



**June 22, 2017  
1:00 p.m.**

## **AGENDA**

**Board Executive Committee Meeting  
Riverside County Administration Center  
Board of Supervisors Conference Room C  
4080 Lemon Street, Fifth Floor  
Riverside, CA 92501**

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 Riverside Transit Agency Board of Directors during the meeting, should contact the Riverside Transit Agency Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable the Riverside Transit Agency to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda item descriptions are intended to provide members of the public a general summary of business to be conducted or discussed. Posting of any recommended action on an agenda item does not indicate what action will be taken. The Board of Directors may take any action it believes is appropriate on the agenda item and is not limited in any way by the notice of any recommendation.

All documents related to any agenda item are available for public inspection at [www.riversidetransit.com](http://www.riversidetransit.com) or through the Clerk of the Board's office at the Riverside Transit Agency, 1825 Third Street, Riverside, CA 92507.

### **ITEM**

### **RECOMMENDATION**

- 1. CALL TO ORDER**
- 2. SELF-INTRODUCTIONS**

**ITEM**

**RECOMMENDATION**

**3. PUBLIC COMMENTS – NON-AGENDA ITEMS**

**RECEIVE COMMENTS**

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.

**4. APPROVAL OF MINUTES – MAY 25, 2017 EXECUTIVE COMMITTEE MEETING (P.3)**

**APPROVE**

**5. AUTHORIZATION TO AMEND PURCHASE ORDER NO. 40576 WITH THE CONVERSE PROFESSIONAL GROUP, INC. TO INCLUDE A SUPPLEMENTAL PHASE II SUBSURFACE SITE ASSESSMENT OF PROPERTY IDENTIFIED AS COUNTY OF RIVERSIDE ASSESSOR'S PARCEL NO. 215-152-019 (P.5)**

**APPROVE**

**6. AUTHORIZATION TO ENTER INTO NEGOTIATIONS FOR THE PURCHASE OF REAL PROPERTY LOCATED ON CACTUS AVENUE IN THE MARCH JOINT POWERS AUTHORITY (P.8)**

**APPROVE**

**7. NEXT MEETING**

Thursday, July 27, 2017, 1:00 p.m.  
Riverside County Administration Center  
Board of Supervisors Conference Room C  
4080 Lemon Street, Fifth Floor, Riverside, CA 92501

**8. MEETING ADJOURNMENT**

RTA BOARD EXECUTIVE COMMITTEE MEETING MINUTES  
Minutes  
May 25, 2017

1. CALL TO ORDER

Chair Linda Krupa called the Board Executive Committee meeting to order at 1:02 p.m. on May 25, 2017 in the Board of Supervisor's Conference Room C, 4080 Lemon St., Riverside, CA.

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

Committee Attendees

1. Chair Linda Krupa, City of Hemet
2. Immediate Past Chairman Frank Johnston, County of Riverside District II
3. First Vice-Chairman Art Welch, City of Banning
4. Director Tonya Burke, City of Perris
5. Director Berwin Hanna, City of Norco

Absent

1. Second Vice-Chairman Randon Lane, City of Murrieta

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Craig Fajnor, Chief Financial Officer
3. Vince Rouzaud, Chief Procurement & Logistics Officer
4. Jim Kneepkens, Director of Marketing
5. Tammi Ford, Clerk of the Board of Directors

Other Attendees

1. James Donich, Agency General Counsel

3. PUBLIC COMMENTS - NON-AGENDA ITEMS

None.

4. APPROVAL OF MINUTES – APRIL 27, 2017 EXECUTIVE COMMITTEE MEETING

M/S/C (HANNA/WELCH) approving the minutes of the April 27, 2017 Executive Committee meeting.

The motion carried unanimously.

5. DESIGN OF BUS STOP SIGNS

Mr. Kneepkens led a discussion on the design of the Agency's bus stop signs.

Clerk of the Board Tammi Ford left the meeting at 1:16 p.m.

6. CENTRAL MAINTENANCE AND OPERATIONS FACILITY PROPERTY

Mr. Rouzaud led a discussion on a central maintenance and operations facility property.

7. NEXT MEETING

Board Executive Committee Meeting  
Thursday, June 22, 2017, 1:00 p.m.  
Riverside County Administration Center  
Board of Supervisors Conference Room C  
4080 Lemon St, Fifth Floor  
Riverside, CA 92501

8. MEETING ADJOURNMENT

The meeting was adjourned at 1:32 p.m.

