorizes and approves the actions enumerated above.

Regularly passed and adopted this 4th day of January 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Award of Contract for Mini-High Platform Project**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

The Mini-High Platform Project (Project) addresses the installation of mini-high platforms at eight stations (Bayshore, Burlingame, Hayward Park, Belmont, California Avenue, San Antonio, Lawrence Expressway, and Tamien) and installation of concrete wheel stops at the Hillsdale Station parking lot. Mini-high platforms improve service reliability by allowing passengers using wheelchairs to more efficiently board and alight the trains.

Staff recommends that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB):

1. Award a contract to the lowest, responsive, and responsible bidder, Angotti & Reilly Inc. of San Francisco, California (Angotti & Reilly) for the Project for a base bid total lump sum amount of \$2,400,941.
2. Authorize the Executive Director or designee to execute a contract with Angotti & Reilly in full conformity with the terms and conditions set forth in the solicitation documents, and in a form approved by legal counsel.
3. Authorize the Executive Director or designee to exercise Option 1 for the installation of additional mini-high platforms at five stations in the Gilroy Service Area for total lump sum amount of \$1,123,441, as funding becomes available, and if deemed in the best interest of the JPB.

Discussion

Completion of the Project will eliminate the need for train operators to utilize a mechanical lift to help passengers needing assistance with boarding and alighting at stations that do not already have mini-high platforms. Use of mechanical lifts is time-consuming and cumbersome, and delays the trains, which impacts all passengers. The mini-high platforms provide easy access for patrons using wheelchairs or other mobility devices to seamlessly board and disembark from the trains.

On October 24, 2023, the JPB issued an Invitation for Bids (IFB), solicitation number 24-J-C-028, for the Project, which was advertised in a newspaper of general circulation and on the JPB’s procurement website. The JPB also conducted extensive outreach to Disadvantaged Business Enterprises (DBEs) and Small Business Enterprises

The JPB received a single responsive bid as follows:

Company	Base Bid (A)	Option 1 (B) (Gilroy Service Area)	Grand Total Bid Price (A+B)
Engineer’s Estimate	\$1,442,662	\$854,788	\$2,222,450
1. Angotti & Reilly	\$2,400,941	\$1,123,441	\$3,524,382

After the bid opening and evaluation, staff determined, and legal counsel concurred, that the single bid received from Angotti & Reilly is the lowest responsive bid from a responsible bidder. The Base Bid was approximately 66% percent higher than the engineer’s estimate, and the Option 1 bid was approximately 31% higher than the engineer’s estimate. Staff reviewed the engineer’s estimate and requested feedback from interested bidders who did not submit a bid. They cited a lack of available resources and an inability to perform this type of work. It is in the JPB’s best interest to proceed with award as re-advertising is unlikely to result in a different outcome, and the Project’s schedule is critically important as it could affect Caltrain’s ability to meet anticipated service schedules once electrified services begins in the late summer/early fall of 2024. Accordingly, staff has determined that the bid prices to be fair and reasonable in comparison to the engineer’s estimate.

The Project solicitation included Option 1 for the installation of mini-high platforms at five stations in the Gilroy Service Area. The exercise of Option 1 will be deferred to a later time, if and when additional funding becomes available. The Option 1 work has no impact on the start of electrified service.

Angotti & Reilly did not meet the 13% DBE participation goal. Staff determined that Angotti & Reilly’s good faith efforts were sufficient to substantiate its effort to meet the goal.

Angotti & Reilly is an established contractor with more than 35 years of construction experience. Staff contacted Angotti & Reilly’s references and confirmed its experience and competency. Based upon these findings, staff concludes that Angotti & Reilly is appropriately qualified and capable of meeting the requirements of the contract and is, therefore, the lowest responsive and responsible bidder.

Budget Impact

The northern portion of the Project was approved by the Board in Fiscal Year (FY) 2022 for a budget of \$1,963,825, funded by the San Mateo County Transportation Authority (SMCTA). In FY2024, the Board approved an additional budget of \$460,000, funded by the Federal Transit Administration (FTA), increasing the Project’s total budget to \$2,423,825. In addition, \$1,762,000 was included in the FY2025 adopted capital budget, funded by SMCTA and Local

Partnership Program (LPP), doubling the scope and further increasing the Project's total budget to \$4,185,825. The Project has sufficient budget to support the contract.

Prepared By:	Patrick Ng,	Procurement Administrator II	650.622.8018
	Andy Kleiber,	Project Manager	510.282.4932

Resolution No. 2024 –

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

**Awarding a Contract to Angotti & Reilly, Inc. for the
Mini-High Platform Project for a Base Bid Total Lump Sum Amount of \$2,400,941 and
Authorizing Exercise of an Option to Install Additional Mini-High Platforms for a Total Lump
Sum Amount of \$1,123,441**

Whereas, on October 24, 2023, the Peninsula Corridor Joint Powers Board (JPB) issued an Invitation for Bids (IFB) number 24-J-C-028 for the Mini-High Platform Project (Project); and

Whereas, in response to the IFB, the JPB received a single bid after conducting extensive outreach to Disadvantaged Business Enterprises (DBEs) and Small Business Enterprises (SBEs), advertising in a newspaper of general circulation, and posting the IFB on the JPB's procurement website; and

Whereas, staff and legal counsel have reviewed the single bid and determined that Angotti & Reilly Inc. of San Francisco, California (Angotti & Reilly) submitted the lowest responsive bid and is a responsible bidder; and

Whereas, staff conducted a price analysis and determined Angotti & Reilly's price to be fair and reasonable in comparison to the independent cost estimate; and

Whereas, staff recommends that the Board of Directors (Board) award a contract to Angotti & Reilly for the Project for a base bid total lump sum amount of \$2,400,941 and authorize exercise of an option for additional mini-high platform installations for a total lump sum amount of \$1,123,441, as funding becomes available and if deemed in the best interest of the JPB; and

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards a contract to Angotti & Reilly, Inc. of San Francisco, California for the Mini-High Platform Project for a base bid total lump sum amount of \$2,400,941; and

Be It Further Resolved that the Board authorizes the Executive Director or designee is to execute a contract on behalf of the JPB with Angotti & Reilly in full conformity with all the terms and conditions of the solicitation documents, and in a form approved by legal counsel; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to exercise an option with Angotti & Reilly for additional mini-high installations in the Gilroy Service Area for a total lump sum amount of \$1,123,441, as funding becomes available and if deemed in the best interest of the JPB.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors

Through: Michelle Bouchard, Executive Director

From: Pranaya Shrestha, PE, Caltrain Modernization Chief Officer

Subject: Authorize Amendment to On-Call Owner’s Representative Electric Multiple Unit (EMU) Rail Vehicle Support Services Contract 14-PCJPB-P-06 for Caltrain Modernization (CalMod)

Finance Committee Recommendation

Technology, Operations, Planning, and Safety Committee Recommendation

Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff and the Caltrain Modernization (CalMod) Program Change Management Board (CMB) recommend that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB):

1. Approve an amendment to the Contract for On-Call Owner’s Representative Electric Multiple Unit (EMU) Rail Vehicle Support Service for the CalMod Program with LTK Engineering Services, Inc. (doing business as Hatch LTK) to: (a) extend the contract term through December 31, 2028; and (b) increase the contract total not-to-exceed amount by \$17,087,788 from \$36,845,000 to \$53,932,788, within the existing budget for the Peninsula Corridor Electrification Project (PCEP), and option purchases for additional EMUS and the pilot Battery EMU (BEMU).
2. Authorize the Executive Director or designee to execute the contract amendment in a form approved by legal counsel.

Discussion

Exercise of Stadler Option

The Board approved an increased PCEP budget and re-baselined schedule as a result of the global settlement with the design-build contractor, Balfour Beatty Infrastructure Inc. (BBII), on December 6, 2021. Accordingly, the PCEP completion date has been extended through December 2024 with the Revenue Service Date of September 2024.

Pursuant to Resolution No. 2018 – 58, the Board authorized the exercise of an option to Caltrain’s contract with Stadler US, Inc. for the EMU vehicles to purchase an additional 37 cars in 2018, during the first option period of the contract with Stadler. The additional cars ordered in 2018

REVISED FOLLOWING 12.20.23 ADVOCACY AND MAJOR PROJECTS COMMITTEE MEETING 1/4/2024

consisted of three seven-car EMU trainsets and sixteen additional cars to expand the original order of sixteen six-car trainsets to seven car trainsets.

Pursuant to Resolution No. 2023 – 53, the Board authorized exercise of the contract options to authorize purchase of four additional EMU trainsets. Caltrain also exercised an option under the contract with Stadler to purchase one BEMU as a pilot project to achieve zero emission operations from Taimen to Gilroy in 2028. In total, the purchase of additional EMUs. expanded Caltrain’s EMU fleet base order from 96 cars to 161 cars (23 seven (7)-car trainsets).

Approval of the recommended actions will ensure uninterrupted services and the completion of tasks related to the support services being provided under the On-Call Owner’s Representative EMU Rail Vehicle Support Service for the CalMod Program Agreement for the additional option purchases.

