



BOARD OF DIRECTORS 2025

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EXECUTIVE DIRECTOR

AGENDA

Peninsula Corridor Joint Powers Board

Board of Directors Meeting

January 09, 2025, 9:00 am

Bacciocco Auditorium, 2nd Floor

1250 San Carlos Avenue, San Carlos, CA 94070

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 Avenue, San Carlos, CA, 94070 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 09, 2025 - 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 / Safety Briefing
2. Roll Call
3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances
4. Request to Change Order of Business

PART II OF MEETING (CLOSED SESSION): 9:05 am estimated

5. Closed Session: Conference with Legal Counsel – Existing Litigation (§ 54956.9(d)(1))
 - 5.a. Merlino, et al vs. Peninsula Corridor Joint Powers Board, et al, San Mateo Superior Court Case No. 23-CIV-00572
 - 5.b. Bryan vs. Peninsula Corridor Joint Powers Board, et al, San Mateo Superior Court Case No. 23-CIV-01225
 - 5.c. Liu Vs. Peninsula Corridor Joint Powers Board, et al, San Mateo Superior Court Case No. 23-CIV-00839
 - 5.d. Morales (Ortiz), et al vs. Peninsula Corridor Joint Powers Board, et al, San Mateo Superior Court Case No. 23-CIV-01521
 - 5.e. Walton vs. Caltrain, et al, San Mateo Superior Court Case No. 23-CIV-01329
6. Closed Session: Conference with Legal Counsel – Existing Litigation (§ 54956.9(d)(1))
[Rogers v. Peninsula Corridor Joint Powers Board, San Mateo County Superior Court, Case No. 23-CIV-03335]

PART III OF MEETING (REGULAR SESSION): 10:15 am estimated

- 7. General Counsel Report – Report Out from Above Closed Session (Verbal)
- 8. 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.
- 9. Report of the Executive Director Informational

10. Consent Calendar
Members of the Board may request that an item under the Consent Calendar be considered separately.

10.a. Approval of Meeting Minutes for December 5, 2024 Motion

Approved by the Finance Committee

10.b. Accept Statement of Revenues and Expenses for the Period Ending October 31, 2024 Motion

10.c. Authorize Executive Director to Execute Amendment 1 to Contract 24-J-P-016 for On-Call Alternative Project Delivery Negotiation Support Services* Resolution

10.d. Award of On-Call Design Review Services Contract to TranSystems Corporation for a Total Not-To-Exceed Amount of \$8 Million for a Seven-Year Term* Resolution

10.e. Award Contracts to COGENT Infotech Corporation, Domain Experts Corporation, and InterSources, Inc. for On-Call Full-Cycle and Sourcing Recruitment Services for an Aggregate Total Not-to-Exceed Amount of \$1,500,000 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms* Resolution

10.f. Amend and Increase the Fiscal Year 2025 Capital Budget from \$17,000,000 From \$148,179,052 to \$165,179,052 Resolution

Approved by the Advocacy and Major Projects (AMP) Committee

10.g. Authorize the Executive Director to Sign the Equity in Infrastructure Project Pledge Resolution

10.h. Authorize the Executive Director to Execute The Portal Project Implementation Memorandum of Understanding* ** Resolution

- | | |
|--|---------------|
| 11. Receive PCEP (Peninsula Corridor Electrification Project) Monthly Progress Report | Informational |
| 12. Receive Update on FY2025 Operating Budget and 10-Year Strategic Financial Plan | Informational |
| 13. Receive State and Federal Legislative Update | Informational |
| 14. Reports (Verbal) | |
| 14.a. Report of the Citizens Advisory Committee | Informational |
| 14.b. Report of the Chair | Informational |
| 14.c. Report of the Local Policy Maker Group (LPMG) | Informational |
| 14.d. Report of the Transbay Joint Powers Authority (TJPA) | Informational |
| 15. Correspondence | |
| 16. Board Member Requests | |
| 17. Date / Time / Location of Next Regular Meeting: Thursday, February 6, 2025 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 94070. | |
| 18. 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 650.551.6108. Agendas are available on the Caltrain website at <https://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 Finance Committee: Two Mondays before the Board Meeting, 2:30 pm; JPB Technology, Operations, Planning, and Safety (TOPS) Committee: Two Wednesdays before the Board meeting, 1:30 pm. JPB Advocacy and Major Projects (AMP) Committee: Two Wednesdays before the Board meeting, 3:30 pm. 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 2024

Executive Director Michelle Bouchard

Report prepared for January Board meeting; data current through November 2024.









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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Safety Updates – Injuries and Accidents

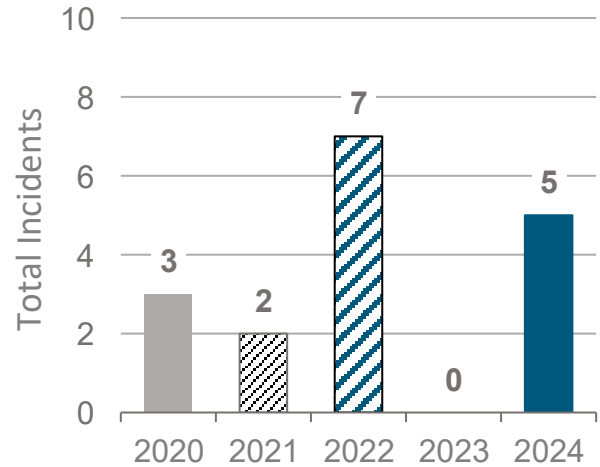
Reportable Injury Trends



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 2024 is 2.20.

Strains or sprains constitute the majority (54%) of reportable injuries for Caltrain’s operator.

Reportable Rail Equipment Incidents



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 were no reportable incidents in 2023 but there have been 5 incidents thus far in 2024.

Days without a Reportable Injury as of 12/1/2024

Department	Days Without Injury	Date of Last Injury
Dispatch	1,648	5/27/2020
Operations	52	10/9/2024
Maintenance of Equipment	73	9/18/2024
Maintenance of Way	290	2/14/2024
Other	1,648	5/27/2020





Safety Culture Engagement Efforts

Ongoing Safety Culture Transformation

- Safety Champions continue to 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. A new group of Safety Leaders (the fourth cohort thus far) was selected and recognized in October 2024.
- Caltrain staff significantly expanded the Rail Safety section of the agency’s intranet including links to key resources such as the hazard reporting log.

Recent Engagement Activities

- Attended APTA Safety and Risk Management Conference in December at Atlanta.
- Brought in-house monitoring of leased camera towers via the District’s SOC. In the process of giving certain departments like the Power Control Supervisors access and limited control of the camera towers as additional tools for their purposes. 10 currently deployed, 5 in property going through the SSWP process prior to deployment.



- In discussion with BART and other partner agencies for a joint full scale exercise next year.





Safety Culture Engagement Efforts (cont'd)

- In conjunction with SamTrans, procurement of a new safety management software to better document and organize safety event reports, hazards, corrective actions, inspection reports, etc.
- Attended FRA Rail Share Conference
- Shared Google Navigation Enhancements with Grade Crossing Working Group
- Participated in Commuter Rail Safety Committee – presented Caltrain efforts on Roadway Worker Protection, Safety Culture and Grade Crossings
- Engaging cities along corridor to advance tree mitigation efforts
- Attended safety symposium in Pittsburgh, PA to present on Caltrain's safety culture transformation and discuss best practices with industry peers
- Met with technology companies to discuss GPS navigation safety enhancements for grade crossing areas. Notably, Google introduced an update that now verbally alerts map users when they approach a railroad crossing.
- Launched the internal "Why is Safety Important to Me?" campaign, encouraging employees to share a photo and story that highlights the importance of "Going Home Safely, Every Day." The campaign is featured on digital displays throughout administrative and operations offices.
- Electric train environment communication
- Conducted two additional CPR/AED training sessions for administrative staff, with plans to schedule more
- Conducted joint emergency tabletop exercise between Caltrain/TASI, BART, San Bruno Fire Department and samTrans in June 2024

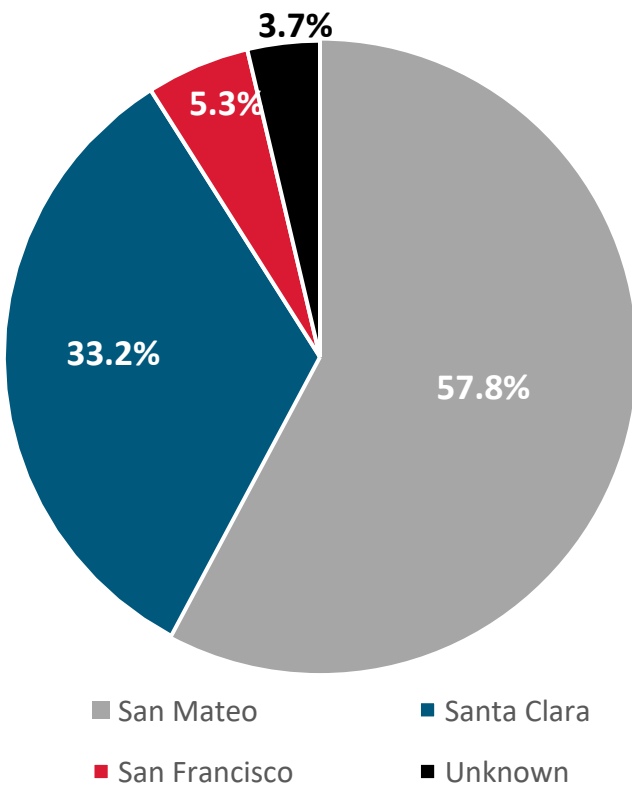




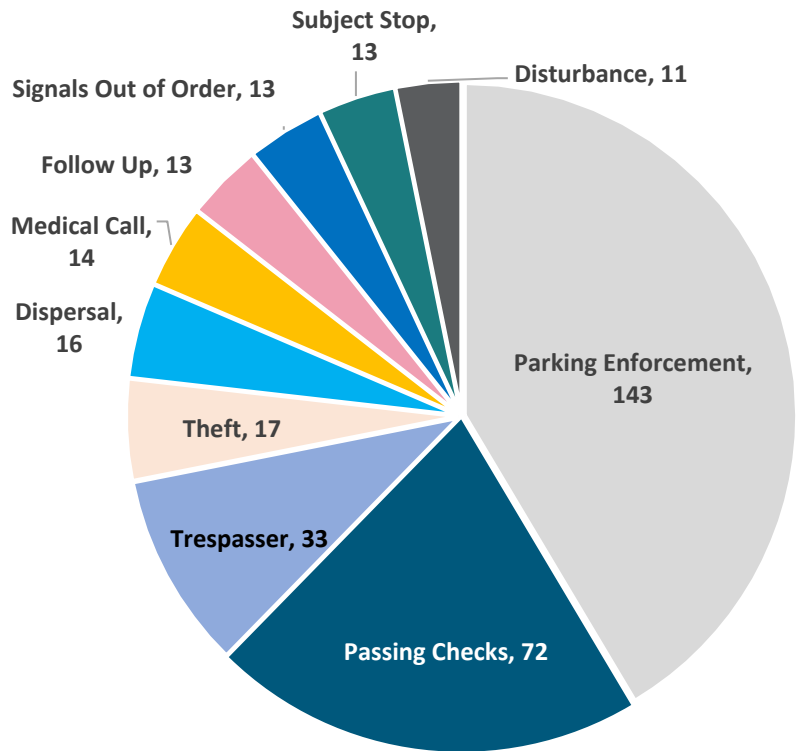
Security Update

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.

Calls for Service by County November 2024



Number of Calls by Category November 2024¹



November 2024 Service Call Data

Overall Average Response Time: **26:14**

Average Response Time for **Priority 1** Calls*: **23:00**

Average Response Time for **Priority 2** Calls**: **25:21**

*Priority 1 Calls: *In Progress – Crimes Against Persons*

**Priority 2 Calls: *Just Occurred – Crimes Against Persons/In-Progress Property Crimes*

Footnote 1: Total calls for service totaled 442 in November across 18 categories. The pie chart shows the top 10 categories representing 345 calls or 78% of the total.

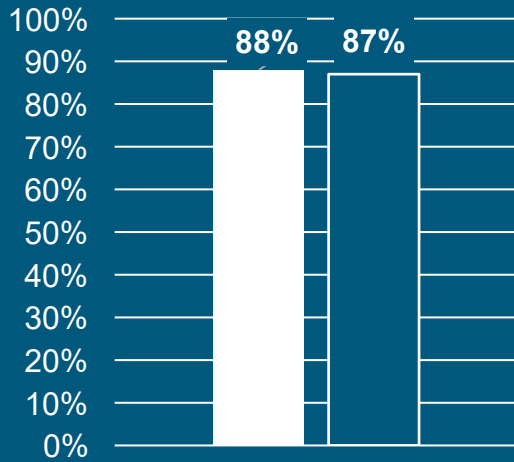




Performance at a Glance

On-Time Performance

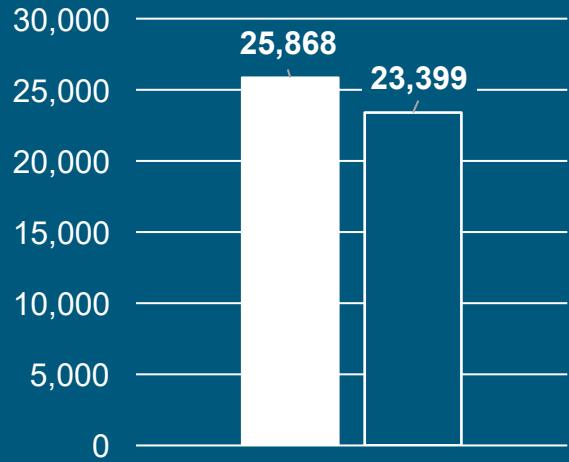
Percentage of trains arriving within six minutes of the scheduled time



■ Nov-24 □ 12-Month Average

Average Daily Ridership

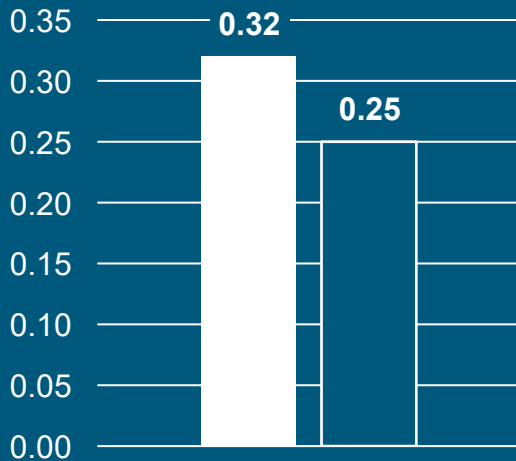
Average estimated weekday ridership



■ Nov-24 □ 12-Month Average

Farebox Recovery Ratio

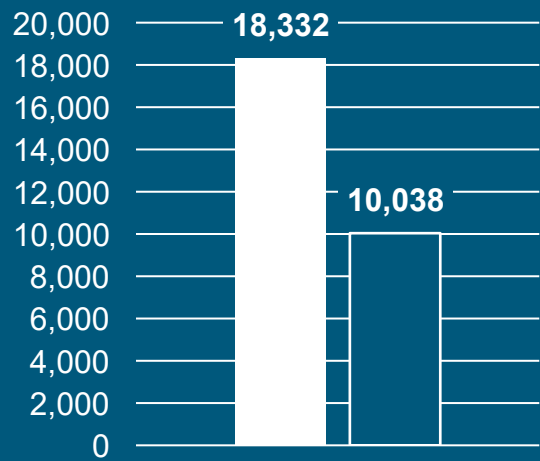
Ratio of fare revenue to operating costs



■ Nov-24 □ 12-Month Average

Mean Distance Between Failures

Average miles travelled by locomotives before maintenance/repair is required

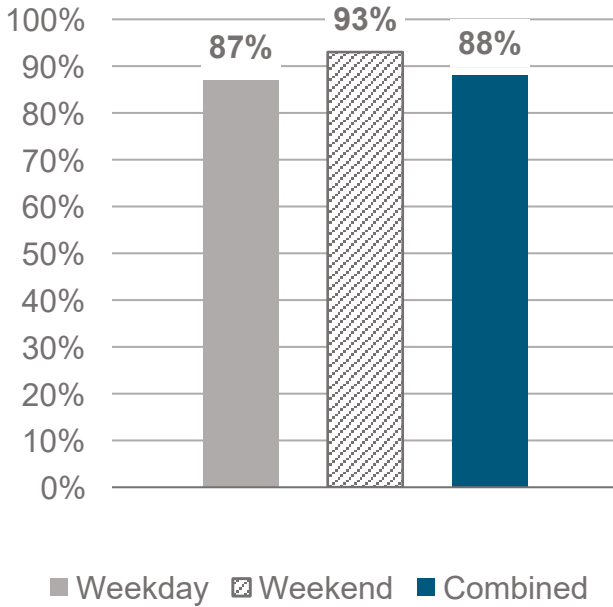


■ Nov-24 □ 12-Month Average



On-Time Performance

Performance This Month (Nov-24)

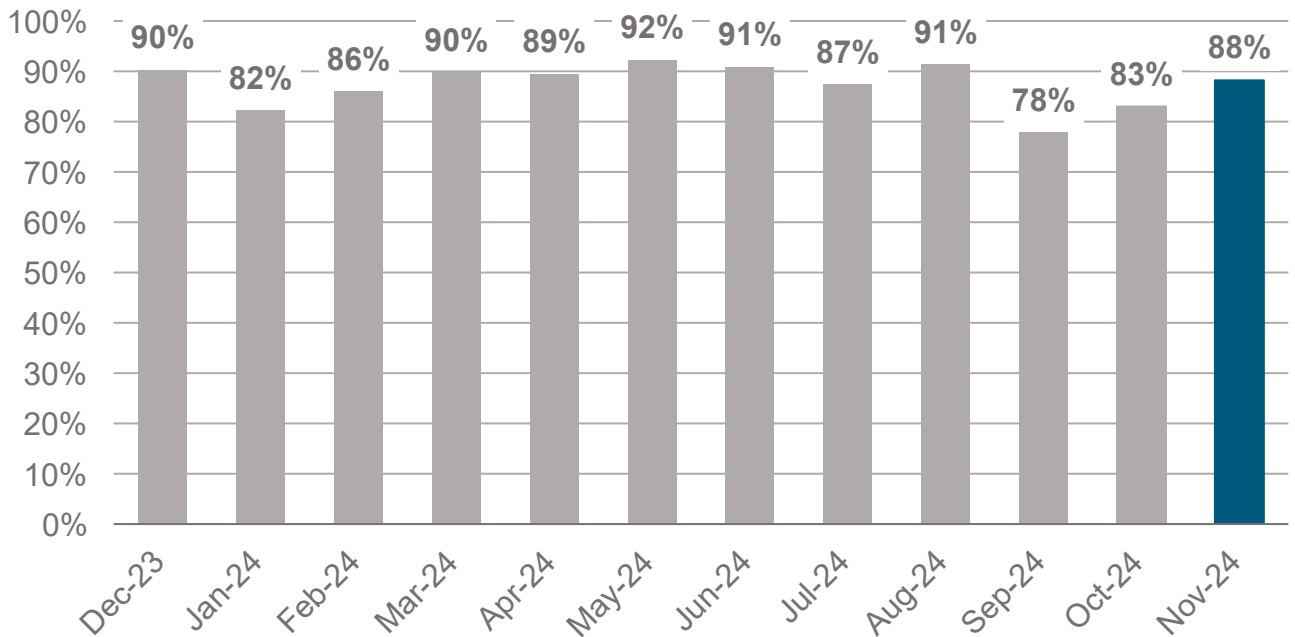


Trains are considered on-time if they arrive within six minutes of the scheduled arrival time at end-line locations (i.e. San Francisco, San Jose Diridon, Tamien, and Gilroy).

The on-time performance (OTP) goal for Caltrain is 95 percent. Combined OTP for the month of November was 88%.

Note that weekend OTP includes holidays.

Monthly On-Time Performance in the Past Year





Delays and Cancellations

Sep-24

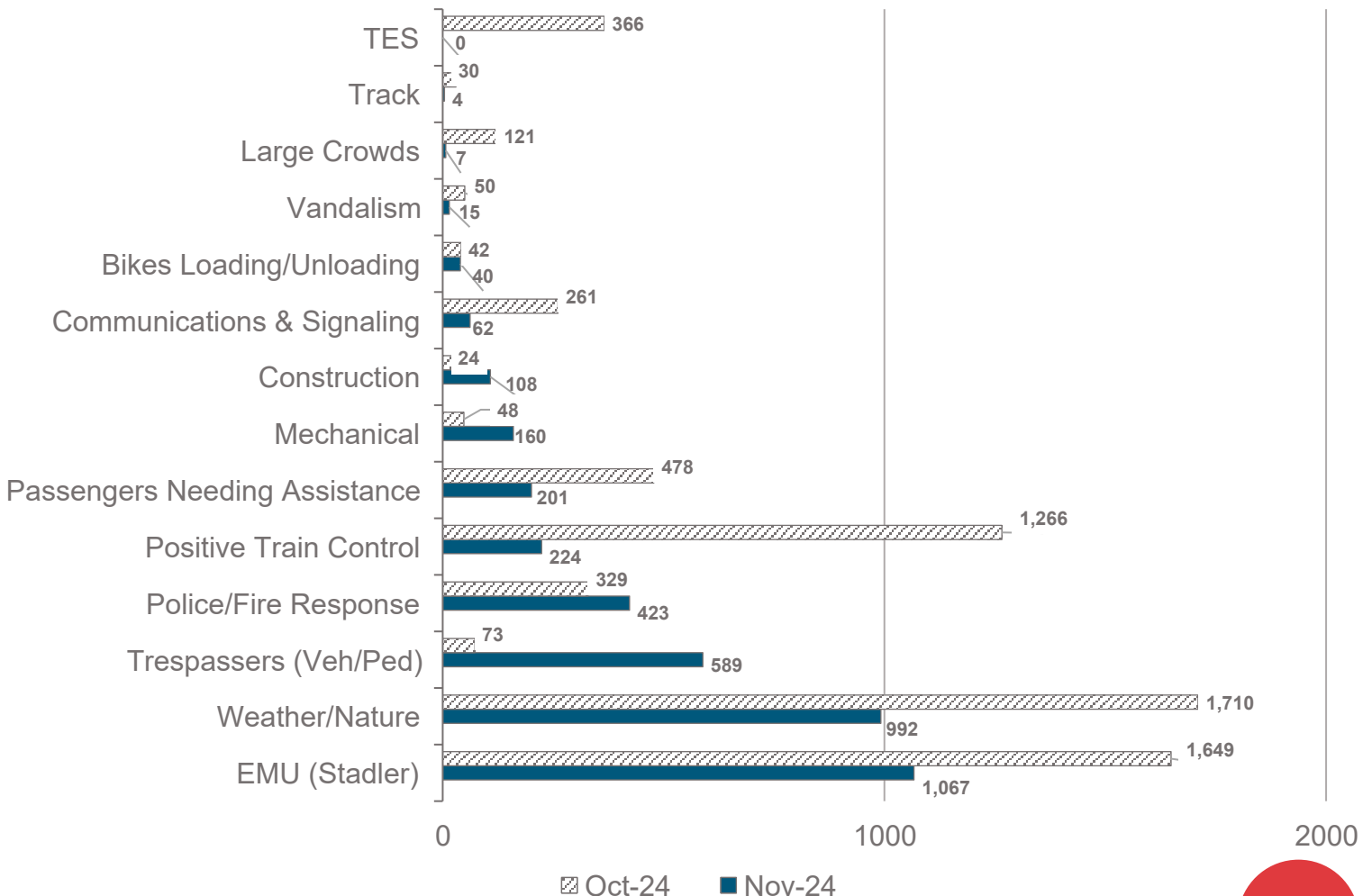
Oct-24

Nov-24

Number of Late Trains	574	527	339
Average Minutes Late for Late Trains	22	14	14
Number of Cancelled Trains	24	17	29

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.

