



BOARD OF DIRECTORS

Chairman Ed Gallo
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Bill Horn
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C. Michael Cowett, General Counsel

AGENDA

MONITORING COMMITTEE

Chairman Chris Orlando, Dave Druker, Rocky Chavez, Bill Horn
Staff Committee Liaison: Richard Hannasch

Thursday, July 3, 2008 - 8:30 AM
311 South Tremont Street, Oceanside, California

1. Open Meeting
2. Changes to the Agenda
3. Five-Year BREEZE Tire Contract for Lease Tires and Service
4. Addition of Sixth Car to Two COASTER Consists
5. HDR Engineering Additional Fee for Geotechnical Investigation Support
6. SPRINTER SCADA System Maintenance Agreement
7. Long-Term Maintenance and Monitoring of Various On-Site SPRINTER and COASTER Projects
8. SPRINTER Safety-Sensitive Signal Warranty Work
9. Increase Purchase Order to MACTEC for SPRINTER Inspection Services
10. Quarterly Project Status Report (Attachment 10A)
11. FY 08 3rd Quarter Performance Report (Attachments 11A and 11B)
12. Quarterly Financial Report for Nine Months Ended March 31, 2008 (Attachment 12A)
13. SPRINTER Revenue Service Report (No Written Staff Report)
14. Develop Plan/Program for Maintaining Viable Infrastructures (Discussion)
15. Other Matters
16. Public Comment
17. Next Meeting: Thursday, **September 4, 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.

Persons with hearing impairment please use the California Relay Service (CRS): 800-735-2929 using TTY; 800-735-2922 using voice; 800-735-0373 for CRS Customer Service; 800-855-3000 for Spanish.

Any writings or documents provided to a majority of the members of the NCTD Board of Directors regarding any item on this agenda will be made available for public inspection in the department of the Clerk of the Board located at 810 Mission Avenue, Oceanside, CA 92054, during normal business hours.



**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
3**

TITLE: FIVE-YEAR BREEZE TIRE CONTRACT FOR LEASE TIRES AND SERVICE

Time Sensitive Consent

STAFF RECOMMENDATION: That the NCTD Board of Directors authorize the Interim Executive Director to award a contract in the amount of \$2,604,963.76 over a five-year period, under the terms of IFB 08056, to Michelin North America Inc., for the lease of tires and service for the BREEZE fleet.

BACKGROUND INFORMATION: Currently, NCTD is under contract with Michelin tire for leased tire and service for the BREEZE service. It is common in the transit industry for replacement bus tires to be leased, rather than purchased. The current contract was for five years and expires on August 7, 2008.

Under the contract, tires are provided, installed and managed as part of the agreement and a monthly charge is invoiced based on the miles each tire travels. That charge is formulated by multiplying the miles traveled by the contractual rate of that specific tire. Additionally, there is a monthly locked rate for the service to maintain and manage the tires on the fleet.

The NCTD Contracts department conducted a complete Invitation for Bids (IFB) process. Initially, three potential bidders showed interest and requested a bid package: Firestone/ Bridgestone, Michelin Tire and Goodyear Tire and Rubber. In the end, Michelin Tire was the only firm to submit a bid

The estimated cost of the five-year contract is \$2,604,963.76. This cost is an estimate based on the mileage projections provided to the initial bidders. Any reductions in the mileage would result in lower overall cost; any increase would result in higher cost.

An FTA-required price analysis was completed as a result of receiving only one bid. It was noted that the bid cost equates to a 58% increase over the prior five-year contract estimate.

The price analysis conducted by the Contracts Department determined the Michelin bid to be in line with current market rates and to be fair and reasonable. As part of their analysis, the proposed rates were compared to several other transit agencies' current rates. The new rates for NCTD were found to be lower than any of the four other agencies.

Michelin's increases are a result of a 60% increase in the cost of raw materials, along with a large increase in the price of oil, which is a major component in the production of tires.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this item is an estimated \$2,604,963 over the life of the five-year contract. Costs during the first year are estimated at \$465,067. This item is budgeted annually in the Operating Budget under Fleet Maintenance – Revenue Vehicles, account #190.504121. In FY 09, a total of \$329,725 was budgeted, not knowing the extent of inflation in the tire industry. Staff will monitor this cost closely along with the other highly volatile costs in fleet maintenance, such as fuel, and will bring an overall budget adjustment back to the Board in mid FY 09 if deemed necessary.

