



AGENDA

BOARD OF DIRECTORS MEETING

San Mateo County Transit District Administrative Building
Bacciocco Auditorium – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, MARCH 4, 2020 – 2:00 pm

Revised - 2-28-2020

1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CONSENT CALENDAR

MOTION

- a. Approval of Minutes of the Board of Directors Meeting of February 5, 2020
- b. Acceptance of Statement of Revenues and Expenses for January 2020
- c. Acceptance of Capital Projects Quarterly Status Report 2nd Quarter FY 2020
- d. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook for the Period Ending December 31, 2019
- e. Rejection of Bid from EPS, Inc., dba Express Plumbing and Authorize Negotiation of Contract for Plumbing Tests, Inspections, and Maintenance on the Open Market
- f. Declare an Emergency for the Natural Gas Line Replacement at South Base and Ratify an Emergency Procurement

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Comments by each individual speaker shall be limited to two (2) minutes. Items raised that require a response will be deferred for staff reply.

5. REPORT OF THE CHAIR

6. REPORT OF THE GENERAL MANAGER/CEO

- a. Presentation of Operator and Maintenance Awards

7. BOARD MEMBER REQUESTS/COMMENTS

- a. Report on the Reimagine Ad Hoc Committee Meeting of February 14, 2020

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

8. RECESS TO COMMITTEE MEETINGS

A. COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE*
(M. Fraser, Chair, R. Guilbault, J. Powell)

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of February 5, 2020

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Multimodal Ridership Report – January 2020
7. Adjourn

B. FINANCE COMMITTEE / COMMITTEE OF THE WHOLE*
(J. Powell, Chair, R. Collins, C. Stone)

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of February 5, 2020
3. Award of Contract On-Demand Pilot Taxi Service
4. Authorize Submittal of Grant Applications and the Execution of Standard Agreements with the California Department of Transportation Pertaining to Federal Transit Administration Section 5311 Funds
5. Adjourn

**C. STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE/
COMMITTEE OF THE WHOLE***
(D. Pine, Chair, C. Groom, R. Guilbault)

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of February 5, 2020

INFORMATIONAL

3. Update on Completion of OnDemand Pilot and Resumption of FLX Pacifica Service
4. Adjourn

D. LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE*
(C. Collins, Chair, M. Fraser, P. Ratto)

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of February 5, 2020
3. State and Federal Legislative Update and Approval of Legislative Proposals
4. Adjourn

9. RECONVENE BOARD OF DIRECTORS MEETING

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Multimodal Ridership Report – January 2020

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

RESOLUTIONS

- a. Awarding a Contract to Serra Yellow Cab, Inc. for Provision of On-Demand Taxi and Wheelchair Accessible Ride Services for a Not-to-exceed Amount of \$250,000 for a Two-year-Term
- b. Resolution Authorizing the Submittal of Grant Applications and the Execution of Agreements with the California Department of Transportation for Federal Transit Administration Section 5311 Funds

12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

SUBJECT DISCUSSED

- a. Update on Completion of OnDemand Pilot and Resumption of FLX Pacifica Service

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

MOTION

- a. State and Federal Legislative Update and Approval of Legislative Proposals

14. GENERAL COUNSEL REPORT

- ~~a. Closed Session: Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1), Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
Agency designated representative: Board Chair
Title/Unrepresented Employee: General Manager/CEO Jim Hartnett~~

~~Following the Closed Session, the Board may consider potential actions to amend the Employment Agreement of the GM/CEO.~~

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING – Wednesday, April 1, 2020 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA

17. ADJOURN

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm; SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the Website.

Location of Meeting

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, 260, 295 and 398 ([view map](#)). Additional transit information can be obtained by calling 1-800-660-4287 or 511, or by visiting 511.org.

Public Comment

If you wish to address the Board, please fill out a speaker's card located on the agenda table. If you have anything that you wish to be distributed to the Board and included for the official record, please hand it to the District Secretary, who will distribute the information to the Board members and staff.

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
FEBRUARY 5, 2020**

MEMBERS PRESENT: R. Collins, M. Fraser, C. Groom, R. Guilbault, K. Matsumoto (Chair), J. Powell, P. Ratto (Vice Chair), C. Stone

MEMBERS ABSENT: D. Pine

STAFF PRESENT: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong, D. Seamans

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Karyl Matsumoto called the meeting to order at 2:04 pm and led the Pledge of Allegiance.

