



BOARD OF DIRECTORS

Chairman Ed Gallo
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AGENDA

MONITORING COMMITTEE

Chairman Dave Druker, Rocky Chavez, Bill Horn, Chris Orlando
Staff Committee Liaison: Brian Graham

Thursday, February 7, 2008 - 8:30 AM
311 South Tremont Street, Oceanside, California

1. Open Meeting
2. Changes to the Agenda
3. Committee Chair Election (No staff report)
4. SPRINTER Rail Vehicles Security Cameras
5. Construction of the Expansion of the Parking Lot at the Carlsbad Village Station
6. Audit Services Contract
7. Purchase Order with TransitAmerica, Inc. for Bucket Truck
8. Purchase Order for a Communication and Maintenance Technician for the SPRINTER
9. Additional Scope and Fee for Surveying and Right-of-Way Services in Support of the Bridge Replacement Project
10. Purchase Order for Storm Water Inspection Services on SPRINTER Project
11. Replenish Executive Director's Change Order Authority Pool for SPRINTER Construction Contracts
12. Real Property Conveyance Agreement between the City of Oceanside and North County Transit District (Staff report to be provided at the Committee meeting)
13. Monthly SPRINTER Update (No staff report)
14. Develop Plan/Program for Maintaining Viable Infrastructures (No Staff Report)

15. Other Matters

16. Public Comment

17. Next Meeting: Thursday, **March 6, 2008**, 8:30 a.m., 311 South Tremont, Oceanside, CA

18. Adjournment

For individuals with disabilities, we will provide assistive services. To obtain such services or copies of documents in an alternate format, please call or write, a minimum of 72 hours prior to the event, to request these needed reasonable modifications. We will make every attempt to accommodate requests that do not give 72 hour notice. Please contact our Customer Service Supervisor at (760) 966-6503.

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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
4**

TITLE: SPRINTER RAIL VEHICLES SECURITY CAMERAS

Time Sensitive **Consent**

STAFF RECOMMENDATION: **That the Board of Directors authorize the Executive Director to award a contract to Apollo Video Technology for the supply and installation of security camera systems and support equipment in the SPRINTER rail vehicles, in an amount not-to-exceed \$203,855.**

BACKGROUND INFORMATION: The SPRINTER rail vehicle security camera project will provide an on-board security camera and recording system to support instances where recording of on-board incidents is required for use as evidence or other reviews as needed. The system consists of sixteen cameras per vehicle, a Digital Video Recorder (DVR) with hard drive to record and store images, an event ‘tagger’ to allow on-board staff to ‘mark’ an event for later review, support equipment to connect the cameras to the DVR and power supply and hardware to provide for downloading and viewing of images at variable rates.

RFP 08009 was issued in October 2007 and contained two phases - an initial review of proposals to determine acceptability for a demonstration phase and a final evaluation after the demonstration. The demonstration phase was essential due to the unique features of the Siemens VT-642 vehicle and the many features available from various systems. NCTD received four proposals and all four firms were deemed acceptable for evaluation in the demonstration phase.

In accordance with NCTD procedures, a panel evaluated the proposal against the RFP criteria. The criteria included experience with light rail, technical approach to the project, quality of equipment and the price proposal.

The evaluation panel participated in the demonstration phase presentations and NCTD security staff reviewed system images for acceptability as evidence for justice system issues, when necessary. Final evaluation panel scoring resulted in Apollo Video Technology receiving the highest score and being determined to provide the best value to the District.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this item is \$203,855. A total of \$240,000 has been budgeted for this purpose in JB#608001, none of which has been encumbered or expended.

COMMITTEE REVIEW:
2/7/08

STAFF CONTACT: **Tom Lichterman**
Director of Rail Services
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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
5**

**TITLE: CONSTRUCTION OF THE EXPANSION OF THE PARKING LOT AT
THE CARLSBAD VILLAGE STATION**

Time Sensitive Consent

STAFF RECOMMENDATION: That the Board of Directors authorize the Executive Director to award a contract to D&L Wheeler Enterprises Corp. in the amount of \$203,900 for the construction of expansion of the parking lot at the Carlsbad Village COASTER Station.

BACKGROUND INFORMATION: Currently, parking lots at both Poinsettia and Carlsbad Village Stations are over their capacity on a daily basis. This project would create an additional 130 spaces at the Carlsbad Village Station just north of the existing lot. This area would be fully fenced, paved, striped and lighted.