**COMMITTEE
REVIEW:**
7/03/08

STAFF CONTACT: Tom Lichterman
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STAFF REPORT TO THE MONITORING COMMITTEE

Agenda Item # 4

TITLE: ADDITION OF SIXTH CAR TO TWO COASTER CONSISTS

Time Sensitive [X] Consent [X]

STAFF RECOMMENDATION:

That the NCTD Board of Directors authorize the Interim Executive Director to award a purchase order in an amount not-to-exceed \$197,184 to TransitAmerica for the addition of a sixth car to two COASTER consists for the duration of RFP 05023, FY 09 thru FY 11.

BACKGROUND INFORMATION:

FY 08 COASTER ridership was a record 1.65 million passengers, representing an 8% increase over the previous year, which also had been a record high. Each of the past five months, COASTER ridership has either established a new monthly high or has come very close.

There are several reasons behind this continued healthy growth, not the least of which is the price of gasoline. Additionally, our trains are more dependable and reliable than ever, as we operated FY 08 with an on-time performance rate of 96%, also a new record high. One manner in which we have reacted to the demand of this growing ridership was the recent addition of 140 new parking spaces to the lot at the Carlsbad Village Station.

Another response, proposed in this item, is the addition of two more coaches to our daily operating fleet. Currently, we operate four train sets of five cars each to provide service. Adding a sixth car to two of our four train sets (based on heaviest demand trips) will not only accommodate further growth, it will encourage it. The positive publicity that public transit is receiving has caused more people to turn to the COASTER and this proposed fleet increase must be made to meet this demand and help promote new ridership.

This action will allow a capacity increase of 20% (approximately 130 seats) on two of the four train sets used in daily operation. The purchase order would be written as a not-to-exceed because if ridership drops off in the winter months, the sixth cars could be removed. However, staff is optimistic that the new passengers we would be cultivating would be more than seasonal riders.

In summary, both COASTER ridership and revenue are growing, and to continue to facilitate and encourage this growth, staff recommends authorization of this change order.

ATTACHMENT: None

FISCAL IMPACT: Pricing for this service is based on contractually stipulated costs per the original RFP 05023 Agreement – Anticipated Extra Work Costs. The total potential fiscal impact of this item is \$197,184 broken down as follows:

FY 09: \$63,795

FY 10: \$65,709

FY 11: \$67,680

\$64,000 is currently budgeted for this item in the Board approved District FY 09 Operating Budget. FY 10-11 will be budgeted accordingly.

COMMITTEE

REVIEW:

7/3/08

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

**Agenda Item #
5**

**TITLE: HDR ENGINEERING ADDITIONAL FEE FOR GEOTECHNICAL
INVESTIGATION SUPPORT**

Time Sensitive **Consent**

**STAFF
RECOMMENDATION:**

That the NCTD Board of Directors approve an additional fee in the amount of \$24,000 to HDR Engineering, Inc. for geotechnical investigation field preparation support work for the Bridge Replacement Project (BRP).

**BACKGROUND
INFORMATION:**

In January 2007, NCTD authorized HDR Engineering, Inc. to proceed with the initial 30% preliminary engineering and environmental clearance process for the replacement of eight timber railroad bridges, seven in Sorrento Valley and one in San Elijo Lagoon. Since then, HDR has performed field geotechnical investigations, bridge type selections and general layouts, preliminary seismic analyses, alternatives analyses, drainage studies, initial cost estimating, and field environmental surveys, research, and resource agency coordination meetings.

During four entire weekends through April and into May 2008, NCTD, in conjunction with Metrolink, established work windows where the entire line from Irvine to San Diego was annulled of all railroad traffic so that multiple on-track projects could be performed concurrently. These types of windows are commonly known as "blitzes."

One of the many projects completed during this latest blitz included the critical geotechnical investigation for the seven bridges in Sorrento Valley and the one in San Elijo Lagoon. For the investigation, each bridge was prepared ahead of time. Some of this work was performed by NCTD's contract COASTER operator, TransitAmerica Services, Inc. (TASI). However, due to the volume of work, TASI requested support from outside sources so that each bridge would be ready to meet the blitz deadline windows. As a result of this request, NCTD issued a change order to HDR to add John S. Meek Company as a sub-consultant for the additional needed bridge preparation work for a fee of \$49,930. During the actual blitz window works, unforeseen conditions of the bridge ballast caused Meek to perform additional out-of-scope work. Since this work had to be completed prior to the geotechnical investigation and during the blitz windows, Meek was given authorization in the field.

