



Capital Projects

Quarterly Status Report

2nd Quarter FY2019: October 01 – December 31, 2018

Prepared for the March 06, 2019 SamTrans Board Meeting



San Mateo County Transit District

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SamTrans - Capital Program - Budget Status Summary

2nd Quarter FY2019 - October 01 to December 31, 2018

All Costs in \$1,000's

Programs					
	FY2015	FY2016	FY2017	FY2018	FY2019
1. Revenue Vehicles Replacement	\$48,193	\$35,312	\$7,725	\$0	\$0
2. Revenue & Non Revenue Vehicle Support	\$1,883	\$1,421	\$1,451	\$5,321	\$1,895
3. Information Technology	\$1,938	\$5,775	\$2,627	\$2,878	\$3,100
4. Development	\$894	\$2,350	\$1,942	\$1,552	\$750
5. Facilities/Construction	\$804	\$1,190	\$2,835	\$7,282	\$1,730
6. Safety and Security	\$1,370	\$1,830	\$1,451	\$0	\$0
7. Contingency	\$250	\$250	\$250	\$250	\$200
Total Board Approved Budget by FY ⁽¹⁾	\$55,332	\$48,128	\$18,281	\$17,283	\$7,675

Some of the major projects completed or in progress include, but are not limited to the following:

Active Projects

Bus Stop Improvement Program
 Central Office Sanitary Sewer Pump Replacement Project
 Linda Mar Park-n-Ride Lot Repaving Project
 Maint. & Op. Facility Pavement Rehabilitation Project
 Non-Revenue Service Support Vehicles Project
 North and South Base Industrial Waste Line Replacement Project
 Procurement of 10 Electric Buses Project
 Replace & Upgrade Servers & Out of Warranty Equipment Project
 Replacement of 55 - 2002 NABI Buses Project
 Traffic Signal Priority Project
 Wi-Fi at Bases for Video Review

Completed Projects

Central Security Office Upgrade Project
 Comprehensive Operational Analysis Project
 Emergency Operation Center Relocation Project
 Expansion Buses (3) for Redi-Wheels Service
 Lighting Upgrade at North and South Bases Project
 Network Maintenance and Technology Refresh Project
 Replacement of 14 Paratransit Vans Project
 Replacement of 50 - 2003 Gillig Buses Project
 Safety-Risk Management Office Remodel Project
 San Carlos Transit Center Project

Note:

(1) The "Total Board Approved Budget by FY" reflects the annual budget approved by the SamTrans Board of Directors for each fiscal year. This authorizes the amount that can be spent on projects. Unspent budget in a fiscal year may be carried forward to subsequent budget years.

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**SamTrans Quarterly Report
TRAFFIC LIGHT REPORT**

The following projects represent a sub-set of the total Capital Program and have been selected for inclusion into the Quarterly Report due to project value, operational significance, and/or impact on customers.

	SCOPE		BUDGET		SCHEDULE		FUNDING		Page
	Q1 FY19	Q2 FY19	Q1 FY19	Q2 FY19	Q1 FY19	Q2 FY19	Q1 FY19	Q2 FY19	
<u>Vehicle Replacement Projects:</u>									
021501 - Replacement of 55 - 2002 NABI Buses Project									5
021502 - Major Bus Components Project									6
100013 - Non-Revenue Service Support Vehicles Project									6
100014 - Bike Rack Project									7
100113 - Procurement of 10 Electric Buses Project									8
<u>Information Technology Projects:</u>									
021505 - Replace & Upgrade Servers & Out of Warranty Equipment Project									9
100016 - Wi-Fi at Bases for Video Review Project									9
<u>Facilities / Construction Projects:</u>									
021111 - Bus Stop Improvement Project									10
021507 - Facility Smaller Projects									11
100037 and 100262 - North and South Base Industrial Waste Line Replacement Project									12
100085 - Express Bus Feasibility Study Project									12
100253 - Linda Mar Park-n-Ride Lot Repaving Project									13
100255 - Traffic Signal Priority Project									13
100350 - Central Office Sanitary Sewer Pump Replacement Project									14