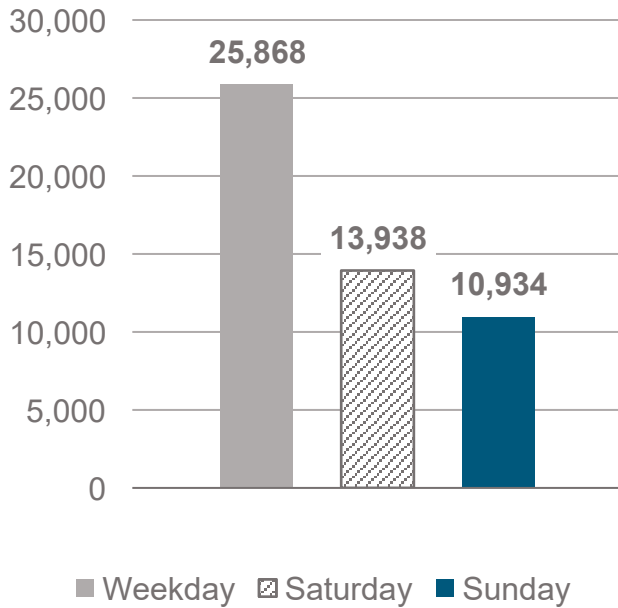
Reasons for Train Delays, by Minutes of Delay





Ridership and Revenue

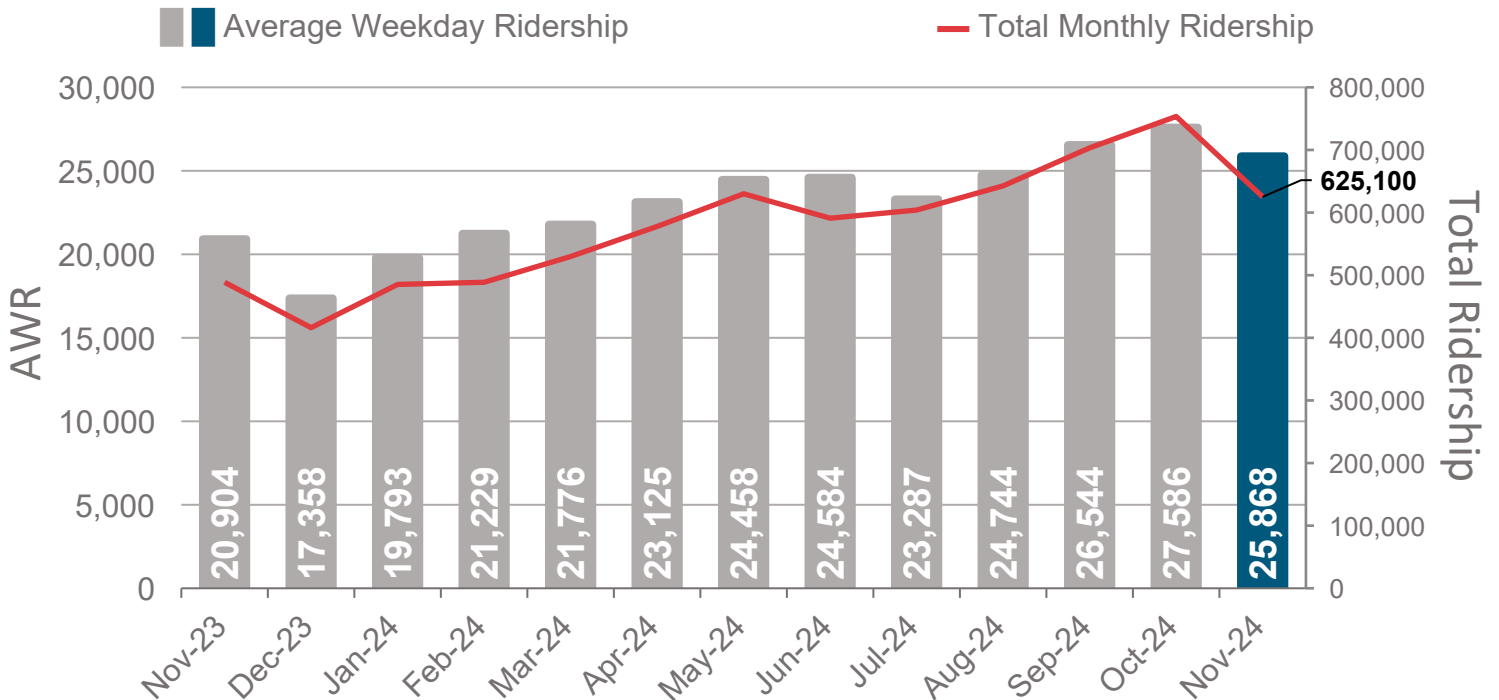
Average Daily Ridership (Nov-24)



Average weekday ridership (AWR) increased by approximately 24 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.

The dip in total ridership from October to November was due to a combination of the Thanksgiving holiday and rainy weather. Ridership is historically seasonal with month-to-month variations to be expected, and overall ridership is up 28% from November 2023 to November 2024.

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.

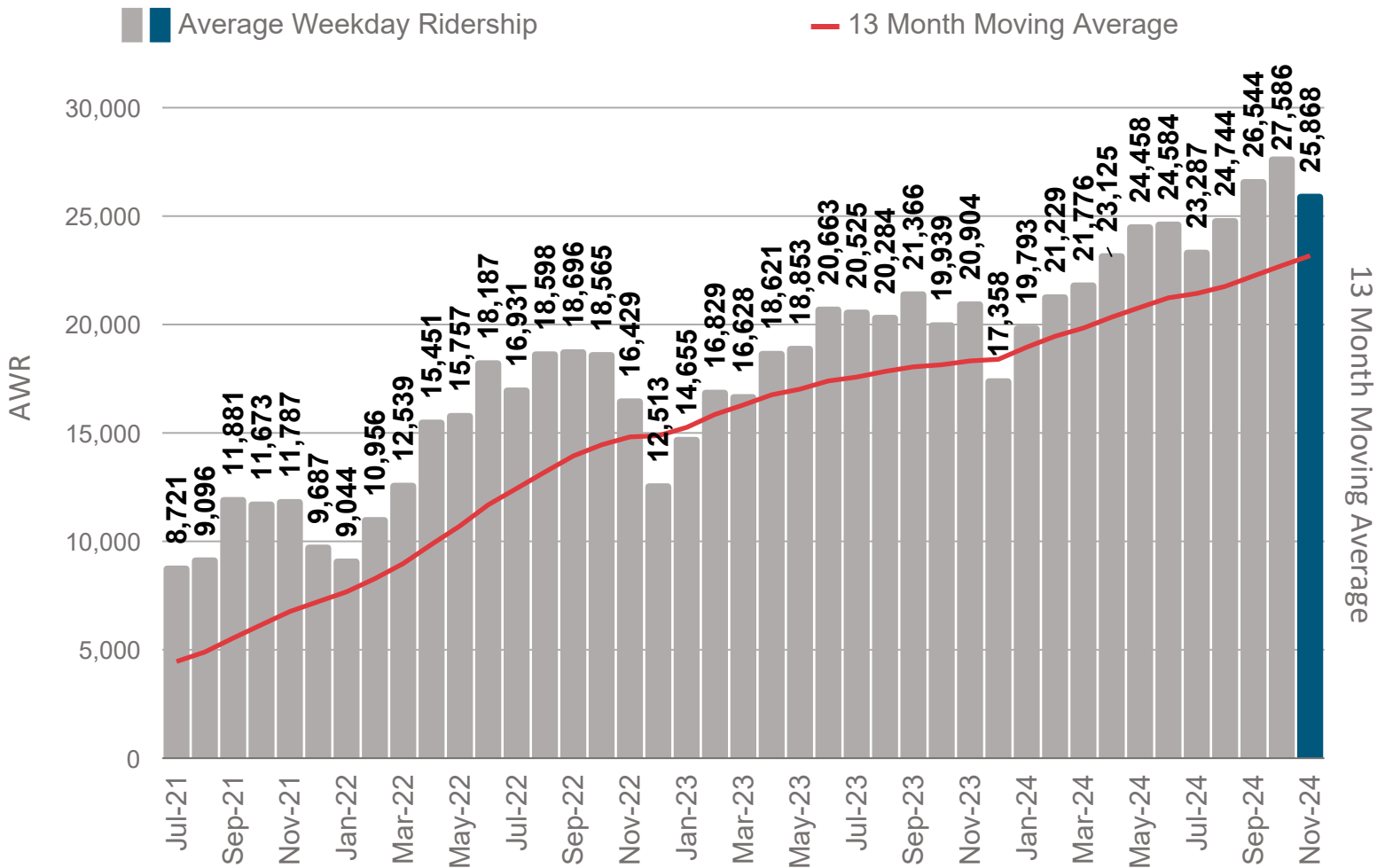
November 2023 on: Caltrain implemented a ridership estimation model that is based entirely on fare media sales data.





Ridership and Revenue

Average Weekday Ridership & 13 Month Moving Average:
Fiscal Year 2022 to Present



Year Over Year AWR Increase
(November 2023 vs. November 2024) : **24%**





Ridership and Revenue

Special Service Ridership Report

San Francisco Station

- Total event-day ridership at San Francisco Station in November was 3,259, an 11.8% decrease compared to 2023 (3,696) and a 53.8% decrease from 2019 (7,051).
 - In November 2024 there were 5 events compared to 8 in 2023 and 7 in 2019.

Stanford Station

- Total event-day ridership at Stanford Station in November was 253, an 89.3% decrease compared to 2023 (2,358).
 - In November 2024 there was 1 event compared to 2 in 2023, including the “Big Game” vs UC Berkeley. There were no events in 2019.

Mountain View Station

- Total event-day ridership at Mountain View Station in November was 1,907, a 55.2% increase compared to 2023 (1,229) and a 70.2% decrease from 2019 (6,398).
 - In November 2024 there was 1 event compared to 1 in 2023 and 3 in 2019.

San Jose Diridon Station

- Total event-day ridership at San Jose Diridon Station in October was 2,294, a 24% increase compared to 2023 (1,850) and a 37.6% increase decrease from 2019 (3,678).
 - In November 2024 there were 8 events compared to 9 in 2023 and 11 in 2019.

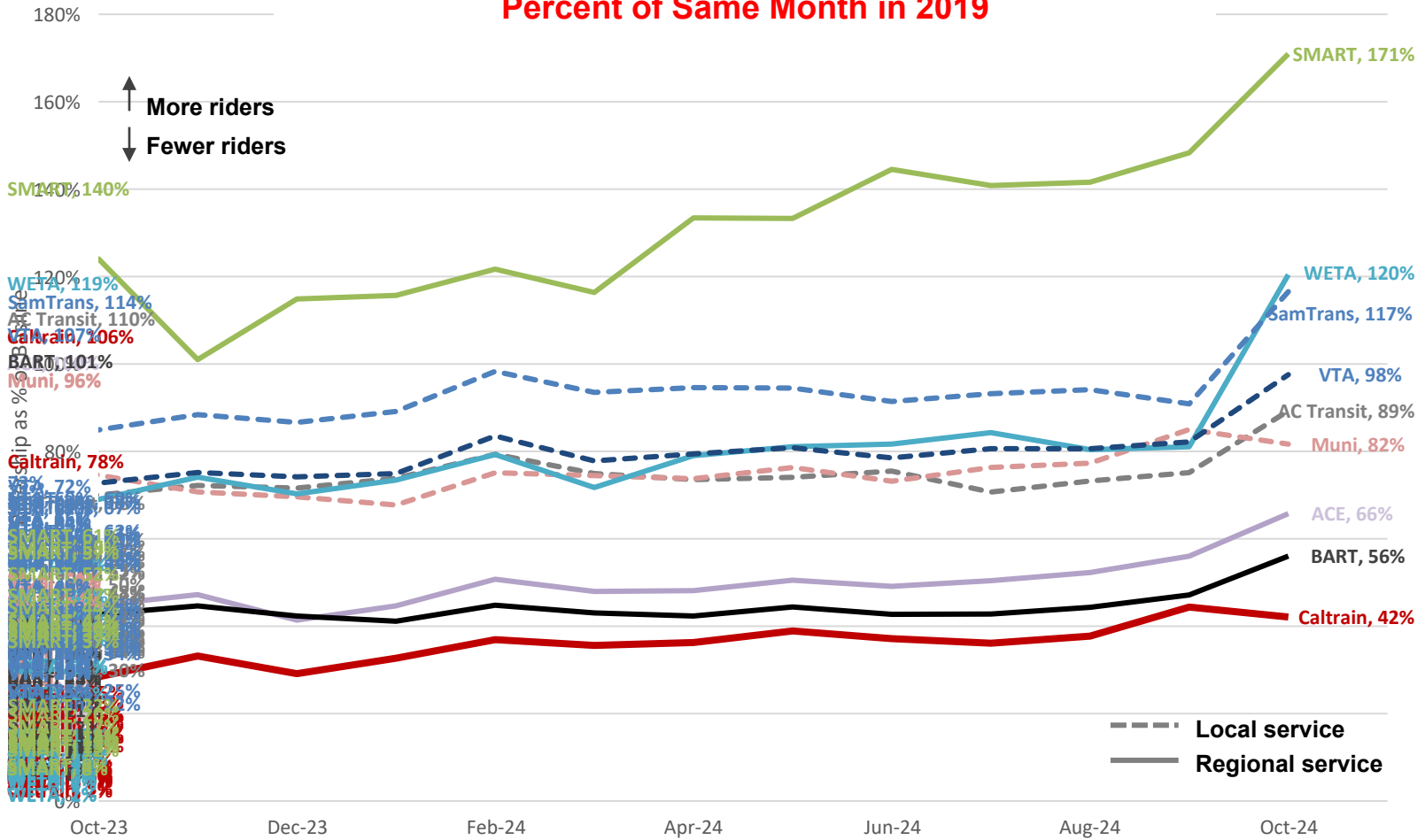




Public Transit Ridership Recovery in the Bay Area

The below chart estimates pandemic ridership recovery by comparing each month's total ridership to that of the same pre-pandemic month in 2019.

Total Monthly Ridership as a Share of Pre-Pandemic Levels Percent of Same Month in 2019



Notes:

- As of August 2024, ridership recovery percentages for each agency are calculated in comparison to the same month from 2019.
- 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.

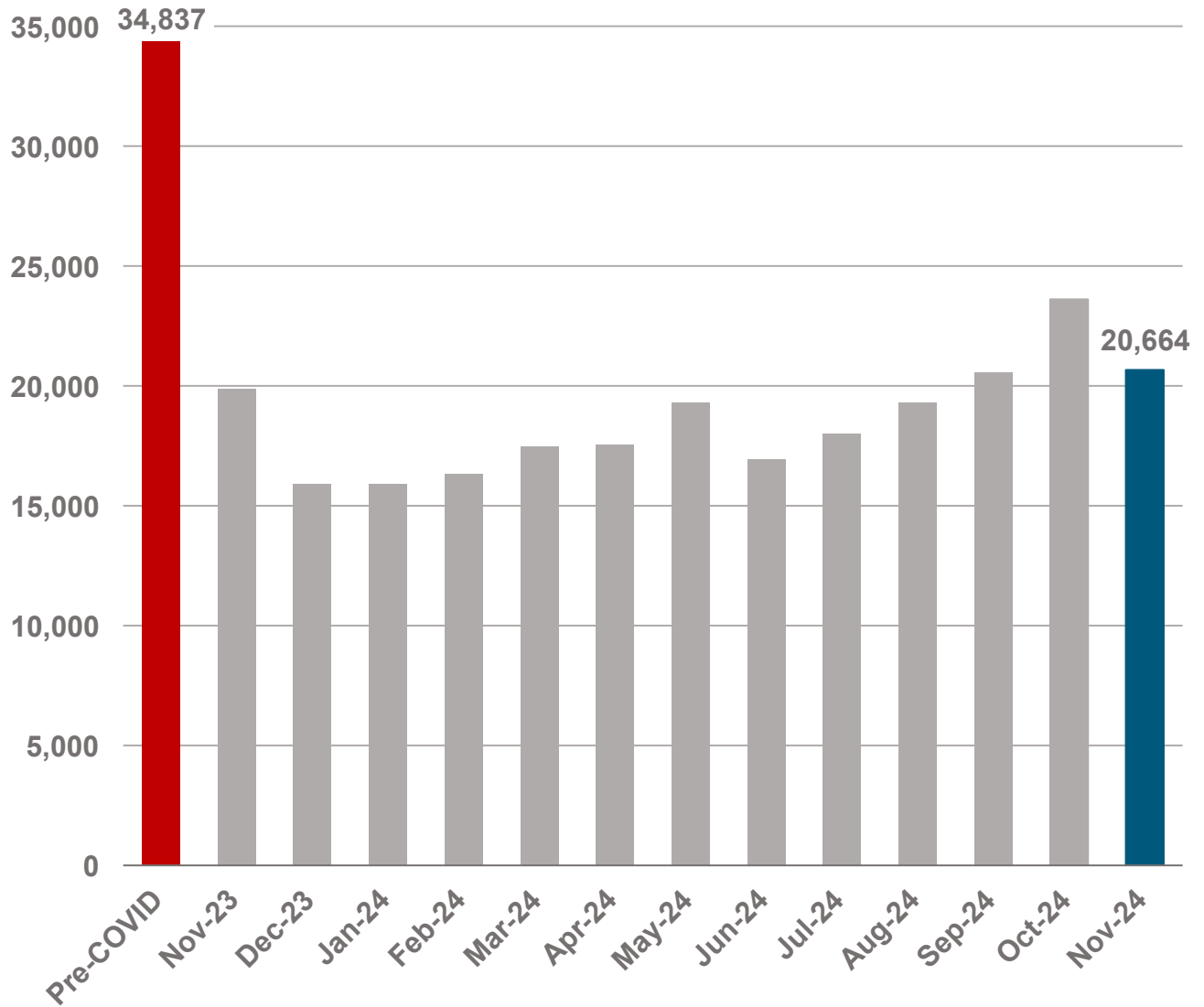
Total Monthly Ridership Estimates (in thousands)

Transit Operator	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug	24-Sep	24-Oct
Muni	14,007	12,556	12,409	12,773	12,831	14,042	13,851	14,601	13,279	13,810	14,521	14,575	15,399
BART	4,963	4,456	4,046	4,258	4,338	4,617	4,677	4,918	4,562	4,659	4,963	5,085	5,800
AC Transit	3,699	3,278	3,045	3,245	3,303	3,484	3,490	3,492	3,071	3,092	3,498	3,678	3,923
VTA	2,511	2,264	2,115	2,203	2,238	2,397	2,419	2,545	2,238	2,345	2,519	2,596	2,869
SamTrans	949	851	786	817	816	906	891	957	795	813	948	962	1,068
Caltrain	491	489	416	485	489	530	578	630	591	604	643	703	625
WETA	198	214	175	150	160	155	172	217	224	247	276	267	237
SMART	71	66	67	66	62	68	80	85	80	89	93	93	98
ACE	63	54	42	57	58	60	63	71	55	62	70	70	84



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.

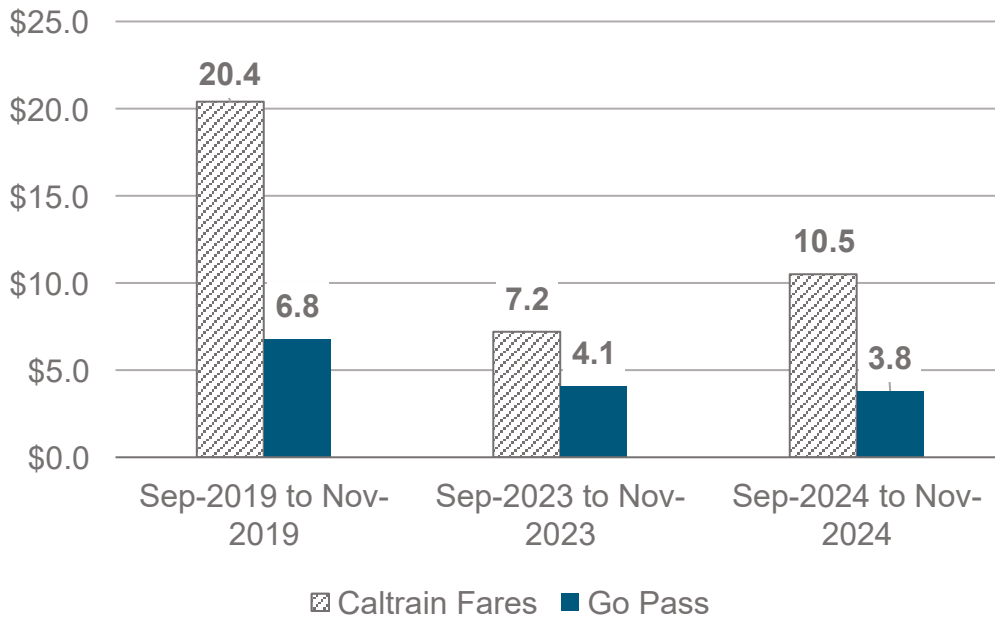
Pre-COVID data is provided for comparison purposes and represents average monthly transfers during the one-year period from March 2019 to February 2020.





