



March 2, 2016
2:00 p.m.

AGENDA

**Board Budget and Finance Committee Meeting
Riverside Transit Agency – Board Room
1825 Third Street
Riverside, CA 92507**

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 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**

<u>ITEM</u>	<u>RECOMMENDATION</u>
3. 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
4. <u>APPROVAL OF MINUTES – FEBRUARY 3, 2016 COMMITTEE MEETING (P.3)</u>	APPROVE
5. <u>CASHFLOW PROJECTIONS (P.6)</u>	RECEIVE AND FILE
6. <u>QUARTERLY CAPITAL STATUS (P.8)</u>	RECEIVE AND FILE
7. <u>QUARTERLY NATURAL GAS PROCUREMENT STATUS REPORT (P.10)</u>	RECEIVE AND FILE
8. <u>AUTHORIZATION TO AWARD AGREEMENT NO. 15-055 TO UTC FIRE & SECURITY AMERICAS CORPORATION INC. FOR THE PURCHASE AND INSTALLATION OF A VIDEO SURVEILLANCE SYSTEM ON THE AGENCY'S DIAL-A-RIDE VEHICLE FLEET (P.17)</u>	APPROVE
9. BOARD MEMBER COMMENTS	
10. ANNOUNCEMENTS	
11. NEXT MEETING Wednesday, April 6, 2016, 2:00 p.m. Riverside Transit Agency 1825 Third Street Riverside, CA 92507	
12. MEETING ADJOURNMENT	

RTA BOARD BUDGET AND FINANCE COMMITTEE MEETING
Minutes
February 3, 2016

1. **CALL TO ORDER**

Committee Chair Brenda Knight called the Board Budget and Finance Committee meeting to order at 2:01 p.m., on February 3, 2016, in the RTA Board Room.

2. **SELF INTRODUCTIONS**

Self-introductions, of those in attendance took place.

Committee Members Attending

1. Committee Chair Brenda Knight, City of Beaumont
2. Chairman Frank Johnston, City of Jurupa Valley
3. Director Dick Haley, City of Corona
4. Director Berwin Hanna, City of Norco
5. Alternate Paul Raver, City of Hemet
6. Director Maryann Edwards, City of Temecula
7. Director John Zaitz, City of Canyon Lake
8. Director Joyce McIntire, City of Calimesa
9. Alternate Barry Busch, County of Riverside, District V

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Tammi Ford, Clerk of the Board of Directors
3. Tom Franklin, Chief Operating Officer
4. Craig Fajnor, Chief Financial Officer
5. Vince Rouzaud, Chief Procurement and Logistics Officer
6. Laura Camacho, Chief Administrative Services Officer
7. Jim Kneepkens, Director of Marketing
8. Rohan Kuruppu, Director of Planning
9. Bob Bach, Director of Maintenance
10. Rick Kaczerowski, Director of Information Technologies
11. Natalie Zaragoza, Director of Contracts
12. Brad Weaver, Marketing Manager
13. Eric Ustation, Government Affairs Manager
14. Luciano Rose, Operations Manager
15. Joan Hepworth, Deputy Clerk of the Board of Directors
16. Kristin Warsinski, Planning and Programming Specialist

Other Attendees:

1. Alternate Donna Johnston, County of Riverside, District II
2. Elaine Cottrell, City of Canyon Lake Resident

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

None.

4. **APPROVAL OF MINUTES – JANUARY 13, 2016 COMMITTEE MEETING**

M/S/C (HANNA/RAVER) approving the January 13, 2016 committee meeting minutes.

The motion carried with 5 affirmative votes and 2 abstentions (HALEY/McINTIRE).

5. **CASH FLOW PROJECTIONS**

Mr. Fajnor presented the cash flow projections.

6. **QUARTERLY INVESTMENT REPORT**

Mr. Fajnor presented the Quarterly Investment Report.

7. **ENDORSE THE DRAFT UNIVERSITY OF CALIFORNIA, RIVERSIDE (UCR) MOBILITY HUB CONCEPTUAL STUDY REPORT AND AUTHORIZE THE DEVELOPMENT OF A MEMORANDUM OF UNDERSTANDING (MOU)**

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

- Endorse the Draft UCR Mobility Hub Conceptual Study Report.
- Authorize Chief Executive Officer to develop a Memorandum of Understanding (MOU) with the University of California, Riverside. The MOU will be presented to the Board for consideration.

The motion carried unanimously.

Director Maryann Edwards arrived to the meeting at 2:21 p.m.

8. **BOARD MEMBER COMMENTS**

Comments were made by the following Board members: Director Dick Haley, Director John Zaitz, Chairman Frank Johnston, Director Berwin Hanna, Alternate Director Paul Raver, and Director Joyce McIntire.

9. **ANNOUNCEMENTS**

Larry Rubio made an announcement.