Prior Award of Contract to Hatch LTK

Pursuant to Resolution No. 2014-13, after a competitive procurement process, the Board awarded a contract to Hatch LTK. for a six-year base term in an amount of \$24,240,000, with (1) up to two 2-year option terms for a total not-to-exceed amount of \$8,969,000; and (2) another option for Hatch LTK to study and design the Centralized Equipment Maintenance and Operations Facility (CEMOF) and other operations and maintenance facility modifications necessary to support EMU vehicles, and to provide preliminary design for electrification of the maintenance yard, for a not-to-exceed amount of \$3,636,000. The Board also awarded contingency authority of up to 15 percent of the total Board-authorized contract amount to address unanticipated tasks assigned under authorized work directives.

Hatch LTK Qualifications

Hatch LTK has specialized expertise to provide technical oversight, design reviews and EMU procurement planning services for the JPB’s procurement and maintenance of EMU vehicles for the CalMod Program. The firm has been functioning as the JPB’s project manager and technical expert on all EMU vehicle procurement, design, manufacturing, delivery, testing, commissioning, safety, warranty, and related systems integration matters. Hatch LTK has been working seamlessly and effectively performs its scope of services with all members of the CalMod owner’s representative team, with all stakeholders, and with all other Caltrain contractors performing work related to corridor electrification, EMU vehicles including Positive Train Control (PTC), and other capital improvement projects. The EMU rail vehicle team is supporting delivery and execution for the CalMod Program including two EMU option car procurement. In addition, Hatch LTK is the Owner’s Representative and will provide technical and project management oversight for the Battery EMU demonstration train design, manufactory, delivery, testing and commissioning. Hatch LTK is an integral member of the CalMod Owner’s Representative team and works closely with the JPB personnel and other JPB consultants that make up the team.

Basis for Contract Amendment

In order to accommodate PCEP’s current program schedule, two EMU Options and BEMU delivery, a contract term extension from March 5, 2024, through December 31, 2028, is now needed to provide the necessary time required to ensure:

REVISED FOLLOWING 12.20.23 ADVOCACY AND MAJOR PROJECTS COMMITTEE MEETING

- 1) All 14 EMU 7- car trainsets are delivered and commissioned for the electrified service by September of 2024 and the remaining nine trainsets will be in service in order to support 116 trips per day for future electrified service.
- 2) That one BEMU will be designed, manufactured, tested, and commissioned for Caltrain Service from Tamien to Gilroy by 2028.

Caltrain requires the time extension and contract capacity increase so that Hatch LTK may continue to provide services as Owner's Representative for overseeing design and implementation of procurement documents, technical oversight and project management of contractor's design, manufacturing, inspection, testing, commissioning, and start-up of EMUs and BEMU.

With the extended term, additional option cars and BEMU purchase and delivery, an increase of \$17,087,788 from \$36,845,000 to \$53,932,788 in contract authority is needed to ensure that Caltrain is able to engage Hatch LTK to perform Owner's Representative EMU support services continuously until the end of the BEMU project completion. Increasing the contract total will not obligate the JPB to purchase any specific level of service from Hatch LTK as work directives are negotiated and issued on an as-needed basis, nor will it result in an increase to the total PCEP project budget, the procurement budget for the two EMU options as well as BEMU project budget which includes funds for this increase in contract authority.

Budget Impact

There is no budget impact for the contract amendment. The increased Owner's Representative EMU Rail Vehicle Support Service HATCH/LTK contract amount is part of (1) the total approved PCEP Budget of \$2.44 billion, which was approved by the JPB on December 6, 2021; and (2) the two EMU options; and 3) BEMU project budget.

Advocacy and Major Projects Committee Consideration

The Advocacy and Major Projects Committee considered the staff recommendation at its December 20, 2023, meeting. Members requested information concerning the allocation of contract resources between the separate projects covered by the contract – PCEP, the additional EMUs procured through the Stadler contract option, and the BEMU demonstration project. Staff described the allocation of the proposed contract budget between the three projects and assured Committee members that each project will be tracked separately and that the duration of the Hatch contract will not impede the close-out of PCEP once that project is complete. Based on the information provided by staff, the Committee recommended Board approval of the staff recommendation, and as part of the motion, directed staff to provide an update to the Committee regarding the contract following final approval of the BEMU engineering design and again following the completion of 50 percent of the manufacture of the BEMU.

Resolution No. 2024-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

* * *

Authorize Amendment to On-Call Owner's Electrical Multiple Unit (EMU) Rail Vehicle Support Services Contract 14-PCJPB-P-006 for Caltrain Modernization (CalMod)

Whereas, pursuant to Resolution No. 2014-13, after a competitive procurement process, the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) awarded a contract to LTK Engineering Services, Inc. (doing business as Hatch LTK) for a six-year base term in an amount of \$24,240,000, with (1) up to two 2-year option terms for a total not-to-exceed amount of \$8,969,000, to provide technical oversight, design reviews, and EMU procurement planning services for the JPB's procurement and maintenance of EMU vehicles for the Caltrain Modernization (CalMod) Program; and (2) a second option for Hatch LTK to study and design the Centralized Equipment Maintenance and Operations Facility (CEMOF) and other operations and maintenance facility modifications necessary to support EMU vehicles, and to provide preliminary design for electrification of the maintenance yard, for a not-to-exceed amount of \$3,636,000; and

Whereas, the Board also awarded contingency authority of up to 15 percent of the total Board-authorized contract amount to address unanticipated tasks assigned under authorized work directives; and

Whereas, on August 16, 2016, Caltrain executed a contract with Stadler US, Inc (Stadler) to purchase 96 EMU vehicles from Stadler, and pursuant to Resolution No. 2018-58, the Board authorized the exercise of an option to purchase an additional 37 cars from Stadler US, Inc. (Stadler), during the first option period of Caltrain's contract. The additional cars consisted of three seven-car EMU trainsets and sixteen additional cars to expand the original order of sixteen

six-car trainsets to seven car trainsets. Pursuant to Resolution No. 2023–53, the Board authorized exercise of the contract options to authorize purchase of four additional EMU trainsets and one Battery Electrical Multiple Unit (BEMU) demonstration train; and

Whereas, Hatch LTK has specialized expertise to provide technical oversight, design reviews, and EMU procurement planning services for the JPB’s procurement and maintenance of EMU vehicles for the Caltrain Modernization (CalMod) Program, having served as the JPB’s project manager and technical expert on all EMU vehicle procurement, design, manufacturing, delivery, testing, commissioning, safety, warranty, and related systems integration matters; and

Whereas, Hatch LTK has been working seamlessly and effectively performing its scope of services with all members of the CalMod owner’s representative team, stakeholders, and all other Caltrain contractors performing work related to corridor electrification, EMU vehicles and Positive Train Control (PTC), and other capital improvement projects; and

Whereas, the EMU rail vehicle team is supporting delivery and execution for the CalMod Program including two EMU option car procurements;

Whereas, in addition, Hatch LTK is the Owner’s Representative and will provide technical and project management oversight for the Battery EMU demonstration train design, manufacturing, delivery, testing, and commissioning;

Whereas, to accommodate the Peninsula Corridor Electrification Project’s (PCEP) current program schedule, the purchase of additional EMUs through the exercise of the two options, and BEMU delivery, a contract term extension from March 5, 2024, through December 31, 2028, is now needed to provide the necessary time required to ensure:

- 1) All fourteen EMU seven-car trainsets are delivered and commissioned for the electrified service by September of 2024 and the remaining nine trainsets will be in service to support 116 trips per day for future electrified service;
- 2) That one BEMU will be designed, manufactured, tested, and commissioned for Caltrain Service from Tamien to Gilroy by 2028; and

Whereas, the additional option cars and BEMU purchase and delivery necessitate an increase of \$17,087,788 from \$36,845,000 to \$53,932,788 in contract authority is to ensure that Caltrain is able to engage Hatch LTK to perform Owner's Representative EMU support services continuously until the end of the BEMU project completion; and

Whereas, increasing the contract total will not obligate the JPB to purchase any specific level of service from Hatch LTK as work directives are negotiated and issued on an as-needed basis, nor will it result in an increase to the total PCEP project budget, the two option car procurement budget, or the BEMU project budget; and

Whereas, the Board approved an increased PCEP budget and re-baselined schedule as a result of the global settlement with the design-build contractor Balfour Beatty Infrastructure Inc. (BBII) on December 6, 2021. Accordingly, the PCEP completion date has been extended through December 2024 with the Revenue Service Date of September 2024; and

Whereas, furthermore, the purchase of additional EMUs pursuant to the contract options with Stadler US, Inc. expanded Caltrain's EMU fleet base order from 96 cars to 161 cars (23 seven (7)-car trainsets), and in August 2023, Caltrain also exercised an option under the contract with Stadler to purchase one BEMU as a pilot project to achieve zero emission operations from Tamien to Gilroy in 2028; and