Ridership and Revenue

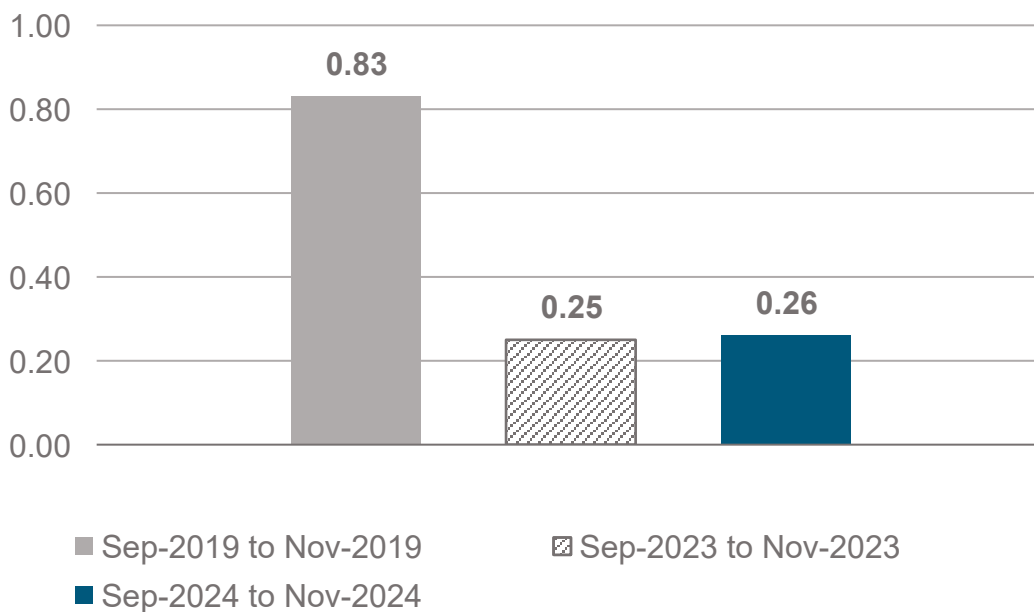
Total Fare Revenues (\$M) - Past 3 Months Comparison



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)



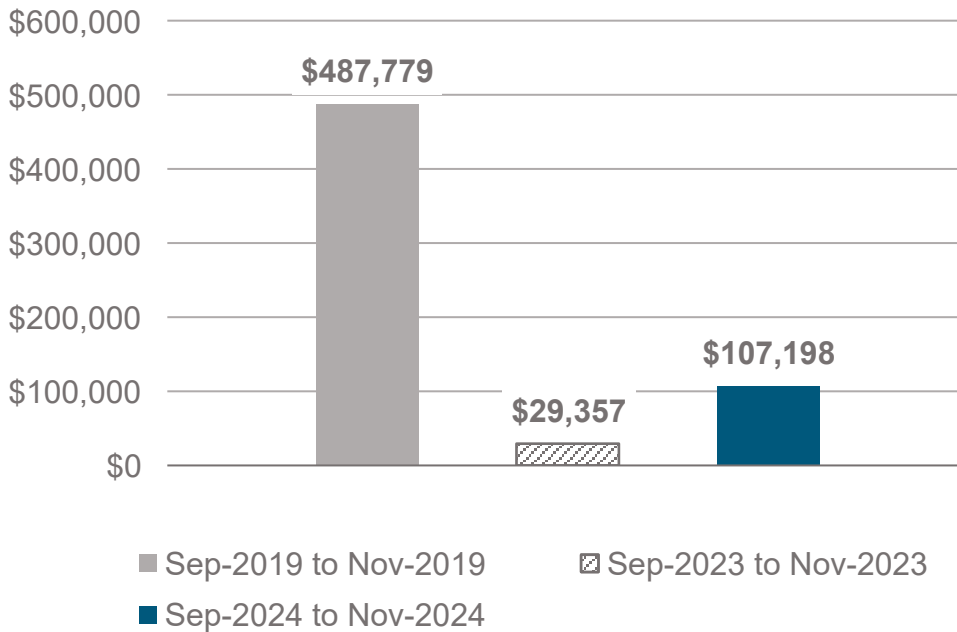
Farebox Recovery Ratio represents how much of the cost of providing service is covered by customer fares. A higher ratio indicates that a greater share of costs are covered by riders.





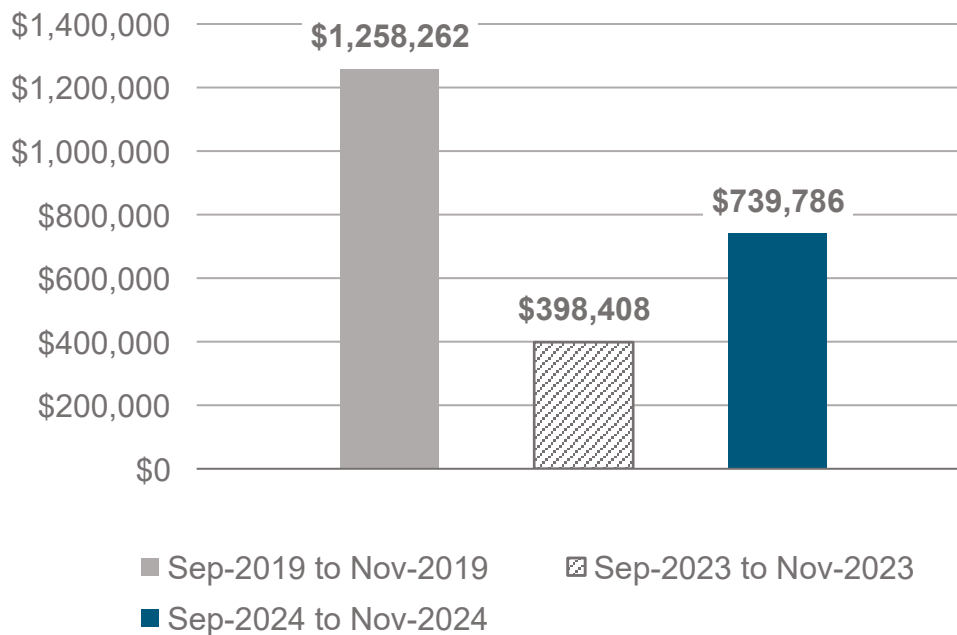
Ridership and Revenue

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)



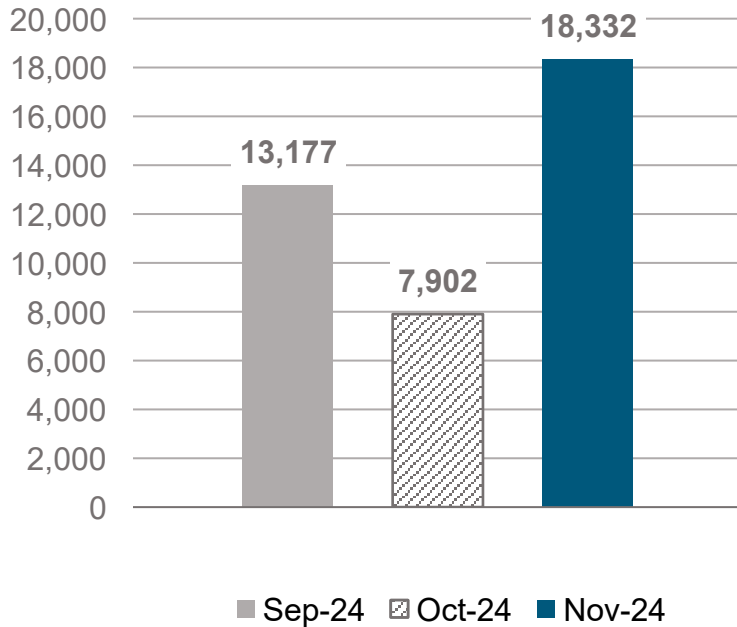
Parking Revenue is generated by purchases of daily and monthly parking permits for parking at Caltrain-owned lots.





Maintenance Performance

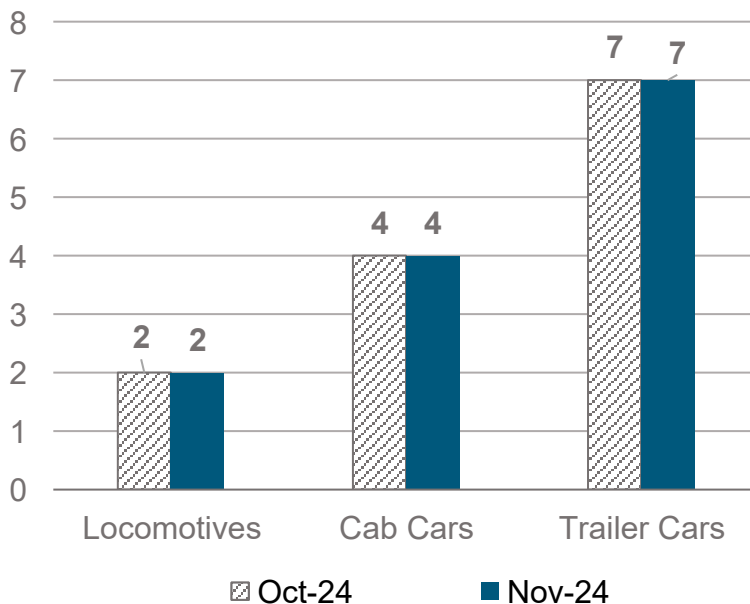
Mean Distance Between Failure (Locomotives)



Mean Distance Between Failure (MBDF) is a measure of fleet reliability that represents the average distance traveled by revenue vehicles 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 diesel passenger locomotives in Caltrain’s fleet. Future reporting will incorporate EMU reliability data.

Equipment in Maintenance/Repair



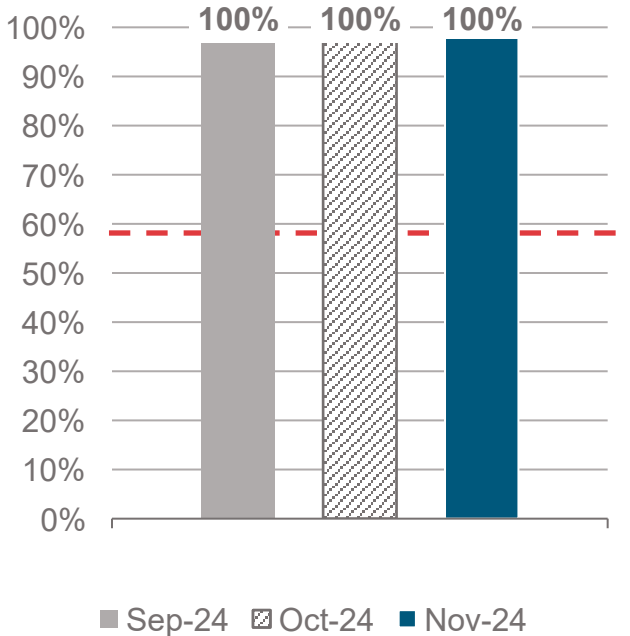
Equipment in Maintenance/Repair represents the number of diesel locomotives and passenger cars that are out of service on an average day each month due to routine and preventative maintenance or other repairs. Future reporting will incorporate EMU maintenance/repair data.





Maintenance Performance

Equipment Availability (Locomotives)

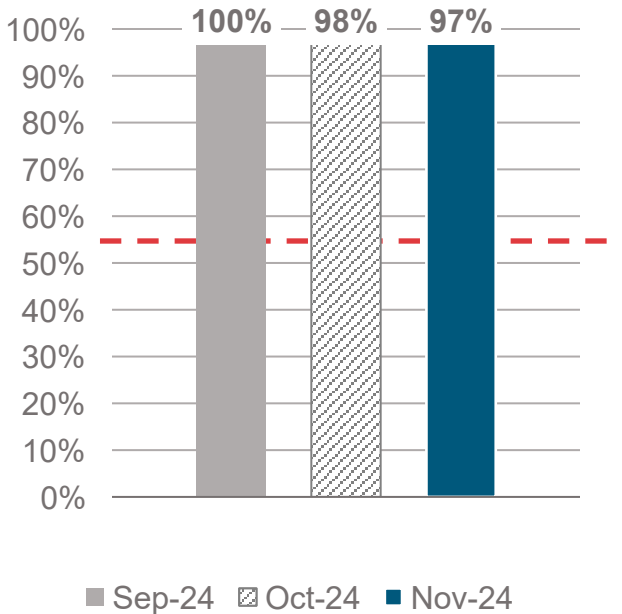


Equipment Availability is the number of cars or locomotives available for service on an average day each month as a percentage of the daily equipment required to run base service.

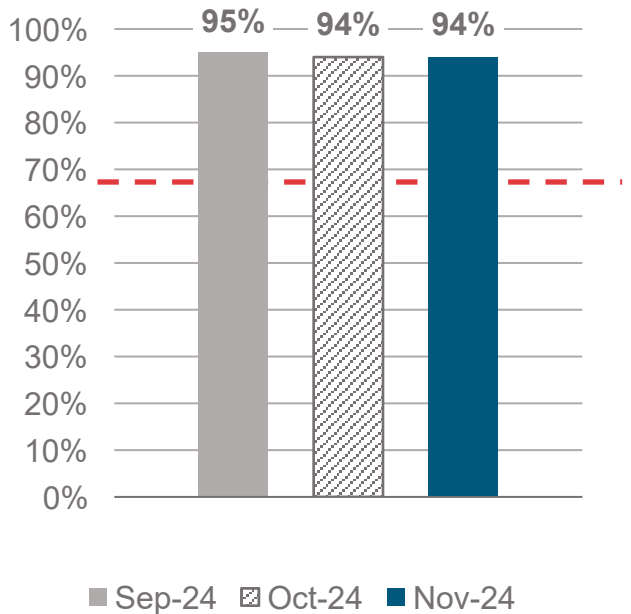
Post-electrification, Caltrain will retain 41 Bombardier passenger cars and 9 diesel locomotives to operate South County service and maintain fleet resiliency.

The graphs on this page represent diesel equipment data. Future reporting will be updated to reflect the addition of EMUs into Caltrain’s mixed revenue fleet. Fourteen (14) EMUs are needed to operate the new weekday electric service.

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 Diesel Fleet to Bring Passenger Rail Service to Peru

Caltrain will send its retired diesel fleet to the Municipality of Lima, Peru to continue operating passenger service.

The agreement between Caltrain and Lima will support Peru in its sustainability and mobility improvements. The retired trains will enable thousands of riders to enjoy a new regional commuter rail line that provides significant environmental benefits by reducing automobile traffic and greenhouse gas emissions.

The U.S. Department of State, U.S. Department of Commerce, and the Bay Area Air Quality Management District (BAAMQD) supported this agreement for its environmental and mobility benefits, and for its ability to strengthen ties between the United States and Peru.

Caltrain Holiday Train Returned Along the Peninsula Dec. 7 & 8

On Saturday, Dec. 7, and Sunday, Dec. 8, the Holiday Train returned to bring good tidings and cheer to families from San Francisco to the South bay as part of its annual toy drive.

This cherished tradition offered attendees an opportunity to donate new toys or books to local children whose families are struggling to make ends meet. Caltrain is proud to once again partner with the U.S. Marine Corps Reserve Toys for Tots program and The Salvation Army to help make the season brighter for everyone.

The Holiday Train, decorated with more than 70,000 glittering lights, visited nine Caltrain stations in San Francisco, San Mateo and Santa Clara counties over the weekend. At each of the train's 20-minute station stops, people joined in singing with onboard carolers and the Salvation Army Christmas Brass Ensemble and visited with Santa, Mrs. Claus and their extended family, including Frosty the Snowman and Rudolph the Red-nosed Reindeer.





Service and Program Updates

Birds of a Feather Take Caltrain Together on the Official Billie Eilish Train

Billie Eilish was at the SAP Center on Tuesday and Wednesday, Dec. 10 and 11; Caltrain continued to be the best way to get to the show. As an added bonus for fans, Caltrain offered a special themed car, complete with official Billie and Caltrain merch, for dedicated Eyelashes riding to the show on Dec. 10.

Caltrain to Move Headquarters to Millbrae

Caltrain announced that its new headquarters will be located in Millbrae. Caltrain, which currently shares a headquarters with the San Mateo County Transit District (SamTrans) in San Carlos, will continue to co-locate with SamTrans at their new headquarters at Gateway at Millbrae Station.

In March, after SamTrans announced it would be vacating its San Carlos headquarters, the Caltrain organization began exploring options to lease or purchase office space near a Caltrain station. After extensive deliberation, the Caltrain Board of Directors determined that the facilities at the new Millbrae office best meet the needs of the organization. Furthermore, the ease of access to Caltrain, BART, and SamTrans will benefit employees, potential hires and visitors by providing an environmentally friendly, transit-rich location.

“Our new headquarters will provide the modern facilities and convenient location our team needs, with seamless access to the Millbrae Transit Station and the entire Caltrain corridor. After a thorough evaluation of several options, we believe this is the best choice for Caltrain,” said Caltrain Executive Director Michelle Bouchard.

Caltrain will be situated on the 4th floor of the building and use about 26,500 square feet of the new 180,000-square-foot SamTrans headquarters. Caltrain has agreed to a 10-year lease term that will begin at the same time SamTrans begins occupying the space, with two five-year options to extend the lease.





Communications and Marketing Update

Press Releases & Earned Media

Press Releases:

- First Month of Electrified Caltrain Service Sees 750,000 Riders
- Caltrain Diesel Fleet to Bring Passenger Rail Service to Peru
- Travel with Caltrain this Holiday Season
- Caltrain Changes Schedule for Thanksgiving Holiday, Following Friday
- Holiday Train Making Stops Along the Peninsula Dec. 7 & 8

Earned Media:

- Tren Lima-Chosica donado por EE.UU - La Republica
- Ridership Of Bay Area Caltrain Is Up Drastically Following A Transition To New Electric Trains - Jalopnik
- Caltrain to Transfer Diesel Fleet to Buyer in Peru - Railway News
- Return to office isn't what's saving this Bay Area transit agency - SFGate
- Caltrain Electrifies Rail Travel: A Sustainable Step for San Francisco to San Jose - World News
- Caltrain Ridership Up 54 Percent Over October 2023 - Mass Transit Magazine
- Caltrain electric service increased ridership - Progressive Railroading
- First Month of Electrified Caltrain Service Sees 750K Riders - Metro Magazine

Caltrain E-Newsletter Metrics:

NOVEMBER 2024	
Subscribers	17,599
Open Rate	52.2%
Click Rate	8.5%





Communications and Marketing Update

Digital Communications Activities

Caltrain Digital Marketing

- Digital Comms Manager Jeremy Lipps hosted a “How to Ride Caltrain” webinar and was assisted by PIO Dan Lieberman, along with the rest of the Digital Comms team. The webinar walked new and apprehensive riders through the steps of riding the train. The experimental project's goal was to offer a high-touch communication intended to address people's anxieties, questions and concerns about riding Caltrain and help them take their first ride. More than 90 people registered, 37 people attended, and five requested free tickets offered at the end. In the future webinars may be presented on GoPass, using bikes, or any other topics requested by customers.

Attendee Feedback:

"Thank you for doing this. I am new to Mountain View and look forward to riding Caltrain."

"Thank you for putting together the Caltrain Webinar today. It was a great overview of the new trains and I will continue to ride them! I would also appreciate the free pass that you offered."

Messaging Highlights:

- Take transit to the polls
- Bike decal program soft launched
- “How to Ride” Caltrain webinar
- Holiday Train 2024 announced
- Twenty F40s make their way to Lima, Peru (deal finalized)
- Holiday travel
- Bayview community shuttle launch
- Burlingame Square Plaza grand opening
- Billie Eilish Car announced





Communications and Marketing Update

Social Metrics: (Year to Year)

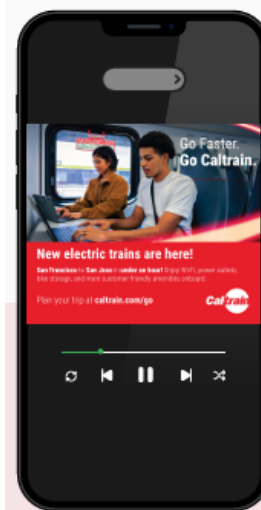
An impression is anytime our content (post, webpage, IG photo) is seen in a user’s feed or browser. Engagement is any action taken, such as a click, like, retweet or comment.

NOVEMBER 2024	NOVEMBER 2023
Impressions: 1,267,567	Impressions: 953,428
Engagements: 40,532	Engagements: 35,618
Post Link Clicks: 3,157	Post Link Clicks: 8,337

**Please note this does not include any web metrics*

Electrification Marketing Update

- The Go Faster Go Caltrain marketing campaign has reached over 33.5 million impressions across all media including streaming, traditional, digital, and influencer marketing tactics.
- Influencer marketing efforts are currently overperforming anticipated metrics, with over 1.5M impressions against a goal of 1M.
- The last of the ad flights for Go Faster Go Caltrain will conclude at the end of December.





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)

	Current Budget	Committed to Date	Expended + Accruals	Estimated Completion
Totals	14,833	14,522	13,034	
Percentages	100%	97.9%	87.9%	

Project Highlights – Recent and Upcoming Work

December: Place locomotive 923 in revenue service and receives Conditional Acceptance.

January: Monitor performance

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Guadalupe River Bridge Replacement

Project Description				Status Summary			
				Safety	Schedule	Budget	Funding
JPB has extended the MT-2 railroad bridge and will replace the MT-1 railroad bridge over the Guadalupe River in San Jose. The project is located north of Willow Street and east of State Route (SR) 87 between 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	35,510	34,907			12/31/26	
Percentages	100.00%	55.7%	54.8%				
Project Highlights – Recent and Upcoming Work							
<p>November: JPB staff and Walsh maintained on-site erosion control measures to protect the Guadalupe River from sediment runoff. JPB staff met with resource agencies to coordinate and adapt solutions for habitat mitigation and river diversion plans. JPB led workshops with the Engineer of Record, Walsh, and environmental compliance consultant to ensure constructability of work plans that will be included in permit applications. In addition, JPB staff worked with an independent estimator to review and validate draft cost projections for the completion of the project.</p> <p>December: JPB staff will meet with resource agencies to solicit continued feedback for the finalization of work plans for permit applications. Concurrently, JPB staff and the construction contractor will continue to maintain erosion control measures at the project site.</p> <p>Schedule - To align the project's construction approach and environmental permits, prior environmental permits must be amended. The resulting construction approach, allowable work hours, timelines for amended permits, and resulting project schedule are the subject of ongoing discussions with environmental permitting authorities. At this time, it is apparent that project completion will be delayed. JPB staff will continue to work with environmental permitting authorities to determine the revised project approach and will provide an updated schedule to the Board.</p> <p>Budget - Based on preliminary forecasts, the environmental permitting challenges discussed above will result in cost increases in excess of the current approved project budget. Anticipated drivers of cost increases are construction delays, escalation, and extended overhead, including JPB's costs for environmental and construction oversight.</p>							

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 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	25,226	25,075	03/20/25
Percentages	100.00%	82.9%	82.4%	
Project Highlights – Recent and Upcoming Work				
<p>November: Continued to investigate the issue with the train roof antenna and the Electro-magnetic Interference. Added a new mounted plate to one of the trains and the situation was improved but not totally fixed. There are still a few radio drop outs during the trip.</p> <p>December: Correct the issue for the train roof antenna and re-run the dynamic test.</p> <p>The schedule is delayed due to 2 areas that has weak radio coverage for Wi-Fi. Additional radio antennas have been installed to improve coverage. The team has discovered an EMI issue with the train roof antenna and a remedy is now being developed. Another Final Acceptance Test will be conducted after the train roof antenna has been modified.</p>				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 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: 7 – Start-up/Turnover				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	6,870	6,161	5,936	01/23/2025
Percentages	100.00%	89.7%	86.4%	
Project Highlights – Recent and Upcoming Work				
November: Continued project close-out				
December: Complete project close-out				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 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	1,689	1,338	6/30/2025
Percentages	100.00%	67.0%	53.1%	
Project Highlights – Recent and Upcoming Work				
<p>November: Stacy and Witbeck completed punch list items except for a hinge on one swing gate that needs to be repaired.</p> <p>December: TASI to implement the advance signal preemption when the city of Palo Alto is ready to perform the interconnection test with their traffic signal.</p>				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: San Mateo Grade Crossing Improvements

Project Description				Status Summary			
				Safety	Schedule	Budget	Funding
<p>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.</p>				●	●	●	●
<p>Project Phase: 6 – Construction/Implementation</p>							
Project Costs (in thousands of dollars)						Estimated Completion	
	Current Budget	Committed to Date	Expended + Accruals				
Totals	5,471	4,884	3,729			5/29/2025	
Percentages	100.00%	89.3%	68.2%				
<p>Project Highlights – Recent and Upcoming Work</p> <p>November: Stacy Witbeck worked on punch list items at 4th and 5th Ave. TASI installed the new signal house at 5th Ave and trenched and installed conduits for the new signal house.</p> <p>December: TASI to cutover the new signal house at 5th Ave. TASI to set new signal houses in place at 4th Ave.</p>							

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Next Generation Visual Messaging Sign (VMS)

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
Full replacement of existing obsolete VMS at 22 selected stations between San Francisco and Tamien. The current VMS signs are no longer supported by the manufacturer and the predictive arrival and departure system (PADS) is becoming obsolete. Research will be done to determine whether it's best to replace the signs that will work with the current predictive arrival and departure system (PADS) or replace signs for the next generation passenger information system.	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	6,800	6,073	5,887	03/27/2025
Percentages	100.00%	89.3%	86.6%	
Project Highlights – Recent and Upcoming Work				
November: Option 2's VMS replacement is completed. VMS replacement at 22 stations are completed.				
December: Finalize as built drawings and close out the project three months early and 5% under budget.				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: San Francisquito Creek Bank Stabilization

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
Stabilize and protect the northern bank of the San Francisquito Creek to prevent erosion from undermining the northern abutment of Caltrain's existing San Francisquito Creek Bridge, the northern foundations of the Alma Street Bicycle Bridge owned by the City of Palo Alto, and an existing drainage outfall owned by the City of Menlo Park.	●	●	●	●

Project Phase: 6 – Construction/Implementation

Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	8,988	2,523	1,773	02/13/2026
Percentages	100.00%	28.1%	19.7%	

Project Highlights – Recent and Upcoming Work

November: The project team onboarded a new JPB lead engineer for oversight and completed a field survey of the emergency work as-built condition. Using the survey data, the design team prepared as-built drawings, calculated jurisdictional impacts, and began developing preliminary temporary shoring designs to support narratives for inclusion in environmental permit amendments. Caltrain staff is working closely with the design team to finalize deliverables necessary for permitting while also exploring options for environmental maintenance work per the HMMP. The team continues to engage with environmental agencies to provide project updates.