= Project On-Hold



= No Issues



= Notable Issues



= Significant Issues

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SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (i) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Current Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
021501	Replacement of 55 - 2002 NABI Buses Project PM - David Harbour	<p>Scope: Procure (55) replacement buses for the 2002 NABI articulated buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also purchases major bus components, in accordance with FTA allowable allowance for spare components.</p> <p>Issues: A decision was made to purchase the buses per the Firing America's Surface Transportation (FAST) Act which allows grantees to purchase rolling stock and related equipment from a State's cooperative procurement contract. This allows the District to purchase vehicles that meet proven design and construction standards, as well as configure them to the District's specifications, at highly competitive prices.</p> <p>Key Activities This Quarter: (1) Continued finalizing bus configuration. (2) Issued PO to the contractor. (3) Received pre-award Buy America audits. (4) Continued coordinating Resident Inspection for In-Plant Inspection Services.</p> <p>Next Quarter: (1) Continue finalizing bus configuration. (2) Continue coordinating Resident Inspection for In-Plant Inspection Services. (3) Begin production of buses.</p>	\$48,972,000	\$48,972,000	\$0	\$48,972,000	\$252,325	\$48,719,675	\$48,972,000	\$0	0.52%	30.0%	02/04/17 / 02/04/17A	12/31/19 / 12/31/19

VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) + (f) Current Budget	(h) Expended + Accrual To Date	(i) = (i) - (h) Estimate to Complete	(j) Estimate at Completion	(k) = (g) - (j) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish	
021502	Major Bus Components PM - David Harbour	<p>Scope: The objective of this project is to maintain a state of good repair for bus transit. Well maintained capital bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons.</p> <p>This project provides funding for new parts, rebuilt parts, and major bus components, not accounted for in the operating budget, that exceed \$1,000 in accordance and compliance with FTA guidelines. Parts and major bus components include: Air conditioning units, EC (electronic control unit), HVAC units (heating, ventilation, air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.</p> <p>Issues: Project includes Board approved funding through FY2018.</p> <p>Key Activities:</p> <p>This Quarter: (1) Purchased major bus components and replacement parts.</p> <p>Next Quarter: (1) Continue to purchase major components and replacement parts, as needed.</p>	\$4,380,181	\$4,380,181	\$0	\$4,380,181	\$3,782,137	\$896,044	\$4,380,181	\$0	86.3%	86.3%	07/01/15 / 07/01/15A	06/30/19 / 06/30/19	
100013	Non-Revenue Service Support Vehicles Project PM - Natalie Chi	<p>Scope: This project to replace seven non-revenue shop, facilities, and linked trucks that support the Bus Maintenance, Facilities, and Field Services. The project will replace:</p> <ul style="list-style-type: none"> - Two 2008 shop trucks with F350's. (Complete) - Four 2008 facility trucks with F250's. (Complete) - One 2008 flatbed truck with F350. (Complete) <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter: (1) All the truck have been delivered. (2) Waited for final truck's registration, plate and title from DMV. (3) Began project close out.</p> <p>Next Quarter: (1) Receive final truck's registration, plate and title from DMV. (2) Complete project close out.</p>	\$428,111	\$428,111	\$0	\$428,111	\$366,492	\$61,619	\$428,111	\$0	\$0	85.6%	85.6%	07/01/15 / 01/01/17A	08/31/18 / 01/31/19

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) + (f) Current Budget	(h) Expended + Accrual To Date	(i) = (j) - (h) Estimate to Complete	(j) Estimate at Completion	(k) = (g) - (j) Variance at Completion	(l) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
100014	Bike Rack PM - Elliot Rivas	<p>Scope: Purchase new 3-bike bus racks. Remove and replace existing 2-bike racks and install the new 3-bike racks on (237) SamTrans fixed route fleet buses.</p> <p>Issues: Contract will be issued as a sole-source contract.</p> <p>Key Activities:</p> <p>This Quarter: (1) Continued working on sole-source procurement justification.</p> <p>Next Quarter: (1) Submit sole-source procurement justification to Contracts and Procurement (C&P).</p>	\$422,600	\$422,600	\$0	\$422,600	\$5,725	\$413,875	\$422,600	\$0	2.1%	2.1%	07/01/15 03/01/17A	09/30/19 09/30/19