2. ROLL CALL

Dora Seamans, District Secretary, called the roll and announced a quorum was present.

3. CONSENT CALENDAR

- a. **Approval of Minutes of the Board of Directors Meeting of January 8, 2020**
- b. **Acceptance of Statement of Revenues and Expenses for December 2019**

Motion/Second: Stone/Guilbault

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Noes: None

Absent: Pine

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

- Dave Truslow, San Jose, addressed the Board regarding establishing a safety policy prohibiting the transportation of firearms on public transit systems.
- Sonya Elks, San Carlos, suggested that those that cannot pay bus fares ride for free, especially children.

5. REPORT OF THE CHAIR

- a. **Appreciation for former Chair Carole Groom**

Motion/Second: Ratto/Powell moved approval of Resolution 2020-4

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Noes: None

Absent: Pine

6. REPORT OF THE GENERAL MANAGER/CEO

- a. **Report on Did Not Operate ("DNO") and the Bus Operator Shortages**

Dave Olmeda, Chief Operating Officer/Bus, discussed routes that did not operate due to lack of a bus operator and the reasons for the non-operations (absences, accidents, mechanical failures, traffic or construction) and the impact it has upon the bus, shuttle

and paratransit services. He discussed the number of bus operators needed versus the actual personnel available to work and how overtime closes the gap between the two. He noted that recent incentives to contractors have moved the performance and route reliability in an upward direction.

Juliet Nogales-Deguzman, Director of Human Resources, discussed the concerted efforts made towards bus operator recruitment and retention strategies, including increasing training rates, more incentives, referral programs and use of social media for announcements. Ms. Nogales-Deguzman reviewed the counties where bus operators live; almost half live in San Mateo County while the other 50 percent live in a combination of San Francisco, Alameda, and Santa Clara counties. She noted that less than four percent live outside the five Bay Area counties.

Ms. Nogales-Deguzman responded Director Ron Collins' inquiry regarding pay and use of social media for recruiting. Director Rose Guilbault suggested using community colleges for long-term solutions. Ms. Nogales-Deguzman agreed and added that staff is targeting community-based organizations, increasing class sizes and conducting concurrent training classes.

Chair Matsumoto added that South San Francisco would hold its Resource Fair on April 24, 2020 as a part of its 100th anniversary and offered space for SamTrans to display a bus.

b. Senate Bill (SB) 797 Oral Update

Chief Communications Officer, Seamus Murphy, provided an update on both a proposed three-county funding measure of 1/8-cent for Caltrain, requiring 66 percent voter passage, and another ballot measure entitled "FASTER Bay Area"; a proposed one-cent sales tax to be used in the Bay Area for public transit.

Mr. Murphy discussed Caltrain's current funding resources received from its three partner agencies based on ridership per county, its repair fund split evenly between the three parties, and Caltrain's deferred maintenance and associated costs. Looking towards future years, namely 2040, the operating budget would be severely impacted as the system moves into electrification to fund its operations and capital fund, while following the Business Plan calling for more trains due to demand. Future capital needs were discussed, resulting in a need of \$23 billion, using the model of eight electrified trains per hour, in each direction.

Mr. Murphy reviewed the seven-agency approval process necessary to place a measure on the ballot; two government agencies per county, followed by the Caltrain board itself. He discussed the timing for a ballot measure and the next steps of defining the expenditure plan and whether a new tax would supplement the existing member contributions or would replace the existing member contributions. He noted that the approval process would entail actions from March through July 2020.

Director Collins commented on the proposed measure and whether it will close the funding gap for operating and capital expenditures.

Jim Hartnett, General Manager/CEO, stated the farebox recovery would increase fares over time, but there would still be a funding gap, noting electrified trains are expensive to maintain.

Director Josh Powell asked which Caltrain service version was being referenced. Mr. Murphy stated the "moderate" service vision with an additional four slots for high-speed rail would be followed.

Director Marina Fraser asked about the increased cost for generating energy for operating trains and if that was taken into consideration.

Director Charles Stone expressed concern about the timeline of FASTER Bay Area especially in light of Measure W. He said he hoped that FASTER Bay Area represents a supplement of the current Measure W resolution.

Director Guillbault inquired about the feasibility of the FASTER Bay Area measure. Responding, Mr. Murphy stated that it is difficult to achieve two-thirds voter approval and that chances are not great for passage this year. He added that a one-eighth-cent sales tax is a more viable political option at this time.