In the past, this area has been used for the storage of large maintenance-of-way items. However, with the improvements that were made at the very northern portion of the District property, the MOW storage was consolidated and this area became available for additional parking.

Working with Carlsbad city staff on this project, district staff is also presently working with the city on a longer term plan to develop this area as a mixed-use facility. Consequently, this lot would be viewed as a step towards an interim fix to the parking shortage at the Carlsbad Village Station.

An FY 07 SANDAG survey indicated that 64% of all COASTER boarding's at this station were people who drove alone to the station, the highest percentage of all COASTER stations. This further demonstrates the need for this additional parking capacity. Also, by completing this project prior to the seasonal increase in ridership, this would have an immediate positive impact upon COASTER ridership and additional revenue opportunities.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this item is \$203,900. A total of \$310,411 has been budgeted under capital project JB#507108 for this purpose, which includes \$125,000 originally budgeted for overhaul of the District F-40 locomotives. Since the \$125,000 of funding was not needed for the locomotive overhaul project, it is being utilized for this project. Of the total budget amount, \$9,195 has been expended and an additional \$4,089 has been encumbered, leaving an available balance of \$297,127.

COMMITTEE REVIEW:
2/7/08

STAFF CONTACT: Tom Lichterman
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**STAFF REPORT TO THE
MONITORING COMMITTEE**

Agenda Item #

6

TITLE: AUDIT SERVICES CONTRACT

Time Sensitive **Consent**

**STAFF
RECOMMENDATION:**

That the Board authorize the Executive Director to award a five-year contract for audit services to the CPA firm Caporicci & Larson.

**BACKGROUND
INFORMATION:**

The current five-year contract for audit services expires on May 6, 2008. To have a new contract in place to perform the audit for FY 2008, RFP 08029 was issued in November 2007.

Three CPA firms submitted proposals in response to the RFP - Brown, Armstrong, et al (the incumbent firm), Caporicci & Larson, and Lance, Soll & Lunghard. All three proposals were deemed responsive.

In accordance with NCTD procedures, a panel evaluated the proposal against the RFP criteria. The criteria included company background and experience, personnel background and experience, the management plan, and the price proposal.

The highest score was received by Caporicci & Larson. In addition, Caporicci & Larson offered the lowest fixed price for the five-year term of the agreement. The total cost over five years for the contract will be \$241,458, which is 14% lower than the total fixed price five year contract awarded in 2003.

NCTD has been satisfied with the performance of the incumbent firm Brown Armstrong et al. However, based on the evaluation and analyses of the proposals, the evaluation panel concluded that Caporicci & Larson's proposal was the most advantageous to NCTD. Accordingly, we recommend that the Committee forward this item to the Board with a recommendation for contract award to Caporicci & Larson.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of the fixed fee five-year contract is \$241,458. A total of \$73,600 has been included in the FY 08 operating budget in account #340.50311X for Professional and Technical Services, which includes audit fees. Future years' expenses will be provided for in future operating budgets.

**COMMITTEE
REVIEW:**

2/7/08

STAFF CONTACT:

Richard Hannasch

Director of Fiscal and Support Services

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STAFF REPORT TO THE MONITORING COMMITTEE

Agenda Item # 7

TITLE: PURCHASE ORDER WITH TRANSITAMERICA SERVICES, INC., FOR BUCKET TRUCK

Time Sensitive [X] Consent []

STAFF RECOMMENDATION:

That the Board of Directors authorize the Executive Director to authorize a purchase order under RFP 05023 to TransitAmerica, Inc. in the amount of \$43,200, to be expended at a rate of \$1,800 per month for two years, for the use of a bucket truck to perform specialized work on the SPRINTER line.

BACKGROUND INFORMATION:

On or about March 1, 2008 the maintenance of the newly rebuilt SPRINTER line and corridor is anticipated to be turned over to TransitAmerica, Inc. under the terms of RFP 05023, the COASTER Operating and Maintenance Agreement. TransitAmerica, Inc. currently maintains the COASTER corridor under this agreement.

As part of the maintenance start-up of the SPRINTER line, NCTD is providing TransitAmerica with the required equipment and tools, including non-revenue vehicles. NCTD did budget and procure additional vehicles for this function. However, one vehicle that was not foreseen was a truck with a "cherry picking" type bucket. There is a need for one of these to maintain and repair signal masts that extend out over streets such as at College Blvd, El Camino Real and Rancho Del Oro. These signal masts comply with the latest Caltrans standards and do not have a catwalk to enable maintenance and repairs.