December: The design team will finalize the deliverables required for environmental permit amendments, after which the environmental team will complete and submit documents to the USACE to initiate the 135-day review period outlined by NMFS, a critical path item. Submissions to the RWQCB and CDFW will follow in early January 2026 to allow sufficient time for agency review. Meanwhile, JPB staff continues to explore strategies for soliciting qualified construction contractors to ensure smooth project execution and evaluate permit approvals and IFB timelines against allowable in-stream work windows.

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: San Mateo Replacement Parking Track

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
<p>The project involves the design and construction of an approximately 1,000-ft long parking track off MT-2 in the Caltrain ROW in the City of San Mateo, between 9th and 14th Avenues, to replace the old one in the Bay Meadows area that was removed to make way for the 25th Ave. Grade Separation Project. The project will also involve the construction of an access road from 9th Ave to 14th Avenue, a 12-foot tall concrete screen wall with creeping fig vegetation along Railroad Ave. and associated landscaping, irrigation and new water service.</p> <p>Electrification is not part of the base funding plan. Supplemental funding will be needed to electrify the replacement parking track.</p>	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	9,774	8,615	8,199	
Percentages	100.00%	88.1%	83.9%	05/31/2025
Project Highlights – Recent and Upcoming Work				
<p>November: SWI continued with installation of irrigation system, maintenance road construction, fencing installation and other construction activities.</p> <p>December: SWI will complete construction and punch list work. Overnight work will occur as needed to address remaining scope requiring track out of service and OCS Isolation.</p>				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red





Capital Projects Update

Project: Mini-High Platforms

Project Description	Status Summary			
	Safety	Schedule	Budget	Funding
<p>The project scope will include installation of the precast platforms and modifications as needed to the existing infrastructure as needed to accommodate the installation. Grounding and bonding will be required at all of the stations within the areas that will be electrified.</p> <p>Project will allow for more efficient ADA access to passenger vehicles for patrons decreasing dwell time thus improving service for all passengers and reducing operating costs.</p>	●	●	●	●
Project Phase: 6 – Construction/Implementation				
Project Costs (in thousands of dollars)				Estimated Completion
	Current Budget	Committed to Date	Expended + Accruals	
Totals	7,271	4,625	3,707	
Percentages	100.00%	63.6%	51.0%	09/17/25
Project Highlights – Recent and Upcoming Work				
<p>November: Continued the installation of Mini-Highs platforms at multiple stations.</p> <p>December: Continue installation of Mini-High platforms at multiple stations. Complete pre-coordination with UPRR to arrange track protection for work between Tamien and Gilroy stations.</p>				

Note: The Capital Projects information is current as of November 30, 2024, and is subject to change prior to the January 2025 Board meeting.

Statuses: ● – Green ● – Yellow ● – Red



Acknowledgements

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

Caltrain Planning

Dahlia Chazan, Chief
Ted Burgwyn, Director, Rail Network and Operations Planning
Catherine David, Manager, Operations Planning
Nick Atchison, Planning Analyst III

Communications Division

Tasha Bartholomew, Manager, Media Relations
Robert Casumbal, Director, Marketing & Research
Jeremy Lipps, Manager, Digital Communications
Stephanie Torres, Social Media Specialist

Finance Administration

Bruce Thompson, Manager, Fare Program Operations
Don Esse, Senior Operations Financial Analyst
Dapri Hong, Budget Analyst III

Rail Administration / Rail Operations & Maintenance

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Graham Rogers, Project Manager SOGR
Sam Sargent, Director, Strategy & Policy
Henry Flores, Director, Rail Vehicle Maintenance
Jason Dayvault, Business Operations Project Manager

Rail Design & Construction

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

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Mike Meader, Caltrain Safety Chief
Elizabeth Araujo, TASI
Margie Godinez, TASI
Sarah Doggett, MTC
Victoria Moe, San Mateo County Sheriff's Office



**Peninsula Corridor Joint Powers Board
Board of Directors**
San José City Hall Council Chambers
200 E Santa Clara Street, San Jose, CA 95113

DRAFT Minutes of December 5, 2024

Members Present: Margaret Abe-Koga, Pat Burt, Jeff Gee, Rico E. Medina, Shamann Walton, Monique Zmuda, Steve Heminger (Vice Chair), Devora “Dev” Davis (Chair)

Members Present via Teleconference: Ray Mueller (arrived at 9:11am)

Staff Present: J. Baker, M. Bouchard, S. Bullock, C. Fromson, J. Harrison, L. Lumina-Hsu, D. Ryan, B. Shaw, M. Tseng

1. **Call to Order/Pledge of Allegiance/Safety Briefing** – Chair Davis called the meeting to order at 9:00 am, led the Pledge of Allegiance, and delivered the safety briefing.
2. **Roll Call**
Acting District Secretary Margaret Tseng 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. **Request to Change Order of Business** – There were none.
5. **Closed Session: Conference with Real Property Negotiator (Gov. Code § 54956.8)**
 - 5.a. Property: 375 Beale Street, San Francisco, CA
 - 5.b. Property: 166 N. Rollins Road, Millbrae, CA
 - 5.c. Property: 153 Townsend Street, San Francisco, CA
 - 5.d. Property: 305 Main Street, Redwood City, CA
 - 5.e. Property: 488 South Almaden Boulevard, San Jose, CA
6. **Closed Session: Conference with Legal Counsel – Existing Litigation (§ 54956.9(d)(1))**
[Peninsula Corridor Joint Powers Board v. Interstate Grading & Paving, Inc., et al, San Mateo County Superior Court, Case No. 20-CIV-02468
7. **Closed Session: Receive Update Regarding JPB Cybersecurity**
8. **Closed Session: Public Employee Performance Evaluation: General Counsel (Gov. Code § 54957(b)(1))**

9. General Counsel Report – Report from Closed Session: A resolution regarding one of the above-listed properties may be presented for Board consideration following the closed session. *Approved by Resolution 24-66*

James Harrison, Legal Counsel, reported the Board discussed the new Peninsula Corridor Joint Powers Board headquarters location and terms and conditions of space, rent, tenant improvements, parking, option to expand, accounting, renewal option, protections, and costs.

Public Comment

Jeff Carter commented on co-location with SamTrans and public transit accessibility to new location.

Motion/Second: Walton/Heminger

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

Noes: None

Abstain: Abe-Koga

Absent: None

10. Public Comment for Items Not on the Agenda

Jeff Carter commented on electrified trains, riders and bicycle users, Automatic Passenger Counters availability on public website, and Caltrain Holiday Train.

Vaughn Wolfe commented on public transit funding and electrification.

David Pilpel commented on two retired railroad employees and rail supporters, Paul Gordenev, John Plytnick, who passed away and requested for the Board adjournment in their memory

11. Report of the Executive Director

Michelle Bouchard, Executive Director, provided the presentation that included the following:

- Increased ridership since electrified service began with Saturdays increased at 169 percent and Sundays increased at 142 percent from October 2023
- Retired diesel fleet going to Peru for passenger rail service to reduce emissions and increase mobility options
- Upcoming GoPass Program review to establish and grow stakeholder relationships
- Caltrain San Jose Transit Oriented Development (TOD) Project adjacent to Diridon Station approved at City of San Jose Planning Director's Hearing and next step of Request for Proposal to select a developer partner
- Holiday Train and Toy Drive on December 7th and 8th

Public Comment

Vaughn Wolfe commented on increasing ridership for long distance commuters and riders, and rail cars fleet going to Peru.

Jeff Carter commented on rail cars fleet decrease in emissions for Peru and regional funding measure for public transit.

Adina Levin commented on increased ridership with electrification and payment methods.

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

- Diesel fleet role in reduction in greenhouse gas emissions, increase passenger rail car ridership, vehicle congestion, and reduction of idling traffic in Peru
- Holiday train will be a diesel train as it can be decorated without damage to the car. Staff will look into an electrified opportunity for future Holiday Trains
- Automatic Passenger Counter (APC) software upgrade and calibration
- Increased ridership numbers and increased train schedule on weekends

12. Consent Calendar

12.a. Approval of Meeting Minutes for November 7, 2024

12.b. Authorize the Filing of Applications with the Metropolitan Transportation Commission (MTC) for Programming of Federal Transit Administration (FTA) Formula Funds for Fiscal Year (FY) 2025-2029 Caltrain Priorities Funding** *Approved by Resolution 24-67*

12.c. Accept Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024

12.d. Authorize the Executive Director to Execute the Necessary Agreements and Amendments for Reimbursement and to Act as the Project Lead to Deliver Preliminary Engineering and Environmental Clearance Work for the Connecting Palo Alto Project*
** *Approved by Resolution 24-68*

12.e. Award Contract to US Rail Systems for Electrified Rail Support Services* *Approved by Resolution 24-69*

12.f. Authorize the Executive Director to Execute an Amended and Restated Interim Agreement with the Transbay Joint Powers Authority to Support Advancement of the San Francisco Downtown Rail Extension Project* ** *Approved by Resolution 24-70*

Public Comment

Jeff Carter spoke in support of Item 12.e.

Motion/Second: Medina/Gee

Ayes: Abe-Koga, Burt, Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller

13. Award Contract to Stadler for Technical Support, Spare Supply, and Materials

Management Services* - *Approved by Resolution 24-71*

Sherry Bullock, Rail Administration, provided the presentation that included the following:

- Caltrain and TASI (TransitAmerica Services, Inc.) staff do not have in-depth Electric Multiple Unit (EMU) maintenance skills
- Need time to obtain additional expertise to integrate service management, set up robust systems and train staff, and build in-house experience
- Scope of service includes expertise, on-site technical support, training program development, materials for scheduled and corrective maintenance, material and spare parts management
- Work tasks for Stadler include material and spare supply inventory and management, maintenance planning and data analyses, material procurement, technical support, preventive and corrective maintenance training, overhaul brake system, and implement Stadler Rail Maintenance System (SRMS) and Rail Data Services (RDS) proprietary systems
- Ensure price certainty when overhaul involved in year four and five
- Reviewed single source justification for entering a contract with Stadler as the only vendor with technical qualification and Federal Rail Administration (FRA) compliance, price certainty without impact to 10-year Financial Plan projection, and avoid additional procurement process
- Contract costs were already considered within the budget, Fiscal Year (FY) 2025-2026 budget will not be impacted, and will be included in the 10-year Strategic Financial Plan

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

- Contract funding through operating budget and capital budget
- Training TASI staff, investment in staff is durable for Caltrain perspective, staff must be employed by successor contracts, and staff will take over the responsibilities from Stadler
- Single source reviewed under Federal principals and strong case for single source contract; Stadler as the manufacturer, has proprietary software, inventory management services, and Caltrain will have quick access to parts from Stadler's inventory and Stadler's relationships with suppliers
- Federal Rail Administration (FRA) required inspections of the EMUs is intense and working with Stadler will minimize EMU service down time
- Stadler's management system tracks vehicle maintenance and Caltrain will move to its own asset management system once procured
- Annual performance review includes impact to on-time service

Director Mueller left the meeting at 11:29 am. The teleconference location remained open and available to the public to participate in the meeting.

Motion/Second: Walton/Gee

Ayes: Abe-Koga, Burt, Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Mueller

Public comment

Jeff Carter commented on technical expertise for EMU equipment.

14. State and Federal Legislative Update and Approval of the 2025 Legislative Program

Casey Fromson, Chief of Staff, Jason Baker, Director of Government and Communication Affairs, and Devon Ryan, Government Affairs Officer, provided the presentation that included the following:

- Incoming Federal administration updates with House Republican maintains majority and Senate changes to Republican majority (53-47)
- Current lame duck session
- Current Biden administration working on infrastructure, signing grant agreements, and pushing through an inflation reduction act
- Upcoming Trump Administration: Sean Duffy nominated for Secretary of Transportation
- State Senate and Assembly will have 34 new legislators when Legislature reconvenes for the 2025-2026 Legislative Session
- Local transportation taxes across the state had mixed results this election
- California Air Resources Board (CARB) adopted amendments to Low Carbon Fuel Standard (LCFS) updating reporting requirements and set targets to 30 percent by 2030 and 90 percent by 2045
- Metropolitan Transportation Commission (MTC) will have a special meeting on December 9th with Scenario 1A and Hybrid options as primary consideration
- Draft Legislative Program focusing on three major issues of funding, project and program implementation, and legislative and regulatory actions
- Caltrain-only measure authority if option of regional measure fails
- Work with legislators to ensure Caltrain receives fair credit for the energy generated through braking

Director Burt left the meeting at 11:48 am.

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

- Santa Clara Valley Transportation Authority (VTA) leadership sent letter to MTC discussing how Santa Clara County will opt-in with own county measure and funds from measure will fund regional obligations
- Provide Federal updates more often than annually
- Legislative program additions of federal advocacy for electricity and energy use for public transportation, and track resiliency issues
- Regional measure to include Caltrain, determine how much money Caltrain needs, how proposal meets Caltrain needs
- Potential of adding tolls into regional measures

Public comment

Jeff Carter commented on incoming Federal administration's stance on transit and climate.

Adina Levin commented on regional funding measure, state support, regional self-help, riders using additional public transit to travel around the region, and public transit fiscal cliffs.

Motion with addition of federal advocacy on electricity and energy use for public transportation/Second: Gee/Medina

Ayes: Abe-Koga, Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Burt, Mueller

Director Abe-Koga left the meeting at 12:08pm.

15. Reports

15.a. Report of the Citizens Advisory Committee – Adrian Brandt, Vice Chair, provided the report, including

- Three new Committee members
- Nominating Committee for Chair and Vice-Chair
- Legislative program review and funding
- Bike boarding decal pilot
- New train delivery schedule
- High-tech station toilets trial
- Addressing Wi-Fi issues
- Train horn levels adjustments

15.b. Report of the Local Policy Maker Group (LPMG) - Deferred.

15.c. Report of the Transbay Joint Powers Authority (TJPA) - Chair Gee reported about the Crissy Grant recipient, rooftop park neighborhood attraction, and rooftop tree lighting at Salesforce Transit Center on December 6.

15.d. Report of the Chair - Chair Davis

15.d.i. Proclamation of Appreciation for Brian Shaw

Chair Davis presented the proclamation and spoke on Brian Shaw's services to Citizens Advisory Committee CAC for over 10 years and as CAC Chair for nearly eight years.

Public Comment

Adina Levin commented on Chair Davis and Brian Shaw's service to Caltrain.

Jeff Carter commented on Chair Davis and Brian Shaw's service to Caltrain

Motion/Second: Zmuda/Gee

Ayes: Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Abe-Koga, Burt, Mueller

15.d.ii. Receive Report of the Nominating Committee – Election of Officers for 2025

The Board of Directors passed a motion nominating Chair Steve Heminger and Vice-Chair Rico Medina.

Motion/Second: Zmuda/Walton

Ayes: Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Abe-Koga, Burt, Mueller

16. Proclamation of Appreciation for Devora "Dev" Davis

The Directors thanked Chair Davis for her service to Caltrain over the years including during the pandemic and governance.

By acclamation, the Board endorsed the adoption of the proclamation.

Ayes: Gee, Medina, Walton, Zmuda, Heminger, Davis

Noes: None

Absent: Abe-Koga, Burt, Mueller

17. Correspondence – Available online.

18. Board Member Requests – There were none.

19. Date/Time/Location of Next Regular Meeting: Thursday, January 9, 2025 at 9:00 am at via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

20. Adjourn – The meeting adjourned at 12:31 pm in memory of Paul Gordenev, John Plytnick, and former PCJPB Board of Director John Rubin, City and County of San Francisco representative 1992 to 1996.

DRAFT

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB 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
October 31, 2024**

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

Purpose and Recommended Action

Staff proposes that the Finance Committee accepts and enters into the record the Statement of Revenues and Expenses, and supplemental information for the period ending October 31, 2024.

This staff report provides a brief discussion of significant items and trends in the attached Statement of Revenues and Expenses through October 31, 2024. The columns have been designed to provide an easy comparison of current year-to-date actuals to information for the year-to-date budget, including dollar and percentage variances.

Discussion

Total Revenue:

As of October 31, 2024, total revenues were \$63.9 million compared to \$70.6 million in the adopted budget, resulting in an unfavorable variance of (\$6.7 million) or 9.5 percent.

The unfavorable revenue variance was primarily driven by the following:

- Delay in receipt of Low Carbon Fuel Standard, Low Carbon Transit Operations Program, and State Rail Assistance grants resulting in unfavorable revenue of \$4.6 million (100 percent) which we anticipate resolving by year-end with grant receipts are expected later in the fiscal year.
- Measure RR sales tax distributions trended \$2.0 million below budget, with receipts of \$38.3 million compared to a budgeted amount of \$40.3 million. Year-to-date, the actual revenue is lower than the budgeted amounts resulting in an unfavorable variance.
 - It is important to note that the first two payments of Quarter 2 (October and November) are advance payments, with a true-up payment scheduled for December. We will continue to monitor these variances closely throughout the quarter and provide updates as the outlook evolves.

Total Expense:

As of October 31, 2024, total expenses were \$67.8 million compared to \$77.5 million in the adopted budget, resulting in a favorable variance of \$9.8 million or 12.6 percent.

The favorable expense variance was primarily driven by the following:

- Professional Services expenses were \$2.6 million (56.7 percent) favorable with actual expenses \$1.9 million, compared to a budget of \$4.5 million. This is driven by normal timing issues associated with the billing cycles, and expenses are expected to increase over the next several periods while remaining within adopted/revised budget over the Fiscal Year.
- Rail Operator Service expenses were \$1.5 million (3.7 percent) favorable, with actual expenses of \$40.6 million compared to a budget of \$42.1 million. This favorable variance is attributable to variations and timing of invoices as received from TASI.
- Facilities and Equipment Maintenance were \$1.2 million (38.6 percent) favorable, with actual expenses of \$1.8 million compared to a budget of \$3.0 million. This favorable variance is due to the timing of the invoice for the contract services. The expenses are expected to remain within budget.
- Fuel and lubricant expenses through October are \$1.0 million (26.2 percent) favorable to budget, including additional diesel service which is not currently operating. These savings are expected to continue but will stabilize as future period budgets align more closely with actuals observed. This is attributable to the transition and timing of the fleet from diesel to electric for the San Francisco – San Jose route.
- Traction Power charges are \$0.9 million (40.4 percent) favorable, with traction power expenses materializing lower than initially anticipated. We not yet received credit for regenerative braking. We will monitor expense accordingly to update our forecast and future budget cycles. Favorability is anticipated to continue.

The favorable expense variance was partially offset by unfavorable expenses, driven by the following:

- Claims, Payments, and Reserves show an unfavorable variance of \$0.8 million (188.6 percent), with expenses totaling \$1.3 million compared to the \$0.4 million budget. This is driven by the increased frequency and magnitude of claims expenses anticipated with both ongoing and settled cases.

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

Budget Impact

Acceptance of the month of October 2024 Statement of Revenues and Expenses has no budget impact.

Prepared By:	Li Saunders	Accountant II	650.622.7848
	Danny Susantin	Financial Reporting, Manager	650.622.8073

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Robert Barnard, Chief Rail Design & Construction
Subject: **Authorize Executive Director to Execute Amendment 1 to Contract 24-J-P-016 for On-Call Alternative Project Delivery Negotiation Support Services**



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. Increase the On-Call Alternative Project Delivery Negotiation Support Services contract capacity by \$650,000.
 - a. Authorize Amendment No. 1 to:
 1. Increase the not-to-exceed contract capacity amount by \$650,000, from \$2,500,000 to \$3,150,000, with two one-year option terms for a total not-to-exceed additional amount of \$1,000,000, with 10% contingency, to be expended, as needed, for authorized tasks for Kelly McNutt Consulting LLC
 2. Authorize the Executive Director or designee, to execute the contract amendment in a form approved by legal counsel

Background

Pursuant to Resolution No. 2023-75, after a competitive procurement process, the Board awarded a contract to Kelly McNutt Consulting LLC, consisting of a five-year base term for an aggregate not-to-exceed amount of \$2,500,000, with two additional one-year option terms for a total not-to-exceed additional amount of \$1,000,000.

Only one qualified vendor responded to the solicitation. This contract was necessary to complete alternative project delivery contract negotiations and avoid costly delays to Caltrain's grade separation program. The program has since been accelerated in schedule, such that contract capacity will be depleted by the end of the first quarter of FY25. The contract covers two projects which have had their schedules consolidated. The acceleration of the grade separation program and the consolidation of the schedules for two projects led to earlier and higher expenditures under the contract than expected.