Whereas, staff and the CalMod Program Change Management Board (“CMB”)

recommend that the Board of the JPB:

- 1) Approve an amendment to the Contract for On-Call Owner’s Representative EMU Rail Vehicle Support Service for the CalMod Program with LTK Engineering Services, Inc. (doing business as Hatch LTK) to (a) extend the contract term through December 31, 2028; and (b) to increase the contract total not-to-exceed amount by \$17,087,788 from \$36,845,000 to \$53,932,788, within the existing budget for the PCEP, and option purchases for additional EMUs and the pilot BEMU; and
- 2) Authorize the Executive Director or designee to execute the contract amendment in a form approved by legal counsel; and

Whereas, there is no budget impact for the contract amendment. The increased Owner’s Representative EMU Rail Vehicle Support Service Hatch LTK contract amount is part of (1) the total approved PCEP Budget of \$2.44 billion, which was approved by the JPB on December 6, 2021; (2) the EMU purchase options; and (3) BEMU project budget.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby:

- 1) Approves an amendment to the Contract for On-Call Owner’s Representative EMU Rail Vehicle Support Service for the CalMod Program with LTK Engineering Services, Inc. (doing business as Hatch LTK) to (a) extend the contract term through December 31, 2028; and (b) to increase the contract total not-to-exceed amount by \$17,087,788 from \$36,845,000 to \$53,932,788, within the existing budget for the PCEP, and option purchases for additional EMUs and the pilot BEMU; and

- 2) Authorize the Executive Director or designee to execute the contract amendment in a form approved by legal counsel.
- 3) Direct staff to provide an update to the Advocacy and Major Projects Committee regarding the contract following final approval of the BEMU engineering design and again following the completion of 50 percent of the manufacture of the BEMU.

Regularly passed and adopted this 4th day of January, 2024 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

Resolution No. 2024 -

**Peninsula Corridor Joint Powers Board
State of California**

* * *

Resolution Recognizing National Slavery and Human Trafficking Prevention Month

Whereas, the Peninsula Corridor Joint Powers Board (Caltrain) supports the observation of National Slavery and Human Trafficking Prevention Month during the month of January to raise awareness of, and opposition to, modern slavery and human trafficking; and

Whereas, the Trafficking Victims Protection Act of 2000, as amended (TVPA), defines severe forms of trafficking in persons as sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such an act has not attained 18 years of age; and

Whereas, the TVPA also defines severe forms of trafficking as the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery; and

Whereas, according to the U.S. Department of State, approximately 14,500 to 17,500 individuals are trafficked into the United States each year; and

Whereas, in 2018, Caltrain supported AB 2034, which required specified businesses and other establishments that operate intercity passenger rail, light rail or bus stations to provide employee training on how to both recognize the signs of human trafficking and report those signs to the appropriate law enforcement agency; and

Whereas, the United States should hold accountable all individuals, groups, organizations, governments, and countries that support, advance, or commit acts of modern slavery and human trafficking; and

Whereas, because the people of the United States remain committed to protecting individual freedom, there is a national imperative to eliminate human trafficking and modern slavery; and

Whereas, through education, the United States must also work to end human trafficking and modern slavery in all forms in the United States and around the world.

Now, Therefore, Be It Resolved that the Peninsula Corridor Joint Powers Board (Caltrain) does hereby recognize January as National Slavery and Human Trafficking Prevention Month.

Regularly passed and adopted this 4th of January, 2024 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Peninsula Corridor Joint Powers Board



ATTEST:

JPB Secretary

Proclamation

DECLARING JANUARY 16, 2024 THE ANNIVERSARY OF PASSENGER RAIL SERVICE ALONG THE CALTRAIN COORIDOR

WHEREAS, on January 16, 1864, the tracks running from San Francisco to San Jose were completed, connecting California's largest city with its former capital; and

WHEREAS, upon the completion of these tracks, cities started developing around rail stops, laying the groundwork for the Peninsula as we know it today; and

WHEREAS, this rail corridor has been in constant use for 160 years, helping move people and products throughout the Bay Area, creating prosperity for generations; and

WHEREAS, the corridor today sees a record-high 104 passenger trains every weekday, helping tens of thousands of people get where they need to go every day; and

WHEREAS, Caltrain stands at the brink of another historical transformation, as modern electrified trains will soon become the standard, providing clean, comfortable and convenient service like never before; and

WHEREAS, these tracks remain vitally necessary to the people and communities they serve, providing needed accessibility and connectivity; and

WHEREAS, the corridor unites a collection of towns and cities into a community, interconnected and bound together, which has helped the mighty engine of Silicon Valley to build our region into an economic powerhouse; and

WHEREAS, Caltrain is proud to carry on this 160-year legacy, and will continue to serve the needs of our riders for the next 160 years; and

THEREFORE, BE IT RESOLVED, that the Peninsula Corridor Joint Powers Board (Caltrain), in recognition of our shared history, joins in proclaiming the 160th Anniversary of the San Francisco-San Jose Rail Corridor.

Chair, Peninsula Corridor Joint Powers Board



**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Pranaya Shrestha, Chief Officer, Caltrain Modernization Program
Subject: **Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report**

Finance Committee
Recommendation

Technology, Operations,
Planning, and Safety
Committee Recommendation

Advocacy and Major
Projects Committee
Recommendation

Purpose and Recommended Action

Staff Coordinating Council recommends the Board receive the Peninsula Corridor Electrification Project (PCEP) Monthly Progress Report (MPR).

No action required.

Discussion

Staff prepares and submits a report covering the PCEP monthly.

Budget Impact

There is no impact on the budget.

Background

The MPR is intended to provide funding partners, stakeholders, and the public a PCEP overview and an overall update on project progress. This document provides information on the scope, cost, funding, schedule, and project implementation.

Prepared By: Pranaya Shrestha

Chief Officer, Caltrain
Modernization Program

720.757.9191



Caltrain Modernization Program Peninsula Corridor Electrification Project (PCEP)



Executive Monthly Progress Report

November 30, 2023

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1.0 EXECUTIVE SUMMARY

1.1 Introduction

The Peninsula Corridor Electrification Project (PCEP) will upgrade 51 miles of diesel service to electrified service from San Francisco to San Jose (Tamien Station). The PCEP scope of work includes design and construction of an overhead contact system, traction power facilities, modification of the existing signaling and grade crossing protection system to make it compatible with the electrified railroad, substation improvements at Pacific Gas and Electric (PG&E) substations, and modifications at existing tunnels and Caltrain’s maintenance facility. It also includes the design, manufacturing, assembly, testing, and delivery of the Electric Multiple Units (EMUs).

Caltrain completed a thorough assessment of all aspects of the program including cost, schedule, risks, and organization after the global settlement in 2021. Caltrain re-baselined the program budget and schedule in December of 2021. Caltrain finished a schedule reforecast in March 2023 and is committed to deliver PCEP and achieve revenue service in September of 2024.

1.2 Program Cost and Budget

On December 6, 2021, the JPB adopted a new PCEP program budget of \$2,442,690,697. On January 31, 2023, Caltrain received a \$367 million funding award from California’s Transit and Intercity Rail Capital Program’s (TIRCP) Cycle 6 Existing Project Reserve, representing the remaining funding needed to complete the project. The project is now fully funded in the amount of \$2,442,690,697. As of November 2023, the project is on budget:

- The current project total cost at completion (EAC) is the same as the Board adopted budget of \$2.44 billion.
- As of November 2023, a total of \$15M has been drawn down from the Shared Risk Pool of \$50 million to-date. In November 2023, \$2,295,630.00 was drawn from the Shared Risk Pool.
- As of November 2023, a total of \$34.3M has been drawn from the project contingency of \$40 million. In November 2023, \$0 was drawn from project contingency.
- As of November 2023, no new awards have been made from the Project incentive pool of \$18.5 million.
- As of November 2023, no incentive was issued from the milestone incentive pool of \$15 million. The team has concluded evaluation of signal cutover milestone incentives and will award in December to the design-build contractor.

1.3 Program Progress and Schedule

As of November 30, 2023, the overall project completion is 89.77%. The current program schedule is projecting a PCEP substantial completion date of April 2024 and Revenue Service by September 2024. Staff is implementing a 2023 path to completion with 31 weekend area focused bus bridges to maximize track access to allow system integration testing, signal cutovers, and proactive OCS construction productivity mitigations for the remaining PCEP work.