Vice Chair Peter Ratto asked about one-eighth-cent sales tax.

Public Comment:

Andy Chow, Redwood City, expressed support for the 1/8th -cent ballot measure and hoped it would be ballot-ready in August versus Faster Bay Area, which is too high of a percentage.

7. BOARD MEMBER REQUESTS/COMMENTS

a. Report on the Reimagine ad hoc Committee Meeting of January 14, 2020

Director Powell provided a summary of the Reimagine meeting held recently. He stated the committee received an update on the Countywide survey that was conducted and the outreach efforts conducted by SamTrans staff, which included 3,000 survey responses, which was considered a good representation. The next meeting would include a draft service policy framework.

Public Comment:

Sonya Elks, San Carlos, commented on how she would reimagine SamTrans and felt that SamTrans buses should receive priority status at stop lights, similar to ambulances and fire trucks.

8. RECESS TO COMMITTEE MEETINGS

The Board meeting recessed at 3:12 pm. to its committee meetings.

9. RECONVENE BOARD OF DIRECTORS MEETING

Chair Matsumoto reconvened the Board meeting at 4:54 pm.

10. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE

Director Guilbault led the Board in voting on the following item:

RESOLUTION:

- a. Approval of Appointment Process for the Measure W Citizens Oversight Committee

Motion/Second: Guilbault/Groom moved to approve Resolution No. 2020-2

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Noes: None

Absent: Pine

Director Guilbault reported on the following items:

SUBJECTS DISCUSSED:

- b. Accessibility Update
- c. Paratransit Coordinating Council Update
- d. Citizens Advisory Committee Update
- e. Multimodal Ridership Report – December 2019

11. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE

Vice Chair Ratto led the Board in voting on the following items:

RESOLUTIONS:

- a. Amending the Fiscal Year 2020 Operating Budget to Increase Total Operating Revenues by \$1,183,333 to \$281,175,215 and To Increase Total Operating Expenditures by \$5,083,333 to \$222,818,965, and Amending to Increase the Fiscal Year 2020 Capital Budget by \$1,070,000 to \$15,308,155 – Approved by Resolution No. 2020-3
- b. Authorizing an Amendment to the Contract with Eide Bailly LLP for Financial Audit Services to Extend the Contract Term for Two Years and Increase the Total Contract Amount by \$141,263 – Approved by Resolution No. 2020-5
- c. Awarding Contracts to Fehr & Peers, Nelson\Nygaard Consulting Associates, Inc., and Stantec Consulting Services, Inc. for Provision of On-Call Transportation Planning and Support Services for an Aggregate Not-To-Exceed Amount of \$7.5 Million for a Five-Year Term – Approved by Resolution No. 2020-6
- d. Awarding a Contract to FAAC, Inc. to Provide a Bus Simulator for a Not-To-Exceed Amount of \$475,320 – Approved by Resolution No. 2020-7

Motion/Second: Ratto/Collins

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Noes: None

Absent: Pine

SUBJECT DISCUSSED:

- e. First Year Uniform Public Construction Cost Accounting Act Pilot Program Report

12. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE

Chair Matsumoto reported on the following items:

SUBJECTS DISCUSSED:

- a. SamTrans Business Plan Update
- b. SamTrans OnDemand Evaluation Update

13. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- a. State and Federal Legislative Update

Director Stone was excused from the remainder of the meeting at 4:54 pm.

14. GENERAL COUNSEL REPORT

Joan Cassman, Legal Counsel, said there was no report.

15. COMMUNICATIONS TO THE BOARD OF DIRECTORS

Chair Matsumoto noted that the correspondence was in the packet.

16. DATE, TIME AND PLACE OF NEXT REGULAR MEETING

Chair Matsumoto announced the time and location of the next meeting as Wednesday, March 4, 2020 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

17. ADJOURN IN MEMORY OF ELLIOTT RIVAS

The Board meeting adjourned at 5 p.m. in memory of retired Bus Maintenance Supervisor, Elliott Rivas, husband of Ana Rivas, Bus Transportation Manager, who passed away recently.

Motion/Second: Guilbault/Ratto

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto

Noes: None

Absent: Pine, Stone

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENSES FOR THE PERIOD ENDING
JANUARY 31, 2020**

ACTION

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenses for the month of January 2020 and supplemental information.