ATTACHMENT: None

FISCAL IMPACT: The total amount for this additional work is \$24,000. To date, and prior to this additional fee, HDR has been issued purchase orders for the geotechnical investigation in the amount of \$553,906 and one change order for \$49,930.

**COMMITTEE
REVIEW:**
7/3/08

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

**Agenda Item #
6**

TITLE: SPRINTER SCADA SYSTEM MAINTENANCE AGREEMENT

Time Sensitive Consent

**STAFF
RECOMMENDATION:**

That the NCTD Board of Directors authorize the Interim Executive Director to award a sole-source contract for SPRINTER SCADA system maintenance to B&C Transit, at a cost of \$42,000 per year.

**BACKGROUND
INFORMATION:**

The SPRINTER project Mainline contract included design and installation of a complex computerized communications, monitoring, and alarm system known as SCADA (Supervisory Control and Data Acquisition). This system is comparable to Dispatch software and functioning, but manages system features such as Emergency Call Boxes, Public Address/Message Signs, CCTV monitoring/camera control, and other 'behind-the-scenes' links at SPRINTER stations including intrusion alarms at control boxes and other key facilities.

The SCADA system represents a proprietary software application linking multiple hardware items, a communications system, and multiple field facilities together at the Control Center. As with any computer system, periodic software maintenance and updates/upgrades are necessary for smooth functioning. In addition, breakdowns and complex failures require troubleshooting and repair assistance. NCTD, as part of the SPRINTER project, required warranty coverage for failures arising from workmanship or component failures, but this coverage does not cover system maintenance, upgrades/updates, or immediate system 'crash' assistance, which would be vital during a gangway failure.

The proposed sole source agreement provides for the software provider, B&C Transit, to have qualified software engineers on call via phone and/or network connection to provide immediate telephone and on-line assistance for troubles and failures (including possible short-notice on-site response at additional cost). The proposed agreement also provides for additional task order work such as adding software features or additional/recurrent training, on a task order basis, as funding allows. NCTD staff currently anticipates task order work to include purchasing additional wireless headsets (cost - \$7,032) and activating additional Control Center CCTV monitors (cost - \$10,400). Staff will monitor failure items to ensure that warranty coverage is applied where appropriate. In the longer term, NCTD expects (per contract) to receive all necessary software codes underlying the system and ultimately will evaluate the feasibility of performing this function internally, after additional experience is available with system functioning and typical issues. The monthly cost will be a flat rate of \$3,500, or \$42,000 annually, for this on-call support. The additional known task orders have a combined value of \$17,432.

ATTACHMENT: None

FISCAL IMPACT: The proposed agreement will cost \$42,000/year, with adjustment clauses (including cancellation should NCTD decide to re-bid or take in-house). The anticipated Task Orders will cost \$17,432 for a total of \$59,432. Funding for this maintenance agreement is budgeted in account 155.503326 SCADA System Support (\$100,000 for FY 09).

COMMITTEE

REVIEW:

7/3/08

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

**Agenda Item #
7**

TITLE: LONG-TERM MAINTENANCE AND MONITORING OF VARIOUS ON-SITE SPRINTER AND COASTER PROJECTS

Time Sensitive Consent

STAFF RECOMMENDATION: That the NCTD Board of Directors award a contract to the firm determined to be the lowest responsive and responsible bidder for the Long-Term Maintenance and Monitoring of various on-site SPRINTER and COASTER projects.

BACKGROUND INFORMATION: NCTD recently conducted a combined procurement for SPRINTER and COASTER long-term environmental maintenance and monitoring work. Environmental mitigation on the NCTD SPRINTER Project required the re-vegetation of various sites and control of exotics on the line plus the creation of an uplands (oak tree) mitigation site. All sites have been successfully constructed in 2007-2008 and are currently being maintained by various construction contractors until the latter part of 2008.

The NCTD COASTER component of this work requires some mitigation installation and/or repair in various areas along the rail line.

The work of this procurement requires long-term maintenance and biological monitoring of these various sites to fully meet the Resource Agencies' requirements during the five-year term of the permits. In addition, minor installation and/or repair are required to some sites from last winter's floods. Invitations for bids (IFB) were advertised on June 10, 2008. A pre-bid meeting and site visit was held on June 18, 2008 with approximately four prospective bidders attending. Sealed bids are due on July 1, 2008 and a status report on the bid results will be presented to the Monitoring Committee on July 3, 2008. A recommendation for Contract Award will be presented to the full Board on July 17, 2008. The Contract is scheduled to be complete for all projects by the end of 2013.