10. **NEXT MEETING**

Wednesday, March 2, 2016, 2:00 p.m.
Riverside Transit Agency
1825 Third Street
Riverside, CA 92507

11. **MEETING ADJOURNMENT**

The meeting was adjourned at 2:23 p.m.

DRAFT

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

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 mid-February 2016 with projections through April 2016. This reporting period covers the first ten months of FY16.

There are no cash flow issues anticipated during this reporting period.

Recommendation:

Receive and file.

**Riverside Transit Agency
FY16 Cash Flow Projection**

	Actual											
1	General Account	2/19/2016	2/26/2016	3/4/2016	3/11/2016	3/18/2016	3/25/2016	4/1/2016	4/8/2016	4/15/2016	4/22/2016	4/29/2016
2	Est. Cash, Beg Balance (Book)	138,066	4,470,614	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
3	Receipts:											
4	LTF Operating - recurring	4,088,131					4,088,131					
5	LTF OPEB	281,667					281,667					
6	RIN's Credit			10,102					10,000			
7	LCFS		122,279									
8	CalPERS CERBT Disbursement	88,331			79,816					80,000		
9	Farebox	194,962	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
10	Total Other Farebox	329,687	24,785	60,454	94,289	217,418	108,207	15,313	36,500	1,705	88,319	29,936
11	Total Other Local	4,244	5,000	5,000	5,000	5,000	5,000	10,000	5,000	5,000	11,000	5,000
12	FTA Operating											
13	Capital - Local, State			5,000	237,019	5,000	5,000	89,044	5,000	137,654	33,391	5,000
14	Echo - FTA Capital		1,544,821	970,419	347,635	347,635	732,587	347,198	368,229	487,697	165,235	20,000
15	Transfer from Investment to Gen Acct.	900,000	310,658	3,268,456	198,328	653,784	94,936	2,859,943		663,761	411,274	3,190,064
16	Disbursements:											
17	Payroll = Net+Tax	(745,755)		(750,000)		(755,000)		(760,000)		(765,000)		(770,000)
18	A/P Wires	(12,611)	(217,628)	(2,200,000)	(513,250)	(25,000)	(556,285)	(2,110,000)	(200,560)	(105,000)	(508,355)	(2,425,000)
19	A/P Checks	(112,358)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)	(155,000)
20	Capital Expenditures	(683,752)	(1,224,818)	(1,364,431)	(443,837)	(443,837)	(888,257)	(446,498)	(446,498)	(586,997)	(195,864)	(50,000)
21	Transfer to Investment from Gen Acct.		(4,980,711)				(3,865,986)		(808,732)			
22	Transfer to OPEB Trust Acct.											
23	Actual Ending Book Balance / Targeted Minimum Balance	4,470,614	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

24 LAIF Account:

25	Beginning balance	16,250,000	15,350,000	20,330,711	17,252,128	17,125,002	16,542,420	20,408,405	17,632,937	18,441,669	17,793,297	17,382,023
26	Quarterly Interest Income									15,389		
27	Transfers to/from Gen Acct.	(900,000)	4,980,711	(3,078,583)	(127,126)	(582,582)	3,865,986	(2,775,468)	808,732	(663,761)	(411,274)	(3,190,064)
28	Ending balance	15,350,000	20,330,711	17,252,128	17,125,002	16,542,420	20,408,405	17,632,937	18,441,669	17,793,297	17,382,023	14,191,959

29 County Pool Account:

30	Beginning balance	18,666,855	18,666,855	18,356,197	18,166,324	18,095,122	18,046,079	17,951,143	17,866,668	17,874,578	17,874,578	17,874,578
31	Quarterly Interest Income					22,159			7,910			
32	Transfers to/from Gen Acct.	-	(310,658)	(189,873)	(71,202)	(71,202)	(94,936)	(84,475)	-	-	-	-
33	Ending balance	18,666,855	18,356,197	18,166,324	18,095,122	18,046,079	17,951,143	17,866,668	17,874,578	17,874,578	17,874,578	17,874,578

34 CalTrust Account:

35	Beginning balance	5,002,492	5,002,492	5,002,492	5,002,492	5,004,159	5,004,159	5,004,159	5,004,159	5,005,827	5,005,827	5,005,827
35	Quarterly Interest Income				1,667				1,668			
37	Transfers to/from Gen Acct.	-	-	-	-	-	-	-	-	-	-	-
38	Ending balance	5,002,492	5,002,492	5,002,492	5,004,159	5,004,159	5,004,159	5,004,159	5,005,827	5,005,827	5,005,827	5,005,827

<i>Restricted</i>	25,652,682	25,342,024	25,152,151	25,082,616	25,033,573	25,220,304	25,135,829	25,145,408	25,145,408	25,145,408	25,145,408	25,145,408
<i>Available for Operating</i>	17,837,277	18,397,375	15,318,792	15,191,666	14,609,084	18,193,402	15,417,934	16,226,666	15,578,294	15,167,020	11,976,956	

Avg Operating expenses per month =:	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000	5,750,000
No. of months Oper Cash On Hand =:	3.10	3.20	2.66	2.64	2.54	3.16	2.68	2.82	2.71	2.64	2.08	

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Quarterly Capital Status

Summary: The Agency has, at any one time, a multitude of capital projects in progress or pending as circumstances and funding dictate. These 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, Facility Improvements, and Information Systems.