Also, the functionality of having this vehicle would allow for easier tree trimming and vegetation control on both the SPRINTER and COASTER corridors.

NCTD has a bucket truck programmed in its FY 10 Capital Budget. This purchase order, which is expected to run no longer than a two-year term, would serve as an interim solution until the NCTD vehicle arrives. This term may increase on a month-to-month basis if the planned District vehicle procurement is not yet complete within this time frame.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact associated with this item is \$43,200 over two years, spread as follows:

| FY 08 | FY 09 | FY 10 | Total |
|---------|----------|----------|----------|
| \$7,200 | \$21,600 | \$14,400 | \$43,200 |

FY 08 assumes a start date of March 1, 2008. This value would be prorated if the actual date is later. A total of \$116,000 has been included in the FY 08 operating budget in account #510.503317 for Inland Railroad Contract Maintenance Services. Future years' expenses will be provided for in future operating budgets.

COMMITTEE REVIEW:

2/7/08

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STAFF REPORT TO THE MONITORING COMMITTEE

Agenda Item # 8

TITLE: PURCHASE ORDER FOR A COMMUNICATION AND MAINTENANCE TECHNICIAN FOR THE SPRINTER

Time Sensitive [X] Consent []

STAFF RECOMMENDATION:

That the Board of Directors authorize the Executive Director to issue a purchase order in an amount not-to-exceed \$596,940 to TransitAmerica, Inc. under RFP 05023, COASTER Operations & Maintenance, for the addition of a Communication and Maintenance Technician to support the SPRINTER.

BACKGROUND INFORMATION:

In 2006, the Board authorized a purchase order to TransitAmerica, Inc. for a Signal and Communication Technician for radio and signal communication maintenance on the COASTER corridor. This was a service that had been contracted out separately, but the contract expired and, due to marketplace changes, there were no other cost-effective, viable alternatives.

Unlike the COASTER system, wherein many of these services are obtained through contract with Metrolink, the SPRINTER has several components to its radio, signal and dispatch systems for which the District is directly responsible to provide maintenance and emergency response services. The District is responsible for the dispatch of the entire line, for both SPRINTER service as well as during BNSF freight operations, and this dispatch system must function uninterrupted to support these operations.

The services that are included in this action are as follows:

- o Immediate emergency on-call services for all SPRINTER radio/dispatch outages within necessary time window
o Monitoring and back-up of the dispatch system
o Troubleshooting all dispatch signal and communications problems
o Coordinating the solution of all dispatch/signal interface problems
o Maintenance and programming of all fixed and mobile SPRINTER radios

Due to these highly specialized requirements and, since we have already contracted with TransitAmerica, Inc. for similar services on the COASTER corridor, staff is recommending that the Board authorize the Executive Director to issue a purchase order as recommended to TransitAmerica, Inc. for the balance of COASTER Operations Contract RFP 05023.

ATTACHMENT: None

FISCAL IMPACT: The total potential fiscal impact of this action would be \$596,940 spread as follows:

Table with 5 columns: FY 08, FY 09, FY 10, FY 11, Total. Values: \$81,487, \$174,846, \$170,019, \$170,588, \$596,940

FY 08 assumes a start date of March 1, 2008 and also includes the one-time purchase of specialized tools and materials. This value would be prorated if the actual date is later. A total of \$116,000 has been included in the FY 08 operating budget in account #510.503317 for Inland Railroad Contract Maintenance Services. Future years' expenses will be provided for in future operating budgets.

**COMMITTEE
REVIEW:**
2/7/08

STAFF CONTACT: **Tom Lichterman**
Director of Rail Services
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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
9**

TITLE: ADDITIONAL SCOPE AND FEE FOR SURVEYING AND RIGHT-OF-WAY SERVICES IN SUPPORT OF THE BRIDGE REPLACEMENT PROJECT

Time Sensitive **Consent**

**STAFF
RECOMMENDATION:**

That the Board approve an additional fee in the amount of \$35,179.87 to Project Design Consultants in support of the bridge replacement project.

**BACKGROUND
INFORMATION:**

In January 2007, NCTD issued a Purchase Order to Project Design Consultants, an NCTD on-call engineering firm, in the amount of \$149,998 to perform surveying and right-of-way services in support of the Bridge Replacement Projects. These projects entail the development of preliminary design and environmental work for the replacement of eight (8) aging timber trestles on the coastal railroad, in Sorrento Valley and Cardiff.