ATTACHMENT: None

FISCAL IMPACT: The independent cost estimate for this work is \$1,271,300. This procurement is included in the operating budget under professional services for the SPRINTER (account 510.503117.001) and the COASTER (account 510.503115.001)

**COMMITTEE
REVIEW:**
7/03/08

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

**Agenda Item #
8**

TITLE: SPRINTER SAFETY-SENSITIVE SIGNAL WARRANTY WORK

Time Sensitive **Consent**

**STAFF
RECOMMENDATION:**

That the NCTD Board of Directors authorize the Interim Executive Director to award a purchase order in an amount not-to-exceed \$50,000 to TransitAmerica under RFP 05023 for safety-sensitive signal work.

**BACKGROUND
INFORMATION:**

On March 1, 2008 TransitAmerica took over the maintenance of both the track and signal functions of the SPRINTER line. For that reason, the SPRINTER mainline signal construction subcontractor de-mobilized from the day-to-day maintenance of the signal system.

However, as with any new signal system of this degree of complexity, issues are still being encountered. Many of these are minor and do not affect the integrity or reliability of the system. These types of items are placed on the punch-list and the construction sub-contractor is expected to resolve them. However, some items do not fall into this category and, if left unattended, could affect the functionality of the SPRINTER signal system.

Therefore, to avoid potential safety problems or train delays, these items, when found, are immediately corrected by the signal maintenance technicians of TransitAmerica, as is required by the scope of their contract.

Because the SPRINTER signal system is under warranty coverage, these repairs are subject to the warranty provisions of the SPRINTER mainline construction contract. As such, the District will be reimbursed for TransitAmerica costs with this work being charged back to the mainline contractor, West Coast Rail Constructors.

ATTACHMENT: None

FISCAL IMPACT: Potential initial fiscal impact would not exceed \$50,000. However, the net fiscal impact will be zero as these costs are reimbursable and will be charged back to the mainline contractor.

**COMMITTEE
REVIEW:**

7/3/08

STAFF CONTACT:

Tom Lichterman

Director of Rail Services

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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
9**

TITLE: INCREASE PURCHASE ORDER TO MACTEC FOR SPRINTER INSPECTION SERVICES

Time Sensitive **Consent**

**STAFF
RECOMMENDATION:**

That the NCTD Board of Directors authorize the Interim Executive Director to increase the existing MACTEC purchase order #17543 for material testing and inspection services on the SPRINTER project in the amount of \$102,400 for a revised total of \$3,602,836.

**BACKGROUND
INFORMATION:**

The SPRINTER project requires the services of an on-call accredited material testing and inspection company during the construction process in order to ensure the work is completed in compliance with local codes, regulations and in accordance with the contract plans and specifications. NCTD has obtained these services for the SPRINTER project through its on-call contract with MACTEC.

The original MACTEC estimate for these services on the Mainline, San Marcos Loop and Vehicle Maintenance Facility projects was based on typical industry standards for similar work, but since that time there has been an increased need for their services. This final increase in scope of work includes supplementing the CM Team staff for inspection of civil and landscaping work at the grade crossings and stations that were completed as the contractor ramped up their work effort to meet the accelerated work schedule and to facilitate and accelerate project closeout. MACTEC will also assist in final inspection and acceptance of completed work as part of the closeout process.

The current MACTEC purchase order value issued to date is \$3,500,436. With this final increase, the revised amount will be \$3,602,836. When inspection or retesting costs are related to quality conformance issues or non-compliance testing, that cost will be deducted from the contractor's final payment.

ATTACHMENT: None

FISCAL IMPACT: The fiscal impact of this item is \$102,400. This cost will be charged to the SPRINTER project construction management line item, JB#709508, which has an approved budget of \$34,866,561. To date, a total of \$31,339,709 has been expended and an additional \$3,483,924 has been encumbered, leaving a remaining balance of \$42,928. The remainder will be funded from the contingency account, which has a sufficient balance to cover this item.

**COMMITTEE
REVIEW:**
7/03/08

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

**Agenda Item #
10**

TITLE: QUARTERLY PROJECT STATUS REPORT

Time Sensitive Consent

STAFF RECOMMENDATION: That the NCTD Board of Directors receive a status report on major NCTD and third-party projects affecting NCTD services.