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (i) - (h)	(j)	(k) = (g) - (j)	(l) = (h) / (j)	(m)	(n)	(o)
Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100113	Procurement of 10 Electric Buses PM - David Harbour	<p>Scope: Procure 10 battery-electric, Zero Emissions Buses (ZEBs) to replace 10 of the 2003 Gillig diesel buses and install six charging stations in support of the electric buses. This project will support California Air Resources Board (CARB)'s goal of 100% ZEB transit fleet by 2040. These electric buses will be placed in a pilot service program at North Base.</p> <p>Issues: None.</p> <p>Key Activities</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Received the first two buses. (2) Resident Inspector and internal staff continued performing in-plant inspection and quality assurance. (3) Received Pre-Award Buy America audits. (4) Began acceptance process of first two buses. (5) Began preparing application for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP). <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Complete acceptance process of the first two buses. (2) Complete application for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP). 	\$10,926,668	\$10,926,668	\$0	\$10,926,668	\$1,959,344	\$8,967,324	\$10,926,668	\$0	17.9%	40.0%	02/01/18 02/01/18A	05/31/20 05/31/20

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

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INFORMATION TECHNOLOGY PROJECTS:													
021505	Replace & Upgrade Servers & Out of Warranty Equipment Project PM - Carl Cubba	<p>Scope: This project will replace District's servers and data storage, copiers/printers, routers and switches, AC, UPS and other appliances that are at the end of their expected service life and soon to be out of warranty. The project will procure new servers, copiers, printers, and other equipment in support of the County's Data Center, North Base and South Base as well as professional services for setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities This Quarter: (1) Procured additional servers, network routers and switches to replace the out of warranty equipment. Next Quarter: (1) Procure additional servers, network routers and switches to replace the out of warranty equipment.</p>	\$7,079,000	\$995,000	\$6,084,000	\$7,079,000	\$3,545,641	\$3,533,359	\$0	50.1%	50.1%	07/01/14 07/01/14A	12/31/19 12/31/19
100016	WiFi at Bases for Video Review PM - Karanbir Cheema	<p>Scope: The project scope will primarily be as follows: 1. Install and test WiFi equipment at North Base and South Base. 2. Specify software configuration based on stakeholder consensus. 3. Install, configure, and test servers, including: a. Application server, which serves as the back end for client computers allowing users to request video, initiates communication with buses when they enter the yard, and uploads Digital Video Recorders (DVRs) health data as well as any requested video. b. Database server, which runs Microsoft SQL server and houses data for the server application. 4. Install and configure client application on specified computers. 5. Configure all new WiFi equipped DVRs to communicate with the application server.</p> <p>Issues: None.</p> <p>Key Activities: This Quarter: (1) Waiting for kickoff meeting to start project. Next Six Weeks: (1) Hold kickoff meeting.</p> <p>Kickoff meeting is anticipated for February 2019. Schedule will be updated after the kickoff meeting.</p>	\$690,499	\$690,499	\$0	\$690,499	\$2,609	\$887,890	\$0	0.4%	TBD	03/26/18 03/26/18A	TBD

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021111	Bus Stop Improvement Project PM - Greg Moyer	<p>Scope: This project will upgrade and replace bus stop amenities and enhance bus stop site infrastructure resulting in a decrease in repair and amenity replacement costs and an increase in ridership by providing patrons safe, clean and attractive bus stop facilities. The scope includes procurement of new, upgraded, bus stop benches and trash cans. The improved models will be comprised of powder coated steel to withstand harsh weather conditions and vandalism. Both amenities will be bolted to a concrete surface for stability.</p> <p>Issues: Project schedule has slipped due to delays in receiving City permits.</p> <p>Key Activities this Quarter: (1) Continued with amenities installation.</p> <p>Next Quarter: (1) Complete installation of bus stop amenities (2) Complete project close out.</p>	\$246,084	\$246,084	\$0	\$246,084	\$151,108	\$94,976	\$0	61.4%	87.0%	01/17/12 / 01/17/12A	10/31/18 / 03/31/19

FACILITIES / CONSTRUCTION PROJECTS:

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

(a) Project No.	(b) Project Name	(c) Scope / Issues / Key Activities	(d) Approved Funding	(e) Original Budget	(f) Approved Changes	(g) = (e) + (f) Current Budget	(h) Expended + Accrual To Date	(i) = (j) - (h) Estimate to Complete	(j) = (g) - (i) Variance at Completion	(k) = (h) / (j) % Expended of EAC	(m) Est. Physical % Complete	(n) Current Baseline / Current Start	(o) Current Baseline / Current Finish
021507	Facility Smaller Projects PM - Greg Moyer	<p>Scope: This project will maintain a state of good repair (SOGR) for the District's infrastructure, shops and facilities. This project will maintain continuity of services and sustainability of a pleasant work environment, inclusive of routine maintenance or replacement, e.g. carpets.</p> <p>Issues: Project includes Board approved funding through FY2018.</p> <p>Key Activities:</p> <p>This Quarter: (1) Performed maintenance and repairs work.</p> <p>Next Quarter: (1) Continue with maintenance and repairs work, as needed.</p>	\$1,691,603	\$1,691,603	\$0	\$1,691,603	\$1,067,786	\$623,817	\$1,691,603	63.1%	63.1%	07/01/15 / 07/01/15A	06/30/19 / 06/30/19