1.4 Change Management Board (CMB)

In November 2023, the following items were brought to the CMB for approval:

- IRL 282 – Segment 3 LV Power Connections
- IRL 313 – Theft Replacement

1.5 This Month's Accomplishments

The project team has completed the following notable activities for the month of November 2023:

- Completed all 2SC Signal and Crossing cutovers milestone incentive evaluation.
- Completed all mainline OCS regulation work.
- Completed path to completion schedule effort and established remaining quantity tracker for OCS regulation and testing.
- Continued to coordinate low voltage power drop applications with PG&E and utilizing generators to support project testing and cutovers.
- Continued asphalt cover implementation for impedance bonds to mitigation theft impact.
- Continued bi-weekly project completion road map meeting with Design-Build Contractor Executives to monitor OCS productivities and addressed TPS findings. Additional third-party crews have been working on regulations since June 2023.
- Completed all OCS weekend bus bridge for 2023, no bus bridges required for November and December of 2023.
- Held Monthly CMB meeting for program status and change order approval.
- Completed and received FTA Programmatic Agreement (PA) amendment approval. The Caltrain PA agreement has been extended and executed.
- Continued safety special task force working group, including TASI, Rail Operations and PCEP to address communications, process, and procedure improvements.
- Continued providing PCEP progress updates to funding partners, leadership, elected officials, citizens, and business community.
- Participated TIRCP audit performed by the State.
- Since October 2nd, 2023, TASI has been performing isolation and protection service for the Milestone 1 limits.
- Finalized short circuit test sequence and test dates with PG&E support.
- Continue project close out effort and track all punch list items in a centralized database.
- Received Temporary Use Permit (TUP) for Milestone 1 limits (Diridon to San Antonio) and Drill Track, Caltrain completed two EMU burn in Test on main line.
- Commenced Caltrain broadband equipment on board installation prototype, and remaining EMU delivery schedule was revised to incorporate broadband equipment installation work.
- There are a total of 6 EMU trainsets on Caltrain property.
- Completed Guadalupe OCS wire Installation, regulation and testing will be completed early 2024.

1.6 Upcoming work

For the next six months, the PCEP team has set additional goals as described below:

- Hold FTA Quarterly Progress Meeting in December 2023.
- Complete all OCS Regulations for Segments 1 and 2.
- Complete Segments 1 and 2 Sectionalization Testing.
- Complete double traction Testing with two EMUs.
- Complete power pull aways testing.
- Perform the remaining 5 short circuit testing with support from PG&E.
- Complete Guadalupe OCS installation and test once Guadalupe project hands off MT2 in November of 2023.
- Continue to coordinate with Broadband Project, work with vehicle manufacturer and monitor EMU production schedule that includes broadband equipment installation.
- Continue bi-weekly project completion road map meeting with Design-Build Contractor Executives to address path to substantial completion.
- Continue operations planning, ambassador, and rail service planning minor issues efforts for Segment 1 and 2 live runs.
- Continue to coordinate with PG&E on low voltage power drop applications, and distribution line de-energization work.
- Perform joint punch list walks for all remaining work.
- Hold Monthly CMB meeting for program status and change order approval.
- Complete certification of conformance for Milestone 1 limits.
- Complete EMU revenue service maintenance program, EMU storage plan, diesel fleet exit plan, and fleet management plan.
- Complete Programmatic Agreement (PA) amendment and finalize burial agreement and treatment plan.
- Continue EMU acceptance testing (burn in).
- Two more EMUs will be delivered in early 2024 and the remaining will be delivered 2nd and 3rd quarter of 2024 in support of September Revenue Service.
- Complete end to end full corridor live runs prior to substantial completion.
- Finalize Substantial Completion and Final Acceptance Check List and issue revised project close out contract specification.

The PCEP Project is currently on budget and on time for achieving Revenue Service in September of 2024.

1.7 Critical Items

As of November 2023, PCEP has energized traction power substations, completed All Segment signal cutover, fulfilled the \$410M funding gap, and has adequate RWIC to support field construction. The top critical items and related actions are highlighted below.

Table 1-1. Critical Issues and Actions

Critical Issues	Actions
<p>Overhead Contact System (OCS) installation (regulation work) delay due to low productivity</p> <p>Note: The project OCS work was on hold from March 10, 2022, to March 28, 2022, during the safety stand down.</p> <p>Segment 2 OCS was damaged during high wind and heavy rainstorms in late December 2022 and early January 2023</p>	<ul style="list-style-type: none"> • Additional BBII OCS crew training for regulation and variance in the OCS design / installation due to re-design & accommodations to resolve foundation Differing Site Conditions (DSC) issues – Completed. • Hiring additional BBII OCS staff members to prevent schedule slippage and help in future installation planning – Completed. • Hold OCS construction scheduling recovery workshop for remaining OCS installation and testing – Completed. • Increase OCS crews and OCS wiring equipment to increase productivity – Completed. • More track access including weekend area closures for remaining Segments 1 and 2 OCS construction and testing. Weekend bus bridge construction started on February 11, 2023. • OCS storm repair work for Segment 2 is planned for September 2023 due to rainstorm and long lead time for materials. Completed • Bring on more regulating crews in May 2023. Mass will start regulating work in the first week of June 2023 – Completed. • Procure more equipment parts and ensure all equipment is performing well for construction – Completed. • Bring on equipment fitters and warehouse material manager on site – Completed. • Segment 2 damaged wire due to winter storms were repaired – Completed. • Continue to address OCS quality issues through joints walks and field verification – on-going
<p>Complete TPS Short Circuit Tests</p> <ul style="list-style-type: none"> • TPS 2 short circuit test delays drill track and Segment 4 mainline energization. TPS 2 Short circuit test was performed in May 2023 with some follow up actions. • TPS 1 Short Circuit Test is scheduled in February of 2024. 	<ul style="list-style-type: none"> • Perform comprehensive root cause analysis and develop corrective action plan – Completed. • Implement configuration change control process including design drawing, shop drawings, as-built version control to ensure all parties are using the same set of drawings for TPS2 testing – On-going. • Perform technical working groups including all vendors and EOR – On-going. • Weekly management team briefing on corrective action status – On-going. • Perform independent assessment of the TPS – Completed. • Develop SSWP for all work performed at TPS for Caltrain review and approval – On-going. • Perform field verification and pre-testing before short circuit re-test – Completed. • Perform load bank testing prior to short circuit re-test. – Completed. • Developed remaining short circuit tests required for system completion – completed. • Perform Short circuit tests - February 2024
<p>Theft of impedance bond or grounding cables may delay segment live run testing because the system (or portions of the system) cannot be energized without impedance bonds</p>	<ul style="list-style-type: none"> • Monitor hot spot areas in segments 1, 3 and 4. Perform just in time replacement right before the testing. • Report Theft incidents with Transit PD • Enhance security with cameras and other monitoring systems. • Work with Communications on high voltage safety messages • Distribute high voltage safety fliers to the homeless encampments.

Critical Issues	Actions
	<ul style="list-style-type: none">• Implement asphalt cover for impedance bonds that have been repeatedly stolen. – on-going• Purchase anti-theft cable – on-going.

2.0 SAFETY

There were 0 reportable injuries in November 2023 keeping the total reportable injuries to 8 for the year. The Reportable Injury Rate (RIR) for 2023 YTD is currently 1.77. Overall, since the project’s construction started in 2017, the RIR is at 1.93, which remains below the national average of 2.5.

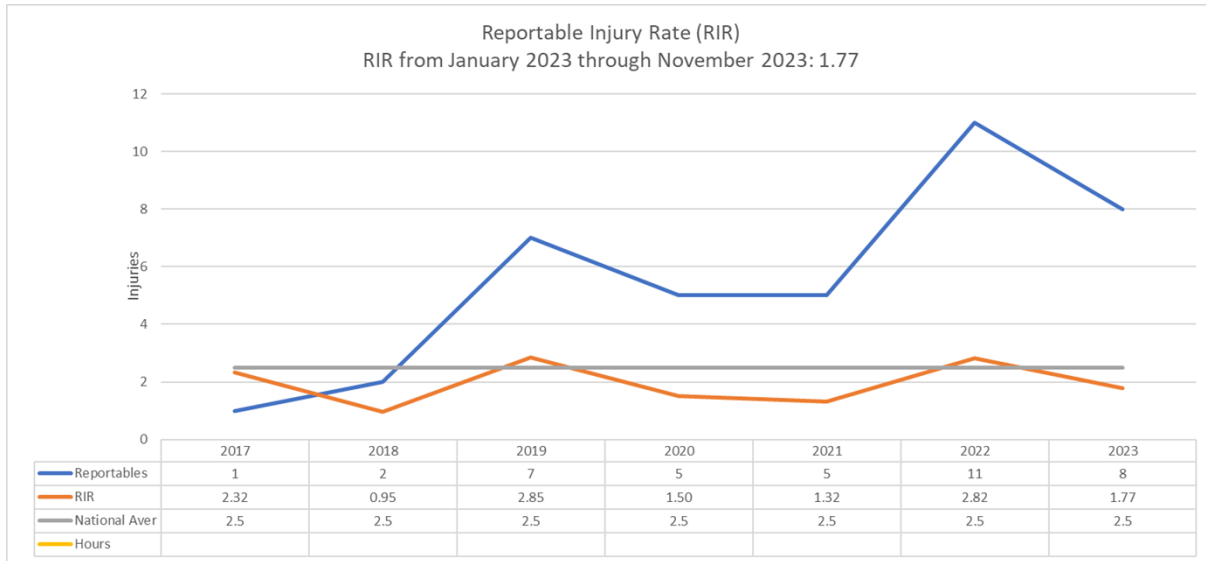


Figure 2-1. Project Reportable Injury Rate (RIR) by Year

Completed Work

Safety staff continues to coordinate with contractors to identify opportunities to improve safety performance. Organizational-wide safety briefings are being performed to ensure staff understand the application of post incident mitigation measures including rules and procedural changes designed to enhance safety. Project Safety continues to reinforce jobsite safety practices throughout the Caltrain alignment, investigate incidents, and identify mitigation measures to prevent re-occurrences. Safety project coordination meetings continue to be conducted monthly to promote a clear understanding of project safety requirements. In addition, Caltrain Safety continues weekly calls with the lead safety staff from Caltrain, PCEP, BBII, and TASI to discuss safety performance and ongoing initiatives. Caltrain initiated the 10’/10’ rule: 10’ from track and 10’ from overhead wires.