REVISED FOLLOWING 12.16.24 FINANCE COMMITTEE MEETING

Further, five grade separations and a bridge project have been identified and added to Caltrain’s capital program through 2028, which also require On-Call Alternative Project Delivery Negotiation Services. Most of these projects will be covered by new RFP for these services, which will be initiated in Summer 2025.

However, one of the projected projects, Middle Avenue Grade Separation Project, is planned to start at the beginning of 2025.

To keep the Middle Avenue Grade Separation Project on the planned delivery schedule, funds must be added to the contract by Amendment 1.

Additional contract authority of \$650,000 is needed for several reasons:

- 1: Fund accelerated project schedules and an expanded grade separation program for two current, and one planned, grade separation projects.
- 2: Middle Avenue Grade Separation Project requires On Call Alternative Project Delivery Negotiations Support Services to start at the beginning of 2025. The new RFP will not be completed in time to meet this schedule, so this work scope must be included in Amendment 1.

Significance

Execution of this amendment will allow the JPB to maintain uninterrupted services in connection with current and upcoming on-call alternative project delivery negotiation work directives through the current end date of December 31, 2028. Current contract capacity remaining as of December 9, 2024, is just \$99,485 (19% time elapsed and 96% capacity used). The maximum Compensation the Agency will be authorized to expend for this Contract will not exceed ~~\$34,150,000, with (\$650,000 for Amendment 1 plus \$2,500,000 for the original five-year base term plus \$1,000,000 in aggregate, for the two, one-year option terms for, if exercised)~~ plus a total not-to-exceed additional amount of \$1,000,000, with 10% contingency, which may be used at the Agency’s discretion if necessary for unforeseen work only.

Additional contract authority of \$650,000 is required to support the current and potential future efforts, two existing, and one new project starting in 2025. The remainder of new projects will be covered separately through a new RFP solicitation:

- Broadway Burlingame Grade Separation Project, \$1,257,527, work is in progress.
- Rengstorff Avenue Grade Separation Project, \$1,142,988, work is in progress.
- Middle Avenue Grade Separation Project, new, \$650,000, work is in progress.

Budget Impact

Staff recommends that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) authorize Amendment No. 1 to increase the not-to-exceed contract capacity amount by \$650,000, from \$2,500,000 to \$3,150,000.

Prepared By:	Connie Tung	Contract Administrator	650.508.6371
	Mehdi Tavakolizadeh	Manager, Project Estimates	650.508.6273

Resolution No. 2024-

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

* * *

Authorize Amendment of Contract with Kelly McNutt Consulting, LLC for On-Call Alternative Project Delivery Negotiation Support Services to Increase Contract Capacity Amount by \$650,000

Whereas, pursuant to Resolution No. 2023-75 on August 29, 2023, the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB) awarded a contract to Kelly McNutt Consulting, LLC of Vancouver, Washington, USA., consisting of a five-year base term for a total not-to-exceed amount of \$2.5 million and up to two one-year option terms for a total not-to-exceed additional amount of \$1 million; and

Whereas, current contract capacity remaining as of December 9, 2024, is just \$99,485 (19% time elapsed and 96% capacity used); and

Whereas, Caltrain issued work directives under the contract in the amount of \$1,257,526.52 in fiscal year (FY) 2024, and \$1,142,988.16 in fiscal year (FY) 2025; and

Whereas, additional contract authority of \$650,000 is needed for the following reasons:

- Early and high expenditures were encountered due to the acceleration of the schedule of its grade separation program.
- Two-work directives, which cover two grade separation projects, will require continued contract maintenance by Kelly McNutt Consulting, and will require expenditures in March of 2025.
- Staff has advanced its overall grade separation program, beyond the two covered by Kelly McNutt Consulting's current work directives. There are many

grades separation projects, which are or will be in Caltrain's contract portfolio.

All the planned grade separation projects are anticipated to require On-Call Alternative Project Delivery Negotiation Services. Additional funding will be required to support the current and future efforts. Separate from this Board Resolution, a new RFP is being pursued by staff to provide continued services, which is planned to start in Summer of 2025.

- An amendment to Kelly McNutt Consulting's contract is requested to cover On-Call Alternative Project Delivery Negotiation Services for the following potential grade separation and bridge projects - two existing, and one new. The new forecasted project is planned to start at the beginning of 2025:

Broadway Burlingame Grade Separation Project, \$1.3M, work is in progress.

Rengstorff Avenue Grade Separation Project, \$1.1M, work is in progress.

Middle Avenue Grade Separation Project, new, \$0.7M forecasted.

Whereas, execution of this first amendment to increase the capacity for the contract will allow the JPB to maintain uninterrupted services in connection with current and upcoming on-call alternative project delivery negotiation support services work directives through December 31, 2030, with flexibility to spend more of the remaining amount earlier in the contract period.

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 execute Amendment No. 1 to the On-Call Alternative Project Delivery Negotiation Support Services contract, in a form approved by legal counsel, to increase the not-to-exceed contract capacity

amount by \$650,000, from \$2,500,000 to \$3,150,000, to be expended, as needed, for authorized tasks for Kelly McNutt Consulting, LLC (24-J-P-016).

Regularly passed and adopted this 9th day of January, 2025 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Dave Covarrubias, Deputy Chief Financial Officer
Subject: **Award of On-Call Design Review Services Contract to TranSystems Corporation for a Total Not-To-Exceed Amount of \$8 Million for a Seven-Year Term**

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

Purpose and Recommended Action

The award of this On-Call Design Review Services (Services) contract will provide the Peninsula Corridor Joint Powers Board (JPB) with a qualified and experienced firm to support the JPB's ongoing need for planning, implementation, and execution of various commuter-rail-related capital projects.

Staff proposes the Finance Committee recommend that the Board of Directors (Board) of the JPB:

1. Award a contract to TranSystems Corporation of Berkeley, California (TranSystems) to provide the Services on an as-needed basis for a total not-to-exceed amount of \$8 million for a seven-year term.
2. Authorize the Executive Director or designee to execute a contract with TranSystems in full conformity with the terms and conditions of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.

Discussion

The JPB has a continued need for the Services for completion of current and future capital program construction projects. All work under this contract will be performed under Work Directives (WDs) issued on an as-needed, project-by-project basis. The contract will not obligate the JPB to purchase any specific level of service from TranSystems.

On June 4, 2024, the JPB issued Request for Proposals (RFP) 24-J-P-096 for On-Call Design Review Services. The RFP was advertised on the JPB's e-procurement website. In addition, Staff performed pre-bid outreach to certified Disadvantaged Business Enterprises (DBE) and Small Business Enterprises (SBE). Staff held a pre-proposal conference on June 11, 2024, and 23 potential proposers attended.

By the July 18, 2024, due date, the JPB received proposals from three firms:

1. TranSystems Corporation of Berkeley, California
2. Arup US, Inc. of San Francisco, California
3. Mott MacDonald Group, Inc. of San Jose, California

A Selection Committee (Committee), composed of qualified staff from the Rail Development Department, reviewed, scored, and ranked the proposals in accordance with the following qualifications-based, weighted criteria:

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

In accordance with federal and state laws governing the procurement of architectural and engineering services, the Committee did not review or consider price proposals during the scoring and ranking process.

After the initial review and screening of proposal submittals, staff determined that all three proposals were responsive to the requirements in the RFP. The Committee then scored and ranked the three responsive proposals and found TranSystems to be the highest-ranked firm. The Committee determined that oral interviews were not needed because the interviews would not change the ranking outcome. TranSystems possesses the requisite experience and qualifications required for successful performance of the scope of services as defined in the solicitation documents. Profit/Fee rates were negotiated exclusively with TranSystems, as the highest-ranked proposer.

Staff successfully negotiated contract terms, including rates, with TranSystems. Staff also conducted a price analysis and determined the prices and negotiated rates to be fair, reasonable, and consistent with those currently paid by other agencies in the Bay Area for similar services.

TranSystems Corporation did not commit to utilizing SBEs for this contract and was not granted the five-point SBE preference. The JPB may assign DBE goals to federally funded WDs.

TranSystems currently provides on-call design review services to the JPB under a contract for \$2,900,000, which will expire on February 28, 2025.

Budget Impact

Work Directives issued under this contract will be funded by a variety of funding sources, which may include Federal, State, Regional, and Local revenues and grants from approved and future capital budgets.

Prepared By:	Cathie Silva	Procurement Administrator III	650.622.7854
	Bin Zhang	Director, Engineering	650.508.7999

Resolution No. 2025-

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

* * *

**Award of On-Call Design Review Services Contract to TranSystems Corporation for a Total
Not-To-Exceed Amount of \$8 Million for a Seven-Year Term**

Whereas, on June 4, 2024, the Peninsula Corridor Joint Powers Board (JPB), issued Request for Proposals (RFP) 24-J-P-096 for On-Call Design Review Services (Services); and

Whereas, in response to the RFP, the JPB received three proposals, from TranSystems Corporation of Berkeley, California (TranSystems); Arup US, Inc. of San Francisco, California; and Mott MacDonald Group, Inc. of San Jose, California; and

Whereas, staff and legal counsel reviewed all three proposals and found that they were responsive to and complied with the requirements of the RFP; and

Whereas, a Selection Committee (Committee), comprised of qualified JPB staff, evaluated and scored these proposals in accordance with the qualifications-based, weighted criteria set forth in the RFP documents; and

Whereas, the Committee determined that TranSystems was the highest-ranked proposer and that the firm possesses the requisite qualifications and experience to successfully provide the Services; and

Whereas, staff conducted a price analysis and determined that TranSystems' prices are fair, reasonable, and consistent with those charged by similar design review firms in the Bay Area; and

Whereas, staff recommends that the Board of Directors (Board) award a contract to TranSystems to provide the Services on an as-needed basis for a seven-year term for a total not-to-exceed amount of \$8 million.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards a contract to TranSystems Corporation to provide On-Call Design Review Services for a seven-year term for a total not-to-exceed amount of \$8 million; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute a contract with TranSystems Corporation in full conformity with the terms and conditions of the RFP and negotiated agreement, and in a form approved by legal counsel.

Regularly passed and adopted this 9th day of January, 2025 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

Acting JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: David Covarrubias, Deputy Chief Nate Kramer, Chief People Officer
Financial Officer
Subject: **Award Contracts to COGENT Infotech Corporation, Domain Experts Corporation, and InterSources, Inc. for On-Call Full-Cycle and Sourcing Recruitment Services for an Aggregate Total Not-to-Exceed Amount of \$1,500,000 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms**

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

Purpose and Recommended Action

The award of these On-Call Full-Cycle and Sourcing Recruitment Services (Services) contracts will provide the Peninsula Corridor Joint Powers Board (JPB) with a bench of qualified and experienced firms to provide the Services on an as-needed basis. The Services consist of, but are not limited to, assisting with recruiting and sourcing for hard-to-fill positions that are niche to the JPB’s operations.

Staff proposes the Finance Committee recommend that the Board of Directors (Board) of the JPB:

1. Award contracts to COGENT Infotech Corporation of Sacramento, California (COGENT); Domain Experts Corporation of San Jose, California (DEC), and InterSources, Inc. of Fremont, California (InterSources) to provide the Services on as-needed basis for an aggregate not-to-exceed amount of \$1,500,000 for a five-year term, with two additional one-year option terms.
2. Authorize the Executive Director or designee to execute professional services contracts with COGENT, DEC, and InterSources consistent with the requirements of 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 additional one-year option terms, if in the best interest of the JPB.

Discussion

On June 12, 2024, the JPB, the San Mateo County Transit District (District), and the San Mateo County Transportation Authority (TA) (collectively referred to as the “Agencies”) issued joint Request for Proposals (RFP) 25-J-S-T-P-008 for the Services. The RFP was advertised on the

Agencies’ eProcurement website. The Agencies held a Pre-Proposal Conference June 26, 2024, and 22 firms attended. In response to the RFP, the Agencies received 17 proposals, and all but one were found to be responsive to the requirements of the solicitation documents. A Selection Committee (Committee) comprised of District and JPB staff reviewed, evaluated, and scored the proposals in accordance with the evaluation criteria set forth in the RFP.

Evaluation Criteria	Maximum Points
Qualifications and Experience of Firm	20
Qualifications and Experience of Management Team Key Personnel	25
Approach to Scope of Services	30
Cost Proposal	25
Small Business Enterprise (SBE) Preference	5
Total	105

The Committee scored and ranked all 16 responsive proposals and found seven to be in the competitive range. The Committee conducted oral interviews with these seven proposers and determined COGENT, DEC, and InterSources were the highest-ranked firms. These three firms possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. Of these three firms, InterSources and DEC were qualified for and awarded the SBE preference points.

Staff successfully negotiated contract terms, including prices, with each of the three highest-ranked firms. Staff performed a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those charged for similar work in the Bay Area.

Staff will issue Work Directives for specific hiring needs during the contract term on an as-needed basis and pursuant to a competitive selection process as further described in the RFP. There is no guarantee of any amount of work or level of effort that will be ordered from or allocated to, or total compensation to be paid to, any of the firms under the awarded contracts.

Budget Impact

Funds to support these contracts are included in the current year’s operating and capital budgets and will be included in future operating and capital budgets.

Prepared By:	Danielle Sanderson	Contract Administrator	650.551.6130
	Julia Horiuchi	Human Resources Manager	650.508.6465

Resolution No. 2025-

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

* * *

Awarding Contracts to COGENT Infotech Corporation, Domain Experts Corporation, and InterSources, Inc. for On-Call Full-Cycle and Sourcing Recruitment Services for an Aggregate Total Not-to-Exceed Amount of \$1,500,000 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms

Whereas, on June 12, 2024, the Peninsula Corridor Joint Powers Board (JPB), the San Mateo County Transit District (District), and the San Mateo County Transportation Authority (collectively referred to as the “Agencies”) issued joint Request for Proposals (RFP) 25-J-S-T-P-008 for On-Call Full-Cycle and Sourcing Recruitment Services (Services) to establish a bench of firms to provide the Services on an as-needed basis; and

Whereas, in response to the RFP, the Agencies received 17 proposals, of which staff found 16 proposals to be responsive and one proposal to be non-responsive to the requirements of the RFP; and

Whereas, a Selection Committee (Committee) comprised of District and JPB staff reviewed, evaluated, and scored the proposals in accordance with the evaluation criteria set forth in the RFP, and found seven of the 16 firms to be in the competitive range; and

Whereas, the Committee conducted interviews with the seven firms and determined that the following three highest-ranked firms possess the requisite experience and qualifications required for successful performance of the Services:

- COGENT Infotech Corporation of Sacramento, California (COGENT),
- Domain Experts Corporation of San Jose, California (DEC), and

- InterSources, Inc. of Fremont, California (InterSources); and

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

Whereas, staff performed a price analysis and determined the prices to be fair, reasonable, and consistent with those charged for similar work in the Bay Area; and

Whereas, staff recommends that the Board of Directors (Board) award contracts to a bench of firms that consist of COGENT, DEC, and InterSources to provide the Services for an aggregate not-to-exceed amount of \$1,500,000 for a five-year base term, and up to two one-year option terms.

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

- COGENT Infotech Corporation of Sacramento, California,
- Domain Experts Corporation of San Jose, California, and
- InterSources, Inc. of Fremont, California

to provide On-Call Full-Cycle and Sourcing Recruitment Services for an aggregate not-to-exceed amount of \$1,500,000 for a five-year base term, and up to two one-year option terms; and

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

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute up to two one-year option terms, if in the best interest of the JPB.

Regularly passed and adopted this 9th day of January, 2025 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

Acting JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Kate Jordan Steiner, Chief Financial Officer
Subject: **Amend and Increase the Fiscal Year 2025 Capital Budget by \$17,000,000 From \$148,179,052 to \$165,179,052**

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 or Caltrain) amend the Fiscal Year 2025 (FY25) Caltrain Capital Budget to include \$17,000,000 for the Connecting Palo Alto Project.

Discussion

Staff proposes an amendment to the FY25 Caltrain Capital Budget to include an additional \$17,000,000 of reimbursable expenses for the Connecting Palo Alto Project, arising from the Cooperative Agreement (Agreement) between the City of Palo Alto (City), the Santa Clara Valley Transportation Authority (VTA), and JPB.

Connecting Palo Alto Project

The City of Palo Alto is the project sponsor for a proposed grade crossing separation project of the Caltrain right-of-way at Churchill Avenue, Meadow Drive, and Charleston Road in Palo Alto. The project envisions separating these roads from the Caltrain rail alignment, including a new bicycle and pedestrian undercrossing at Seale Avenue.

Caltrain previously entered into a service agreement with the City that provided a framework for Caltrain staff to assist in the development and review of conceptual designs for this project. The goal was to select alternatives for each crossing to be advanced to the preliminary engineering and environmental review phase.

The scope of work for this Agreement is to refine and select preferred alternatives at each location and advance the project to preliminary engineering and environmental work. Caltrain will be the lead for all technical work and public engagement process.

Budget Impact

The funding for this budget amendment shall be as follows:

Project	Funding Source	Amount
Connecting Palo Alto	Cooperative Agreement:	
	City of Palo Alto (Federal Railroad Administration funds)	\$5,100,000
	VTA Measure B	\$11,900,000
Total		\$17,000,000

The proposed amendment described above will increase the FY25 Capital Budget from \$148,179,052 to \$165,179,052.

Prepared By: Claudette Valbuena Manager Budgets

650-508-6237

Resolution No. 2025-

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

* * *

**Amend and Increase the Fiscal Year 2025 Capital Budget by \$17,000,000 from
\$148,179,052 to \$165,179,052**

Whereas, pursuant to Resolution No. 2023-45 adopted on June 1, 2023, the Board of Directors of the Peninsula Corridor Joint Powers Board (JPB) adopted Fiscal Year 2025 (FY25) Capital Budget for a total authorized budget of \$74,607,815; and

Whereas, pursuant to Resolution No. 2024-37 adopted on June 6, 2024, the JPB amended the FY25 Capital Budget for a total authorized budget of \$105,139,217; and

Whereas, pursuant to Resolution No. 2024-46 adopted on August 1, 2024, the JPB amended the FY25 Capital Budget for a total authorized budget of \$132,702,653; and

Whereas, pursuant to Resolution No. 2024-57 adopted on October 3, 2024, the JPB amended the FY25 Capital Budget for a total authorized budget of \$146,624,052; and

Whereas, pursuant to Resolution No. 2024-63 adopted on November 7, 2024, the JPB amended the FY25 Capital Budget for a total authorized budget of \$148,179,052; and

Whereas, pursuant to Resolution No. 2024-68 adopted on December 5, 2024, the JPB has authorized the Executive Director to execute a Cooperative Agreement with the City of Palo Alto and the Valley Transportation Authority (VTA) that will provide \$17,000,000 of reimbursable Caltrain expenses to the Connecting Palo Alto Project;

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby approves an amendment to the FY25 Capital Budget for a total authorized capital budget increase of \$17,000,000, from \$148,179,052 to \$165,179,052.

Regularly passed and adopted this 9th day of January 2025 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

Acting JPB Secretary

Item #	PROJECT NAME	FY2025 ADOPTED CAPITAL BUDGET	Amendment 5	FY2025 AMENDED CAPITAL BUDGET	Federal Funds	STA SOGR	SOGR			Member Agency Funds	Others	Externally Funded	FY2025 AMENDED CAPITAL BUDGET
							Santa Clara (Measure B)	San Francisco (SFCTA)	San Mateo (SMCTA)				
i. SOGR													
Bridges													
1	Guadalupe Bridges Replacement ¹	18,921,222		18,921,222			2,972,000			2,972,000	15,949,222	-	18,921,222
2	San Francisquito Creek Conceptual Design and Community Engagement	1,273,312		1,273,312	1,018,650					-	254,662	-	1,273,312
3	SOGR Structures	1,560,000		1,560,000	1,248,000				312,000	312,000	-	-	1,560,000
32	San Francisquito Creek Emergency Bank Stabilization ⁷	2,520,347		2,520,347						-	2,520,347	-	2,520,347
33	San Francisquito Creek Bridge Conceptual Design and Community Engagement ⁷	3,472,074		3,472,074						-	3,472,074	-	3,472,074
34	San Francisquito Creek Bridge Acoustic Monitoring System ⁷	1,171,066		1,171,066						-	1,171,066	-	1,171,066
Total Bridges		28,918,021	-	28,918,021	2,266,650	-	2,972,000	-	312,000	3,284,000	23,367,371	-	28,918,021
Right of Way													
4	SOGR MOW Track ³	3,800,593		3,800,593	955,255			2,600,000		2,600,000	245,338	-	3,800,593
Total Right of Way		3,800,593	-	3,800,593	955,255	-	-	2,600,000	-	2,600,000	245,338	-	3,800,593
Signal & Communications													
5	Signal SOGR FY24 and FY25	563,360		563,360	450,688				112,672	112,672	-	-	563,360
Total Signal & Communications		563,360	-	563,360	450,688	-	-	-	112,672	112,672	-	-	563,360
Rolling Stock													
6	EMU Rail Vehicle SOGR	1,821,223		1,821,223		1,300,000			521,223	521,223	-	-	1,821,223
24	EMU Front Masks ⁷	624,000		624,000						-	624,000	-	624,000
35	MP-36 Overhaul ⁷	622,888		622,888						-	622,888	-	622,888
36	CEMOF Modifications ⁷	4,212,035		4,212,035						-	4,212,035	-	4,212,035
41	Stadler Repair - Damaged EMU Cars ¹⁰	5,335,224		5,335,224						-	5,335,224	-	5,335,224
Total Rolling Stock		12,615,370	-	12,615,370	-	1,300,000	-	-	521,223	521,223	10,794,147	-	12,615,370
Total SOGR		45,897,344	-	45,897,344	3,672,593	1,300,000	2,972,000	2,600,000	945,895	6,517,895	34,406,856	-	45,897,344
ii. LEGAL MANDATE													
7	M54 Trash Management	494,465		494,465					494,465	494,465	-	-	494,465
25	CCTV Phase 1 ⁷	7,543,181		7,543,181						-	7,543,181	-	7,543,181
Total		8,037,646	-	8,037,646	-	-	-	-	494,465	494,465	7,543,181	-	8,037,646
iii. OPERATIONAL IMPROVEMENTS													
8	Mini-High Platforms ⁴	4,772,318		4,772,318					881,000	881,000	3,891,318	-	4,772,318
9	Next Generation Visual Messaging Sign (VMS)	2,400,000		2,400,000				2,400,000		2,400,000	-	-	2,400,000
37	Predictive Arrival and Departure (PADS) New	4,536,455		4,536,455						-	4,536,455	-	4,536,455
38	Broadband Wireless Communication System (Diesel Trains) ⁷	3,967,571		3,967,571						-	3,967,571	-	3,967,571
39	VoIP Radio Dispatch System ⁷	971,000		971,000						-	971,000	-	971,000
40	San Mateo Parking Track OCS ⁷	5,512,000		5,512,000						-	5,512,000	-	5,512,000
Total		22,159,344	-	22,159,344	-	-	-	2,400,000	881,000	3,281,000	18,878,344	-	22,159,344
iv. PLANNING / STUDIES													
10	Capital Planning (CIP)	790,000		790,000					790,000	790,000	-	-	790,000
11	Corridor Crossing Strategy	520,000		520,000					520,000	520,000	-	-	520,000
12	Level Boarding Roadmap	520,000		520,000					520,000	520,000	-	-	520,000
13	Battery EMU R/D ⁵	2,392,000		2,392,000						-	2,392,000	-	2,392,000
14	DISC/Diridon Business Case ⁹	7,116,175		7,116,175			780,000		780,000	6,336,175	-	-	7,116,175
15	Rail Network and Operations Planning	1,248,000		1,248,000			1,248,000		1,248,000	-	-	-	1,248,000
16	DTX Funding ⁶	1,250,000		1,250,000						-	1,250,000	-	1,250,000
42	San Francisco Railyards Preliminary Business Case ¹¹	250,000		250,000						-	250,000	-	250,000
43	San Francisco Railyards Post-Preliminary Business Case Technical Work ¹²	1,555,000		1,555,000						-	1,555,000	-	1,555,000
44	Connecting Palo Alto ¹³		17,000,000	17,000,000						-	17,000,000	-	17,000,000
Total		15,641,175	17,000,000	32,641,175	-	-	2,028,000	-	1,830,000	3,858,000	28,783,175	-	32,641,175