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

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Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100037 & 100262	North and South Base Industrial Waste Line Replacement PM - Robert Tam	<p>Scope: This project will replace the North and South Base Industrial Waste (IW) Line, which drains the steam cleaning area of the Maintenance Building. It will also include replacement of the connecting (lateral) lines, which drains the running repair area of this same building, in order to extend the useful life of this part of the IW system.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <p>(1) Completed project close-out activities, including final documents preparation (As-Builts, warranty and O&M manuals).</p> <p>Next Quarter:</p> <p>(1) Project is complete.</p> <p>Issues: Project Expended is currently over the Approved Funding limit. Project expenses will need to be reviewed and transferred.</p> <p>This will be the last report for the project.</p>	\$780,000	\$780,000	\$0	\$780,000	\$802,477	(\$22,477)	\$0	102.9%	100.0%	08/01/17 / 08/01/17A	11/30/18 / 12/31/18A
100085	Express Bus Feasibility Study PM - Millie Tolleson	<p>Scope: With congestion on the US-101 steadily increasing, SamTrans needs to determine the financial and operational feasibility of long-distance express transit bus service along the US-101 corridor. The study will evaluate the potential for high capacity, vehicle or toll lanes. The study would look at combination of roadway and transit capital and operational enhancements would optimize mobility, financial, environmental, and other policy concerns from public and private sector stakeholders across the Bay Area.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Month:</p> <p>(1) Completed Draft Express Bus Feasibility Study.</p> <p>(2) Draft Express Bus Feasibility Study was adopted by SamTrans Board.</p> <p>(3) Updated project webpage including uploading draft Express Bus Feasibility Study and updated project fact sheet.</p> <p>(4) Held an implementation meeting with internal departments.</p> <p>(5) Continued coordination with Caltrans regarding grant invoicing.</p> <p>(6) Continued ongoing team meetings.</p> <p>(7) Continued meeting with internal finance teams regarding project budget and project close-out.</p> <p>Next Six Weeks:</p> <p>(1) Complete project close out.</p> <p>(2) Complete coordination with Caltrans and Silicon Valley Community Foundation to close out project grants.</p> <p>(3) Complete coordination with SamTrans Finance and Budgets staff to pay final invoices.</p> <p>Issues: Project Expended is currently over the Approved Funding limit. Project expenses will need to be reviewed and transferred.</p>	\$634,000	\$634,000	\$0	\$634,000	\$789,620	(\$155,620)	\$0	124.5%	94.0%	04/01/17 / 04/01/17A	10/31/18 / 02/28/19