Upcoming Work

The Fire/Life Safety Committee continues to work with emergency responders along the Caltrain corridor on emergency preparedness in advance of energization. The safety team has updated the OCS and EMU emergency responder safety familiarization presentations to include voiceover features for use by the Fire Departments. The presentation will also be shared with other emergency responder jurisdictions through the project Fire/Life Safety Committee.

OCS and EMU First Responder was completed in October. In all 92 classes were given to emergency responders with a total number of 815 attendees.

Police Departments along the corridor are also currently being scheduled by the Transit Police

to receive this training also.

In addition to the 815 emergency responders trained there were 242 third party and Tenant railroad employees trained for a total of 1057.

A “Live” emergency preparedness drill was held on December 10th at the Bayshore Station. Members of North County Fire, South SF Fire and San Francisco Fire Departments all participated in the drill and EMU familiarization.

3.0 IMS PROGRAM SCHEDULE

3.1 Introduction

The Integrated Master Schedule (IMS) Program Summary Schedule depicted in Figure 3-1 Master Program Summary Schedule shows the schedule status of the major PCEP projects. The current schedule dates for this program schedule were based on BBII's October 2023 Progress Schedule (which was formally submitted on 12/19/2023) as well as the Stadler October 2023 EMU Progress Schedule. The Revenue Service Date (RSD) is anticipated to remain as September 26, 2024, depending on if the final four Trainsets can be complete Burn-In within two months of delivery in July 2024. If the completion of fourteen Trainsets can be completed prior to September 2024, then the Full Funding Grant Agreement (FFGA) Revenue Completion Date (RCD) would still remain on December 31, 2024.

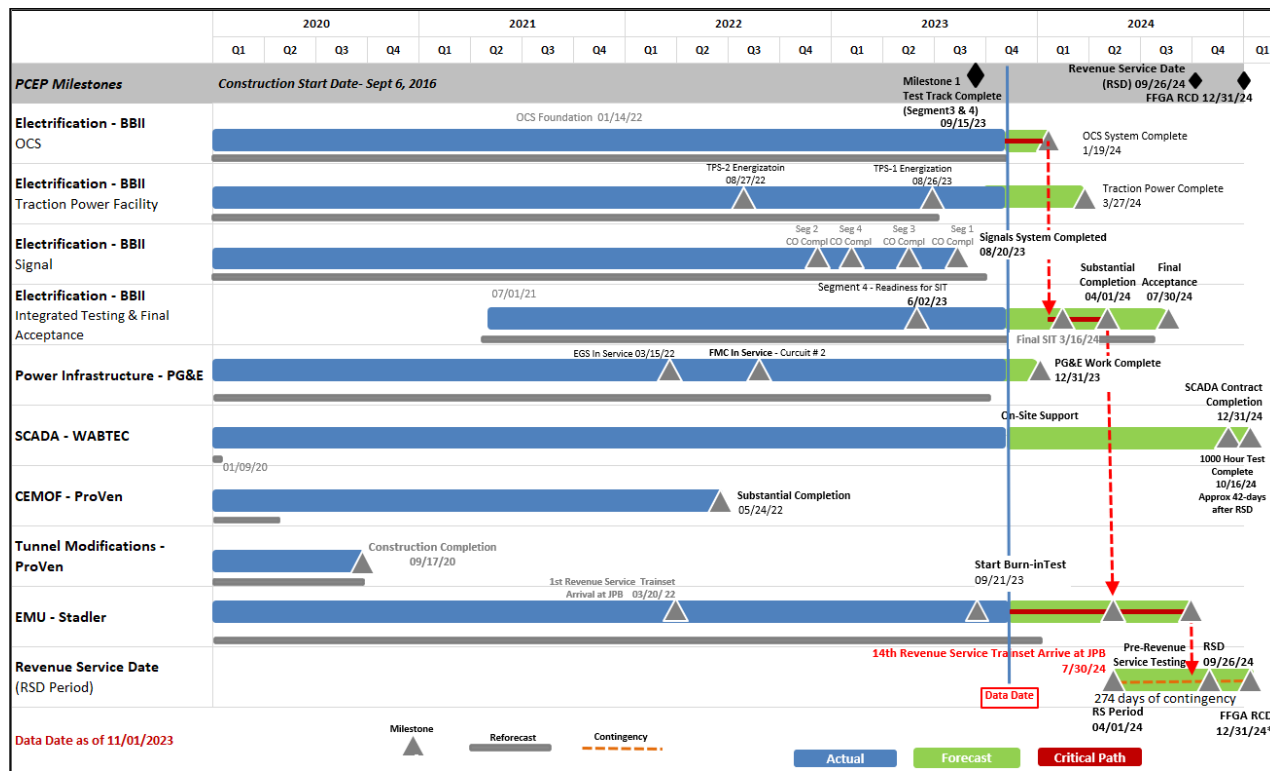


Figure 3-1. Master Program Summary Schedule

3.2 Critical Path Analysis

The current critical path changed this month to the completion of Category A & B Punchlist (TPS1 to SWS), followed by OCS Sectionalization Testing in Segments 1 and 2. Afterwards, the completion of Sectionalization documentation, the Segment 1 and 2 Live Run Testing commences and leads to followed by the 0-day Project Schedule Contingency (with 9-days of Total Float), Substantial Completion, and Final Acceptance. The Longest Path plot (shown below) represents the as submitted critical path for the BBII Draft October 2023 Update schedule.

