

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Finance Committee Meeting /  
Committee of the Whole**

**June 1, 2022**

Committee Members Present: M. Fraser (Committee Chair), J. Gee, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: C. Groom, R. Medina, J. Powell, P. Ratto, C. Stone

Other Board Members Absent: Pine

Staff Present: J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

**8.b.1 Call to Order**

Committee Chair Marina Fraser called the meeting to order at 2:40 pm.

**8.b.2 Approval of Minutes of Committee Meeting of May 4, 2022**

Motion/Second: Guilbault/Stone

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

**8.b.3 Amend to Increase the Fiscal Year 2022 Capital Budget to \$70,525,178**

Grace Martinez, Acting Chief Financial Officer, presented the staff report to increase the capital budget by 15 million for capital projects, which included replacement of old paratransit vehicles.

Motion/Second: Stone/Gee

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

**8.b.4 Award of Contract for the Purchase and Delivery of 10 2022 NorCal 350EL Paratransit Vehicles and Authorize Disposition of 10 2017 Paratransit Minivan Vehicles**

Kevin Yin, Director, Contracts and Procurement, presented the staff report noting that the District had the opportunity to purchase paratransit vans that meet SamTrans' specific configuration. He also said that the funds for this contract and related expenses come from the FTA (Federal Transit Administration) and Measure W sales tax.

Director Carole Groom asked if the buses had been tested for wheelchair accessibility. Robert Sebez, Deputy Director, Safety and Security, confirmed that they had.

Public Comment:

Roland asked if the contract involved hydrogen fuel cell buses and if the District had a fuel cell infrastructure.

Motion/Second: Gee/Medina

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

**8.b.5 Award of Contract for the Purchase and Delivery of 10 Heavy-duty Low-floor Hydrogen New Flyer Fuel Cell Electric Buses and Disposition of 10 2009 Gillig Diesel Buses**

Mr. Yin presented the staff report and noted the opportunity to purchase buses that meet SamTrans' specific configuration and are the best value. He also noted that the funds for this contract and related expenses come from the FTA and Measure W sales tax.

Public Comment:

Roland asked if the fuel cell infrastructure was in place.

Director Charles Stone asked if the goal was to determine which technology works better for SamTrans. Carter Mau, Acting General Manager/CEO, concurred and said that SamTrans was looking forward to putting both battery electric and fuel cell buses into service to help the District make a longer-term decision on the future of zero-emission buses.

Director Stone noted that the original plan has been to move to battery electric buses and said the public may be confused that that decision had already been made in regard to the Innovative Clean Transit plan. Mr. Mau pointed out that there have been some changes in the industry and that they are gathering more information to make the best possible decision about the cleanest, most reliable technology that meets the District's needs. He added that there are no plans to purchase any more diesel buses going forward.

Motion/Second: Stone/Guilbault

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

**8.b.6 Award of Contract for the Purchase and Delivery of 20 Battery Electric Heavy-duty Low-floor Buses and Authorize the Disposition of 20 2009 Gillig Diesel Buses**

Mr. Yin presented the staff report and noted the opportunity to purchase buses that meet SamTrans' specific configuration and are the best value. He also noted that the funds for this contract and related expenses come from the FTA state and local partnership program and Measure W sales tax.

Motion/Second: Stone/Gee

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

### **8.b.7 Adoption of Proposed Fiscal Year 2023 Operating and Capital Budgets**

Grace Martinez, Acting Chief Financial Officer, provided the presentation and highlighted changes between the preliminary and final proposed budget, which included the operating budget breaking even, vacancy savings, projected 2023 deficits, the second tranche of ARPA (American Rescue Plan Act) funds, and various budget assumptions.

Motion/Second: Groom/Gee

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

### **8.b.8 Award of Contract to Trapeze Software Group for Paratransit Scheduling Software and Services**

Mr. Yin presented the staff report, including a summary of the request for proposals process. He noted that the incumbent provider had the highest-ranked proposal, and said that award of the contract would ensure uninterrupted services to the District.

#### Public Comment:

Mike Levinson, Paratransit Coordinating Council (PCC), said that the PCC is not happy with the contract announcement because the service from supplier Trapeze has not been satisfactory.

Ben McMullan, PCC Chair, said they had asked for updates at their meetings, but they have not had any.

Director Charles Stone asked what was being done to accommodate the PCC's requests. Director Groom concurred and said that historically the PCC has been involved in the selection process. David Olmeda, Chief Operating Officer, Bus, said that Ana Rivas, Director of Bus Transportation, would provide the Board with a background of how the District made their selection.

Mr. Mau asked when the expiration date of the contract was. Mr. Yin said he would provide the date. Tina Dubost, Manager, Accessible Transit Services, said they did their due diligence and provided the reasons why they had chosen Trapeze as their software provider. She said they would be happy to discuss the reasons with the PCC.

Mr. Yin said the current contract is based on an old version of the software.

Mr. Mau suggested postponing awarding the contract until more information about the selection process could be shared with the Board.

The Board voted to continue the item to the July 6 Board meeting.

Motion/Second: Stone/Groom

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Powell, Ratto, Stone

Noes: None

Absent: Pine

### **8.b.9 Adjourn**

The meeting adjourned at 3:23 pm.

An audio/video recording of this meeting is available online at [www.samtrans.com](http://www.samtrans.com). Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).