This staff report provides a brief discussion of significant items and trends on the attached Statement of Revenues and Expenses through January 31, 2020. The statement has been designed to follow the Agency wide line item rollup as included in the adopted budget. The columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances. In addition, the current forecast of Revenues and Expenses is compared to the Adopted Budget for Fiscal Year 2020.

SIGNIFICANCE

Annual Forecast: The annual forecast was updated for the February board meeting based on actual revenue and expense trends through December 2019. The forecast was derived by analyzing trends and reviewing details with cost center managers. The forecast will be updated again for the April Board meeting.

Forecast Revenues: Total Sources of Funds (page 1 of the Statement of Revenues and Expenses, line 17) are forecast \$2.4 million higher than budget primarily due to Other Interest, Rent, & Other Income (page 1, line 13). The increase is driven by a reimbursement for Bridge Buses from BART as well as higher rental income. Motor Bus Fares (page 1, line 1) is also forecast to be higher than budget driven by higher ridership trends.

Forecast Expenses: Total Uses of Funds (page 1, line 37) are forecast \$1.8 million higher than budget. Motor Bus (page 1, line 21) expense is higher than budget due primarily to higher Wages and Benefits (page 3, line 1) as a result of the overtime needed for driver shortages

and higher Claims, Reserves, and Payments in both Motorbus (page 3, line 22) and CUB (page 3, line 42). This is partially offset by lower expenses forecasted in Professional Services (page 3, line 7), Technical Services (page 3, line 8), Bus Parts and Materials (page 3, line 12), Uniforms and Driver Expense (page 3, line 13), Promotional and Legal Advertising (page 3, line 26), and Training & Business Travel (page 3, line 27). A.D.A. Programs (page 1, line 22) is lower than budget primarily due to lower than anticipated ridership trends in paratransit.

Year to Date Revenues: As of January year-to-date actual, the Total Sources of Funds (page 1, line 17) are \$33.4 million higher than the prior year. This is primarily driven by the Local TDA and STA Funds (page 1, line 2), and Measure W Sales Tax (page 1, line 11).

Year to Date Expenses: As of January year-to-date actual, the Total Uses of Funds (page 1, line 37) are \$14.4 million higher than the prior year-to-date actual. This is primarily due to increases in Wages and Benefits for Motor Bus (page 1, line 21), increases in Member Funding for Caltrain (page 1, line 23), and increases in District Sales Tax Capital (page 1, line 31), and Measure W Sales Tax Capital (page 1, line 32).

Other Information: Starting in January 2019, the District modified the basis of reporting from accrual basis to modified cash basis (only material revenues and expenses are accrued) in monthly financial statements. The change in the accounting basis is not retroactively reflected in the prior year actual. As such, the monthly variance between the prior year and the current year actual may show noticeable variances for some line items on the financial statements.

The District Board adopted an Operating Budget amendment at its February 5, 2020 meeting. This amendment will be reflected in the February 2020 reports presented next month and subsequently.

BUDGET IMPACT

There is no budget impact for the month of January 2020.

STRATEGIC INITIATIVE

This item does not achieve a strategic initiative.

Prepared By: Maria Pascual, Accountant
Jennifer Ye, Manager, General Ledger

650-508-6288
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**SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF REVENUES AND EXPENSES
FISCAL YEAR 2020
JANUARY 2020**