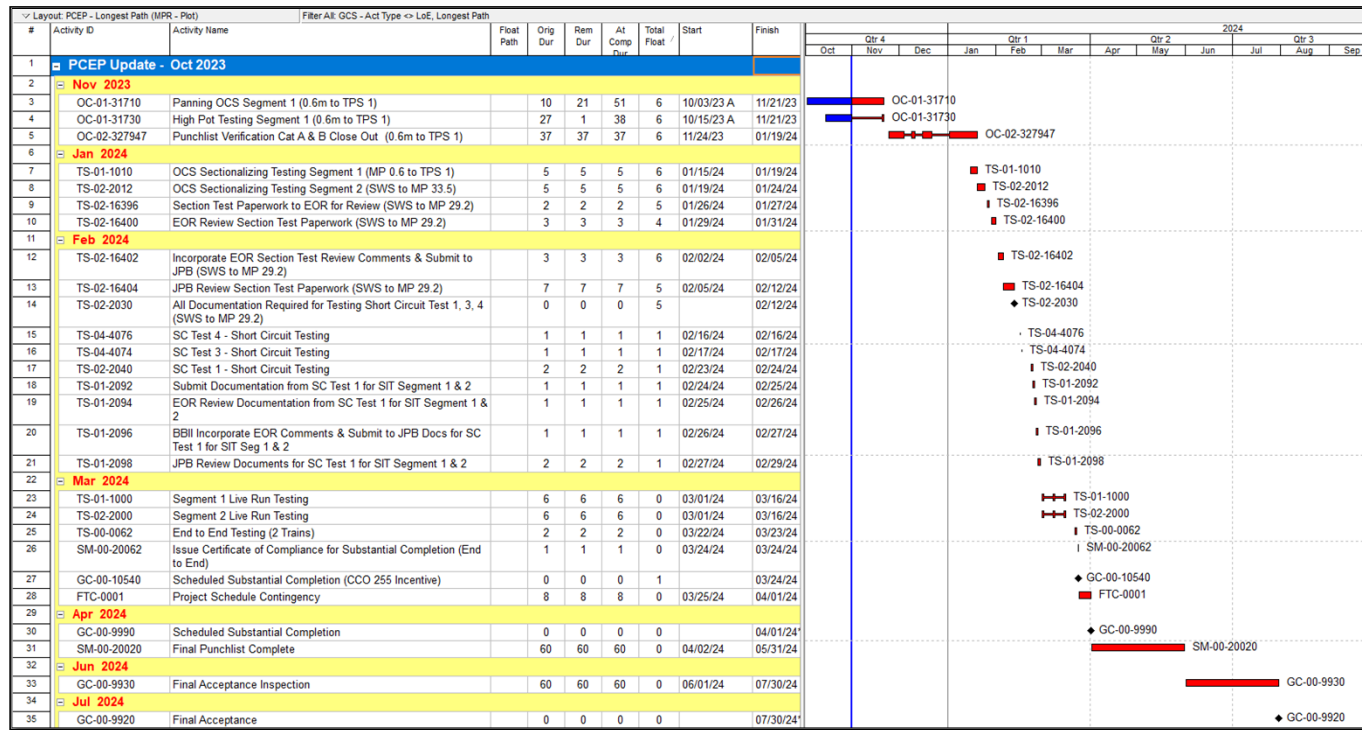


Figure 3-2. Critical Path Schedule

3.3 Schedule Contract Milestone Analysis

Contractor	Milestones	Reforecast Dates (Dec 2022)	Current Dates (Oct 2023)	Milestone Finish Date Variance	Total Float	Remarks
BBII	Segment 4 Completion (Final Short Circuit Test Report Delivered to JPB)	2/5/2023	5/31/2023	-115		Completed
BBII	System Integration Testing Start (Segment 4)	4/10/2023	6/5/2023	-56		Completed
BBII	Signal Cutovers and Systems Completion	8/20/2023	8/20/2023	0		Completed
BBII	Traction Power Substation #1 Energization	9/12/2023	8/26/2023	17		Completed
BBII	Completion of Milestone 1 (Segments 3 and 4)	5/28/2023	9/15/2023	-110		Completed
BBII	OCS Construction Completion	10/2/2023	1/19/2024	-109	23	This date does not include Guadalupe Bridge work.
BBII	OCS Construction Completion (Guadalupe Bridge)	10/25/2023	12/18/2023	-54	2	This milestone included the delivery date of Guadalupe Bridge back to BBII on 10/21/2023.
BBII	System Integration Testing Completion	11/18/2023	3/16/2024	-119	0	The Final SIT seems to have been pushed by the creation of the Project Completion Schedule which now includes all remaining scope of work to achieve Substantial Completion.
BBII	Scheduled Substantial Completion	4/1/2024	4/1/2024	0	0	Project Contingency has been reduced to 9-days of Total Float.
Stadler	14th Trainset Arrival at JPB Site	10/12/2023	7/30/2024	-292	-10	Stadler is no longer committing to deliver the 14th Trainset by end of March 2024. Implementation of Broadband has caused impacts to the final four (4) Trainsets.
BBII	Scheduled Final Acceptance	7/30/2024	7/30/2024	0	0	
JPB	Revenue Service Date (RSD)	9/26/2024	9/26/2024	0	N/A	
JPB	FFGA Revenue Completion Date (RCD)	12/31/2024	12/31/2024	0	N/A	

Figure 3-3. Contract Milestone Analysis

4.0 COST AND BUDGET

4.1 Introduction

This section presents an update on program cost and budget. On December 6th, 2021, the JPB adopted a new Program budget of \$2.44 billion. Table 4-1 depicts a summary level of program budget, costs, and estimate at completion based on the latest update of the Electrification and EMU projects as of November 30, 2023.

4.2 Program Budget and Cost

Table 4-1. Budget Summary by Project

Description of Work	Current Budget (A) ¹	Cost This Month (B) ²	Cost To Date (C) ³	Estimate To Complete (D)	Estimate At Completion (E) = (C) + (D)	Variance at Completion (F) = (A) – (E)
Electrification	\$1,754,673,622	\$13,477,369	\$1,676,868,512	\$77,805,110	\$1,754,673,622	\$0
EMU	\$688,017,075	\$1,262,501	\$553,864,770	\$134,152,305	\$688,017,075	\$0
PCEP TOTAL	\$2,442,690,697	\$14,739,870	\$2,230,733,282	\$211,957,415	\$2,442,690,697	\$0

- Column A "Current Budget" includes re-baseline and executed change orders and awarded contracts.
- Column B "Cost This Month" represents the cost of work performed this month.
- Column C "Cost to Date" includes actuals (amount paid) and accruals (amount of work performed) to date.
- Column F "Variance at Completion" includes forecasted transfer of contingency from EMU to Electrification project.

Table 4-2 depicts program budget, costs, and estimate at completion summarized by major elements of work. This budget table provides additional detail for the program and is broken down by major contracts for Electrification and EMU, minor contracts, real estate, utilities, project management oversight and other indirect support costs.

Table 4-2. Budget Summary by Major Elements

Description of Work	Re-Baseline Budget	Current Budget	Cost This Month	Cost To Date	Estimate To Complete	Estimate At Completion
Electrification	\$1,097,149,881	\$1,097,149,881	\$8,710,020	\$1,019,119,816	\$75,839,065	\$1,094,958,881
EMU Procurement	\$556,072,601	\$564,986,271	\$0	\$457,591,495	\$107,394,776	\$564,986,271
Minor Construction Contracts (Tunnel, CEMOF, SCADA, Non-BBI OCS)	\$67,055,072	\$68,091,194	\$16,410	\$64,972,201	\$2,353,867	\$67,326,067
Real Estate Acquisition & Support	\$34,914,177	\$34,914,177	\$5,782	\$24,591,286	\$10,322,891	\$34,914,177
PG&E, Utilities	\$132,088,994	\$132,088,994	\$485,135	\$207,541,235	-\$79,281,841	\$128,259,394
Management Oversight & Support	\$312,699,697	\$315,007,767	\$2,618,395	\$290,143,850	\$24,863,917	\$315,007,767
TASI Support	\$114,488,767	\$136,528,469	\$2,613,476	\$113,165,299	\$27,712,024	\$140,877,323
Finance Charges	\$9,898,638	\$9,898,638	\$410,469	\$10,636,546	\$831,984	\$11,468,530
Insurance	\$6,581,851	\$6,581,851	\$0	\$6,291,001	\$290,850	\$6,581,851
Other Required Projects & Services	\$9,084,176	\$10,484,176	-\$28,893	\$5,993,101	\$4,691,075	\$10,684,176
Environmental Mitigation	\$14,438,866	\$13,038,866	\$10,600	\$1,304,969	\$9,964,005	\$11,268,974
Caltrain Capital Overhead (ICAP)	\$48,217,887	\$48,217,887	-\$101,523	\$29,382,483	\$18,835,405	\$48,217,887
Contingency	\$40,000,089	\$5,702,525	\$0	\$0	\$8,139,397	\$8,139,397
Total	\$2,442,690,697	\$2,442,690,697	\$14,739,870	\$2,230,733,282	\$211,957,415	\$2,442,690,697

4.3 Program Shared Risk Pool and Contingency

Caltrain and Balfour Beatty Infrastructure, Inc. (BBII) continue implementing new mechanisms to ensure a collaborative approach to Project delivery. The management

team meets every week to review the issues log focusing on risk mitigation and issues resolution.

As part of global settlement, a shared risk pool of \$50 million was established to manage risks and mitigation proactively and collaboratively with the design-build contractor. Table 4-3 shows the current shared risk drawdown for the current month and to-date as well as the remaining balance of the shared Risk Pool by Risk Category. Any shared risk items (27 Risk IDs listed below in Table 4-3) that are above \$250,000 require Change Management Board (CMB) approval.

Table 4-3. Shared Risk Pool Status as of November 2023

Risk ID	Risk Description	Risk Amount	Current Month	Executed to Date	Remaining Balance
1	Permanent Power Availability	\$268,572	\$0	\$178,365	\$90,207
2	Different Site Condition for OCS Foundation	\$3,500,000	\$0	\$1,253,451	\$2,246,549
3	Different Site Condition for Duct bank	\$2,800,000	\$0	\$435,798	\$2,364,202
4	Condition of existing Fiber backbone infrastructure	\$3,150,000	-\$20	\$402,255	\$2,747,745
5	Availability of TASI Resource	\$5,777,820	\$0	\$0	\$5,777,820
6	Signal Cutover access and work window	\$5,607,150	\$0	\$0	\$5,607,150
7	Condition of existing signal system	\$538,572	\$0	\$507,167	\$31,405
8	EMI Nonconformance by EMU Vendor	\$750,000	\$0	\$13,184	\$736,817
9	Reed Street Cutover	\$90,000	\$0	\$111,765	-\$21,765
10	Availability of low voltage power for cutover testing	\$1,120,000	\$797,582	\$3,178,705	-\$2,058,705
11	Third party Permits	\$150,000	\$0	\$0	\$150,000
12	SCADA integration for the entire alignment	\$159,524	\$0	\$0	\$159,524
13	Tunnel OCS Compatibility	\$167,500	-\$5,000	\$152,418	\$15,083
14	Supply chain issue due to COVID 19	\$300,000	\$0	\$28,923	\$271,077
15	End to end Systems integration commissioning	\$2,100,000	\$0	\$0	\$2,100,000
16	Existing Caltrain Operating systems interface and integration	\$1,400,000	\$0	\$71,920	\$1,328,080
17	Third party Approval	\$150,000	\$0	\$353,277	-\$203,277
18	Impact from Caltrain other capital or third-party projects	\$2,166,683	\$113,563	\$1,933,131	\$233,552
19	Track access delay for BBII Construction	\$1,800,000	\$209,841	\$1,074,592	\$725,408
20	Additional light Maintenance and Protection Needs	\$280,000	\$0	\$180,505	\$99,495
21	Crossing Protection	\$220,000	\$0	\$102,334	\$117,666
22	Power facilities	\$500,000	\$71,717	\$917,293	-\$417,293
23	NCR's	\$0	\$0	\$0	\$0
24	Potholing	\$1,700,000	\$0	\$107,547	\$1,592,453
25	Pre-Revenue Service Operational Testing	\$250,000	\$0	\$0	\$250,000
26	TRO Contingency	\$3,000,000	\$0	\$0	\$3,000,000
27	Contingency	\$12,000,000	\$1,107,947	\$4,045,609	\$7,954,391
NA	Unidentified	\$54,179	\$0	\$0	\$54,179
	BBII Risk Pool Total	\$50,000,000	\$2,295,630	\$15,048,237	\$34,951,763

In addition to the established Risk Pool with BBII, the Re-Baseline Budget includes a program contingency of \$40 million to cover non-BBII potential changes and unknowns. Table 4-4 provides a detailed status of approved transfers from contingency due to executed Contract Change Orders and approved Budget Transfers.