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

June 22, 2017

TO: BOARD EXECUTIVE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Amend Purchase Order No. 40576 with The Converse Professional Group, Inc. to Include a Supplemental Phase II Subsurface Site Assessment of Property Identified as County of Riverside Assessor's Parcel No. 215-152-019

Summary: At the April 27, 2017 Board of Directors meeting, the Board authorized staff to amend Purchase Order No. 40576 with The Converse Professional Group, Inc. (Consultant) to include a Phase II Subsurface Site Assessment of real property identified as County of Riverside Assessor's Parcel No.'s (APN) 215-152-019 and 215-152-012.

These properties are located at 4015 and 4085 Vine Street in the City of Riverside and will be combined with two additional parcels previously conveyed to the Agency by the Riverside County Transportation Commission (RCTC) for development of a future mobility hub in the City of Riverside.

Due to the historical uses of the property which included an auto repair business, auto wrecking yard and machine shop, the Consultant's Phase I report recommended a Phase II Subsurface Site Assessment analysis to determine if any potentially hazardous materials were present on site.

Field activities were completed by the Consultant on May 15, 2017 and on June 2, 2017 the Agency received the Phase II Subsurface Site Assessment report. The report was based on surface sampling and sample borings collected at various locations on the two City-owned parcels. Of the six borings and three surface samples collected, one of the soil samples found on APN 215-152-019 showed levels of petroleum hydrocarbons (diesel fuel range) that exceeded screening levels for both residential, commercial or industrial property (Table 1).

Since the intended use of the property is for "commercial" purposes, this contaminated soil may require remediation before the site can be fully developed. In order to determine the extent of the contamination and

therefore be able to estimate the potential remediation costs, the Phase II report recommended six additional borings be collected at various depths in the area of concern.

Fiscal Impact:

The cost for the Supplemental Phase II Subsurface Site Assessment is \$7,640.78. Sufficient funds to cover this request are included in the Agency's capital budget in the form of State Transit Assistance funds (STA).

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to amend Purchase Order No. 40576 with The Converse Professional Group, Inc. to include a Supplemental Phase II Subsurface Site Assessment for property identified as County of Riverside Assessor's Parcel No. 215-152-019 in the amount of \$7,640.78.

**Table 1**  
**Soil Sample Analytical Results**  
 Vine Street Mobility Hub  
 Riverside, California

Sample Location	Depth (feet bgs)	Date	Metals (mg/kg)											All VOCs (ug/m <sup>3</sup> )	Total Petroleum Hydrocarbons (mg/kg)		
			Arsenic	Barium	Cadmium	Chromium	Cobalt	Copper	Lead	Molybdenum	Nickel	Vanadium	Zinc		All Other Metals	C10-C13 (Gasoline)	C14-C23 (Diesel)
B1	2	5/15/17	1.9	138	ND	17.8	ND	22.4	26.8	ND	11.4	37.9	80.6	ND	ND	2.7	190
	10	5/15/17	ND	95.2	ND	14.2	7.8	12.9	115	ND	9.7	35.4	57.3	ND	ND	64.9	346
B2	5	5/15/17	3.2	120	0.8	18.3	8.2	27.4	40.9	0.8	11.9	33.0	103	ND	ND	79.6	1,782
	15	5/15/17	ND	81.8	ND	14.3	7.6	10.3	12.7	ND	10.0	29.5	37.3	ND	ND	10.3	187
B3	5	5/15/17	2.1	123	ND	18.0	10.4	13.9	10.2	ND	11.5	40.2	55.2	ND	ND	29.0	247
	10	5/15/17	ND	126	ND	18.1	10.5	14.1	8.5	ND	11.6	39.7	57.7	ND	6.1	22.5	152
B4	5	5/15/17	0.8	90.8	ND	17.4	8.4	11.9	8.1	ND	11.6	35.4	40.2	ND	7.9	36.0	219
	10	5/15/17	0.7	67.0	ND	7.6	4.7	7.7	6.0	ND	4.5	20.0	27.5	ND	7.7	64.3	398
B5	5	5/15/17	1.1	71.1	ND	14.6	6.5	12.0	16.0	0.7	12.0	36.5	45.7	ND	21.9	1,403	12,990
	15	5/15/17	0.6	70.5	ND	12.4	6.7	12.6	11.5	0.6	10.3	32.7	55.7	ND	6.8	143	1,146
B6	2	5/15/17	2.2	128	ND	19.1	11.0	43.3	34.5	ND		40.5	91.7	ND	7.8	40.7	379
	10	5/15/17	1.6	83.6	ND	15.2	7.7	13.0	19.5	ND	9.8	32.2	52.2	ND	ND	17.1	341
ADL-1	0	5/15/17	-	-	-	-	-	-	11.8	-	-	-	-	-	-	-	-
ADL-2	0	5/15/17	-	-	-	-	-	-	13.3	-	-	-	-	-	-	-	-
ADL-3	0	5/15/17	-	-	-	-	-	-	10.6	-	-	-	-	-	-	-	-
Maximum Concentration			3.2	138	0.8	19.1	11.0	43.3	115	0.8	12.0	40.5	103	-	21.9	1,403	12,990
Screening Levels	residential		0.11	15,000	5.2	36,000	23	3,100	80	390	490	390	23,000	-	770	240	1,100
	commercial/industrial		0.36	190,000	7.3	170,000	350	47,000	320	5,800	3,100	1,000	350,000	-	4,100	1,200	14,000