Depending on the nature of the project, it can take multiple years to accumulate the required funding to complete the project. It can also take multiple years to complete the project once it has commenced. Examples of such a scenario are the heavy-duty CNG bus fleet replacement/expansion and the Intelligent Transportation System (ITS) enhancement/expansion projects.

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.

A presentation will be given at the committee meeting which provides an update on the Agency's capital projects, focusing on the activities from December 2015 through February 2016. The Agency is required to provide quarterly reporting to the Federal Transit Administration (FTA) one month after the end of each quarter. At the direction of the FTA, this reporting was not submitted due to their reporting system transition. The Agency is required to provide quarterly reporting to the Riverside County Transportation Commission (RCTC) after the end of each quarter. This reporting was submitted.

Recommendation:

Receive and file.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD BUDGET AND FINANCE COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Craig Fajnor, Chief Financial Officer
SUBJECT: Quarterly Natural Gas Procurement Status Report

Background: Prior to August 1, 2013, the Agency had always purchased its natural gas (converted to compressed natural gas or CNG) requirements for fueling revenue and non-revenue vehicles from the southern California Gas Company (SoCal Gas). The cost of the gas from SoCal Gas included the commodity cost of the gas as well as the transmission costs and related taxes/fees.

In May 2013, the Board authorized staff to enter into a multi-year contract with GHI LLC (GHI) for the Agency's natural gas commodity requirements for conversion to CNG. The Agency's contract with GHI commenced July 1, 2013 and natural gas purchases commenced in August 2013.

Highlights of the GHI contract are as follows:

- GHI provides a fixed 4% discount off the SoCal Gas commodity cost (in the contract base years; 1-3)
- GHI provides the Agency with 5% of the total Renewable Identification Number (RINs) Credit earned
- GHI will both opt-in on the Agency's behalf for the California Air Resources Board (CARB) Low Carbon Fuel Standards (LCFS) Credit program and financially administer the Agency's LCFS Credits
- GHI provides the Agency with 100% of the LCFS Credit value earned
- GHI will provide a fixed 6% discount off of the SoCal Gas commodity cost (in the contract option years; 4-5)

The current Board approved Agency Investment Policy includes language regarding the purchase of natural gas requirements for conversion to CNG. The natural gas purchase language outlines the acceptable ways staff can purchase natural gas requirements for use in fueling Agency vehicles. The policy includes language describing the discipline to purchase a long-term fixed price-per-term contract provided certain parameters are met. The policy also states that, if the Agency buys its natural gas requirements from an entity other than SoCal Gas, staff would prepare a quarterly report for the Board regarding the performance results under the new purchase arrangement and provide a performance comparison to the prior purchase arrangement.

Summary: Attachment A to this staff report identifies the savings and/or costs the Agency has experienced by purchasing natural gas from GHI versus purchasing it from SoCal Gas. The savings/costs are depicted for both a monthly and trailing quarter basis.

Attachment B to this staff report identifies the RINs Credit earned by the Agency under its natural gas purchase arrangement with GHI. RINs credits are earned and paid monthly. As a reminder, no such opportunity existed with SoCal Gas nor was it offered by the other responsible and responsive bidder during the formal procurement process.

Attachment C to this staff report identifies the LCFS Credits earned by the Agency under its natural gas purchase arrangement with GHI. LCFS credits are earned monthly but paid quarterly. As a reminder, no viable means to provide this credit to the Agency was offered by the other responsible and responsive bidder during the formal procurement process.

Attachment D to this staff report indicates the key statistics being measured and tracked to determine whether or not the Agency should convert from the current monthly floating index cost per term purchase arrangement to a longer-term fixed price per term purchase arrangement per the Investment Policy. The statistics are kept to follow and enact, if applicable, the discipline installed as part of the annual investment policy.

Based on the investment policy discipline and market conditions, the Agency has currently executed four three-month contract purchases for natural gas requirements (~80%) commencing in January, April, July and October 2016. The three-month contracts cover the following periods:

- January through March 2016
- April through June 2016
- July through September 2016
- October thru December 2016

Fiscal Impact:

Under the current purchase arrangement with GHI, the Agency experienced \$11,172 of excess costs in the quarter covering November 2015 - January 2016 for its natural gas commodity requirements. This is the first quarter since the inception of our relationship with GHI that we did not experience a quarterly cost savings. The quarterly net cost (vs savings) is attributed to the abnormally low natural gas costs in November 2015 and January 2016.