Table 4-4. Program Contingency Drawdown Balance

Change Order ID	Description	Contingency
PCEP Contingency Budget		\$40,000,088
STA-056-CCO-038	Allowance for Electric Power Cost at TTCI	(\$132,365)
STA-056-CCO-041	Manual Phase Break	(\$43,520)
STA-056-CCO-042	Stadler Project Time Extension	(\$8,021,124)
ARINC-061-CCO-005	Traction Power Facility SCADA Database Changes	(\$1,036,122)
PROV-070-CCO-056	Proven Tunnels Final Settlement	\$1,000,000
PROV-071-CCO-069	Proven CEMOF Final Settlement	(\$1,000,000)
BT-027D	Legal Support FY23 - PG&E Counsel	(\$200,000)
BT-029D	GFI Electrification FY23-24 Additional Staff	(\$2,108,070)
STA-056-CCO-053	Stadler – Passenger Convenience Outlets	(\$716,661)
BT-035C	TASI Support – Electrification (2023-2024) rev1	(\$22,039,703)
Remaining Contingency		\$5,702,524
BT-049	CNPA – Mary Ave Pre-emption (Non-PCEP)	\$116,000
PG&E-042-BT-5	PG&E – Supplemental Agreement 4 – EAC Update	\$3,829,600
PROV-070-CLOSE	Proven Tunnels – Close out of Final Actuals	\$184,910
PROV-071-CLOSE	Proven CEMOF – Close out of Final Actuals	\$580,217
BBII-053-BT-CNPA	Non-PCEP Actuals-BBII Historical Changes Incl in Re-Baseline	\$2,075,000
BT-057	TASI – TASI EMU Maintenance & Material (Pre-Revenue)	(\$4,348,854)
Forecasted Remaining Contingency		\$8,139,397

Note: EAC Contingency reflects forecast contingency.

The total Program Contingency as of the December 2021 Re-Baseline Budget totaled \$90M including Allocated and Unallocated Contingency, and BBII Risk Pool. Table 4-5 summarizes the current remaining and forecasted contingency balance as of the monthly update.

Table 4-5. Overall Program Contingency

	Total E = (A+D)	Shared Risk Pool with BBII	Program Contingency		
		BBII Risk Pool (A)	Allocated (B)	Unallocated (C)	Subtotal D = (B+C)
PCEP Contingency	\$90,000,088	\$50,000,000	\$24,115,581	\$15,884,507	\$40,000,088
Drawn Contingency	(\$49,345,801)	(\$15,048,237)	(\$21,953,405)	(\$12,344,159)	(\$34,297,564)
Remaining Contingency	\$40,654,287	\$34,951,763	\$2,162,176	\$3,540,348	\$5,702,524
Pending Changes	\$2,288,325	(\$148,547)	\$0	\$2,436,873	\$2,436,873
Forecasted Remaining Contingency	\$42,942,612	\$34,803,216	\$2,162,176	\$5,977,221	\$8,139,397

4.4 Electrification Design Builder Contract Incentives

The Global Settlement with BBII also includes incentives based on Milestone completions and remaining contract incentives. Table 4-6 provides a status of Design-Build Contractor incentives Budgeted, Awarded, and remaining Balance.

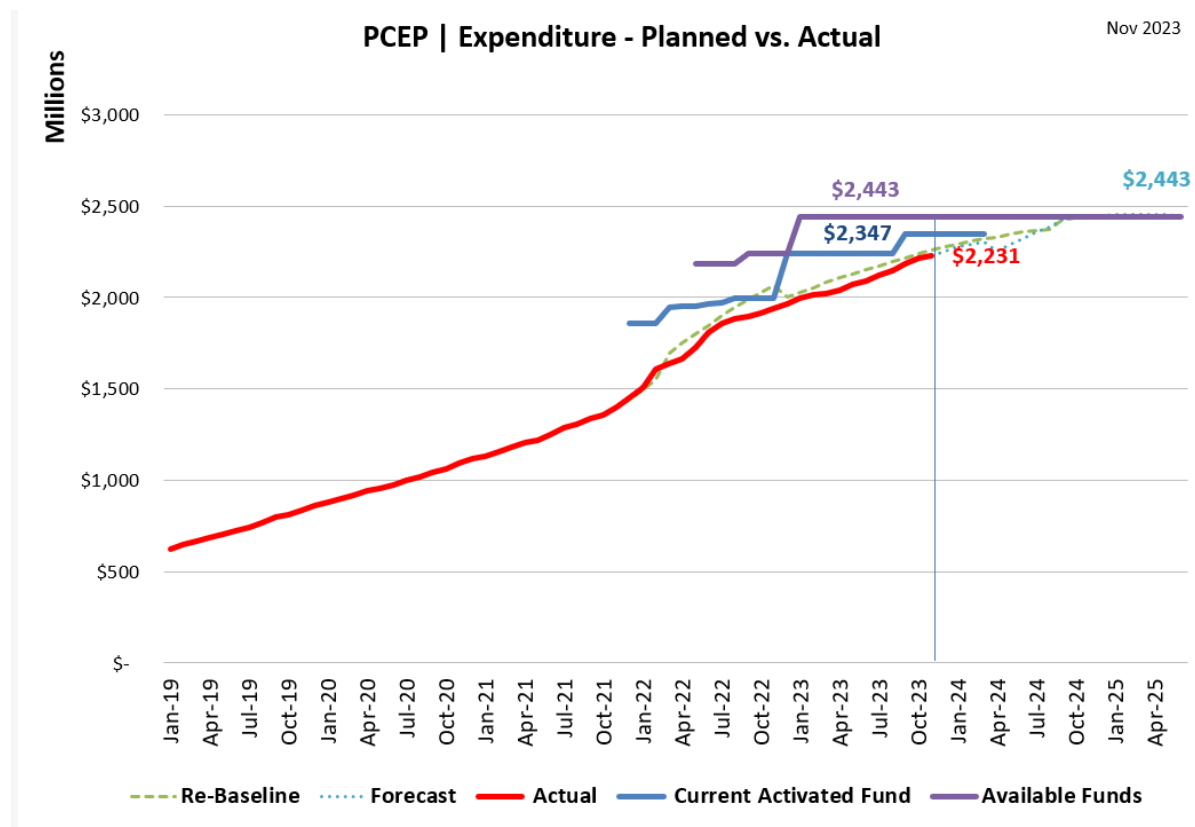
Table 4-6. BBII Incentives

Incentives	Budgeted	Awarded	Balance
Contract Incentive:			
Quality	\$1,250,000	\$1,000,000	\$250,000
Safety	\$2,500,000	\$1,000,000	\$1,500,000
Community Outreach	\$2,500,000	\$2,000,000	\$500,000
DBE	\$900,000	\$0	\$900,000
Total Contract Incentive	\$7,150,000	\$4,000,000	\$3,150,000
Milestone Incentive:			
Early Signal and Crossing Cutover	\$4,000,000	\$0	\$4,000,000
Early Project Substantial Completion (NTE)	\$8,000,000	\$0	\$8,000,000
Early Revenue Service	\$3,000,000	\$0	\$3,000,000
Total Milestone Incentive	\$15,000,000	\$0	\$15,000,000

4.5 Program Cash Flow and Funding

The remaining program expenditures are cash flowed in Figure 4-1. With the award of the full funding, the program does not expect any cash flow issues due to funding.

Figure 4.1. Expenditure – Funding Cash Flow



4.6 Issues

Table 4-7. Cost and Funding Issues Identified, and Actions Taken for November 2023

Issues	Actions
Late receiving of PG&E \$99 million reimbursement	<ul style="list-style-type: none">PG&E reimbursement protocol has been established, CPUC has approved final rate, the first PG&E reimbursement is scheduled by March 15, 2024.