As a result of field conditions and extensive right-of-way boundary research and calculation of the boundary through Sorrento Valley, PDC is requesting an additional fee of \$35,179.87 to cover the needed scope increase.

The total increased amount of \$35,179.87 will be evenly distributed over the eight project accounts, with each account representing a specific bridge. The amount to be charged to each bridge project will be \$4,397.48.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this action is \$35,179.87. A total of \$4,762,500 has been budgeted in various capital projects under the Bridge Replacement Program (JB#s 506101, 506102, 506103, 506104, 506105, 507101, 507102 and 507103) for the preliminary engineering and environmental work related to replacing these eight bridges, of which \$2,602,719.69 has been expended and an additional \$1,531,528.51 has been encumbered, leaving an available balance of \$628,251.80.

**COMMITTEE
REVIEW:**
2/7/08

STAFF CONTACT: **Tom Lichterman**
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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
10**

**TITLE: PURCHASE ORDER FOR STORMWATER INSPECTION SERVICES ON
SPRINTER PROJECT**

Time Sensitive Consent

STAFF RECOMMENDATION: That the Board authorize a Purchase Order to Dudek & Associates, under the existing on-call environmental services contract, in the amount of \$190,000, for supplemental storm water inspection services on the SPRINTER Project.

BACKGROUND INFORMATION: As part of the SPRINTER project, NCTD previously retained consulting support for storm water inspection and reporting. This inspection and reporting supplements the construction contractor’s required installation of storm water measures (Best Management Practices, or “BMP’s”), and inspection and reporting on their effectiveness.

With the recent challenges the District has experienced in managing storm water on the project, and with the wetter winter we are currently experiencing, we have determined that it is necessary to augment the on-going inspection effort with additional storm water inspectors.

NCTD has a current on-call environmental services contact with Dudek & Associates, and would obtain four (4) full time inspectors from this firm to supplement other inspection resources. The inspectors will be assigned for the balance of the rainy season (approximately 12 weeks) and will perform site inspection of BMP’s, identify areas where additional or different BMP’s or design solutions are needed, and file daily reports, including photo-documentation. These reports will form the basis of on-going reporting to the SDRWQCB.

Due to the immediate need for these inspectors, the Executive Director has approved this item as a public exigency and authorized staff to start the inspections. This item seeks Board concurrence with this action.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this item is \$190,000. A total of \$34,549,442 has been budgeted in the SPRINTER Project, under JB #709508, Construction Management, of which \$28,218,711 has been expended and an additional \$6,288,381 has been encumbered, leaving an available balance of \$42,350. The remainder will be funded from the contingency account, which has a sufficient balance to cover this item.

COMMITTEE REVIEW:
2/7/08

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**STAFF REPORT TO THE
MONITORING COMMITTEE**

Agenda Item #

11

**TITLE: REPLENISH EXECUTIVE DIRECTOR’S CHANGE ORDER
AUTHORITY POOL FOR SPRINTER CONSTRUCTION CONTRACTS**

Time Sensitive Consent

**STAFF
RECOMMENDATION:**

That the Board reauthorize \$3 million in delegated contractual change order signature authority to the Executive Director solely for the construction contracts on the SPRINTER projects.

**BACKGROUND
INFORMATION:**

Over the past three years, the Board has awarded approximately \$234 million in construction contracts on the SPRINTER project. Due to the nature of large construction projects such as the SPRINTER, the potential exists for unforeseen field conditions to arise which may require an immediate response by the Contractor based on a Field Work Directive issued by the District. In order to ensure the District is able to respond quickly and efficiently to SPRINTER construction issues as they develop, the Board previously delegated a special procurement authority change order pool to the Executive Director solely for change orders on construction contracts on the SPRINTER project. To date, the Board has authorized additions to the pool as follows:

- December 2004 - \$2 million
- November 2005 - \$2 million
- July 2006 - \$3 million
- September 2006 - \$3 million
- November 2006 - \$5 million
- February 2007 - \$5 million
- June 2007 - \$5 million
- September 2007 - \$5 million
- November 2007 - \$5 Million

At this time, the current balance remaining in the change order pool after processing recent change orders is approximately \$2.3 million, and a number of significant change orders (identified below) are anticipated in the next two or three months. In order to keep the contractor moving and avoid processing-related delays, staff recommends a \$3 million reauthorization of the Executive Director’s change order pool authority.