% OF YEAR ELAPSED: 58.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
SOURCES OF FUNDS								
Operating Revenues								
1 Passenger Fares	8,980,978	9,415,713	434,735	4.8%	15,264,000	16,000,000	736,000	4.8%
2 Local TDA and STA Funds	27,699,985	34,851,993	7,152,008	25.8%	59,746,274	59,746,274	-	0.0%
3 Pass through to Other Agencies	243,990	184,333	(59,657)	(24.5%)	316,000	316,000	-	0.0%
4 Operating Grants	591,932	468,261	(123,671)	(20.9%)	2,810,717	2,810,717	-	0.0%
5 SMCTA Measure A	6,468,308	7,464,405	996,097	15.4%	12,796,123	12,879,456	83,333	0.7%
6 SM County Measure K & Other	1,458,333	-	(1,458,333)	(100.0%)	-	-	-	0.0%
7 AB434 Funds, TA Funded Shuttle & Other	241,500	242,225	724.68	0.3%	417,100	417,100	-	0.0%
8 Subtotal - Operating Revenues	45,685,026	52,626,930	6,941,904	15.2%	91,350,214	92,169,547	819,333	(100.0%)
Other Revenue Sources								
10 District Sales Tax	59,377,882	56,517,591	(2,860,291)	(4.8%)	91,000,000	91,000,000	-	0.0%
11 Measure W Sales Tax	-	26,388,387	26,388,387	100.0%	45,500,000	45,500,000	-	0.0%
12 Investment Income	1,771,000	2,248,111	477,111	26.9%	3,600,000	3,600,000	-	0.0%
13 Other Interest, Rent & Other Income	4,649,548	5,421,372	771,824	16.6%	6,968,323	8,555,835	1,587,513	22.8%
14 Due from PCJPB, SMCTA & SAMTR Capital W&B	17,007,422	18,705,324	1,697,902	10.0%	41,573,346	41,573,346	-	0.0%
15 Subtotal - Other Revenues	82,805,852	109,280,785	26,474,933	32.0%	188,641,669	190,229,181	1,587,513	0.8%
16 Total Revenues	128,490,877	161,907,715	33,416,837	26.0%	279,991,882	282,398,728	2,406,846	0.9%
17 Total Sources of Funds	128,490,877	161,907,715	33,416,838	26.0%	279,991,882	282,398,728	2,406,846	0.9%
USES OF FUNDS								
20 PCJPB, SMCTA & SAMTR Capital W&B	17,007,422	18,705,324	1,697,902	10.0%	41,573,346	41,573,346	-	0.0%
21 Motor Bus	70,940,839	79,532,402	8,591,563	12.1%	143,492,400	146,918,633	3,426,233	2.4%
22 A. D. A. Programs	9,771,203	9,940,004	168,801	1.7%	20,473,135	18,806,985	(1,666,150)	(8.1%)
23 Caltrain	4,453,400	5,341,072	887,672	19.9%	9,156,123	9,239,456	83,333	0.9%
24 Other Multi-modal Programs	1,470,676	1,935,188	464,512	31.6%	2,678,911	2,678,911	-	0.0%
25 Pass through to Other Agencies	243,990	184,333	(59,657)	(24.5%)	316,000	316,000	-	0.0%
26 Land Transfer Interest Expense	-	-	-	0.0%	45,716	45,716	-	0.0%
27 Total Operating Expense	103,887,530	115,638,322	11,750,792	11.3%	217,735,631	219,579,046	1,843,416	0.8%
28 Total Operating Surplus/ (Deficit)	24,603,347	46,269,393	21,666,046	88%	62,256,252	62,819,682	563,430	0.9%
31 District Sales Tax Capital	3,509,083	4,954,903	1,445,820	41.2%	8,494,119	8,494,119	-	0.0%
32 Measure W Sales Tax Capital	-	1,420,417	1,420,417	100.0%	2,435,000	2,435,000	-	0.0%
33 Sales Tax Allocation - Capital Program	3,509,083	6,375,319	2,866,236	81.7%	10,929,119	10,929,119	-	0.0%
34 Total Debt Service	5,666,333	5,446,835	(219,498)	(3.9%)	19,358,210	19,358,210	-	0.0%
35 Total Uses of Funds	113,062,946	127,460,476	14,397,530	12.7%	248,022,960	249,866,375	1,843,416	0.7%
36 NET SURPLUS/(DEFICIT)	15,427,931	34,447,239	19,019,308	123.3%	31,968,923	32,532,353	563,430	1.8%

