

Agenda

Riverside Transit Agency Board of Directors Meeting

Regular Meeting No. 2010-01

January 28, 2010

2:00 p.m.

County of Riverside Administrative Building

Board of Supervisors Chambers

4080 Lemon Street, First Floor

Riverside, CA 92501

PLEASE NOTE: The Chairman of the Board kindly requests that cell phones be turned off during the meeting

<u>ITEM</u>	<u>RECOMMENDATION</u>
1. CALL TO ORDER	
2. ROLL CALL	
3. FLAG SALUTE	
4. PUBLIC COMMENTS – NON-AGENDA ITEMS Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes	RECEIVE COMMENTS
5. PRESENTATION TO CHAIRMAN JEFF COMERCHERO FOR TEN YEARS OF SERVICE AS A MEMBER OF THE BOARD	MAKE PRESENTATION
6. <u>APPROVAL OF MINUTES – DECEMBER 17, 2009, BOARD MEETING (P. 4)</u>	APPROVE

Any person with a disability who requires a modification or accommodation in order to participate in this meeting or any person with limited English proficiency (LEP) who requires language assistance to communicate with the RTA Board during the meeting should contact the RTA Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable RTA to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda related writings or documents provided to the Board of Directors are available for public inspection during the meeting or may be requested from the office of the Clerk of the Board.

ITEM

RECOMMENDATION

7. CONSENT CALENDAR

All items on the Consent Calendar will be approved by one motion and there will be no discussion on individual items unless a Board member or member of the public requests a specific item be pulled from the calendar for separate discussion

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| A. Financial Profile – December 2009 (P. 11) | RECEIVE AND FILE |
| B. Ridership Report – December 2009 (P. 24) | RECEIVE AND FILE |
| C. On-Time Performance Report – December 2009 (P. 29) | RECEIVE AND FILE |
| D. Administration and Operations Committee Meeting – 1/13/10 Draft Minutes (P. 30) | RECEIVE AND FILE |
| E. Budget and Finance Committee Meeting – 1/13/10 Draft Minutes (P. 32) | RECEIVE AND FILE |
| F. December 2009 Productivity Improvement Program (PIP) Results (P. 35) | RECEIVE AND FILE |
| G. Agency Credit Card Statement – December 2009 (P. 42) | RECEIVE AND FILE |
| H. Quarterly Farebox Recovery Ratio Report (P. 43) | RECEIVE AND FILE |
| I. Authorization to Appoint a Director and Alternate Director to the California Transit Insurance Pool (CaTIP) (P. 58) | APPROVE |

(Administration and Operations Committee Reviewed and Recommended – 1/13/10)

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| J. Authorization to Award Agreement No. 9-045 to Mercury Technology Group Inc., to Provide Implementation and Support Services to Upgrade the Agency’s Enterprise Resource Planning (ERP) Software from Oracle 11i to Oracle 12i (P. 62) | APPROVE |
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(Budget and Finance Committee Reviewed and Recommended – 1/13/10)

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| K. Agency Investment Policy Update (P. 65) | APPROVE |
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(Budget and Finance Committee Reviewed and Recommended – 1/13/10)

ITEM

RECOMMENDATION

8. CORONA TRANSIT CENTER CONSTRUCTION UPDATE

RECEIVE UPDATE

9. APPROVE PUBLIC SERVICE ANNOUNCEMENT POLICY
(P. 70)

APPROVE

(Administration and Operations Committee Reviewed and Recommended – 1/13/10)

10. AUTHORIZATION TO AMEND AGREEMENT NO. 6-006 WITH PSOMAS IN THE AMOUNT OF \$25,000 FOR ENGINEERING AND DESIGN SERVICES TO INCORPORATE A PHOTOVOLTAIC SOLAR PANEL SYSTEM AT THE CORONA TRANSIT CENTER; AUTHORIZATION TO AMEND AGREEMENT NO. 9-037 WITH SEA WEST ENTERPRISES, INC. IN THE AMOUNT OF \$416,000 FOR EQUIPMENT, CONSTRUCTION COSTS AND PERMIT FEES TO ADD A PHOTOVOLTAIC SOLAR PANEL SYSTEM TO THE CORONA TRANSIT CENTER (P. 72)

APPROVE

(Budget and Finance Committee Reviewed and Recommended – 1/13/10)

11. MODIFICATION TO THE PROCEDURES OF THE BOARD OF DIRECTORS, SECTION VIII CONFERENCE WORKSHOP ATTENDANCE (P. 74)

APPROVE

(Executive Committee Reviewed and Recommended – 1/13/10)

