



**BOARD BUDGET AND FINANCE COMMITTEE MEETING
WEDNESDAY, MARCH 7, 2012, 2:00 P.M.
RIVERSIDE TRANSIT AGENCY BOARD ROOM
1825 THIRD STREET
RIVERSIDE, CA 92507**

1. **CALL TO ORDER**
2. **SELF-INTRODUCTIONS**
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 – FEBRUARY 1, 2012 COMMITTEE MEETING (P.3)** **APPROVE**
5. **CASH FLOW PROJECTIONS (P.6)** **RECEIVE AND FILE**
6. **QUARTERLY CAPITAL GRANTS STATUS (P.8)** **RECEIVE AND FILE**
7. **AUTHORIZATION TO ISSUE A SOLE SOURCE PURCHASE ORDER TO TRAPEZE SOFTWARE GROUP, INC. (TRAPEZE), FOR SOFTWARE LICENSING AND SUPPORT SERVICES FOR PARATRANSIT SCHEDULING SOFTWARE SYSTEM (PASS) (P.19)** **APPROVE**
8. **AUTHORIZATION TO ISSUE A SOLE SOURCE PURCHASE ORDER TO TRAPEZE SOFTWARE GROUP, INC. (TRAPEZE), FOR SOFTWARE LICENSING AND SUPPORT SERVICES FOR INTELLIGENT TRANSPORTATION SYSTEMS SOFTWARE (ITS) (P.21)** **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 in the office of the Clerk of the Board and at the reception desk while the meeting is in session.

9. AUTHORIZATION TO AWARD A CONTRACT TO CREATIVE BUS SALES, INC. FOR 10 AERO ELITE 28-PASSENGER VEHICLES WITH AN OPTION TO PURCHASE 11 ADDITIONAL VEHICLES
(P.23)

APPROVE

10. BOARD MEMBER COMMENTS AND REMARKS

11. OTHER BUSINESS

12. NEXT MEETING
Board Budget and Finance Committee Meeting
Wednesday, April 4, 2012
2:00 p.m.
RTA Headquarters
1825 Third Street
Riverside, CA 92507

13. ADJOURN

RTA BOARD BUDGET AND FINANCE COMMITTEE MEETING
February 1, 2012

1. CALL TO ORDER:

Committee Chair Comerchero called the Board Budget and Finance Committee meeting to order at 2:00 p.m., on February 1, 2012, in the RTA Board Room.

2. SELF-INTRODUCTIONS:

Self-introductions of those in attendance took place.

Board Committee Members Present:

1. Chairman of the Board of Directors, Doug McAllister, City of Murrieta, Mayor
2. Committee Chairman Jeff Comerchero, City of Temecula Councilmember
3. First Vice-Chair Marion Ashley, County of Riverside, District V
4. Director Barry Talbot, City of Canyon Lake, Councilmember
5. Director Wallace Edgerton, City of Menifee, Councilmember
6. Director Joanne Evans, City of Perris, Mayor Pro Tem
7. Director Andy Melendrez, City of Riverside, Councilmember
8. Director Andrew Kotyuk, City of San Jacinto, Mayor
9. Alternate Donna Johnston, County of Riverside, District II
10. Alternate Ron Roberts, County of Riverside, District III

RTA Staff:

1. Larry Rubio, Chief Executive Officer
2. Tom Franklin, Chief Operating Officer
3. Craig Fajnor, Chief Financial Officer
4. Vince Rouzaud, Chief Procurement and Logistics Officer
5. Jim Kneepkens, Director of Marketing
6. Bob Bach, Director of Maintenance
7. Rick Kaczerowski, Director of Information Technologies
8. Brad Weaver, Marketing Manager
9. Laura Murillo, Director of Human Resources
10. Natalie Gomez, Clerk of the Board
11. Virginia Werly, Contract Operations Manager
12. Gordon Robinson, Director of Planning
13. Natalie Zaragoza, Contracts Manager
14. Eric Ustation, Government Affairs Representative

Other Attendees:

Director Ella Zanowic, City of Calimesa, Mayor

3. PUBLIC COMMENTS - NON-AGENDA ITEMS:

None.

4. APPROVAL OF MINUTES DECEMBER 7, 2011, COMMITTEE MEETING:

M/S/C (TALBOT/JOHNSTON) approving the December 7, 2011, Committee meeting minutes. The motion carried with eleven affirmative votes and one abstention (ALTERNATEJOHNSTON).

The motion carried unanimously.

5. CASH FLOW PROJECTIONS:

Mr. Fajnor presented the Cash Flow projections.