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

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Project No.	Project Name	Scope / Issues / Key Activities	Approved Funding	Original Budget	Approved Changes	Current Budget	Expended + Accrual To Date	Estimate to Complete	Estimate at Completion	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100253	Linda Mar Park-n-Ride Lot Repaving PM - Robert Tam	<p>Scope: Repave the Linda Mar Park-n-Ride Lot. The pavement has deteriorated to a point where it is causing damage to District buses that use the site as a layover location and transit hub. The District is legally obligated to maintain the parking lot in good condition, according to the 1980 lease agreement with Caltrans. The Project would accomplish the following:</p> <p>(1) Promote safety by reducing the risk of trip-and-fall incidents. (2) Promote state of good repair by bringing and important facility back to satisfactory condition. (3) Provide cost-effective enhancements by providing a longer term solution to pavement maintenance at this site.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <p>(1) Installed new gate for the Caltrans facility, removed of existing asphalt layer and performed re-grading the site. (2) Relocated an electrical utility line for the lighting. (3) Installed new subgrade and compaction. (4) Installed new concrete island nose. (5) Performed asphalt paving. (6) Installed new striping. (7) Installed new signs and poles.</p> <p>Next Quarter:</p> <p>(1) Complete punch list work. (2) Complete project close out.</p>	\$900,000	\$900,000	\$0	\$900,000	\$787,234	\$112,766	\$900,000	\$0	87.5%	87.5%	07/01/17 / 07/01/17A	03/31/19 / 03/31/19
100255	Traffic Signal Priority Project PM - Robert Tam	<p>Scope: This project will implement Traffic Signal Priority (TSP) technology for SanTrans traveling on El Camino Real in San Mateo County (State Highway 82). This will improve transit speed along the corridor by either giving buses early green lights or extending green lights at traffic intersections. SanTrans will build on the existing El Camino Real Smart Corridor Project implemented by Caltrans and the City/County Association of Governments of San Mateo County (CCAG), and deploy wayside antennas at intersections and transponders aboard buses as the primary TSP detection technology to provide maximum communication precision.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <p>(1) Completed the System Engineering Management Plan. (2) Contracts & Procurement issued the Request for Proposal.</p> <p>Next Quarter:</p> <p>(1) Answer any questions from vendors on the Request for Proposal. (2) Vendors to submit proposals.</p>	\$3,907,000	\$3,907,000	\$0	\$3,907,000	\$293,390	\$3,613,610	\$3,907,000	\$0	7.5%	10.0%	01/01/18 / 01/01/18A	09/30/21 / 09/30/21

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2019 Oct 01, 2018 to Dec 31, 2018

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100350	Central Office Sanitary Sewer Pump Replacement PM - Hubert Chan	<p>Scope: To replace two sewer pumps originally installed in 1979 located at the basement of the Central Office</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> (1) Completed and reviewed 30% design document. (2) Provided comments on the 30% design. (3) Prepared 90% design document. (4) Submitted 90% design document for review. <p>Next Quarter:</p> <ol style="list-style-type: none"> (1) Review 30% design document. (2) Provide comments on 90% design. (3) Prepare final design. 	\$350,000	\$350,000	\$0	\$350,000	\$57,370	\$292,630	\$350,000	\$0	16.4%	07/01/17 / 07/01/17A	12/31/19 / 12/31/19

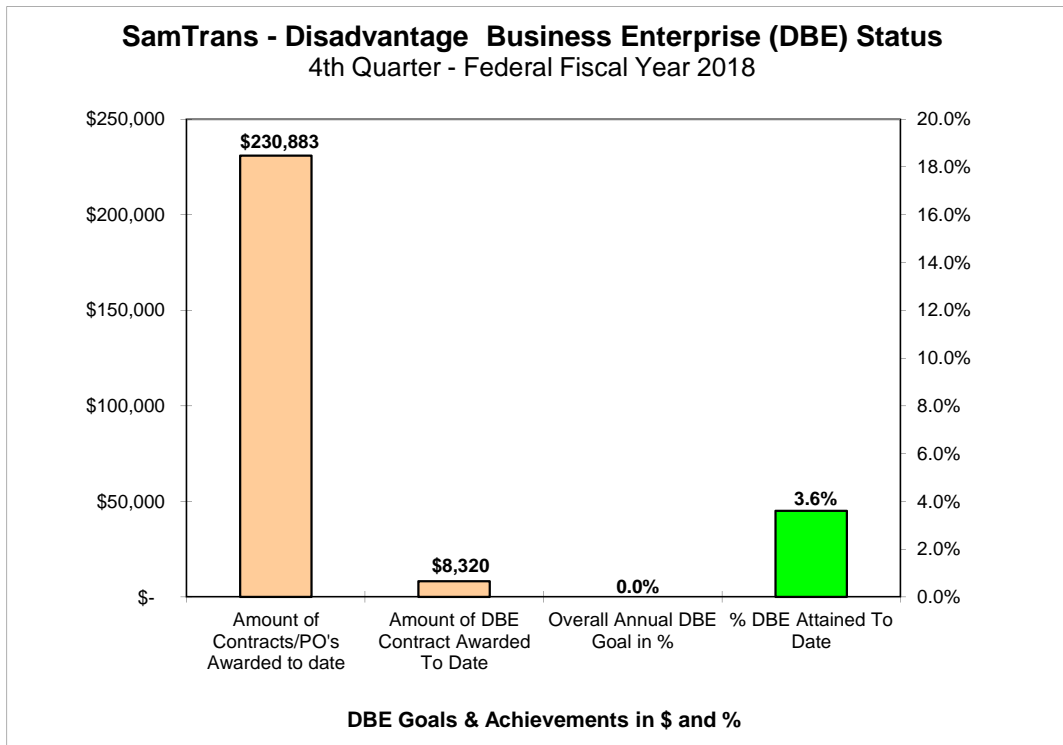
San Mateo County Transit District

Disadvantaged Business Enterprise (DBE) Status Report

Contracts for 1st Quarter Federal Fiscal Year (FFY) 2019
From October 01, 2018 to December 31, 2018