12. BOARD MEMBER COMMENTS AND REMARKS

13. ANNOUNCEMENTS

14. NEXT MEETING

Regular Meeting of the RTA Board of Directors
Thursday, February 25, 2010
2:00 p.m.
Board of Supervisors Chambers
County Administrative Center
4080 Lemon Street, First Floor
Riverside, CA 92501

15. ADJOURNMENT

LIST OF ACRONYMS

INDUSTRY-RELATED ACRONYMS

ACRONYM	DEFINITION
A&E	Architect(ure) and Engineer(ing)
AA	Affirmative Action
AB	Assembly Bill
ADA	Americans with Disabilities Act
ADT	Average Daily Time
AFC	Automatic Fare Collection
APC	Automatic Passenger Counter
APTA	American Public Transportation Association
ARRA	American Recovery and Reinvestment Act
ATU	Amalgamated Transit Union
AVLS	Automated Vehicle Locator System
BAFO	Best and Final Offer
BMF	Bus Maintenance Facility
BOT	Build Operate Transfer
BRT	Bus Rapid Transit
BTO	Build Transfer Operate
CAC	Citizens' Advisory Committee
CAFR	Comprehensive Annual Financial Report
CALACT	California Association for Coordination Transportation
CalPERS	California Public Employee Retirement System
CalTIP	California Transit Insurance Pool
CALTRANS	California State Department of Transportation
CAMP	California Asset Management Pool
CAP	Cost Allocation Plan
CAPRA	Capital Reserve Account
CARB	California Air Resources Board
CCTV	Closed Circuit Television
CE	Categorical Exclusion
CEC	California Energy Commission
CEQA	California Environmental Quality Act
CERBT	California Employer's Retiree Benefit Trust
CFR	Code of Federal Regulation
CFRA	California Family Rights Act
CHP	California Highway Patrol
CIC	Customer Information Center
CIP	Coordinated Insurance Program
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COA	Comprehensive Operational Analysis
COBRA	Consolidated Omnibus Budget Reconciliation Act
COOP	Continuity of Operations Plan
COP	Certificate(s) of Participation

INDUSTRY-RELATED ACRONYMS

CPI	Consumer Price Index
CTA	California Transit Association
CTC	California Transportation Commission
CTP	Comprehensive Transportation Plan
CTS	Commuter Transportation Services
CTSA	Consolidated Transportation Services Agency
CVAG	Coachella Valley Association of Governments
D&O	Directors and Officers Liability Insurance
DAR	Dial-A-Ride
DBE	Disadvantaged Business Enterprise
DD	Developmentally Disabled/Developmental Disability
DFEH	Department of Fair Employment and Housing
DMV	Department of Motor Vehicles
DOL	Department of Labor
DOT	Department of Transportation
DOTP	Department of Transportation Planning (Caltrans)
DRB	Dispute Review Board
DTT	Downtown Terminal
DVR	Digital Video Recorder
E & H	Elderly & Handicapped
E&O	Errors and Omissions
EA	Environmental Assessment
EAP	Employee Assistance Program
ECHO	Electronic Clearing House
EDD	Employment Development Department
EEO	Equal Employment Opportunity
EEOC	Equal Employment Opportunity Commission
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
EPLI	Employment Practices Liability Insurance
ESA	Environmental Site Assessment
ETC	Employee Transportation Coordinator
EV	Earned Value
FAR	Federal Acquisition Regulations
FARA	Federal Acquisition Reform Act
FASB	Financial Accounting Standards Board
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FEHA	Fair Employment and Housing Act
FEIS	Final Environmental Impact Statement
FET	Federal Excise Tax
FHWA	Federal Highway Administration

INDUSTRY-RELATED ACRONYMS

FLSA	Fair Labor Standards Act
FMCSS	Federal Motor Carrier Safety Standards
FMLA	Family Medical Leave Act
FMO	Financial Management Oversight
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTE	Full Time Equivalent
FTIP	Federal Transportation Improvement Program
FY	Fiscal Year
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GMIS	Grants Management Information System
GMP	Guaranteed Maximum Price
GPS	Global Positioning System
HIPPA	Health Insurance Portability and Accountability Act
IFB	Invitation for Bid
IPMO	Integrated Project Management Office
IRC	Inland Regional Center
ISO	International Organization for Standardization
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IT	Information Technology
ITS	Intelligent Transportation Systems
JARC	Job Access Reverse Commute
JESD	Job Employment Service Development
JPA	Joint Powers Agreement
L/CNG	Liquefied Compressed Natural Gas
LACMTA	Los Angeles County Metropolitan Transportation Authority
LACTC	Los Angeles County Transportation Commission
LADOT	Los Angeles Department of Transportation
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LOS	Level of Service
LPA	Locally Preferred Alternative
LPG	Liquefied Petroleum Gas (propane)
LRT	Light Rail Transit
LRTP	Long Range Transit Plan
LRV	Light Rail Vehicle
LTF	Local Transportation Fund
M & O	Maintenance and Operations
MBL	Metro Blue Line
MCP	Major Capital Project
MDT	Mobile Data Terminal
MIS	Major Investment Study