At the request of Committee Chairman Comerchero, Item 7 was presented before item 6.

7. QUARTERLY INVESTMENT REPORT:

Mr. Fajnor presented the Quarterly Investment report.

6. AGENCY INVESTMENT POLICY – ANNUAL UPDATE

M/S/C (TALBOT/EVANS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Adopt the Agency Investment Policy for 2012.

The motion carried unanimously.

8. AUTHORIZATION TO ISSUE A SOLE SOURCE PURCHASE ORDER TO ORACLE USA, INC., (ORACLE) FOR ANNUAL SOFTWARE LICENSING AND SUPPORT SERVICES

M/S/C (KOTYUK/EDGERTON) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to issue a sole source purchase order to Oracle USA, Inc. for annual software licensing and support services in an amount not to exceed \$36,352.15.

The motion carried unanimously.

9. BOARD MEMBER COMMENTS AND REMARKS:

None

10. OTHER BUSINESS:

None.

11. NEXT MEETING:

Board Budget and Finance Committee Meeting
Wednesday, March 7, 2012
2:00 p.m.
RTA Headquarters
1825 Third Street
Riverside, CA 92507

12. ADJOURN:

The meeting adjourned at 2:24 p.m.

DRAFT

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 7, 2012

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Cash Flow Projections

Summary: The Agency develops cash flow projections for the entire fiscal year representing weekly increments. Due to the size of the report, it is difficult to portray the entire fiscal year.

The attached report represents actual cash performance through late February 2012 with projections through April 2012. There are no cash flow issues anticipated during this reporting period.

Recommendation:

Receive and file.

**Riverside Transit Agency
FY 2012 Cash Flow Projection**

	Actual	Actual										
1	2/17/2012	2/24/2012	3/2/2012	3/9/2012	3/16/2012	3/23/2012	3/30/2012	4/6/2012	4/13/2012	4/20/2012	4/27/2012	
2	General Account											
2	Est. Cash, Beg Balance (Book)	(119,777)	(190,612)	44,091	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
3	Receipts:											
4	LTF Operating - recurring		2,889,144									
5	LTF GASB 43/45		71,667									
6	FET Credit (Capital)											
7	CalPERS CERBT Receipt											
8	Farebox	243,362	134,695	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	
9	Total Other Farebox	144,457	59,142	1,636	231,697	32,349	89,958	80,660	73,115	203,598	25,000	
10	Total Other Local	1,293	648	25,000	1,000	1,000	1,000	1,000	25,000	1,000	4,500	
11	FTA Operating	20,970			65,000					65,000		
12	Capital - Local, State	2,210	18,682	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
13	Echo - FTA Capital		30,428	25,000	142,000	50,000	130,000	50,000	142,000	50,000	50,000	
14	Transfer from Investment to Gen Acct.	200,000	825,000	1,931,660	286,053	276,801	749,792	263,490	2,095,635		649,750	
15	Disbursements:											
16	Payroll = Net+Tax		(572,729)		(590,000)		(590,000)		(590,000)		(590,000)	
17	A/P Wires	(121,936)	(96,410)	(1,737,387)	(20,750)	(145,150)	(140,750)	(280,150)	(1,630,750)	(145,150)	(20,750)	
18	A/P Checks	(190,841)	(72,074)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	
19	Capital Expenditures	(45,350)	(53,490)	(235,000)	(110,000)	(210,000)	(235,000)	(110,000)	(110,000)	(110,000)	(110,000)	
20	Transfer to Investment from Gen Acct.	(325,000)	(3,000,000)							(59,448)		
20	Transfer to GASB Trust Acct.											
21	Actual Ending Book Balance / Targeted Minimum Balance	(190,612)	44,091	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	

22	LAIF Account:											
23	Beginning balance	1,050,000	1,175,000	3,350,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	
24	Quarterly Interest Income								1,994			
25	Transfers to/from Gen Acct.	125,000	2,175,000	(1,931,660)	(286,053)	(276,801)	(749,792)	(263,490)	(2,095,635)	59,448	(649,750)	
26	Transfers to/from County Pool	-	-	1,581,660	286,053	276,801	749,792	263,490	2,095,635	(61,442)	649,750	
27	Ending balance	1,175,000	3,350,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	

28	County Pool Account:											
29	Beginning balance	27,838,295	27,838,295	27,838,295	26,272,248	25,986,195	25,709,394	24,959,602	24,696,112	22,617,320	22,678,762	
30	Quarterly Interest Income			15,613					16,843			
31	Transfers to/from Gen Acct.	-	-	-	-	-	-	-	-	-	-	
32	Transfers to/from LAIF	-	-	(1,581,660)	(286,053)	(276,801)	(749,792)	(263,490)	(2,095,635)	61,442	(649,750)	
33	Ending balance	27,838,295	27,838,295	26,272,248	25,986,195	25,709,394	24,959,602	24,696,112	22,617,320	22,678,762	21,612,371	