The Agency earned a total of \$164,088 of combined revenue from the Federal RINs and State LCFS Credits' programs due to its natural gas consumption for use as CNG.

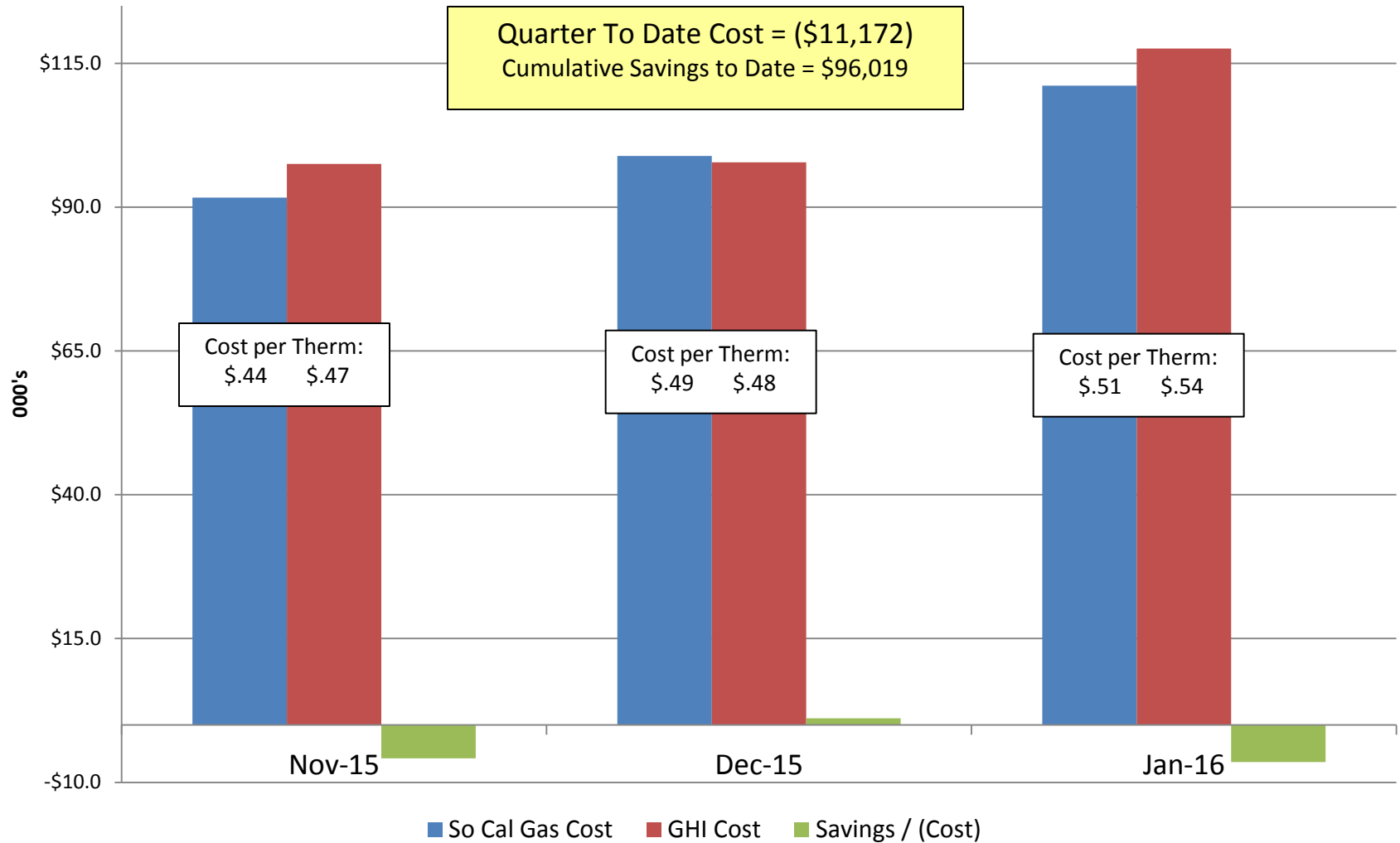
Additionally, with the retroactive implementation of the Federal Excise Tax (FET) Credit on Alternative Fuel Use, the Agency earned \$248,768 in FET Credit for this quarterly period.

Recommendation:

Receive and file.