Item #	PROJECT NAME	FY2025 ADOPTED CAPITAL BUDGET	Amendment 5	FY2025 AMENDED CAPITAL BUDGET	Federal Funds	STA SOGR				Member Agency Funds	Others	Externally Funded	FY2025 AMENDED CAPITAL BUDGET
							Santa Clara (Measure B)	San Francisco (SFCTA)	San Mateo (SMCTA)				
v. EXTERNALLY-FUNDED GRADE SEPARATION PROJECTS													
17	Burlingame Broadway Grade Separation	25,635,000		25,635,000						-	-	25,635,000	25,635,000
18	San Mateo Grade Separation	174,000		174,000						-	-	174,000	174,000
19	South Linden Ave & Scott St Grade Separation	6,529,000		6,529,000						-	-	6,529,000	6,529,000
31	Middle Avenue Undercrossing ⁸	2,000,000		2,000,000								2,000,000	2,000,000
Total		34,338,000	-	34,338,000	-	-	-	-	-	-	-	34,338,000	34,338,000
vi. CAPITAL CONTINGENCY FUNDS													
20	Capital Contingency Funds - Engineering ⁶	330,000		330,000				211,359	211,359	118,641	-	-	330,000
21	Capital Contingency Funds - Rail ⁶	660,000		660,000				422,719	422,719	237,281	-	-	660,000
22	Capital Project Development ⁶	335,000		335,000				214,562	214,562	120,438	-	-	335,000
23	Contingency - Other ⁶	848,640		848,640				-	-	848,640	-	-	848,640
Total		2,173,640	-	2,173,640	-	-	-	848,640	848,640	1,325,000	-	-	2,173,640
vii. ELECTRIFICATION													
26	Rail Activation Start Up: Maintenance of Equipment ⁷	4,143,903		4,143,903						-	4,143,903	-	4,143,903
27	Rail Activation Start Up: Maintenance of Way ⁷	6,000,000		6,000,000						-	6,000,000	-	6,000,000
28	Rail Activation Start Up: Traction Electrification System Vehicle ⁷	2,500,000		2,500,000						-	2,500,000	-	2,500,000
29	Rail Activation Start Up: Overhead Catenary System Improvements ⁷	2,288,000		2,288,000						-	2,288,000	-	2,288,000
30	Rail Activation Start Up: Enterprise Asset Management System ⁷	5,000,000		5,000,000						-	5,000,000	-	5,000,000
Total		19,931,903	-	19,931,903	-	-	-	-	-	-	19,931,903	-	19,931,903
Total		148,179,052	17,000,000	165,179,052	3,672,593	1,300,000	5,000,000	5,000,000	5,000,000	15,000,000	110,868,459	34,338,000	165,179,052

¹ \$665,215 is funded by Altamont Corridor Express (ACE); \$2,856,600 is funded by Union Pacific Railroad (UPRR); \$12,427,407 funded by TIRCP Reimbursed Bond Proceeds

² \$254,662 is funded by AB664 Net Bridge Toll Revenue

³ \$245,338 is funded by AB664 Net Bridge Toll Revenue

⁴ \$3,891,318 is funded by TIRCP Reimbursed Bond Proceeds

⁵ \$2,392,000 is funded by California State Transportation Agency (CalSTA)

⁶ Funding for the DTX Funding project and part of the Capital Contingency Funds have yet to be finalized

⁷ Funded by TIRCP Reimbursed Bond Proceeds

⁸ \$2,000,000 is funded by a Memorandum of Understanding between the City of Menlo Park and PCJPB

⁹ \$5,300,000 is funded by Regional Measure 3; \$1,036,175 is funded by Valley Transportation Authority (VTA) Measure B

¹⁰ \$5,335,224 is funded by insurance proceeds

¹¹ \$250,000 is funded by an Amended Memorandum of Understanding between PCJPB and Prologis

¹² \$1,555,000 is funded by the Cooperative Agreement between PCJPB and Prologis

¹³ \$17,000,000 is funded by the Cooperative Agreement between the City of Palo Alto, VTA, and PCJPB; \$5.1M from the City of Palo Alto (Federal Railroad Administration funds) and \$11.9M from VTA Measure B

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Sam Sargent, Director of Strategy and Policy
Subject: **Authorize the Executive Director to Sign the Equity in Infrastructure Project Pledge**



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 (“Caltrain”) authorize the Executive Director, or designee, to sign the Equity in Infrastructure Project (“EIP”) pledge.

Discussion

EIP is a national, non-profit led initiative to increase the number, size and proportion of contracts going to Historically Underutilized Businesses (HUBs) for infrastructure projects. The EIP pledge has 74 public and private signatories, including peer commuter railroads and California transit agencies, plus the American Public Transportation Association (APTA) and CalSTA.

The [pledge](#) commits Caltrain to increasing the number, size and proportion of contracting opportunities going to HUBs, including prime contractor opportunities. Caltrain would also commit to streamlining the administration of contracting with HUBs to centralize certification, collect data on HUB utilization, and expanding the number of signatories to the pledge. The EIP pledge does not conflict with existing federal, state or local contracting program requirements.

This commitment to increase contracting opportunities for HUBs aligns with Caltrain’s goals for creating a more equitable and inclusive organization.

Budget Impact

No budget impact.

Prepared By: Sam Sargent

Director, Strategy and Policy

650-730-6223

Resolution No. 2025 –

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

* * *

Authorize the Executive Director to Sign the Equity in Infrastructure Project Pledge

Whereas, the non-profit Equity in Infrastructure Project (EIP) aims to build generational wealth and reduce the racial wealth gap by committing public agencies to develop and share policies that create infrastructure contracting opportunities for Historically Underutilized Businesses (HUBs); and

Whereas, HUBs can include firms formally designated as Disadvantaged Business Enterprises, Minority and Women-Owned Business Enterprises, Small Business Enterprises, and any other business classification used locally in the United States intended to boost the participation of otherwise underutilized firms; and

Whereas, the EIP coalition consists of 58 pledge signatories, including public transportation agencies, state departments of transportation, airports, municipal utilities, and private sector infrastructure companies and associations; and

Whereas, the EIP pledge commits the Peninsula Corridor Joint Powers Board (JPB) to:

1. Increasing the number, size, and proportion of contracting opportunities going to HUBs;
2. Increasing the number, size, and proportion of contracting opportunities going to HUBs as prime contractors,
3. Streamlining the contracting process with HUBs by centralizing certification, improving payment time, and standardizing transparent data collection;

4. Increasing the amount and type of financing available to HUBs; and
5. Expanding the number of signatories to the Pledge;

Whereas, the efforts listed in the EIP pledge will allow the JPB to enhance and strengthen its existing programs;

Now, Therefore, Be It Resolved that the Board of Directors approves the resolution and authorizes the Executive Director or designee to sign the EIP pledge.

Regularly passed and adopted this 9th day of January, 2025 by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

Acting JPB Secretary

REVISED FOLLOWING 12.18.24 AMP COMMITTEE MEETING

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Advocacy and Major Projects Committee
Through: Michelle Bouchard, Executive Director
From: Dahlia Chazan, Chief, Caltrain Planning
Sherry Bullock, Program Director
Subject: **Authorize the Executive Director to Execute The Portal Project Implementation Memorandum of Understanding**

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:

1. Authorize the Executive Director or designee to execute the Portal Project Implementation Memorandum of Understanding (the “Implementation MOU”) between the Transbay Joint Powers Authority (TJPA); the Metropolitan Transportation Commission (MTC); the San Francisco County Transportation Authority (SFCTA); the Peninsula Corridor Joint Powers Board (Caltrain); the California High-Speed Rail Authority (CHSRA); and the City and County of San Francisco (CCSF) (collectively “the Partners”);
2. Authorize the Executive Director to take any other action needed to give effect to the Implementation MOU.

Discussion

The Portal, also known as the Downtown Rail Extension or DTX, will connect Caltrain to the Salesforce Transit Center in downtown San Francisco. The Portal Project Partners recognize that The Portal is a critical link in the Bay Area, and eventually, with the arrival of high-speed rail, the statewide transportation system. The Partners additionally recognize that The Portal Project will be most efficiently delivered through a multi-agency partnership among local, regional, and state stakeholder agencies with expertise in developing, funding, and implementing major infrastructure projects.

In April 2020, the Partners executed the San Francisco Peninsula Rail Program Memorandum of Understanding (the “2020 Peninsula Rail MOU”). The 2020 Peninsula Rail MOU described the organizational structure to support the efforts of building The Portal and set up an Executive Steering Committee (ESC) and the Integrated Program Management Team (IPMT) and defined a summary work program intended to bring the project to ready-for-procurement status. In August 2023, the TJPA Board of Directors approved the Portal Governance Blueprint

REVISED FOLLOWING 12.18.24 AMP COMMITTEE MEETING

(“Blueprint”), a policy document which identified the framework for the Partners’ engagement in the implementation of the Portal.

This new Implementation MOU incorporates the framework described in the Blueprint and will succeed the Peninsula Rail MOU, with a term that extends through construction and commissioning of The Portal. The Implementation MOU between the six Partners, which is complementary to and will run concurrently with the Amended and Restated Interim Agreement (effective date of December 14, 2024) between Caltrain and TJPA. The bilateral Amended and Restated Interim Agreement provides a budget and reimbursement mechanism to support Caltrain’s continued and enhanced engagement on The Portal. The Master Cooperative Agreement, also between Caltrain and TJPA, will eventually succeed the Interim Agreement. The Implementation MOU will not modify the terms or conditions of the existing bilateral agreement between Caltrain and TJPA.

Multi-Agency Coordination and Governance Structure

The Implementation MOU describes the multi-agency coordination, administrative organizational structure, and processes that will support the efforts of the TJPA in the delivery of The Portal. As the initial operator, Caltrain will have representation at every level of governance and management of the project. The Implementation MOU requires that the TJPA Board establish a Portal Committee, as described below. It also describes the administrative structures that have been implemented under the authority of the TJPA Executive Director and previously agreed to in The Portal Project Administrative Management Agreement (“Management Agreement”) executed by the executive level staff of the Partners with an effective date of November 27, 2024.

Accordingly, the Management Agreement and the Implementation MOU describe the following governance and administrative structure for the Partners’ engagement on the Portal:

- 1. Portal Committee of the TJPA Board:** The TJPA will establish the Portal Committee as a standing committee of the TJPA Board. The Committee will have three voting members, and one non-voting member appointed by MTC. The Committee will provide project oversight and report to the TJPA Board.
- 2. Executive Working Group (EWG):** The TJPA Executive Director has convened the EWG to provide the Executive Director with advice and recommendations about the delivery of the Project. The EWG consists of the chief executives (or their designee) of TJPA, MTC, SFCTA, Caltrain, CHSRA, and CCSF (for CCSF, the EWG member will be the Mayor’s designee).
- 3. Integrated Program Management Team (IPMT):** The IPMT will regularly meet until the Integrated Management Team (IMT) and the Change Control Board (CCB) begin regularly meeting. The TJPA Project Director will continue to lead the IPMT and the IPMT will continue to consist of representatives from each of the Partners with relevant experience in large, complex projects, as designated by their corresponding EWG member. Each EWG member will designate a lead IPMT member.

REVISED FOLLOWING 12.18.24 AMP COMMITTEE MEETING

4. **Configuration Management Working Group (CMWG):** The CMWG will meet when required during Phase 1 of Blueprint Implementation and until such time as the Integrated Management Team and the Change Control Board are meeting regularly. The CMWG will continue to be responsible for reviewing proposed Significant Modifications to Project Configuration and for making recommendations regarding the adoption of such changes to the TJPA Executive Director for discussion at the EWG and/or The Portal Committee.
5. **Change Control Board (CCB):** The CCB will include representation from each of the Partners. Pursuant to the Implementation MOU, the CCB will: consider and recommend Policy Changes and Significant Changes; and regularly review Project Change reports documenting Project Changes approved beneath thresholds defined in the forthcoming CCB Charter for Significant Changes. The CCB will also: support risk management activities; support identification of policy matters requiring review and decision-making; and perform other duties to the extent specified in the CCB Charter. The IPMT will recommend the CCB Charter, and the Partners will approve the Charter at the executive staff level.
6. **Integrated Management Team (IMT):** Pursuant to the Implementation MOU, the TJPA executive Director will lead the IMT and will include senior management representation from those Partners with the basis and capacity for participation. The IMT will meet regularly during Phase 2 of Blueprint Implementation, concurrent with the sunset of the IPMT and the start of regular meetings of the CCB.
7. **Integrated Project Delivery Team (IPDT):** The IPDT will consist of representatives from TJPA, Caltrain, and CHSRA, their consultants and contractors, and other resources/personnel as required. The IPDT will be the primary staff-level body with the responsibility to deliver the Project so that it can be implemented within the approved scope, budget, and schedule and will include team members that provide day-to-day management and delivery of the Project. The TJPA Project Director will lead the IPDT which will be comprised of dedicated staff residing in a co-located office with the support of remote teams and specialty technical experts.

Change Decision Framework and Stage Gates

The Implementation MOU lays out the change decision framework and defines three categories of changes: (1) Minor Changes which may be delegated to the TJPA Executive Director or designee, (2) Significant Changes which will be reviewed and recommended by CCB, and (3) Policy Changes which must be approved by the TJPA Board. Each type of change will correspond to a threshold to be defined in the CCB Charter.

The Implementation MOU also defines and describes five specific stage gates; at the end of each stage gate phase, the TJPA Board will receive recommendations from the EWG and IMT, as appropriate, and will must approve the project readiness prior to move-moving to the next stage. The stages are: (1) Procurement and Enabling Program; (2) Pre-Construction; (3) Construction; (4) Testing and Commissioning; and (5) Entry Into Service.

REVISED FOLLOWING 12.18.24 AMP COMMITTEE MEETING

Caltrain staff has had the opportunity to provide input throughout the drafting process of the Implementation MOU and recommends that the Caltrain Board approve the execution of the Implementation MOU.

Budget Impact

There is no budget impact associated with executing the Implementation MOU. The Amended and Restated Interim Agreement provides a budget and reimbursement mechanism to support Caltrain’s work on The Portal.

Prepared By:	Dahlia Chazan	Chief, Caltrain Planning	650.508.6225
	Sherry Bullock	Program Director	650.622.7866

Resolution No. 2024 –

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

* * *

**Authorize the Executive Director to Execute The Portal Project Implementation Memorandum
of Understanding**

Whereas, the San Francisco Downtown Rail Extension (“DTX” or “The Portal”) Project will connect Caltrain’s regional rail system and the future California High-Speed Rail Authority’s statewide system to the Salesforce Transit Center in downtown San Francisco; and

Whereas, the Transbay Joint Powers Authority (TJPA), the Metropolitan Transportation Commission (MTC), the San Francisco County Transportation Authority (SFCTA), the Peninsula Corridor Joint Powers Board (Caltrain), the California High-Speed Rail Authority (CHSRA), and the City and County of San Francisco (CCSF) (each a “Partner” and collectively the “Partners”) executed the San Francisco Peninsula Rail Program Memorandum of Understanding in April 2020 (the “2020 Peninsula Rail MOU”); and

Whereas, the 2020 Peninsula Rail MOU described the organizational structure to support the efforts of building The Portal and set up an Executive Steering Committee (ESC) and the Integrated Program Management Team (IPMT) and defined a summary work program intended to bring the project to ready-for-procurement status; and

Whereas, the Partners additionally recognize that The Portal Project will be most efficiently delivered through a multi-agency partnership among local, regional, and state stakeholder agencies with expertise in developing, funding, and implementing major infrastructure projects; and

Whereas, in August 2023, the TJPA Board of Directors approved the Portal Governance Blueprint (“Blueprint”), a policy document which identified the framework for the Partners’ engagement in the implementation of the Portal; and

Whereas, the new Implementation MOU negotiated by the Partners incorporates the framework described in the Blueprint and will replace the Peninsula Rail MOU, with a term that extends through construction and commissioning of The Portal. The Implementation MOU describes the multi-agency coordination, administrative organizational structure, and processes that will support the efforts of the TJPA in the delivery of The Portal; and

Whereas, as the initial operator, Caltrain will have representation at every level of governance and management of the project. The Implementation MOU requires that the TJPA Board establish a Portal Committee and describes the administrative structures that have been implemented under the authority of the TJPA Executive Director and previously agreed to in The Portal Project Administrative Management Agreement (“Management Agreement”) executed by the executive level staff of the Partners with an effective date of November 27, 2024; and

Whereas, the Implementation MOU also includes a framework for change decision making and stage gates for approval to move the project forward; and

Whereas, Caltrain staff has had the opportunity to give input throughout the drafting process of the Implementation MOU and recommends that the Caltrain Board authorize the Executive Director to execute the Implementation MOU.

Now, Therefore, Be It Resolved, that the Board of Directors of the Peninsula Corridor Joint Powers Board authorizes the Executive Director, or designee, to execute The Portal Project Implementation Memorandum of Understanding; and

Be It Further Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board authorizes the Executive Director, or designee, to take any other actions necessary to give effect to this resolution.

Regularly passed and adopted this 9th day of January, 2025, by the following vote:

Ayes:

Noes:

Absent:

Chair, Peninsula Corridor Joint Powers Board

Attest:

JPB Secretary

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Sherry Bullock, Program Director
Subject: **Receive PCEP (Peninsula Corridor Electrification Project) 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) November Monthly Progress Report (MPR).

This report is provided for informational purposes only.

Discussion

The November 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.

Budget Impact

There is no impact on the budget.

Prepared By: Sherry Bullock

Program Director, Caltrain
Modernization Program

650.722.7768



Caltrain Modernization Program Peninsula Corridor Electrification Project (PCEP)



Executive Monthly Progress Report

November 30, 2024

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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 recovered from storm damages in early 2024. Caltrain has successfully launched Electrified Service Inaugural Ride on August 10th with government officials. Caltrain commenced full electrified revenue service on September 21, 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 2024, 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 2024, a total of **\$27.1M** has been drawn down from the Shared Risk Pool of \$50 million to-date. **\$404,559.00** was drawn from the Shared Risk Pool this month.
- As of November 2024, a total of \$38.22M has been drawn from the project contingency of \$40 million. In November 2024, \$0 was drawn from project contingency.
- In November 2024, 0\$ was issued from the milestone incentive pool of \$15 million. The team has concluded evaluation of signal cutover milestone incentives and awarded \$4M in December 2023 to the design-build contractor.

1.3 Program Progress and Schedule

As of November 30, 2024, the overall project completion is 97.22%. The PCEP substantial completion was reached on May 3rd, 2024. Caltrain launched electrified service with mixed fleet in August 2024 and commenced a full electrified Revenue Service on September 21, 2024.

1.4 Change Management Board (CMB)

In November 2024, the item listed below was brought to the CMB approval for contingency drawdown.

- IRL 398 – Non-Balfour Isolations

1.5 This Month's Accomplishments

The project team has completed the following notable activities for the month of November 2024:

- Successful commenced EMU soft launch service with mixed fleet operations on August 11th.
- Successful commend full electrified service on September 21, 2024
- Worked with PCEP contractor to finalize Final Acceptance package
- Continue design build contractor commercial close out and reviewed change request packages
- Completed final inspection walks with all parties involved and finalize final punch list.
- Continued to coordinate with Broadband Project, work with vehicle manufacturer, and monitor EMU production schedule that includes broadband equipment installation and testing.
- Continued with project close out efforts and tracked all punch list items in a centralized database.
- Continued to connect LV permanent power and coordinate remaining low voltage power drop applications with PG&E and local jurisdiction and utilized generators to support project testing. There is total 4 locations remaining.
- Held Monthly CMB meeting for overall program status and provided schedule, budget, risks, and changes updates.
- Continued providing PCEP progress updates to funding partners, leadership, elected officials, citizens, and business community.
- There was a total of 17 EMU trainsets delivered; 16 EMUs are on Caltrain property and 15 completed burn-in testing in support of full electrified service.
- Continued design-build contract commercial close out including all shared risk items.
- Continued to close out NCRs and DVRs for Final Acceptance.
- Continued record drawing as-builts reviews and continue to close out project submittals.
- Continued to close out all project permits.

1.6 Upcoming work

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

- Reach Final Acceptance by December 2024
- Complete burn in for train no. 17, two more EMUs will be delivered by May 2025 which concludes total 19 EMU procurement.
- Complete PECP as-built record drawings reviews.
- Track spare part delivery status.
- Close out all permits.
- Complete the remaining 4 low voltage power connections.
- Hold Monthly CMB meeting for approval of two change requests
- Close out Design build contract share risk pool
- Complete design build contractor final acceptance
- Complete design build contract financial close out.

- Complete recommendation of traffic mitigation effort.
- Complete draft Lessons Learned Report by February 2025
- Submit FFGA grant extension due to Traffic Mitigation effort which will be implemented when Caltrain service increases to 6 trains per hour per direction.

The PCEP Project is currently on budget and on time for achieving Full Revenue Service on September 21, 2024, and FFGA Required Completion Date of December 31, 2024.

1.7 Critical Items

As of November 2024, the top critical items and related actions are highlighted below.

Table 1-1. Critical Issues and Actions

Critical Issues	Actions
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.	<ul style="list-style-type: none"> • Completed • Rail Operations and Maintenance is addressing any future Theft issues during electrified service.

2.0 SAFETY

There have been three (3) reportable injuries in 2024 (Jan-Nov). The current Reportable Injury Rate is estimated at 1.06 (waiting for monthly hours, estimated 20,000).

RIR) for 2024 YTD is 1.06. Overall, since the project’s construction started in 2017, the RIR is at 1.84, which remains below the national average of 2.5.