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 7, 2012

TO: BOARD BUDGET & FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Quarterly Capital Grants Status

Summary: The Agency has, at any one time, a multitude of capital projects in progress or pending as circumstances and funding dictate. Capital projects are funded through a variety of funding sources including, but not limited to, Federal, State, and Local grants. Capital items funded with these grants include, but are not limited to, Revenue and Non-Revenue Vehicles, Transit Centers, Bus Stop Amenities, and Information Systems.

Depending on the nature and value of a capital project, it can take multiple years to accumulate the required funding to complete the project. Further, it can take multiple years to complete a project once it has commenced. Examples of such a scenario are the Twin Cities and Riverside Transit Centers, and bus replacement.

The Agency will always have capital needs due to replacement of retired assets, acquisition and/or maintenance of Agency infrastructure, and unique needs such as Transit Centers to serve the transportation needs of our customers. As such, the Agency should always have a backlog of open projects that preserve the future of the Agency.

Attached is an update of the Agency's capital projects through February 2012, focusing on the activities from December 2011 through February 2012. The Agency is required to provide quarterly reporting to the Federal Transit Administration (FTA) one month after the end of each quarter. This reporting was submitted on time. In addition, the Agency has submitted its reporting to the FTA and State regarding American Recovery and Reinvestment Act (ARRA) and Proposition 1B grants as necessary.

Recommendation:

Receive and file.

Quarterly Capital Status

Riverside Transit Agency
Board Budget & Finance Committee Meeting
March 7, 2012

- Board actions

- Authorized contract award to American Moving Parts for Brake Kits
- Adopted the RTA TUMF TIP for FY12 – FY16
- Approved \$9.3M amendment of the FY12 SRTP and Capital budget for inclusion of Prop 1B Infrastructure and Security funds received and the Federal SGR and corresponding local match

- Board actions

- Authorized submission of grant applications for Federal and local match funding for heavy-duty CNG bus replacement under TIGER, SGR, and BLV
- Ratified TIGER pre-application for heavy-duty CNG bus replacement

- Transit Centers

- Riverside

- Supported a meeting to disposition the Site Feasibility Study
 - City directed consultant to finalize existing study with remaining funding

- Twin Cities

- Supported meetings with cities of Temecula and Murrieta to identify site location

- Hemet

- Continued to monitor preliminary planning of multi-modal transit center to support prospective court house

- Vehicles

- Revenue Vehicles

- Received proposals (5) for heavy-duty CNG bus replacement and began evaluation of bids received
 - Began and completed an evaluation of a new replacement medium-sized vehicle contracted service
 - Applied for FTA SGR/local match grant funds for DAR vehicle replacement

- Non-Revenue Vehicles

- Placed Travel Training vehicles (2) into service

- Facility Improvements
 - Completed roof repairs on Riverside Durahart and Coin Room buildings
 - Commenced roof repairs on Riverside Administration building
 - Applied for FTA SGR/local match grant funds for rehabilitation of Riverside and Hemet facilities
 - Completed the SOW for facility painting and flooring
 - Commenced SOW development for additional lighting retrofit and UST-to-AST conversion

- Bus Stops and Amenities
 - Received comments from Tyler Galleria management and City of Riverside on preliminary design of transfer point enhancements and forwarded to consultant (Psomas) for further development and estimated cost
 - Forwarded a preliminary design mock-up to Lake Elsinore Outlet Mall management for review and comment
 - Assisted City of Perris in prioritizing upgrades to non-ADA stops in city

- Information Systems

- Completed upgrade of MS Exchange server and network operating system environment
- Completed upgrade of tape backup system to removable hard disks

- Complete evaluation of bids for heavy-duty CNG bus replacement and award contract
- Obtain approval to order initial replacement medium-sized revenue vehicles
- Continue efforts supporting site selection for Riverside, Twin Cities, and Hemet Transit Centers
- Complete Riverside Admin building roof repair
- Develop and complete SOW for additional lighting retrofit and UST-to-AST conversion

March – May Outlook

- Replace 15 PC's
- Replace 2 copiers
- Replace 5 printers
- Purchase projector and screen for community presentations
- Review FY13 Capital budget with BOD and open public hearing

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 7, 2012

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Issue a Sole Source Purchase Order to Trapeze Software Group, Inc. (Trapeze), for Software Licensing and Support Services for Paratransit Scheduling Software System (PASS)

Summary: Staff is requesting authorization to issue a sole source purchase order to Trapeze for annual software licensing and support services for the Agency's Paratransit Scheduling Software System (PASS). The Agency's current licensing and support services agreement with Trapeze is due to expire on April 30, 2012.