BACKGROUND INFORMATION: The Quarterly Project Status Report is provided to give the Board a brief synopsis regarding the current status of major capital projects that are currently under development in the Operations, and Administration and Finance Divisions of NCTD. In addition to NCTD projects, others which are being conducted by third parties affecting NCTD property or facilities are also reviewed.

ATTACHMENT: 10A – Quarterly Project Status Report

FISCAL IMPACT: None

**COMMITTEE
REVIEW:**
7/3/08

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STAFF REPORT TO THE MONITORING COMMITTEE

Agenda Item # 11

TITLE: FY 08 3rd QUARTER PERFORMANCE REPORT

Time Sensitive Consent

STAFF RECOMMENDATION:

That the NCTD Board of Directors receive and review the FY 2008 third quarter performance report.

BACKGROUND INFORMATION:

The Quarterly Performance Report is provided to the Board and is utilized to track trends in ridership, operating costs and revenues, and other indicators, including service quality. For the purposes of this report, SPRINTER statistics are reported independent of system-wide totals since the service operated only 22 days of the third quarter. SPRINTER statistics will be included in system totals in the fourth quarter report.

Total fare revenues decreased 0.7% while total operating costs increased 4.2%, resulting in a decrease in the system-wide farebox recovery ratio from 24.6%, as of March 2007, to 23.4% as of March 2008. The increase in operating costs is mostly attributed to higher fuel costs. Operating costs for the BREEZE increased 6.4% and for the COASTER 0.4%. Higher fuel costs for the COASTER were offset by decreased mobilization costs. LIFT operating costs decreased 5.1% when compared to FY 2007 due to the cessation of mobilization costs associated with the start of new operating service contracts in FY 2007. FAST operating costs through the third quarter were at FY 2007 levels.

Total system ridership through March 2008 decreased 2.4% when compared to March 2007. BREEZE ridership decreased 3.8% as a result of service changes implemented in August 2007 and route changes implemented with the start of SPRINTER service. BREEZE revenue hours and miles decreased 2.4% and 3.6% respectively due to the service changes. FAST ridership dropped 8.9% due to Vista student riders switching over to bus route 332. LIFT and COASTER ridership increased 1.2% and 7.3% respectively. BREEZE fare revenue decreased 5.6%, FAST fare revenue decreased 5.7% and LIFT fare revenue decreased 16.9% due to a one-time charge to revenue for the return of unused 10-trip tickets in the first quarter. COASTER fare revenue increased 8.3%. SPRINTER ridership was 160,000 (March 9 – 31) and fare revenue was \$144,444.

Service quality indicators show improvements in some areas and declines in others when compared to FY 2007. The total number of chargeable accidents that resulted in property damage or personal injury increased 114%. BREEZE accidents totaled 69 compared to 31 in FY 2007, and COASTER accidents totaled four compared to zero in FY 2007. BREEZE mechanical failures decreased 6.9% and FAST failures decreased 50%. LIFT mechanical failures

decreased 48.1%, a result of the recent investment in new sedans to replace old vans. COASTER mechanical failures increased by six failures. SPRINTER reported two accidents and no mechanical failures.

ATTACHMENTS: 11A - Performance Summary Report
11B - System Performance Summary 3rd Quarter FY 2008

FISCAL IMPACT: None

**COMMITTEE
REVIEW:**
7/3/08

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**STAFF REPORT TO THE
MONITORING COMMITTEE**

**Agenda Item #
12**

**TITLE: QUARTERLY FINANCIAL REPORT FOR NINE MONTHS ENDED
MARCH 31, 2008**

Time Sensitive

Consent

STAFF RECOMMENDATION: That the NCTD Board of Directors receive and review the Quarterly Financial Report for the nine months ended March 31, 2008.

BACKGROUND INFORMATION: The Quarterly Financial Report (Attachment 12A) provides information on the District's financial position, as well as an overview of budgeted and actual revenues and expenses through the third quarter of the current fiscal year. It should be noted that only year-end financial reports are independently audited and receive all necessary adjustments for compliance with GAAP (generally accepted accounting principles). Quarterly financial reports are un-audited and are for internal use only.

ATTACHMENT: 12A – Quarterly Financial Report

FISCAL IMPACT: None

**COMMITTEE
REVIEW:**
7/3/08

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July 3, 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: July 3, 2008; 8:30 a.m.
Posted At: 810 Mission Avenue, Oceanside, CA and
311 So. Tremont, Oceanside, CA
Date & Time of Posting: June 27, 2008; 5:00 p.m.
Posted By: Clerk of the Board