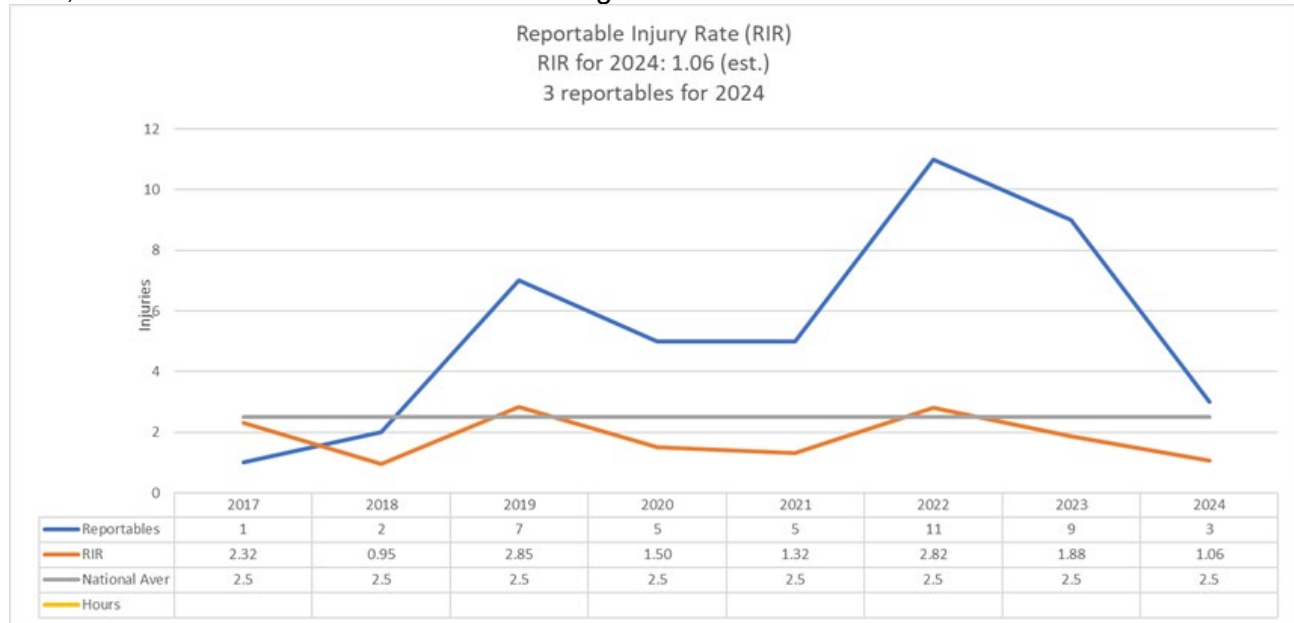


Figure 2-1. Project Reportable Injury Rate (RIR) by Year since 2017

2.1 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.

2.2 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.

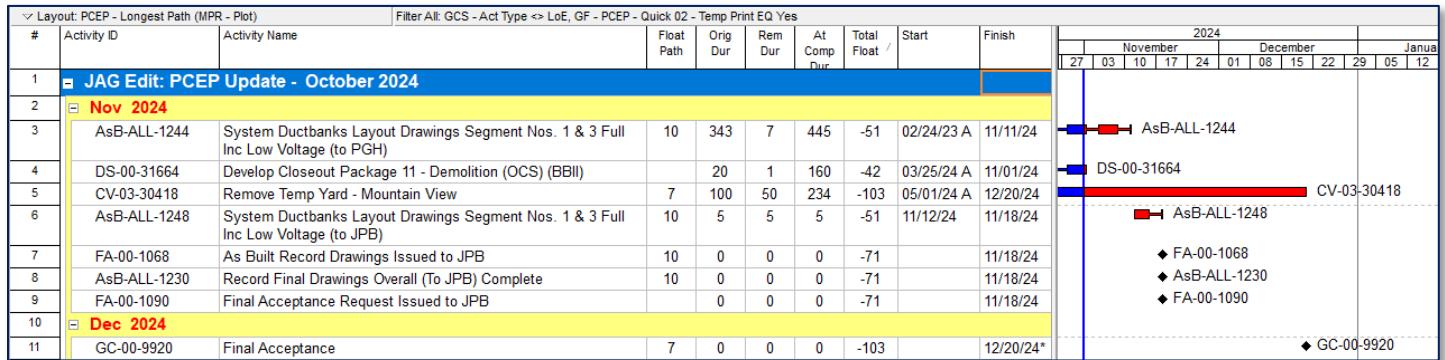
The Safety focus at this phase of the project includes the tracking of the remaining open items on the project Safety Open Items List (SOIL) and issuance of the project Final Safety and Security Certification Certificate. The project Safety Team continues to coordinate with Caltrain Safety and Operations on the continuing EMU hands-on training with the local Fire Departments.

3.0 IMS PROGRAM SCHEDULE

3.1 Introduction

Caltrain Peninsular Corridor Electrification Project has reached substantial completion on May 3, 2024, and full Electrified Revenue Service in September 2024. The Revenue Service Date (RSD) was September 21, 2024. The team is working with Design builder to close out punch list and all work required for Final Acceptance. The Full Funding Grant Agreement (FFGA) Revenue Completion Date (RCD) of December 31, 2024, remains unchanged.

3.2 Critical Path Analysis



The current critical path now includes to the submission and review of As-built documentation, Closeout Package 11, and removal of Temp Yard (Mountain View) which lead to Final Acceptance of 12/20/2024. PCEP will meet RCD date of December 31, 2024.

Figure 3-1. Critical Path Schedule

3.3 Schedule Contract Milestone Analysis

Figure 3-2. Contract Milestone Analysis

Contractor	Milestones	Allowed Dates	Current Dates (Oct 2024)	Milestone Finish Date Variance	Remarks
BBII	Scheduled Substantial Completion	5/8/2024	5/3/2024	-5	Completed
Stadler	14th Trainset Arrival at JPB Site	10/12/2023	9/12/2024	336	Completed
Stadler	16th Trainset Arrival at JPB Site	10/12/2023	9/21/2024	345	Stadler has delivered 15 Trainsets by September 2024. Also, Trainset #333 (T17) is scheduled to arrive on 12/9/2024 Trainset #311 (T6) was shipped to Salt Lake City for repairs. Its scheduled arrival date is shown as 5/14/2025 with Burn-In complete by 5/28/2024.
JPB	Revenue Service Date (RSD)	9/26/2024	9/21/2024	-5	Completed
BBII	Scheduled Final Acceptance	9/8/2024	12/20/2024	103	Based on October 2024 Update, the Final Acceptance date calculated as 103-days behind schedule and is driven by As-built documentation, Closeout Package 11, and removal of the Temporary Yard at Mountain View.
JPB	FFGA Revenue Completion Date (RCD)	12/31/2024	12/31/2024	0	Based on the calculated PCEP Final Acceptance date of 12/20/2024, FFGA should be achieved by 12/31/2024.

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, 2024.

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) ⁵ = (A) – (E)
Electrification	\$1,754,468,422	\$1,491,652	\$1,697,318,651	\$62,930,840	\$1,760,249,491	(\$5,781,069)
EMU	\$688,222,275	\$10,165,648	\$664,766,457	\$17,674,749	\$682,441,206	\$5,781,069
PCEP TOTAL	\$2,442,690,697	\$11,657,300	\$2,362,085,109	\$80,605,589	\$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	\$1,091,178,881	\$899,271	\$1,059,710,786	\$32,073,667	\$1,091,784,453
EMU Procurement	\$556,072,601	\$565,284,846	\$9,506,880	\$554,923,764	\$10,361,080	\$565,284,845
Minor Construction Contracts (Tunnel, CEMOF, SCADA, Non-BBI OCS)	\$67,055,072	\$66,326,067	\$4,533	\$65,436,168	\$542,358	\$65,978,525
Real Estate Acquisition & Support	\$34,914,177	\$34,914,177	\$27,696	\$25,358,409	\$10,870,333	\$36,228,742
PG&E, Utilities**	\$132,088,994	\$128,868,191	\$294,527	\$135,244,392	-\$3,226,789	\$132,017,603
Management Oversight & Support	\$312,699,697	\$321,974,670	\$1,235,164	\$320,150,379	\$3,832,753	\$323,983,133
TASI Support	\$114,488,767	\$145,146,219	-\$679,770	\$138,794,779	\$3,238,990	\$142,033,769
Finance Charges	\$9,898,638	\$9,898,638	\$0	\$12,946,910	\$0	\$12,946,910
Insurance	\$6,581,851	\$6,581,851	\$0	\$6,304,001	\$277,850	\$6,581,851
Other Required Projects & Services	\$9,084,176	\$10,484,176	\$215	\$7,112,094	\$322,256	\$7,434,350
Environmental Mitigation	\$14,438,866	\$13,038,866	\$1,753	\$1,536,929	\$10,217,937	\$11,754,866
Caltrain Capital Overhead (ICAP)	\$48,217,887	\$47,217,887	\$367,030	\$34,566,497	\$11,651,390	\$46,217,887
Contingency	\$40,000,089	\$1,776,227	\$0	\$0	\$443,762	\$443,762
Total	\$2,442,690,697	\$2,442,690,697	\$11,657,300	\$2,362,085,109	\$80,605,588	\$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 the 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 2024

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	\$1,303,894	\$2,196,106
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	\$0	\$545,221	\$2,604,779
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	\$0	\$8,295,627	-\$7,175,627
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	\$0	\$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	\$0	\$1,958,608	\$208,074
19	Track access delay for BBII Construction	\$1,800,000	\$0	\$1,450,523	\$349,477
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	\$0	\$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	\$3,474,002	-\$474,002
27	Contingency	\$12,000,000	\$404,559	\$6,995,068	\$5,004,932
NA	Unidentified	\$54,179	\$0	\$0	\$54,179
	BBII Risk Pool Total	\$50,000,000	\$404,559	\$27,183,439	\$22,816,561

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)
BBII 053-BT-CNPA	Non-PCEP Actuals-BBII Hist. Change Inc. PCEP Re-Baseline	\$2,191,000
BBI-053-CCO-255	Un-Earned Milestone Incentive (Substantial Completion) - January	\$1,630,000
PG&E-042-BT-006	PG&E Equiv. One-Time Payment (EOTP) - First Reimb.	(\$391,068)
BT-057	TASI – TASI EMU Maintenance & Material (Pre-Revenue)	(\$4,348,854)
BT-058	Tunnel Leak Remediation (TASI Construction)	(\$562,851)
PROV-070-CLOSE	Proven Tunnels – Close out of Final Actuals	\$184,910
PROV-071-CLOSE	Proven CEMOF – Close out of Final Actuals	\$580,217
PG&E-042-BT-007A	PG&E Supplemental Agreement No. 4 – PCEP Share	\$1,600,000
PG&E-042-BT-007B	PG&E Supplemental Agreement No. 2 – EAC Variance	\$501,962
PG&E-042-BT-007C	PG&E Supplemental Agreement No. 2A – EAC Variance	\$1,509,909
PROV-063-CLOSE	South San Francisco Station Project OCS - Close Out	\$1,000,000
BT-035	TASI Support-Electrification (2023-2024)-Field Support to Sept 2024	(\$2,844,754)
MGMT-2024-02	Management Oversight – Update EAC	(\$6,426,903)
BT-060A	ICAP Adjustment Credits – 2023	\$1,000,000
BBII-053-CCO-255	Un-Earned Milestone Incentive (Substantial Completion) - February	\$1,370,000
BT-059	TASI - 4 th and King Updates For EMUs	(\$861,291)
BT-061	Outreach/Marketing Celebration Event and Media Buys	(\$540,000)
BBI-053-CCO-255	Un-Earned Milestone Incentive (Substantial Completion) - March	\$780,000
STA-056-CCO-054	Americans with Disabilities Act (ADA) Ramp Extension	(\$298,575)
Remaining Contingency		\$1,776,226
PG&E-042 BT-006A	PG&E Equiv. One Time Payment (EOTP) - Final Reimbursement	(\$237,876)
BT-062	TASI GO-88 Crossing Improvements	(\$123,368)
BBII-053-CCO-255-EAC4	Un-Earned Milestone Incentive (Revenue Service) – August 2024	\$1,000,000
PG&E-042 BT-006D	PG&E Supplemental Agreement No. 4 – PCEP Share (EAC Update)	(\$1,084,000)
PG&E-042 BT-006E	PG&E Supplemental Agreement No. 2 – (EAC Update)	\$496,464
PG&E-042 BT-007	Power Utility for EMU Testing & Commissioning	(\$2,500,000)
PG&E-042-BT-6F	PG&E Supplemental Agreement 5 (EAC Update)	\$650,000
MGMT-2024-10	Management Oversight – Close-Out Staffing	(\$533,684)
BT-060B	ICAP Adjustment Credits 2024	\$1,000,000
Forecasted Remaining Contingency		\$443,762

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	(\$65,407,301)	(\$27,183,439)	(\$24,115,581)	(\$14,108,281)	(\$38,223,862)
Remaining Contingency	\$24,592,787	\$22,816,561	\$0	\$1,776,226	\$1,776,226
Pending Changes	(\$3,290,038)	(\$1,957,574)	\$0	(\$1,332,464)	(\$1,332,464)
Forecasted Remaining Contingency	\$21,302,749	\$20,858,987	\$0	\$443,762	\$443,762

4.4 Electrification Design Builder Contract Incentives

The Global Settlement included 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 as of November 2024.

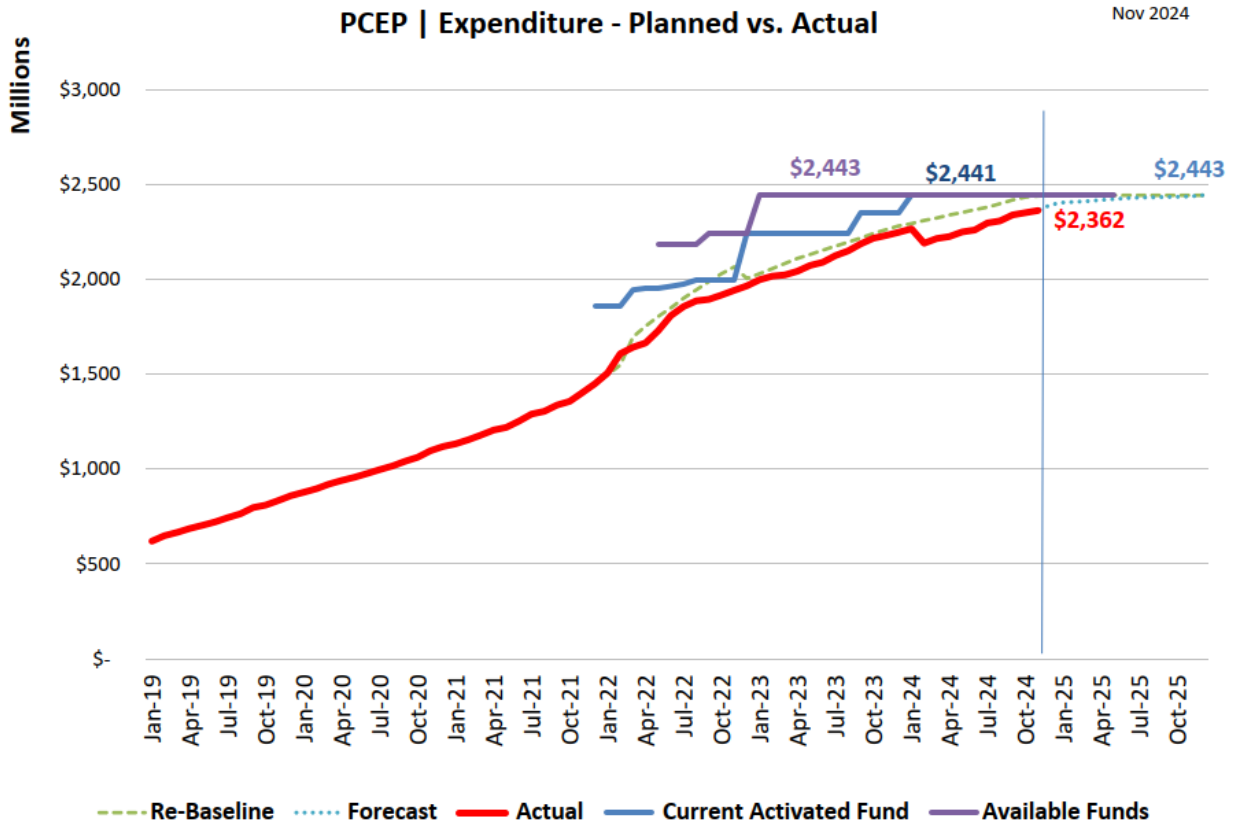
Table 4-6. BBII Incentives

Incentives	Budgeted (A)	Awarded (B)	Projected Remaining to Award (C)	Projected Balance Remaining (D)=(A)-(B)-(C)
Contract Incentive:				
Quality	\$1,250,000	\$1,083,333	\$166,667	\$0
Safety	\$2,500,000	\$1,700,000	\$468,750	\$331,250
Community Outreach	\$2,500,000	\$2,225,000	\$250,000	\$25,000
DBE	\$900,000	\$0	\$900,000	\$0
Total Contract Incentive	\$7,150,000	\$5,008,333	\$1,785,417	\$356,250
Milestone Incentive:				
Early Signal and Crossing Cutover	\$4,000,000	\$4,000,000	\$0	\$0
Early Project Substantial Completion (NTE)	\$8,000,000	\$0	\$4,220,000	\$3,780,000
Early Revenue Service	\$3,000,000	\$0	\$1,000,000	\$2,000,000
Total Milestone Incentive	\$15,000,000	\$4,000,000	\$5,220,000	\$5,780,000

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 2024

Issues	Actions
None	• n/a

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 2024:

- IRL 330 Wayside Enclosure Stairs

5.2.2 CMB Approved Shared Risk/Change Order Items:

- IRL 398 – Non-Balfour Isolations

5.2.3 Upcoming Shared Risk Items or Change Orders

- BBII March 2022 Incident Damage Cost
- BBII unanticipated escalation change request

5.3 Issues

Table 5-1. Change Management Issues Identified and Actions Taken for November 2024

Issues	Actions
March 2022 Rail Incident Damage Cost change request submitted by design build contractor	<ul style="list-style-type: none"> • Review and approve by PCEP/Caltrain • Submit Justification package to CMB for approval • Issue Change order
Unanticipated escalation Cost Increase change request submitted by design build contractor	<ul style="list-style-type: none"> • Review and comments by PCEP/Caltrain including legal • Submit Justification package to CMB for approval • Present to PCJPB Committee • Obtain PCJPB Board approval • Issue Change order

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Li Zhang, Chief of Commercial and Business Development
Subject: **Receive Update on FY2025 Operating Budget and 10-Year Strategic Financial Plan**



Finance Committee
Recommendation



Technology, Operations,
Planning, and Safety
Committee Recommendation



Advocacy and Major
Projects Committee
Recommendation

Purpose and Recommended Action

This report provides an update on the Peninsula Corridor Joint Powers Board's (JPB's) Fiscal Year (FY) 2025 Operating Budget and the 10-Year Strategic Financial Plan (SFP), which covers the operating revenue and expenses from FY2025 to FY2034.

Discussion

Update on the FY2025 Operating Budget:

At the time of adoption of the JPB's first two-year budget for FY2024-FY2025, the agency's operating needs for FY2025 were fully funded with the usage of general operating revenue sources and a \$36 million one-time Measure RR contribution that was refunded by the Peninsula Corridor Electrification Program (PCEP). However, the FY2025 operating budget was under major pressure at the start of the fiscal year with the potential significant increase of electricity cost due to the uncertainties related to the consumption of new fully electrified service and the timing and level of Low Carbon Fuel Standard (LCFS) credits for which the JPB qualifies under the California Air Resources Board (CARB) rules. In addition, the JPB also has been experiencing operating expense increases due to both labor and material costs, including ongoing hiring challenges that result in the use of more costly consultant support.

To address these risks, staff engaged in several rounds of cost containment/reduction efforts over the last several months, including: negotiations with the rail operator for cost savings/work delays that do not immediately impact the quality of services; reduction of new positions requested in FY2025; delay in the recruitment of existing vacancies; and reduction/delay of non-critical professional support and office operating needs. All of these cost containment/reduction efforts, along with the determination that the actual electricity usage of our new trains is more than 20percent lower than projected and the successful effort to obtain a heavy rail designation from CARB, have enabled the JPB to contain the FY2025 budget to its originally adopted \$238 million level. Staff is monitoring expenditure trends for all budget lines closely and will provide the Board with timely updates if any other major risks arise that could potential impact the FY2025 budget.

Update on the 10-Year SFP

In November 2022, JPB began the process of developing a SFP in response to the ongoing impacts of the COVID-19 pandemic on the agency's financial health, which was severely impacted by the pandemic due to the significant loss of Caltrain riders. The objective of the SFP is to assess the agency's annual financial position over the next ten years and inform the Board about potential revenue enhancement and cost reduction options and strategies to regain financial stability.

The Board conducted a special workshop in April 2023 to review the first SFP with in-depth analyses of the JPB's 10-year financial outlook, covering FY2024 to FY2033. The SFP projections illustrated the ongoing structural operating deficit the agency would be facing, mostly due to the significant loss of fare revenue, under various assumptions and potential funding solutions to be considered. The first update of the SFP was provided to the Board in January 2024. To timely inform and provide more up-to-date deficit numbers for the regional measure effort, staff is bringing another update to the Board now while the development of the FY2026-FY2027 bi-annual budget is underway.

As reported in January 2024, staff is still confident that the JPB can use various financial resources and cost saving mechanisms to balance its operating budget for FY2026 but significant new funding sources are needed to support the JPB's operating and capital needs and to regain financial sustainability starting in FY2027, notwithstanding the reduction in projected electrical costs, various cost saving measures, and very encouraging ridership increases since the start of electrified revenue service.

Staff will present details regarding the assumptions and analyses of the financial picture of the JPB over the 10-year period from FY2025 to FY2034, along with major take-aways, during the Finance Committee. Staff will monitor and update the key revenue and expenditure drivers regularly and provide period updates to the Board, funding partners, and the public.

Budget Impact

This informational item has no impact on the budget.

Prepared By: Li Zhang Chief of Commercial & Business Development 650-399-6112

**Peninsula Corridor Joint Powers Board
Staff Report**

To: JPB Board of Directors
Through: Michelle Bouchard, Executive Director
From: Casey Fromson, Chief of Staff
Subject: **Receive State and Federal Legislative Update**

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

Purpose and Recommended Action

The 2025 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board.

Staff proposes the Committee recommend the Board receive the attached State and Federal Legislative Update.

Discussion

The update will discuss the federal budget process and relevant state legislation. It will also give an update regarding discussions on a regional transportation revenue measure.

Budget Impact

None.

Prepared By: Devon Ryan Government & Community Affairs Officer 650.730.6172

Isabella Conferti Government & Community Affairs Specialist 650.647.3498

Caltrain Federal Report December 2024

Congressional Update

Congress Returns to Washington to Resume Lame Duck Session

- Congress returned to Washington on December 2 to resume the lame duck session with a busy slate of must-pass legislation to finalize before the year's end, including passage of FY 2025 appropriations legislation and the annual National Defense Authorization Act (NDAA).
- Given the results of the November elections, it is increasingly unlikely that Republicans will move to pass appropriations legislation before the end of the year. If they decide to push consideration of the FY 2025 appropriations bills into the new year by passing a continuing resolution (CR), the bills could be considered and passed in the early spring.
- On November 13, Senate Republicans held leadership elections to replace Sen. Mitch McConnell (R-KY) as Republican Leader. Sen. John Thune (R-SD) defeated Sens. John Cornyn (R-TX) and Rick Scott (R-FL) in a secret ballot to become the next Senate Majority Leader. House Republicans chose Speaker Mike Johnson (R-LA) as their Speaker candidate for the 119th Congress and elected Rep. Steve Scalise (R-LA) as the next Majority Leader and Rep. Tom Emmer (R-MN) as the Majority Whip.