mg/kg milligrams per kilogram  
 ug/kg micrograms per kilogram  
 bgs below ground surface  
 ND not detected above the method detection limit (MDL)  
 VOCs volatile organic compounds  
 Gray Highlighting indicates EPA Regional Screening Level (RSL) used since no values presented in DTSC Human Health Risk Assessment (HHRA) Notes 3, 5, or 7

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

June 22, 2017

TO: BOARD EXECUTIVE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to enter into Negotiations for the Purchase of Real Property Located on Cactus Avenue in the March Joint Powers Authority

Summary: In 1984 the Agency began construction on a new operations, maintenance and administration facility located at 1825 Third Street in the City of Riverside. When the facility opened approximately two years later (March 1986), the Agency operated a total of 36 buses. To allow for growth, the new facility was designed to accommodate up to a maximum of 60 buses. In the 32 years following the opening of this facility, the Agency has expanded its fleet size to 145 buses, 125 of which are housed at the Riverside facility with the balance operating from our satellite facility in Hemet.

In November 2012, the Board of Directors approved the award of the Agency's Comprehensive Operational Analysis (COA). This document is a detailed study of RTA's transit network that becomes the blueprint for both operational and capital improvements over the next 5 to 10 years. The Board adopted the recommendations from this two-year study on January 22, 2015. Included as one of the study's recommendations was the need to begin the process of identifying a location for future development of a larger facility to enable the Agency to grow and expand its services.

After assessing the Agency's 2,550 square mile service area and taking into account items such as future population growth and planned industrial and commercial employment centers, the study identified the area south of the 60/215 interchange near the Meridian Business Park/March Joint Powers Authority (March JPA) as a prime location for a new facility. This area is centrally located in Riverside County, is close to the neighboring UCR, RCC and CBU college campuses, and almost all major western Riverside County shopping centers are within a 20-mile radius. This proximity makes it an ideal location for a new operations, maintenance and administration facility.

The Agency recently became aware of property that is available and is located on Cactus Avenue approximately ½ mile east of the 215 freeway in an unincorporated area of the County. Located within the March JPA, the

property is just under 36 acres in size which is sufficient to house both the RTA operations as well as those of its two transportation service providers (fixed-route/ADA/DAR).

Building a facility to accommodate the Agency's contractors has been an objective of staff for several years as a means of reducing on-going operating expenses. By consolidating direct and contract operations into one facility, the Agency will be able to lower its operational costs by eliminating duplicative expenses (e.g. facility, equipment costs). Other benefits include improved contractor oversight and the ability to take advantage of sharing fueling facilities and other facility infrastructure improvements.

On May 25, 2017, staff briefed the Executive Committee on the property's availability and received authorization to meet with the property's owners and representatives of the March JPA to discuss the potential purchase of the property by the Agency.

On June 12, 2017, staff met with representatives of the March JPA and Waypoint Property Group/Lewis Retail Centers to discuss the property's availability, zoning requirements and other regulatory/development conditions. The meeting went well with all parties agreeing that RTA would be a good fit and would complement the surrounding planned development.

Based on the outcome of this meeting, staff believes that the acquisition of this property would be in the Agency's best interests and would position it for the future growth that will likely occur over the next 10 to 20 years.

The property is currently on the market and is listed at \$13 to \$15 per square-foot which is approximately \$20 to \$23 million for the 36 acres. The property owners have been made aware that as a public agency, RTA is limited to paying the property's fair market value as determined by an appraisal/appraisal review.

If approved, the first step would be to submit a formal Letter of Interest and begin the appraisal/appraisal review process to determine the property's fair market value. Upon completion of the appraisal report, staff will return to the Board with an update and recommendation for the next steps.

The entire acquisition process is estimated to take approximately 12-18 months to complete.

Fiscal Impact:

The cost for the appraisal/appraisal review is estimated to be less than \$10,000. Sufficient funds are available in the form of Proposition 1B Public

Transportation Modernization, Improvement and Service Enhancement Account Program (PTMISEA) funds.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to submit a Letter of Interest and engage in further discussions with the property owners and representatives of the March JPA that would lead to an agreement for the purchase of the subject property;
- Authorize staff to commission an appraisal/appraisal review of the subject property;
- Authorize staff to engage the assistance of General Counsel to assist in the due diligence process to purchase the subject property.