**SAN MATEO COUNTY TRANSIT DISTRICT
STATEMENT OF REVENUES
FISCAL YEAR 2020
JANUARY 2020**

% OF YEAR ELAPSED: 58.3%

	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
OPERATING REVENUES - MOTOR BUS								
1 PASSENGER FARES	8,414,022	8,901,563	487,541	5.8%	14,355,000	15,152,417	797,417	5.6%
2								
3 LOCAL (TDA) TRANSIT FUND	23,173,309	26,605,386	3,432,077	14.8%	45,609,233	45,609,233	-	0.0%
4								
5 STATE TRANSIT ASSISTANCE	3,307,028	5,837,312	2,530,284	76.5%	10,006,821	10,006,821	-	0.0%
6								
7 OPERATING GRANTS	582,917	84,574	(498,343)	(85.5%)	735,193	735,193	-	0.0%
8								
9 DISTRICT SALES TAX REVENUE	30,992,257	32,914,350	1,922,093	6.2%	66,093,848	67,135,151	1,041,303	0.0%
10								
11 INVESTMENT INTEREST INCOME	1,481,264	1,913,256	431,992	29.2%	3,005,000	3,005,000	-	0.0%
12								
13 OTHER REVENUE SOURCES:								
14 Rental Income	706,007	1,049,073	343,066	48.6%	1,672,487	2,160,000	487,513	29.1%
15 Advertising Income	672,888	1,126,599	453,711	67.4%	1,233,330	1,233,330	-	0.0%
16 Other Income	1,611,147	1,100,289	(510,858)	(31.7%)	781,488	1,881,488	1,100,000	140.8%
17 TOTAL OTHER REVENUES	2,990,042	3,275,961	285,919	9.6%	3,687,306	5,274,818	1,587,513	43.1%
18								
19 TOTAL MOTOR BUS	70,940,839	79,532,402	8,591,563	12.1%	143,492,400	146,918,633	3,426,233	2.4%
20								
21 AMERICAN DISABILITIES ACT:								
22 Passenger Fares Redi-Wheels	566,956	514,150	(52,806)	(9.3%)	909,000	847,583	(61,417)	(6.8%)
23 Local TDA 4.5 Redi-Wheels	1,219,648	1,441,851	222,203	18.2%	2,471,745	2,471,745	-	0.0%
24 Local STA - Paratransit	-	967,444	967,444	100.0%	1,658,475	1,658,475	-	0.0%
25 Operating Grants	9,015	383,687	374,672	4156.1%	2,075,524	2,075,524	-	0.0%
26 Sales Tax Revenue - ADA	3,432,320	3,496,862	64,542	1.9%	7,723,391	6,118,658	(1,604,733)	(20.8%)
27 Interest Income - Paratransit Fund	289,736	334,855	45,119	15.6%	595,000	595,000	-	0.0%
28 SMCTA Measure A Redi-Wheels	2,014,908	2,123,333	108,425	5.4%	3,640,000	3,640,000	-	0.0%
29 SM County Measure K	1,458,333	-	(1,458,333)	(100.0%)	-	-	-	0.0%
30 Measure M Paratransit	780,288	677,823	(102,465)	(13.1%)	1,400,000	1,400,000	-	0.0%
31 TOTAL ADA PROGRAMS	9,771,203	9,940,004	168,801	1.7%	20,473,135	18,806,985	(1,666,150)	(8.1%)
32								
33 MULTI-MODAL TRANSIT PROGRAMS:								
34								
35 Transfer from SMCTA for Caltrain	4,453,400	5,341,072	887,672	19.9%	9,156,123	9,239,456	83,333	0.9%
36 AB434 Funds-SamTrans Shuttle	241,500	242,225	725	0.3%	417,100	417,100	-	0.0%
37 Employer SamTrans Shuttle Funds	879,217	1,205,102	325,885	37.1%	1,594,700	1,594,700	-	0.0%
38 Dumbarton Rental Income	-	262,486	262,486	100.0%	286,316	286,316	-	0.0%
39 Sales Tax Revenue - Gen. Operating Asst.	349,959	225,375	(124,584)	-35.6%	380,795	380,795	-	0.0%
40								
41 TOTAL MULTIMODAL	5,924,076	7,276,259	1,352,183	22.8%	11,835,034	11,918,367	83,333	0.7%
42								
43 TOTAL REVENUES	86,636,118	96,748,665	10,112,547	11.7%	175,800,569	177,643,985	1,843,416	1.0%