INDUSTRY-RELATED ACRONYMS

MOU	Memorandum of Understanding
MPN	Medical Network Provider
MPO	Metropolitan Planning Organization
MSDS	Material Safety Data Sheet
MVIP	Motor Vehicle Inspection Program
NABI	North American Bus Industries
NCTD	North County Transportation District
NEPA	National Environmental Policy Act
NF	New Freedoms
NPRM	Notice of Proposed Rule Making
NSP	New Start Project
NTD	National Transit Database
NTI	National Transit Institute
NTP	Notice to Proceed
O & D	Origin and Destination
O & M	Operating (ion) and Maintenance
OCIP	Owner Controlled Insurance Program or Plan
OCTA	Orange County Transportation Authority
ODAPC	Office of Drug & Alcohol Policy & Compliance
OP	Operating Cost
OSDBU	Office of Small and Disadvantaged Business Utilization (FTA)
OSHA	Occupational Safety and Health Administration
PASTACC	Public and Specialized Transit Advisory Coordination Committee
PDT	Project Development Team
PE	Preliminary Engineering
PERB	Public Employment Relations Board
PERT	Program Evaluation and Review Technique
PIP	Productivity Improvement Program
PLA	Project Labor Agreement
PM	Project/Program Manager/Management
PMO	Project Management Oversight
PMOC	Project Management Oversight Consultant
PNP	Private Non-Profit
PRT	Personal Rapid Transit
PSA	Public Service Announcement
PSR	Procurement System Review
PSTC	Perris Station Transit Center
PTA	Public Transportation Account
PTMS	Public Transportation Facilities & Equipment Management System
PUC	Public Utilities Commission
QA	Quality Assurance
QC	Quality Control
R&D	Research and Development
RCCD	Riverside Community College District

INDUSTRY-RELATED ACRONYMS

RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFI	Request for Information
RFP	Request for Proposal
RFQ	Request for Qualifications
ROI	Return on Investment
ROW	Right-of-Way
RR	Railroad
RTAC	Regional Transportation Agencies' Coalition
RTAP	Rural Transit Assistance Program
RTIP	Regional Transportation Improvement Plan
RVSH	Revenue Vehicle Service Hours
S/DBE	Small and Disadvantaged Business Enterprise
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SANBAG	San Bernardino Association of Governments
SANDAG	San Diego Association of Governments
SB	Senate Bill
sbX	San Bernardino Express
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCCAP	Southern California Clean Air Partnership
SCORC	System Change and Operations Review Committee
SCRC	Safety Certification Review Committee
SDI	State Disability Insurance
SIR	Self Insured Retention
SOQ	Statement of Qualifications
SOV	Single-occupancy vehicle
SOV	Statement of Values
SR	State Route
SRTP	Short Range Transit Plan
SSOA	State Safety Oversight Agency
SSPP	System Safety (and/or Security) Program Plan
SSPS	System Safety Program Standards
STAF	State Transit Assistance Funds
STIP	Statewide Transportation Improvement Program
STP	Surface Transportation Program
SWOT	Strengths, Weaknesses, Opportunities, and Threats
TAD	Transit Associated Development
TAZ	Traffic Analysis Zone
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TDD	Telecommunications Device for the Deaf
TEA-21	Transportation Equity Act for the 21st Century

INDUSTRY-RELATED ACRONYMS

TIA	Traffic Impact Analysis
TIFIA	Transportation Infrastructure Finance and Innovation Act
TIMS	Transportation Information Management Systems
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TNOW	Transportation NOW Chapters
TOD	Transit-Oriented Development
TOPRS	Transit Operator Performance Reporting System
TQM	Total Quality Management
TranStar	Computerized bus routing system using a geographic data base
TRB	Transportation Research Board
TRIP	Transportation Reimbursement and Information Project
TRP	Trip Reduction Plan
TSA	Transportation Security Administration
TSI	Transportation Safety Institute
TSM	Transportation System Management
TUMF	Transportation Uniform Mitigation Fee
TVM	Transit Vehicle Manufacturer
UCR	University of California, Riverside
UMTA	Urban Mass Transportation Administration (now known as FTA)
UP	Union Pacific
UPass	University Pass
USDOT	United States Department of Transportation
USPS	United States Postal Service
UST	Underground Storage Tank
UZA	Urbanized Area
VCR	Video Cassette Recorder
VMT	Vehicle Miles Traveled
WC	Workers' Compensation
WCAB	Workers' Compensation Appeals Board
WRCOG	Western Riverside Council of Governments