PASS is comprised of four fully integrated modules that automate the processes used for taking reservations, trip scheduling, eligibility certification and monthly reporting. In addition, the software provides real-time interconnectivity between Dial-A-Ride (DAR) vehicles and dispatch, enabling drivers to be more efficient. PASS software is considered the industry standard for managing paratransit operations and has been used by the Agency since FY03.

Certification Module (CERT)

The PASS CERT module automates many of the administrative tasks associated with the Americans with Disabilities Act (ADA) eligibility and certification process. It directly integrates with the PASS system enabling the Agency to manage and control the eligibility and certification process from start to finish, and ensure the Agency is in full compliance with the regulations imposed by the ADA.

Enhanced Monitoring and Mapping (MON/MDC)

The PASS Monitoring and Mapping modules interface directly with the vehicle through the use of Mobile Data Computing (MDC) enabling bus drivers to determine the passenger pick-up and drop-off appointments for the day. This information can be updated by dispatch throughout the day to ensure the effective use of vehicles and maximizes on-time performance and productivity. In addition, the

Mapping portion of the software links the passenger's pick-up address or drop-off location via Global Positioning System (GPS) navigation with the vehicle's current location, and provides the driver with turn-by-turn directions.

Trapeze PASS software is proprietary and can only be maintained by the software developer, Trapeze Software Group, Inc. As is customary with proprietary software, in order to be eligible for annual software updates along with technical support services, the Agency is required to have an annual license and technical support agreement.

Staff has determined that licensing and technical support services for PASS software cannot be obtained under normal small purchase procedures, sealed bids, or competitive proposals, because no competition exists. Since competitive pricing is not available, staff conducted a price analysis to determine if pricing received from Trapeze is considered fair and reasonable. Staff has reviewed Trapeze's proposed pricing and has determined it to be fair and reasonable.

Fiscal Impact:

Funding in the amount of \$60,241 has been included in the Agency's FY12 operating budget.

Recommendation:

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

- Authorize staff to issue a sole source purchase order to Trapeze Software Group, Inc., for PASS software licensing and support services from May 1, 2012 through April 30, 2013 in an amount not to exceed \$60,241.

RIVERSIDE TRANSIT AGENCY
1825 Third St.
Riverside, CA 92507

March 7, 2012

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Issue a Sole Source Purchase Order to Trapeze Software Group, Inc. (Trapeze), for Software Licensing and Support Services for Intelligent Transportation Systems Software (ITS)

Summary: Staff is requesting authorization to issue a sole source purchase order to Trapeze for annual software licensing and support services for the Agency's Intelligent Transportation Systems Software (ITS). The Agency's current licensing and support services agreement with Trapeze is due to expire on March 31, 2012.

The ITS system, a \$3.7 million dollar capital project ("project") implemented in May 2005, equipped the Agency's directly operated fleet with Mobile Data Terminals (MDTs), Global Positioning Systems (GPS) receivers and Automatic Passenger Counters (APCs).

The project also included Computer Aided Dispatch (CAD) workstations that directly link RTA dispatch with the location of every directly operated fixed route bus via an Automatic Vehicle Location (AVL) system.

The AVL system uses GPS satellite technology with GPS receivers mounted on each 40-foot bus in order to determine the precise location of each vehicle in service. This data is communicated to dispatch enabling the calculation of the estimated vehicle arrival times displayed on Advanced Traveler Information Signs (ATIS). The ATIS signs, called "SmartSTOPS", provide passengers with route arrival and departure time information for that location and can be programmed to display other public notices as necessary.

The MDTs integrate with the vehicle's farebox to provide detailed ridership information. The MDTs also connect with the vehicle's voice annunciator "next stop" interior signs giving passengers

audible and visual references regarding stop location and transfer information.

The APCs log passenger boardings and alightings at the bus stop level, enabling staff to perform peak load analyses and make informed decisions regarding bus stop amenities and proposed service changes.

The ITS system improves operational efficiencies while enhancing service to the customer.

Trapeze ITS software is proprietary and can only be maintained by the software developer, Trapeze Software Group, Inc. As is customary with proprietary software, in order to be eligible for annual software updates along with technical support services, the Agency is required to have an annual license and technical support agreement.