The following is a summary of SamTrans DBE Status:

<u>Status</u>	<u>Federalized Projects FFY2019</u>
Amount of Contracts Awarded	\$230,883
Amount of Contracts Awarded to DBEs*	\$8,320
Overall Annual Goal in %	0.0%
% DBE Attainment	3.6%
% Over/(Under) Goal	3.6%



Definition of Terms

Approved Changes – Changes to the original budget and/or transfers of budget from one segment code to another that have been approved by management and/or by the SamTrans Board of Directors.

Approved Funding – The amount of funding that has been approved by the SMCTD Board for the execution of the project.

Current Budget – The current budget reflects the original budget plus approved changes or internal budget transfers which has been approved by the program manager and/or the project manager.

Expended % of EAC – This is the % of Money Spent (Not Physical Progress) as compare to the EAC.

Estimate at Completion (EAC) – The forecasted final cost of the project.

Estimate to Complete – Forecast of the cost to complete the remaining work, including anticipated and pending changes.

Estimated Physical % Complete – An estimation of the physical work completed as compared to the budgeted work expressed in %.

Expended + Accrual to Date – The cumulative project costs that have been recorded through the current reporting period in PeopleSoft + accrual cost of the work performed that has not been recorded in PeopleSoft.

Issues – Exceptions / concerns as identified for information or further actions.

Key Activities - Identifies key activities being undertaken for the project for the current month and identifies the work anticipated for the next month.

Original Budget – Budget as originally approved by senior management for execution of the approved scope of work.

Original Start / Current Start – The original planned start date and the current or actual start date of the project.

Original Finish / Current Finish – The original planned completion date and the current forecasted completion date of the project.

Scope - A concise description of the work elements to be performed and delivered by the project.

Variance at Completion (VAC) – Difference between the Current Budget and the Estimate at Completion. A positive value reflects potential underrun, whereas a negative amount indicates possible overrun.

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Performance Status (Traffic Light) Criteria

SECTIONS	On Target (GREEN)	Moderate Risk (YELLOW)	High Risk (RED)
1. SCOPE	<p>(a) Scope is consistent with Budget or Funding.</p> <p>(b) Scope is consistent with other projects.</p> <p>(c) Scope change has been mitigated.</p>	<p>(a) Scope is NOT consistent with Budget or Funding.</p> <p>(b) Scope appears to be in conflict with another project.</p> <p>(c) Scope changes have been proposed.</p> <p>(d) Current Budget forecast exceeds the current approved budget by 5% to 10%.</p>	<p>(a) Significant scope changes / significant deviations from the original plan.</p> <p>(b) Current Budget forecast exceeds current approved budget by more than 10%.</p>
2. BUDGET	<p>(a) Estimate at Completion forecast is within plus /minus 5% of the Current Approved Budget.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget between 5% to 10%.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 10%.</p>
3. SCHEDULE	<p>(a) Project milestones / critical path are within plus/minus four months of the current baseline schedule.</p> <p>(b) Physical progress during the report period is consistent with incurred expenditures.</p> <p>(c) Schedule has been defined.</p>	<p>(a) Project milestones / critical path show slippage. Project is more than four to six months behind the current baseline schedule.</p> <p>(b) No physical progress during the report period, but expenditures have been incurred.</p> <p>(c) Detailed baseline schedule NOT finalized.</p>	<p>(a) Forecast project completion date is later than the current baseline scheduled completion date by more than six months.</p>
4. FUNDING	<p>(a) Expenditure is consistent with Available Funding.</p> <p>(b) All funding has been secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 80% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) NOT all funding is secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 90% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) No funding is secured or available for scheduled work.</p>

Note: Schedule variance for (a) Purchase of maintenance equipment; (b) Purchase of major bus components; (c) Maintenance of facilities; and (d) Upgrading of computer systems will not be monitored, as schedules for these types of projects are only a reflection of the year that funding has been allocated.