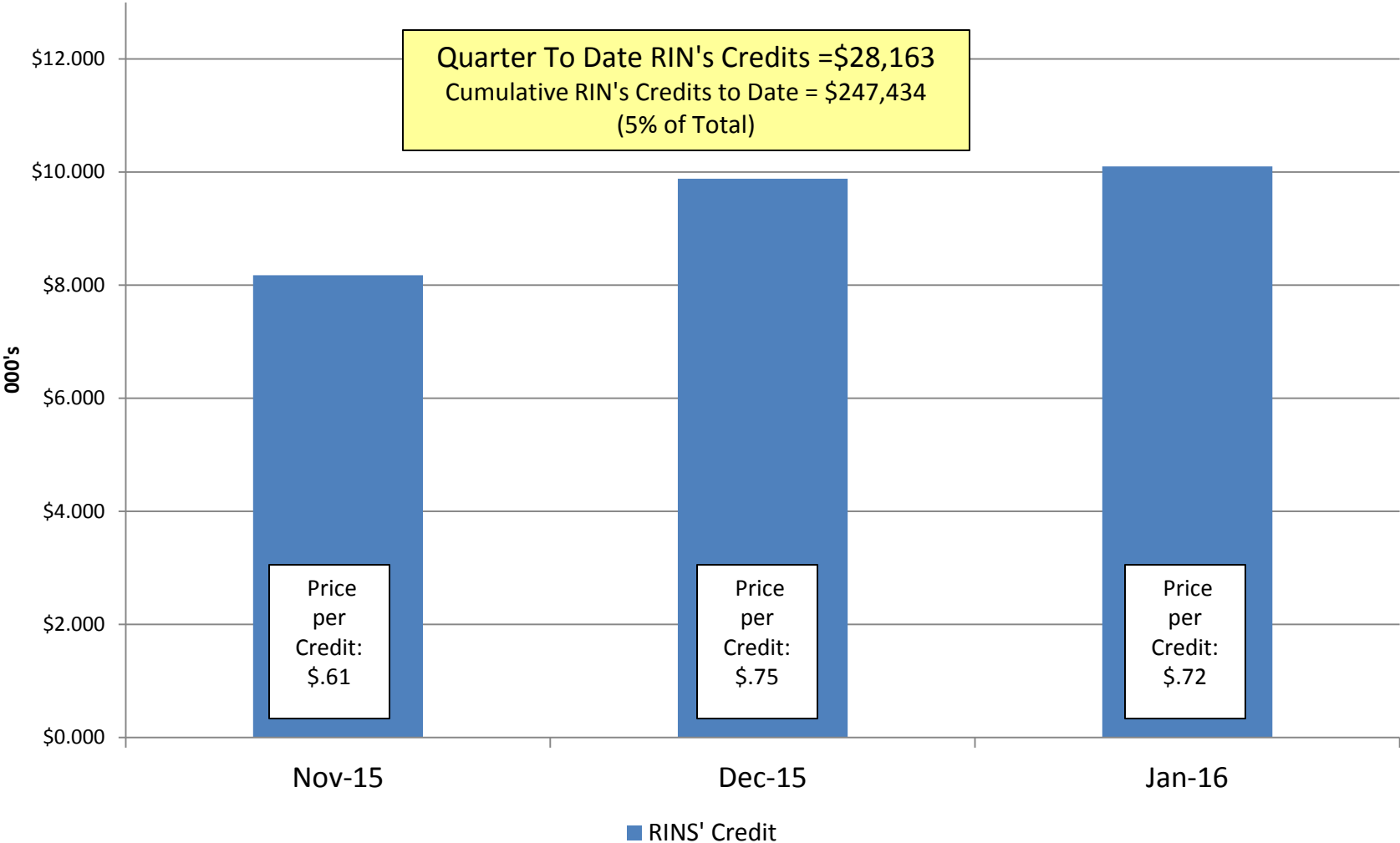
Attachment A

CNG Cost Savings - So Cal Gas vs. GHI



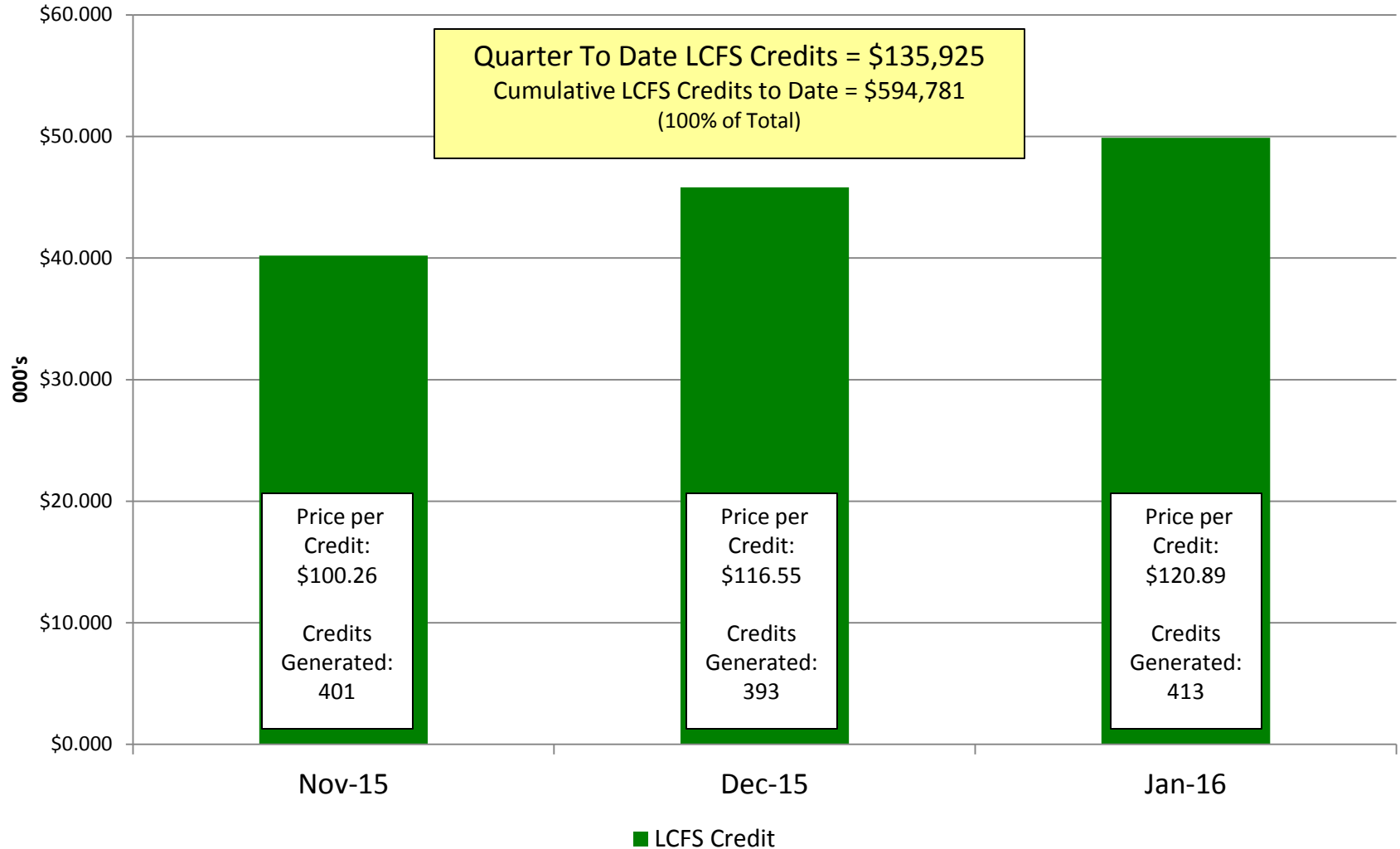
Attachment B

Renewable Identification Number (RIN's) Credit



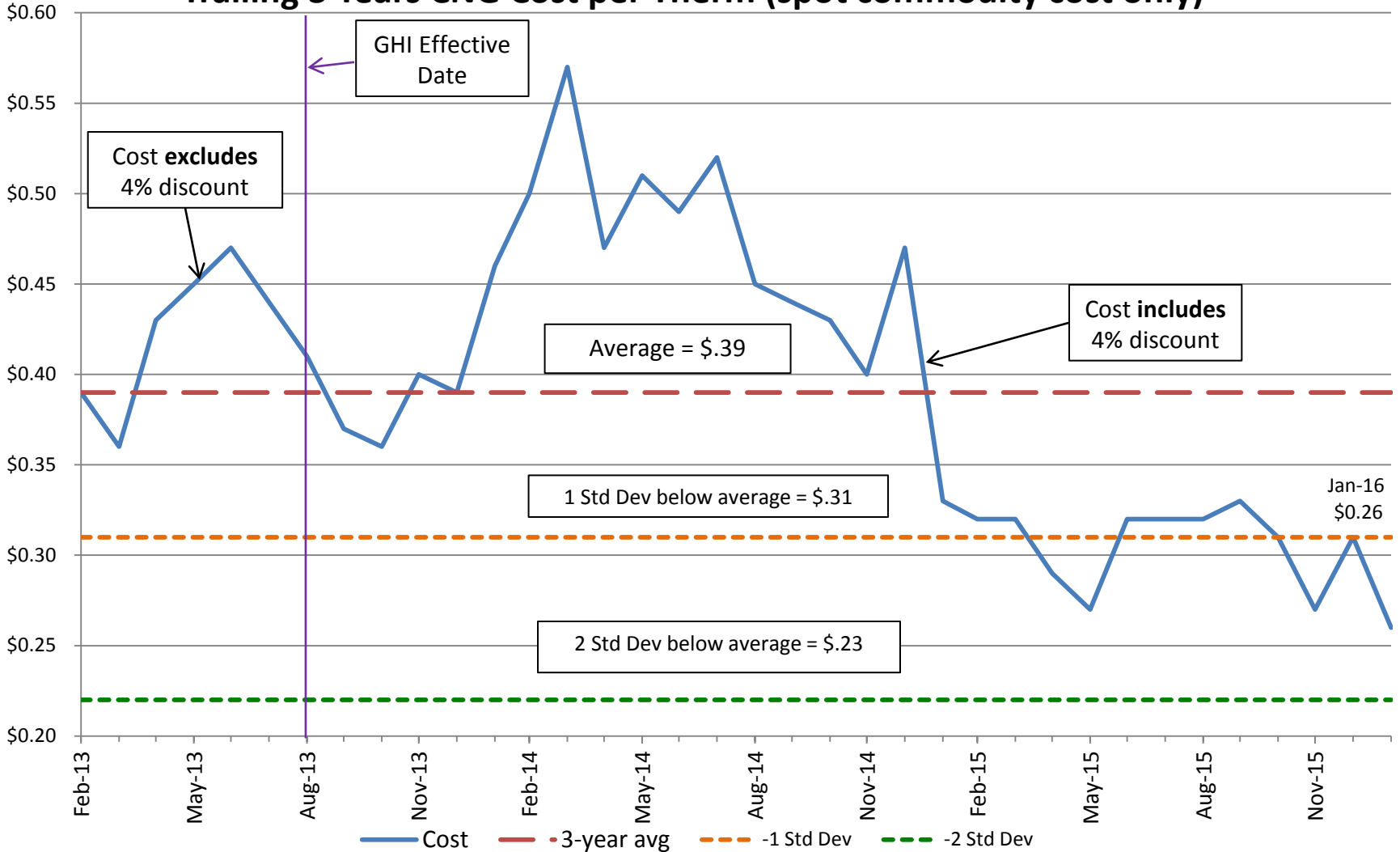
Attachment C

Low Carbon Fuel Standards (LCFS) Credit



Attachment D

Trailing 3 Years CNG Cost per Therm (spot commodity cost only)



RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 2, 2016

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Vince Rouzaud, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Award Agreement No. 15-055 to UTC Fire & Security Americas Corporation Inc. for the Purchase and Installation of a Video Surveillance System on the Agency's Dial-a-Ride Vehicle Fleet

Summary: Since 2007, the Agency's paratransit vehicle fleet has been equipped with an incident-based video surveillance system developed and sold by SmartDrive Systems, Inc. The system was purchased as a safety and risk management tool and is comprised of two cameras mounted on the vehicle's windshield that capture both exterior and interior video, as well as audio when activated by forces such as hard braking, swerving, collisions and other similar G-force events. The system has proven to be an invaluable asset saving both time and money to investigate and defend on-board accident and injury liability claims.