Staff has determined that licensing and support services for ITS software cannot be obtained under normal small purchase procedures, sealed bids, or competitive proposals, because no competition exists. Since competitive pricing is not available, staff conducted a price analysis to determine if pricing received from Trapeze is considered fair and reasonable. Staff has reviewed Trapeze's proposed pricing and has determined it to be fair and reasonable.

Fiscal Impact:

Funding in the amount of \$139,600 has been included in the Agency's FY12 operating budget for ITS hardware and software support maintenance.

Recommendation:

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

- Authorize staff to issue a sole source purchase order to Trapeze Software Group, Inc. for ITS software licensing and support services from April 1, 2012 through March 31, 2013 in an amount not to exceed \$139,600.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 7, 2012

TO: BOARD BUDGET AND FINANCE COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Vince Rouzaud, Chief Procurement and Logistics Officer
SUBJECT: Authorization to Award a Contract to Creative Bus Sales, Inc. for 10 Aero Elite 28-Passenger Vehicles with an Option to Purchase 11 Additional Vehicles

Summary: Staff is requesting authorization to award a contract to Creative Bus Sales, Inc., Chino, CA, for a quantity of 10 Aero Elite vehicles with an option to purchase an additional 11 vehicles that will be used in the Agency's contracted fixed route and CommuterLink operations.

Over the next 12 months, 21 vehicles in the contracted operations fleet will reach the end of their useful service life based on miles driven as defined by the Federal Transit Administration (FTA). Staff has identified a replacement vehicle that is available through the California Association for Coordinated Transportation (CalACT)/Morongo Basin Transit Authority (MBTA) Vehicle Cooperative Purchasing Agreement. The vehicle is an Aero Elite and is manufactured by El Dorado National.

The CalACT/MBTA Agreement replaces the State of California's cooperative purchasing agreement that the Agency has historically used to purchase vehicles. The CalACT/MBTA cooperative agreement covers vehicle requirements for agencies within the State of California. Thus, the Agency is able to purchase vehicles at a more competitive price than if we attempted to purchase these vehicles independently. The per-vehicle price for the fixed route version is \$148,426. The per-vehicle price for the CommuterLink version is slightly higher at \$148,857 as the CommuterLink version comes equipped with cloth seating and a more elaborate paint scheme. These amounts exclude the \$714 per-vehicle procurement fee charged by CalACT.

The Aero Elite seats up to 28 passengers and is equipped with two wheelchair positions. These vehicles meet American with Disabilities Act (ADA) regulations and comply with the South Coast Air Quality Management District's (SCAQMD) Rule 1196 governing heavy duty public fleet vehicles. These vehicles operate on Compressed Natural Gas (CNG) fuel and are certified by the California Air Resources Board (CARB) as meeting all applicable California and local Riverside County Transportation Commission

(RCTC) emission regulations.

If approved by the Board, the new vehicles can be delivered as early as August 2012.

Phase One and Phase Two pricing under this contract are as follows:

Phase One CommuterLink and Fixed Route			
Description	Quantity	Unit Cost	Amount
CommuterLink	5	\$ 148,857	\$ 744,285
Fixed Route	5	\$ 148,426	\$ 742,130
Sub-total			\$ 1,486,415
CalACT Fee*			\$ 7,143
		Total	\$ 1,493,558
Optional Phase Two Fixed Route and CommuterLink			
Description	Quantity	Unit Cost	Amount
CommuterLink	4	\$ 148,857	\$ 595,428
Fixed Route	7	\$ 148,426	\$ 1,038,982
Sub-total			\$ 1,634,410
CalACT Fee*			\$ 7,857
*CalACT fee caps at \$15,000			
		Total	\$ 1,642,267
Grand Total			\$ 3,135,825

Fiscal Impact:

The initial procurement will be funded with Federal Sec. 5307, State Transit Assistance (STA), and Proposition 1B funds. Funding for the 11 optional Fixed Route and CommuterLink buses is Federal Sec. 5307 and STA funds.

Recommendation:

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

- Authorize staff to award a contract to Creative Bus Sales, Inc., for a quantity of 10 Aero Elite vehicles in an amount that shall not exceed \$1,486,415; and, authorize staff to issue a purchase order to CalACT/MBTA in the not-to-exceed amount of \$7,143 to cover the vehicle procurement fee.
- Authorize staff to award an option to Creative Bus Sales, Inc., for a quantity of 11 Aero Elite vehicles in an amount that shall not exceed \$1,634,410; and, authorize staff to issue a purchase order to CalACT/MBTA in the not-to-exceed amount of \$7,857 to cover the vehicle procurement fee.