5.0 CHANGE MANAGEMENT

5.1 Introduction

The change management process establishes a formal administrative work process associated with the initiation, documentation, coordination, review, approval, and implementation of changes during the design, construction, or manufacturing of PCEP. The change management process accounts for the impacts of the changes and ensures prudent use of contingency.

5.2 Change Orders/Shared Risk Pool

5.2.1 Executed Shared Risk/CCO

The following Shared Risk items were executed in November 2023:

- TPS-1 Metering Enclosure Fencing was executed on 11/7/2023 for \$71,717.
- Anti-theft Cable (Material Only) was executed on 11/7/2023 for \$28,473.
- S3 Low Voltage Power Connections Not Available to Support Cutover (Nov 2021 thru Sep 2023) was executed on 11/13/2023 for \$797,582.
- Track Access Delays for Aug 2023 was executed on 11/16/2023 for \$131,486.
- Track Access Delays for Sep 2023 was executed on 11/16/23 for \$46,740.
- Theft ID thru June 9, 2023 (R7) was executed on 11/17/2023 for \$1,079,474.
- CEMOF Yard OCS Changes was executed on 11/20/2023 for \$113,563.
- CCO-260 Contract Language Revision for Intermediate Milestone 1 was executed on 11/02/2023 for no additional cost.

5.2.2 CMB Approved Items

- IRL 282 – Segment 3 LV Power Connections
- IRL 313 – Theft Replacement

5.2.3 Upcoming Change Orders/Shared Risk Items

- Isolation and Protection for Railroad
- Debris Pile Removal at FDN 46.1-19
- Tap Settings Change (to 26.5kv)
- Pole Recoloring at 4th & King Station
- 4th & King Flagpole Removal
- Testing for Step & Touch Potential at TPFs
- Test Train Passing CEMOF Isolation Limits
- Segment 3 Low Voltage (Generators)
- Additional MRS Signal Training
- New Utility Crossing Oyster Point

5.3 Issues

Table 5-1. Change Management Issues Identified and Actions Taken for November 2023

Issues	Actions
<p>Segment 4 Maintenance Option in the existing BBII Contract was never exercised. Maintenance of OCS/TPS for Segment 4 will be needed post Segment 4 substantial completion once Caltrain is using it for EMU testing under 25kV.</p>	<ul style="list-style-type: none"> • Define EMU testing and burn in work schedule - Completed. • BBII provides isolation and protection once Segment 4 is powered up – completed • Prepare Request for Proposal for OCS/TPS SOW – Completed by Rail Operations • Maintenance Service for public procurement strategy has changed to implementing amendment to railroad operator and maintainer TASI for OCS/TPS maintenance work. • Develop evaluation criteria for TASI Maintenance Service proposals - Completed. • Recommend for award and obtain JPB board approval. • TASI performed isolation and inspection service for milestone 1 limits since October 2nd 2023

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Board of Directors
Through: Michelle Bouchard, Executive Director
From: Dahlia Chazan, Deputy Chief, Caltrain Planning
Subject: **Corridor Crossing Strategy Update: Program Strategy and Delivery Guide**

Finance Committee Recommendation Technology, Operations, Planning, and Safety Committee Recommendation Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

This report includes an informational update that requires no action by the Board of Directors (“Board”) of the Peninsula Corridor Joint Powers Board (“JPB” or “Caltrain”). The purpose of this informational report and accompanying presentation is to present an overview of the Caltrain Corridor Crossing Strategy (CCS) program progress including the purpose, Project Delivery Opportunities, Program Strategy Development, and next steps.

Discussion

As an outcome of the Caltrain Business Plan, Caltrain convened the Corridor Crossings Strategy (CCS) as an engagement-driven effort to develop a systematic, corridor-wide approach to existing, at-grade rail crossings. As Caltrain and other operators plan to increase rail services, Caltrain understands that a coordinated approach to grade separations or closures is needed to unlock regional mobility and safety benefits. The CCS aims to align community partners’ ambitions with an implementable program, addressing funding, organization, and program delivery.

Project staff will provide an update on the Crossings Delivery Guide and Program Strategy. The Crossings Delivery Guide was called for by community partners during the CCS interviews where they voiced the need for a consistent and transparent grade separation process. The guide will serve as a consolidated resource of design standards, criteria, practices, procedures, and policies related to the planning and implementation of grade separation or closure projects.

The Program Strategy will be a shared, corridor vision with an incremental and implementable program approach to achieve regional benefits. This program approach is being developed through input and feedback from community partners at numerous meetings where they voiced a desire for a consolidated and coordinated program. Once developed and adopted, such a program will accelerate the delivery of grade separation projects, enable the strategic pursuit of funding, and position Caltrain to take a proactive and consistent role in delivering grade separation projects.

Background

The CCS has been discussed as an agency priority since 2019, when it was first identified within the Caltrain Business Plan Process. This strategy was first funded in 2019 but was delayed due to the COVID-19 pandemic. The Caltrain Business Plan acknowledges that grade separation projects are costly, complex, and challenging. The CCS strives to identify areas for enhancement in the current process and develop a strategic approach to deliver corridor-wide consensus on delivery of grade separation projects.

The Initiation Phase of the CCS started in July 2022 and finished in December 2022. This phase included initial issue identification, compiled from Caltrain coordination, initial external engagement, and assessment of preliminary existing conditions.

The Program Strategy development commenced in January 2023 and will conclude in approximately Spring 2024. The goal of this phase is to determine a shared vision for completing grade separation projects on the corridor that is informed by technical analysis and corridor partner feedback. This vision will inform how the corridor completes grade separation projects moving forward.. The purpose of Program Strategy development is to identify a shared vision for grade separations or closures along the corridor, including objectives and needs, informed by extensive engagement with community partners. Concurrently with the Program Strategy development, Project Delivery Opportunities were identified as another path of the CCS to communicate roles, responsibilities, processes, and standards for individual projects.

The next step for the Program Strategy is to continue engagement with corridor partners to develop an implementation plan for the corridor-wide strategy vision and programmatic approach to crossings that includes the identification of priority projects. The implementation plan will address organization, project development, funding, and program delivery.

Crossings Delivery Guide

The CCS team has developed a draft of the Crossings Delivery Guide – an online, user-friendly guide for Caltrain, local jurisdictions, and partner agencies to clearly communicate project delivery processes and procedures. This guide was identified as a need from community partners during the Phase I interviews. The guide will serve as a consolidated reference of design criteria and construction standards and defines the roles and responsibilities for implementing grade separation or closure projects. This guide is currently under technical review by corridor staff.

Program Strategy

The Program Strategy Development path of the CCS will result in the Strategy Vision – a shared, corridor vision with an incremental and implementable approach for regional benefits that will include an actionable plan. Using input from community partners, the Strategy Vision will define a program approach that balances the complex web of organizational, technical, and funding challenges that must be addressed for the vision to be realized. Cost and funding information will also be incorporated into the Strategy Vision to facilitate the discussion of a coordinated funding approach and provide near-term benefits to jurisdictions. The CCS reviewed several case studies of similar efforts in other geographic regions and organized those

efforts into a spectrum of approaches, ranging from the least intensive “project by project” approach to the most intensive “system-wide” approach. Through the lens of these different approaches, the CCS included technical analyses of several topics of interest to corridor partners, including cost and funding, organizational approach, and construction and delivery, in order to determine, along with corridor partner feedback, what approach was most suitable for the Caltrain corridor.

In November 2023, the CCS hosted a series of workshops for Local Policy Maker Group (LPMG) and City/County Staff Coordination Group (CSCG) members. The CSCG workshop was held on November 15, 2023, and focused on understanding efficiencies of a coordinated program approach. CSCG members found a need to develop a consistent, regularly updated multi-year program to guide corridor crossing work, shared across corridor partners. The LPMG workshop was held on November 30, 2023, and focused on the development and approval process for that potential program, and the cycle for revisiting and updating the potential program. LPMG members agreed on the need for a multi-year program to guide corridor crossing work and noted the need to identify projects to guide jurisdictional involvement.

Through the workshops and technical topic exploration, corridor partners voiced the need for a coordinated program approach, led by Caltrain with robust corridor partner involvement. A coordinated program approach will allow corridor partners’ feedback through an integrated delivery team, leveraging operations and construction coordination, project packaging and staging, and administrative/funding efficiencies.

Next Steps

The CCS will incorporate corridor partner revisions to the Draft Crossings Delivery Guide throughout January 2024 and post the updated Crossings Delivery Guide online in February 2024.

The Draft Program Strategy Report summarizing the CCS technical work, and corridor partner insights and recommendations is anticipated to be ready for community partners and partner agencies review in early 2024. The CCS will continue to collaborate with corridor partners, jurisdictions, member agencies, and community partners throughout the first quarter of 2024. In March and April of 2024, the CCS team anticipates presenting to the JPB to review and receive direction on the Program implementation.

Budget Impact

This informational item has no impact on the budget.

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