The special change order pool is established and funded from the project contingency and other related SPRINTER project accounts that fund construction activities. The Executive Director, by delegated special authority, is authorized to approve any change orders on the project from that pool. When the pool nears exhaustion, it is proposed to be replenished with additional amounts pursuant to subsequent Board agenda reports. The Board is notified by email of any changes exceeding \$100,000, and receives periodic updates on the status of the change order activity via the SPRINTER Project Quarterly Report.

ATTACHMENT: None

FISCAL IMPACT: This action has no direct fiscal impact in itself, but creates an administrative procedure for the approval of SPRINTER change orders in a manner that helps prevent project delays and potential delay claims. Based on the current SPRINTER budget, staff estimates that there will be sufficient budget available in the various SPRINTER project accounts to process the change orders contemplated under this item. It should be noted that not all change orders will be charged against the SPRINTER project budget; rather, some will be charged to reimbursable projects, while others will be charged against contract allowances in the existing construction contract.

**COMMITTEE
REVIEW:**
02/07/08

STAFF CONTACT: **Tom Lichterman**
Director of Rail Services
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**EXTENDED
BACKGROUND:** The following significant change order issues are anticipated to require funding in the next two to three months:

Buena Creek Station Quantity Revisions – The final installed quantities for rough grading exceeded the original bid price form quantities and will result in a cost increase.

Various Grade Crossing Changes – The grading, drainage, and AC paving costs at various grade crossing locations had to be modified due to varying subsurface conditions, unknown underground utilities, and finished street surface elevations. In some cases, a portion of this work is reimbursable by the affected city.

Export of Excess Material from Station Sites – As unsuitable material and other sub-surface unknown materials are discovered during excavation and construction, these materials are stockpiled at available station sites until they can be properly disposed. The final disposal of this excess material will result in additional costs.

Realignment of Versaform Alley – Due to poor field conditions of the existing pavement in this area, it was necessary to increase the pavement section including base and AC pavement to accommodate truck loadings and provide a satisfactory road surface.

Shoofly Track West of Crouch – During recent heavy rains a portion of an embankment west of Crouch Street Station sloughed off, resulting in a need to temporarily relocate the track farther away from Loma Alta Creek, while a permanent solution for this problem is engineered and constructed.

The anticipated change orders described above and other known items will exceed \$3.0 million and there will be on-going unknowns which will need to be addressed through the pool. Therefore, staff is recommending that the Board authorize augmenting the pool by a total of \$3 million.



**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
12**

**TITLE: REAL PROPERTY CONVEYANCE AGREEMENT BETWEEN THE
CITY OF OCEANSIDE AND NORTH COUNTY TRANSIT DISTRICT**

Time Sensitive Consent

STAFF RECOMMENDATION: Authorize Executive Director to execute Conveyance Agreement Documents between the city of Oceanside and North County Transit District for parcels associated with the San Luis Rey Transit Center.

BACKGROUND INFORMATION: This action will effectuate the conveyance of real property, as well as necessary easements held by the city of Oceanside, to NCTD for the construction of public improvements associated with the San Luis Rey Transit Center project.

The acquisition of these relatively small parcels will provide shared entry/egress access; curb/gutter/sidewalk and paving; retaining and screening walls; temporary construction access easements; and a variety of wet and dry utility easements.

The city of Oceanside is not charging NCTD for these parcels/easements as provide a public benefit.

ATTACHMENT: Real Property Conveyance Agreement – On File in the Office of the Clerk of the Board

FISCAL IMPACT: There is no fiscal impact associated with this action.

**COMMITTEE
REVIEW:**
2/7/08

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February 7, 2008

TO: North County Transit District Board Members
FROM: Clerk of the Board
SUBJECT: POSTING OF BOARD AGENDA

In Compliance with the Ralph M. Brown Act, As Amended, the following information is provided.

The Agenda for this meeting of the Monitoring Committee was posted as follows:

| | |
|-------------------------|---|
| Meeting Date and Time: | February 7, 2008; 8:30 a.m. |
| Posted At: | 810 Mission Avenue, Oceanside, CA and 311 So. Tremont, Oceanside, CA |
| Date & Time of Posting: | February 1, 2008; 5:00 p.m. |
| Posted By: | Clerk of the Board |