Congressional Republicans Plan for Budget Reconciliation Effort in 119th Congress

- Congressional Republicans are planning to use budget reconciliation to address many of their goals and President-elect Trump's campaign promises. Budget reconciliation is a legislative process that allows Congress to pass certain spending bills with a simple majority in the Senate and House – especially useful for addressing contentious appropriations items. The process has been used at least 23 times by both Democrats and Republicans, including most recently to enact the Inflation Reduction Act (IRA).
- Republican leadership intends to use budget reconciliation to reauthorize the Tax Cuts and Jobs Act of 2017 (TCJA), expand the Opportunity Zone program, deal with some immigration issues, and potentially change other aspects of existing law.
- President Trump and Congressional Republicans have vowed to repeal unobligated funding and some of the tax credits provided by the IRA, including solar and battery tax credits and Environmental Justice/climate grant programs.

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Reps. Graves, Crawford Compete for T&I Chairmanship

- Reps. Sam Graves (R-MO) and Rick Crawford (R-AR) will meet with the Republican Steering Committee this week to make their respective pitches to lead the House Transportation & Infrastructure Committee. Graves, the current chair, received a waiver from leadership to serve an additional term. Graves was considered a contender for President-elect Trump's nominee for Transportation Secretary but was ultimately not chosen.
- Crawford, the current Ranking Member of the Subcommittee on Highways and Transit, has expressed skepticism to transit. Earlier this year, Crawford led a hearing where he questioned American Public Transportation Association (APTA) Chair MJ Maynard on the importance of transit investment.
- The Transportation & Infrastructure Committee is expected to increase its activity as it prepares for Surface Transportation Reauthorization in 2026. The Chair of the committee will lead the hearings, and initial drafting of the bill.

Administration Update

President-Elect Trump Taps Sean Duffy to Lead DOT

- President-elect Trump announced that he selected Sean Duffy to lead the U.S. Department of Transportation (DOT). Duffy previously served as a member of the U.S. House of Representatives for Wisconsin's 7th district from 2011 to 2019.
- While in the House, he served on the House Committee on Financial Services and was appointed Chairman of the Subcommittee on Oversight and Investigations in 2014. He was also a member of the Subcommittee on Capital Markets and Government-Sponsored Enterprises, the Subcommittee on Financial Institutions and Consumer Credit, and the Subcommittee on Insurance, Housing and Community Opportunity.
- Duffy never served on the Transportation & Infrastructure Committee, during his time in Congress, where he primarily focused on financial services matters. Prior to his time in Congress, he was the District Attorney of Ashland County, Wisconsin from 2002 to 2010.
- The President-elect has yet to name his appointments to lead the Federal Transit and Federal Highway Administrations.

President-Elect Trump Proposes 25 Percent Tariff on Canadian and Mexican Goods

- President-elect Donald Trump announced that he intends to place a 25 percent tariff on all Canadian and Mexican imports into the United States. In a statement, the President-elect cited illegal immigration and fentanyl trafficking over the northern and southern borders behind his decision.

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- The President-elect has also promised an additional 10 percent tariff on Chinese goods. During his campaign, Trump repeatedly called for higher tariffs to boost American manufacturing and punish countries he felt were taking advantage of the United States.
- In response to the announcement, Canadian Prime Minister Justin Trudeau visited with the President-elect and his team in Palm Beach, FL. Despite what both sides reported was a productive meeting, Trump has not withdrawn his tariff proposal. Canadian and Mexican officials have also prepared retaliatory tariffs on U.S. goods should the President-elect follow through with his plan. Experts have warned that these tariffs will significantly impact many sectors, including automotive manufacturers, farmers, and food packaging.

DOT Releases New Playbook on Climate Action Strategies for Communities

- On November 25, DOT released a playbook on research-based climate action strategies for state, local, and Tribal communities. The playbook, entitled “Climate Strategies That Work”, includes 28 climate solutions to help communities reduce greenhouse gas (GHG) emissions and create a more resilient, sustainable transportation system.
- The playbook includes strategies across multiple areas of transportation, including but not limited to: active transportation, transit-oriented development, coordinated transportation planning, and commuter benefits. The full strategy can be found [here](#).

Round-Up of Open Grant Opportunities

- [FY24 Federal-State Partnership for Intercity Passenger Rail Grant Program](#). \$1.057 billion available. All applications due December 16, 2024.
- [RAISE Grant Program](#). \$1.5 billion available. All applications due January 30, 2025.
- [Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation \(PROTECT\) Program](#). \$876 million available. All applications due February 24, 2024.



December 9, 2024

TO: Board of Directors, Peninsula Corridor Joint Powers Board (Caltrain)

FM: Matt Robinson, Michael Pimentel, and Alchemy Graham, Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – January 2025**

General Update

On December 2, the Legislature returned to Sacramento for the first organizational session in the 2025-26 Regular Legislative Session and start of the new Special Session.

During the organizational session, new and returning legislators who stood for election this November were sworn-in, and both the Senate and Assembly selected their legislative leaders, adopted joint rules, and introduced the first round of legislation. The Senate once again chose Mike McGuire to serve as Senate President pro Tempore and the Assembly once again chose Robert Rivas to serve as the Assembly Speaker.

While it is just getting underway, the Special Session will focus on bolstering the state's legal funding used to support future lawsuits against the Trump administration to protect California's civil rights, reproductive freedom, climate action, and immigrant families. This is the first of many actions that the Newsom Administration plans to take in partnership with the Legislature to "build up California's defenses" against an incoming federal administration. No later than January 20, 2025, the Governor anticipates signing legislation that would provide additional resources to the California Department of Justice and other state entities, allowing them to immediately begin shoring up legal funds.

The Legislature will reconvene for the first day of the 2025-26 Legislative Session on Monday, January 6. For more information about key legislative and budget deadlines for the upcoming year, see the 2025 Legislative Calendar available [here](#).

California Election Results

California's general election was held on November 5, where all 80 Assembly seats were on the ballot along with 20 of the 40 Senate seats. According to final ballot counts reported, Democrats maintain a supermajority (75%) in both houses. That said, Republicans did gain some ground in the State Capitol with incumbent Senator Josh Newman (D) losing his race to candidate Steven Choi (R).

Additionally, final results on a number of the statewide ballot propositions suggest some voter shifts on issues including public safety (Prop 36) and the economy (Prop 32). Recently, addressing retail theft has been a top priority among voters, and ballot counts for Prop 36 reflect an interest in seeing tougher penalties imposed on criminals as a result. Concerns about inflated costs of living in California have also been a priority for voters, and final ballot counts for Prop 32 reflect that. Voters are majorly in opposition of raising minimum wages, citing concerns about consequential increases in prices likely to be imposed on consumers.

Below, you will find the final report of the election results of Assembly and Senate races that are pertinent to Caltrain, and statewide measures that were on the ballot this year.

Key Assembly Races

District	Candidate	Notes
19	Catherine Stefani (D) - 60.5%	Previously held by Phil Ting, who termed out.
	David E. Lee (D) - 39.5%	
21	Diane Papan (D) - 73.8%	
	Mark Gilham (R) - 26.2%	
23	Marc Berman (D) - 59.8%	
	Lydia Kou (R) - 40.2%	
24	Alex Lee (D) - 66.1%	
	Bob Brunton (R) - 33.9%	
25	Ash Kalra (D) - 68.4%	
	Ted Stroll (R) - 31.6%	
26	Patrick Ahrens (D) - 56%	Previously held by Evan Low, who ran for Congress.
	Tara Sreekrishnan (D) - 44%	
28	Gail Pellerin (D) - 66.9%	
	Liz Lawler (R) - 33.1%	
29	Robert Rivas (D) - 66%	
	J.W. Paine (R) - 34%	

Key Senate Races

District	Candidate	Notes
11	Scott Wiener (D) - 77.8%	
	Yvette Corkrean (R) - 22.2%	
13	Josh Becker (D) - 72.5%	
	Alexander Glew (R) - 27.5%	
15	Dave Cortese (D) - 68.6%	
	Robert Paul Howell (R) - 31.4%	
17	John Laird (D) - 65%	
	Tony Virrueta (R) - 35%	

Ballot Measure Results

Recall that Californians already voted on Prop. 1, which was the vehicle for the mental health bond, during the primary election in March. Below is the final vote breakdown for each of the propositions on the November ballot:

- **Prop. 2**, which will institute a \$10 billion education bond, was approved with 58.7% of voters supporting the proposition.
- **Prop. 3**, which will reaffirm the right of same-sex couples to marry, was approved with 62.61% of voters supporting the proposition.
- **Prop. 4**, which will institute a \$10 billion climate bond, was approved with 59.8% of voters supporting the proposition.
- **Prop. 5**, also known as ACA 1 / ACA 10, would have lowered the voting threshold for local bonds and failed with 55% of voters rejecting the proposition.
- **Prop. 6**, which would have ended indentured servitude in state prisons, failed with 53.3% of voters rejecting the proposition.
- **Prop. 32**, which would have raised the state minimum wage to \$18 an hour, failed with 50.7% of voters rejecting the proposition.
- **Prop. 33**, which would have allowed local governments to impose rent controls, failed with 60% of voters rejecting the proposition.

- **Prop. 34**, which will require certain health care providers to use nearly all revenue from Medi-Cal Rx on patient care, was approved with 50.9% of voters supporting the proposition.
- **Prop. 35**, which will make existing tax on managed health care insurance plans permanent, passed with 67.9% of voters supporting the proposition.
- **Prop. 36**, which will increase penalties for theft and drug trafficking, was approved with 68.4% of voters supporting the proposition.

Local Transportation Measures

Related to the Bay Area's efforts to secure authorization for a regional tax, there were several local ballot measures on the November ballot this year to fund transit and transportation. These measures showed mixed results. We note the likely outcomes below:

- **Madera County Measure T** (Sales Tax - Citizens Initiative – Majority Vote Required) to fund broad transportation improvements with main focus on streets, roads, and highways. Approved with 52.5% voter support.
- **San Diego County Measure G** (Sales Tax - Citizens Initiative – Majority Vote Required) to prioritize rail and transit for traffic congestion relief. Approved with 50.46% voter support.
- **Napa County Measure U** (Sales Tax Extension – 2/3 Vote Required) for various uses, including NVRTA transit service. Approved with 72.7% voter support.
- **Placer County Measure B** (New Sales Tax – 2/3 Vote Required) to primarily fund streets, roads, and highways. Rejected with 63.83% voter support.
- **City of San Francisco Measure L** (Increased Tax on TNC/AV Rides – Citizens Initiative – Majority Vote Required) to fund transit operations. Received 56.9% voter support, but ultimately failed due to another measure receiving more votes (Measure M).

CalSTA's Transit Transformation Task Force to Convene Seventh Meeting

The California State Transportation Agency is scheduled to convene the next meeting of the Transit Transformation Task Force on December 10 in the City of Clovis.

During this meeting, Task Force members will continue ongoing efforts to develop a report of recommendations as mandated by SB 125; this report will be submitted to the California State Legislature no later than October 31, 2025. Task Force members will be discussing the topics of fleet and asset management, including Innovative Clean Transit (ICT); new options for revenue sources for the next 10 years; and state departments and agencies for oversight and reporting.

During this meeting, Task Force members will also review a draft report of recommendations and findings related to workforce opportunities, land use and housing policies, and transit-oriented development and value capture. As an appointed entity on the Task Force, the California Transit Association continues to be the liaison for transit agencies throughout the state of California. The Association coordinates regularly with its 14-member Transit Transformation Advisory Committee to discuss Task Force topics and establish unified talking points from varying agency perspectives, and will be presenting at the December 10 Task Force meeting on the aforementioned topics.

The Task Force is subject to the state's open meeting requirements for state bodies, known as Bagley-Keene, and as such, all agenda materials are available on [CalSTA's website](#).

Bills of Interest

AB 12 (Wallis) Low Carbon Fuel Standard – WATCH

This bill would void the amendments to the Low Carbon Fuel Standard regulation, which were adopted by the California Air Resources Board on November 8, 2024. ***This bill was introduced on December 2, 2024.***

AB 21 (DeMaio) Taxpayer Protection Act of 2025 – WATCH

This bill does not currently contain any substantive language, and instead states the intent of the Legislature to enact a constitutional amendment that limits the ability of state and local governments to raise taxes, restore a 2/3 vote requirement on local special tax increases, impose voter approval requirements on specific categories of new taxes, and regulate the titles on state and local ballot measures relating to tax increases. *This bill was introduced on December 2, 2024.*

SB 30 (Cortese) Diesel Trains and Rolling Stock Resale Restrictions – WATCH

This bill does not currently contain any substantive language, and instead states the intent of the Legislature to enact legislation to restrict the resale of decommissioned diesel trains and rolling stock for continued use. *This bill was introduced on December 2, 2024.*

Caltrain Bill Matrix as of 12/9/2024

Bill ID/Topic	Location	Summary	Position
<p>AB 12 Wallis R</p> <p>Low-carbon fuel standard: regulations.</p>	<p>This bill may be heard in committee on January 2, 2025.</p>	<p>The California Global Warming Solutions Act of 2006 establishes the State Air Resources Board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases. The act requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emissions reductions to ensure that the statewide greenhouse gas emissions are reduced to at least 40% below the statewide greenhouse gas emissions limit, as defined, no later than December 31, 2030. Pursuant to the act, the state board has adopted the Low-Carbon Fuel Standard regulations. This bill would void specified amendments to the Low-Carbon Fuel Standard regulations adopted by the state board on November 8, 2024.</p>	<p>Watch</p>
<p>AB 21 DeMaio R</p> <p>Taxpayer Protection Act of 2025.</p>	<p>This bill may be heard in committee on January 2, 2025.</p>	<p>The California Constitution requires a state statute that would result in any taxpayer paying a higher tax to be imposed by an act passed by 2/3 vote of each house of the Legislature. The California Constitution also provides that all taxes imposed by a local government are either general taxes or special taxes, as defined, and requires that taxes imposed, extended, or increased by a local government be submitted to the electorate and approved by a majority vote, in the case of general taxes, or a 2/3 vote, in the case of special taxes. Existing law imposes specified requirements on state and local ballots, including, among other things, on the contents of the ballot label, ballot title, and summary. This bill would declare the intent of the Legislature to enact a constitutional amendment to limit the ability of state and local governments to raise taxes, restore a 2/3 vote requirement on local special tax increases, impose voter approval requirements on specific categories of new taxes, and regulate the titles on state and local ballot measures relating to tax increases.</p>	<p>Watch</p>
<p>AB 23 DeMaio R</p> <p>The Cost-of-Living Reduction Act of 2025.</p>	<p>This bill may be heard in committee on January 2, 2025.</p>	<p>Existing law vests the Public Utilities Commission (PUC) with regulatory authority over public utilities, including electrical corporations and gas corporations, and requires the PUC to develop a definition of energy affordability. Existing law also establishes the Milton Marks “Little Hoover” Commission on California State Government Organization and Economy (Little Hoover Commission) to promote economy, efficiency, and improved service in the transaction of the public business in the various departments, agencies, and instrumentalities of the executive branch of state government. This bill, the Cost of Living Reduction Act of 2025, would declare the intent of the Legislature to enact subsequent legislation to reduce the cost of living in California by undertaking specified activities, including, among other things, by suspending all state taxes and fees on gasoline and electric and gas utilities and by requiring the Little Hoover</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
		Commission to provide a report on methods to reduce the cost of living in other areas, as provided.	
<p>AB 61 Pacheco D</p> <p>Electricity and natural gas: legislation imposing mandated program and requirements: third-party review.</p>	<p>This bill may be heard in committee on January 2, 2025.</p>	<p>Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations and gas corporations. The Public Advocate's Office of the Public Utilities Commission is established as an independent office within the commission to represent and advocate on behalf of the interests of public utility customers and subscribers within the jurisdiction of the commission. This bill would request the office to establish, by January 1, 2027, a program to, upon request of the Legislature, analyze legislation that would establish a mandated requirement or program or otherwise affect electrical or gas ratepayers, as specified. The bill would request the office to develop and implement conflict-of-interest provisions that would prohibit a person from participating in an analysis for which the person knows or has reasons to know that the person has a financial interest. The bill would establish the Energy Programs Benefit Fund in the State Treasury and continuously appropriate the moneys in the fund to the office to support the work of the office in providing analyses under the bill. The bill would repeal these provisions on January 1, 2031.</p>	<p>Watch</p>
<p>SB 30 Cortese D</p> <p>Transportation: diesel trains and rolling stock: resale restrictions.</p>	<p>This bill may be heard in committee on January 2, 2025.</p>	<p>Existing law provides various provisions applicable to all public transit and transit districts. This bill would state the intent of the Legislature to enact subsequent legislation to restrict the resale of decommissioned diesel trains and rolling stock for continued use.</p>	<p>Watch</p>

Citizens Advisory Committee (CAC)
Peninsula Corridor Joint Powers Board (JPB)
San Mateo County Transit District Administrative Building
Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos CA 94070

Draft Minutes of December 18, 2024

Members Present: L. Acosta, A. Brandt (Chair), A. Kulkarni (Alternate), P. Leung (Vice Chair), K. Linquist, M. Pagee (Alternate), R. Sarathy, P. Wickman (Alternate) (joined at 5:48 pm)

Members Attended Via Teleconference: D. Albohm, R. Kutler (joined at 5:51 pm)

Members Absent: A. Lohe

Staff Present: J. Brook, J. Navarrete, S. Sargent

1. Pledge of Allegiance

Acting Chair Adrian Brandt called the meeting to order at 5:42 pm and led the Pledge of Allegiance.

2. Roll Call

Jennifer Navarrete, CAC Secretary, called the roll and confirmed that a quorum was present.

Item 4 was heard before Item 3.

3. Report of Nominating Committee

Members Leung, Kutler, and Alternate Member Pagee announced the nominees for the 2025 Chair and Vice Chair positions:

Alternate Member Pagee nominated Acting Chair Brandt as Chair and Member Leung as Vice Chair with Member Kutler as back-up.

Acting Chair Brandt and Members Leung and Kutler accepted the nominations.

a) Election of 2025 Chair and Vice Chair

Motion/Second: Pagee/Sarathy

Ayes: Acosta, Albohm, Brandt, Kulkarni, Leung, Linquist, Pagee, Sarathy

Absent: Lohe, Kutler, Wickman

4. Consideration of Requests, if any, of Committee Members to Participate Remotely Due to Emergency Circumstances

Acting Chair Brandt noted Members Albohm and Kutler invoked Assembly Bill (AB) 2449 per just cause and attended remotely.

5. Approval of Meeting Minutes of November 20, 2024

Motion/Second: Pagee/Sarathy

Ayes: Acosta, Albohm, Brandt, Kulkarni, Leung, Linnquist, Pagee, Sarathy

Absent: Lohe, Kutler, Wickman

6. Public Comment for Items Not on the Agenda

Doug DeLong gave a shout-out to former CAC Chair Brian Shaw, the first CAC member to receive a commendation from the JPB Board for his service on the CAC.

Jeff Carter also commended Brian Shaw's chairmanship. He commented on the Holiday Train event in Millbrae on the weekend of December 7 and 8, that Caltrain will be joining SamTrans at the new headquarters in Millbrae in 2026, and requested automatic passenger counters data.

7. Chairperson's Report

Chair Brandt reported on holiday train event. He stated that the track incursions had caused delays and requested that staff install bright lighting in the right of way. He summarized the December 16 Finance Committee meeting and said he had received a report from John Hogan, Chief Operating Officer, Rail, Rail Operations and Maintenance. He commented on problems with the crossing optimization system triggering more gate downtime.

Public Comment:

Jeff Carter commented on Caltrain getting compensation for the power that is running the meter backwards and back into the grid, and on crossing optimization.

8. Measure RR Oversight Committee

Sam Sargent, Director, Strategy and Policy, Rail Administration, stated that the CAC serves as the oversight committee for the one-eighth percent Measure RR sales tax. He stated he would share the upcoming audit report with the Measure RR Oversight Committee just prior to the January 15 meeting where the CAC members would accept the report.

Chair Brandt confirmed that the three Oversight Committee members were himself, Member Kutler, and Member Sarathy.

Member Kutler suggested it would be useful for members to have the most recent report.

9. Staff Report

Mr. Sargent provided the report that included the following:

- On-time performance
- Track incursion trends
- Uptick in trespasser strikes
- Completion of the MP 36 locomotive overhaul project
- New artwork on Bombardier cars
- Bridge-related project updates in early 2025
- Downward trend in complaints on social media and customer service center

- Ridership recovery
- Diesel fleet retirement project – signed agreement with Lima, Peru regarding locomotive sales and diesel maintenance

a) Customer Experience Task Force

Mr. Brandt said the report was in the packet.

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

- Executing agreement with Lima, Peru to as part of diesel fleet retirement project
- Rail incursion prevention by including better lighting at crossings
- Wi-Fi and connectivity and vendor doing systemwide tests to monitor performance
- Reporting bike thefts to police and Safety and Security
- Stadler flat spot issue and restroom doors would be added to project list
- Testing of automated passenger count software

b) JPB CAC Work Plan

Chair Brandt stated he would solicit comments from the membership regarding topics for staff to present at future meetings.

Member Albohm asked if there is feedback about the local trains being scheduled too tightly when one train is late. Mr. Sargent said there would be tweaks to the schedule in January. Member Kutler asked how Caltrain came through the recent storms with trees falling. She noticed resprout on some of the eucalyptus in Burlingame. Mr. Sargent there were no power or service disruptions.

Public Comment:

Jeff Carter commented he was pleased that staff was addressing bike theft and was happy that the storms had not damaged the track. Regarding the sale of the diesel locomotives to Lima, Peru, he commented that he was happy to see new life for the retired equipment. Regarding the JPB work plan, he stated he wanted to add distance-based fares.

Doug DeLong requested station-to-station, or point-to-point pricing.

10. Committee Comments

The following items were discussed:

- Spotty Wi-Fi service in certain locations
- Request for increased weekend service, including from South Bay, and baby bullet from Tamien station
- Bike theft camera surveillance, with screens on the second floor showing views of bikes on the first level
- Tree work in Burlingame
- Raising service from Class 4 to Class 6 for increased speed and efficiency
- Launch of Caltrain Bluesky

- Report on visit to South Bay Historical Railroad Society Depot and Museum

Public Comment:

Jeff Carter suggested running an express train on weekends (one of the 500 series trains between the two locals).

Chair Brandt suggested having electronic billboards with the estimated time to reach San Francisco on Caltrain.

11. Date, Time, and Location of Next Regular Meeting

January 15, 2025, at 5:40 pm, via Zoom teleconference or at the Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

12. Adjournment

The meeting adjourned at 7:08 pm.

DRAFT