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2020
JANUARY 2020**

% OF YEAR ELAPSED: **58.3%**

EXPENSES	YEAR-TO-DATE				% OF YEAR ELAPSED: 58.3%			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
DISTRICT OPERATED BUSES								
1 Motor Bus Wages & Benefits	39,626,754	45,071,967	5,445,213	13.7%	76,054,210	79,054,210	3,000,000	3.9%
2								
3 Services:								
4 Board of Directors	22,095	67,743	45,648	206.6%	132,116	132,116	-	0.0%
5 Contracted Vehicle Maintenance	534,106	745,945	211,839	39.7%	1,305,519	1,305,519	-	0.0
6 Property Maintenance	701,331	733,456	32,125	4.6%	1,735,144	1,701,596	(33,548)	(1.9%)
7 Professional Services	1,866,284	1,772,810	(93,474)	(5.0%)	5,757,143	5,507,143	(250,000)	(4.3%)
8 Technical Services	3,902,730	4,195,409	292,679	7.5%	9,454,379	9,254,379	(200,000)	(2.1%)
9 Other Services	1,302,231	1,611,685	309,454	23.76%	3,675,419	3,675,419	-	0.0%
10 Materials & Supply:								
11 Fuel and Lubricants	2,025,032	1,924,594	(100,438)	(5.0%)	3,906,141	3,906,141	-	0.0%
12 Bus Parts and Materials	1,226,313	976,195	(250,118)	(20.4%)	2,039,863	1,839,863	(200,000)	(9.8%)
13 Uniforms and Driver Expense	198,447	180,517	(17,931)	(9.0%)	656,813	456,813	(200,000)	(30.5%)
14 Timetables and Tickets	36,044	49,036	12,992	36.0%	283,500	193,500	(90,000)	(31.7%)
15 Office Supplies / Printing	340,146	267,839	(72,307)	(21.3%)	615,104	615,104	-	0.0%
16 Other Materials and Supply	65,133	73,623	8,490	13.0%	143,600	143,600	-	0.0%
17								
18 Utilities:								
19 Telephone	257,580	291,518	33,938	13.2%	712,500	582,781	(129,719)	(18.2%)
20 Other Utilities	577,540	657,504	79,964	13.8%	1,323,530	1,323,530	-	0.0%
21 Insurance	1,064,518	799,825	(264,693)	(24.9%)	1,524,531	1,524,531	-	0.0%
22 Claims Reserves and Payments	1,865,282	551,553	(1,313,729)	100.0%	1,455,563	2,455,563	1,000,000	68.7%
23 Workers' Compensation	401,530	1,884,017	1,482,487	369%	3,732,568	3,732,568	-	0.0%
24 Taxes and License Fees	538,856	526,172	(12,684)	(2.4%)	919,556	919,556	-	0.0%
25 Leases and Rentals	105,970	71,385	(34,585)	(32.6%)	191,926	191,926	-	0.0%
26 Promotional and Legal Advertising	430,558	360,440	(70,118)	(16.3%)	1,460,867	1,240,367	(220,500)	(15.1%)
27 Training and Business Travel	168,245	192,078	23,833	14.2%	869,793	619,793	(250,000)	(28.7%)
28 Dues and Membership	63,457	43,105	(20,352)	(32.1%)	172,143	172,143	-	0.0%
29 Postage and Other	19,272	73,383	54,111	280.8%	184,780	184,780	-	0.0%
30								
31 Total District Operated Buses	57,339,452	63,121,797	5,782,345	10.1%	118,306,709	120,732,942	2,426,233	2.1%
32								
33 CONTRACTED BUS SERVICES								
34 Contracted Urban Bus Service	11,851,961	13,005,167	1,153,206	9.7%	21,551,200	21,551,200	-	0.0%
35 Coastside Services	953,626	940,016	(13,610)	(1.4%)	1,738,200	1,738,200	-	0.0%
36 Redi Coast Non-ADA	135,687	142,566	6,879	5.1%	263,700	263,700	-	0.0%
37 La Honda - Pescadero	25,988	28,088	2,100	8.1%	55,130	55,130	-	0.0%
38 SamCoast - Pescadero	64,909	54,214	(10,694)	(16.5%)	143,700	143,700	-	0.0%
39 CUB Related Wages & Benefits	151,998	184,643	32,645	100.0%	499,764	499,764	-	0.0%
40 CUB Related Other Support	175,314	61,197	(114,117)	(65.1%)	118,500	118,500	-	0.0%
41 CUB Insurance	254,675	268,403	13,728	5.4%	597,097	597,097	-	0.0%
42 CUB Claims Reserves & Payments	(12,768)	1,726,313	1,739,081	100.0%	218,400	1,218,400	1,000,000	457.9%
43 Total Contracted Bus Service	13,601,387	16,410,606	2,809,219	20.7%	25,185,691	26,185,691	1,000,000	4.0%
44								
45 TOTAL MOTOR BUS	70,940,839	79,532,402	8,591,563	12.1%	143,492,400	146,918,633	3,426,233	2.4%