While the system has been upgraded over the years to keep pace with the latest releases from SmartDrive, incident-based technology is limited to capturing only the video footage 15 seconds before and 15 seconds after a triggering event; it does not have the capability of providing the on-going video and recording features which have become standard in the transit industry.

Since the Agency's agreement with SmartDrive was due to expire, staff researched the latest video surveillance technologies and compiled a list of essential features for the Dial-a-Ride (DAR) fleet.

The salient features of the new system include:

- Seven 1280 x 960 (1.3 MPx) resolution color cameras per vehicle
- Minimum of two terabytes of hard drive storage using solid-state drives (SSD)
- 14 days of video storage on-board, at a minimum of 30 frames per second (FPS) at 1.3 MPx resolution
- Capable of configuring video quality, resolution and recording speed

- Capable of tagging video or sending alarm notifications when the vehicle exceeds a pre-determined G-force setting
- Features pre-event recording that allows the system to record up to five minutes of video prior to system activation (manually, sensor activation, etc.)
- Digitally record the date, time, speed, and vehicle I.D. numbers, which are superimposed, in real time, into each video image set
- Capable of recording audio from each internal camera and use noise filtering techniques to improve quality of recorded audio
- Capable of streaming live video to first responders through wireless LAN options
- Wireless download capabilities
- Unique user logins for management and reviewing software

The system is similar to the video surveillance equipment currently in use on the Agency's 40-foot bus fleet. The benefit of this newer technology is that the DAR fleet will be equipped with a multi-camera system that provides continuous recording while the vehicle is in service which will enhance security for the Agency's more vulnerable DAR passengers.

On November 10, 2015, the Agency issued Request for Proposals (RFP) No. 15-055. The procurement was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website along with a copy of the RFP document. In addition, the Agency sent notices to the Chambers' of Commerce of those cities that are members of the Joint Powers Agreement (JPA).

On December 22, 2015, ten proposals were received from the following vendors:

- Apollo Video Technology; Bothell, WA
- DTI USA, Inc.; Albany, OR
- Fortress Systems; Charlotte, NC
- JM Fiber Optics, Inc.; Chino, CA
- Premiere Services; Santa Fe Springs, CA
- Safety Vision; Houston TX
- Systems Integrated; San Diego, CA
- UTC Fire & Security Americas Corporation Inc.; Salem OR
- Veterans Communications Services, Inc.; Chino, CA
- Vion Corporation; Herndon, VA

The proposals were evaluated by a committee representing staff from the purchasing, contract operations, maintenance, risk management and information technology departments. To ensure the integrity of the evaluation process, committee members were instructed to review independently each proposal for its technical content and not discuss their

scoring with anyone else prior to the evaluation committee meeting. The technical scores were then compiled by procurement staff and the results were shared with committee members.

For this procurement, staff identified the following key evaluation criteria:

- Qualifications, Related Experience and References (25 percent)
- Staffing and Project Organization (20 percent)
- Work Plan (30 percent)
- Completeness of Response (5 percent); and
- Cost and Price (20 percent)

Upon completion of the technical review, Premiere Services, Systems Integrated and DTI USA, Inc. did not meet key technical requirements of the RFP and were eliminated from further consideration. Among the key requirements was the need for unique user logins. This is considered a critical security feature as the systems software will be accessed by both Agency and contractor personnel. The login is critical as it provides access to sensitive data which must be protected at all times during the video download process.

Four firms – Fortress Systems, JM Fiber Optics, Vion Corporation, and Veterans Communications Services, Inc. received lower technical scores as these firms lacked either staff with relevant experience and/or the firms themselves did not have prior experience with similar projects.

The three highest technically ranked proposals were Apollo Video Technology, Safety Vision and UTC Fire & Security Americas Corporation Inc. (UTC).

The next step in the evaluation process was to conduct a thorough price analysis of the three highest technically ranked firms. Following is a summary of that analysis:

Firm Name	Amount
Safety Vision	\$787,078.08
UTC Fire and Security Americas Corporation Inc.	\$889,223.80
Apollo Video Technology	\$1,315,712.00

Upon completion of the price analysis, the proposal received from Apollo Video Technology was determined to be outside the competitive range, and unable to be reasonably made to be within the competitive range. As such, they were eliminated from further consideration.

On February 4, 2016, staff conducted interviews and software demonstrations with the remaining two vendors; Safety Vision and UTC. After the vendor interviews and product demonstrations, Best and Final

Offers (BAFO) were solicited from both vendors. The BAFO results are as follows:

Firm Name	Amount
Safety Vision	\$822,358.08
UTC Fire and Security Americas Corporation Inc.	\$883,694.84

At the conclusion of the evaluation process, it was the selection committee’s determination that UTC was the most technically responsive and responsible vendor. This determination was made based on the results of the overall weighted average of scores for each evaluation criteria, a thorough analysis of the cost proposals, interviews, product demonstrations and finally reference checks. Key considerations of UTC include the following:

- UTC has been a proven and reliable vendor to the Agency for the past ten years with other equipment systems; they have provided solid technical support and warranty replacement assistance.
- UTC has technical personnel based in the Inland Empire and Orange County areas; Safety Vision’s nearest technical support personnel are in Bakersfield, CA.
- The browser-based software interface of UTC provides an enhanced end user experience, through its ease of use, its simplified and understandable delivery of performance statistics, straightforward downloading of videos, as well as a simple method of distributing software updates to client computers.
- The software’s dashboard provides user friendly, clear, color-coded diagnostics of the health status of the recording device and cameras for each vehicle in the fleet. This helps to ensure proper maintenance is performed so issues such as video loss or disk failures are avoided, and critical video data is not missed or lost due to equipment malfunctions.

Ease of use was considered an important factor in the overall evaluation because this software will not only be accessed by Agency staff but also third-party contractor personnel.

For the reasons outlined above, staff recommends award to UTC Fire & Security Americas Corporation Inc. as the most technically responsive and responsible vendor.

Staff also recommends the Board authorize a five percent contingency in the amount of \$44,184.74 be added to the project budget for use in the event of unforeseen circumstances. Such use would be subject to a future change order or amendment to the proposed agreement if necessary.

Fiscal Impact:

Funding for this project is included in the Agency's capital budget approved by the Board in the form of 100 percent Proposition 1B Security funds.

<u>Funding Source</u>		
<u>Prop. 1B</u>	<u>Other</u>	<u>Total</u>
\$ 927,879.58	\$ ---	\$ 883,694.84
		<u>\$ 44,184.74*</u>
		\$ 927,879.58

* Contingency

Recommendation:

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

- Authorize staff to award Agreement No. 15-055 to UTC Fire and Security Americas Corporation Inc. for the purchase and installation of a video camera system in the amount of \$883,694.84 with further authorization of \$44,184.74 as five-percent contingency for a total not to exceed project budget of \$ 927,879.58.