**SAN MATEO COUNTY TRANSIT DISTRICT
OPERATING EXPENSES
FISCAL YEAR 2020
JANUARY 2020**

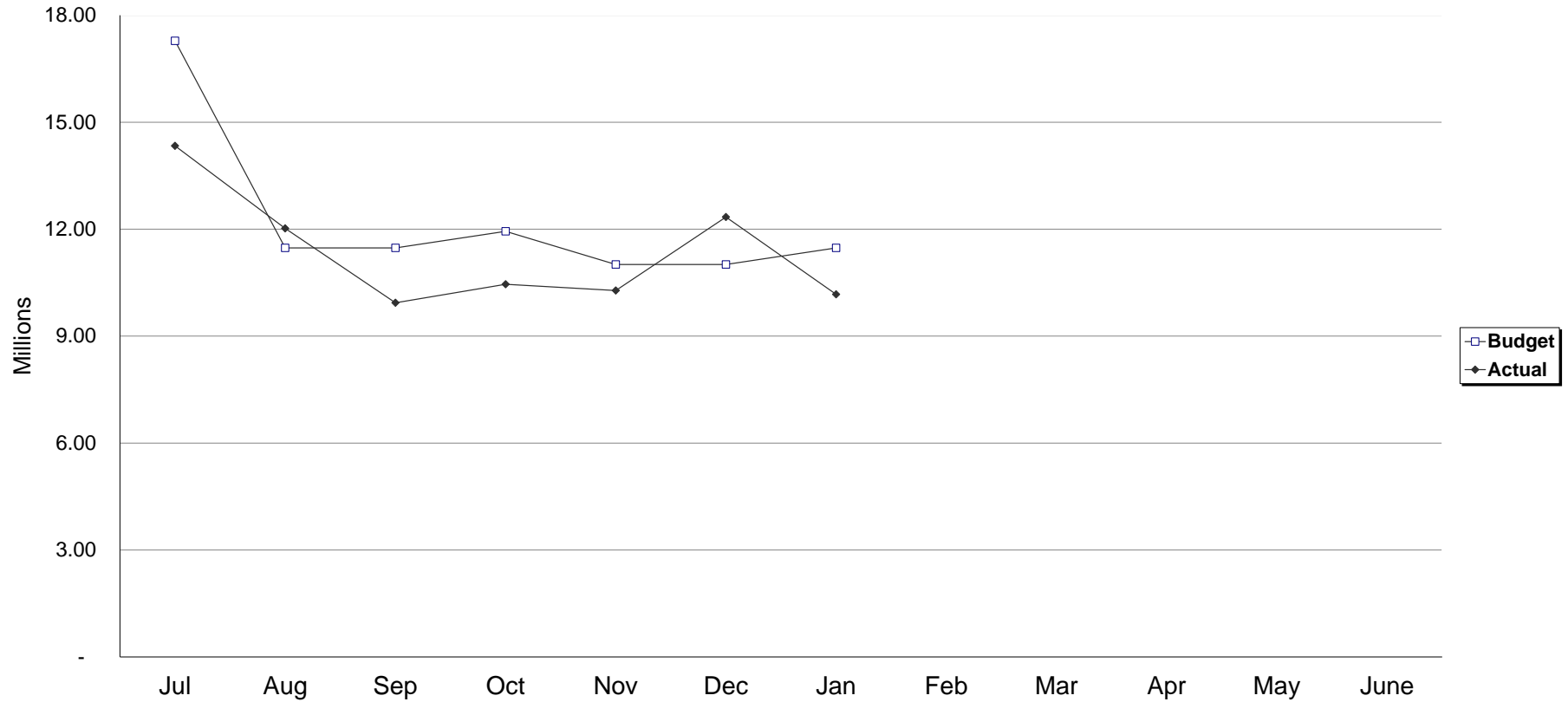
% OF YEAR ELAPSED: **58.3%**

EXPENSES	YEAR-TO-DATE				ANNUAL			
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	BUDGET	FORECAST	\$ VARIANCE	% VARIANCE
46 AMERICAN DISABILITY ACT PROGRAMS								
47 Elderly & Disabled/Redi-Wheels	2,994,279	3,083,105	88,826	3.0%	8,832,050	5,000,000	(3,832,050)	(43.4%)
49 ADA Sedans/ Taxi Service	3,154,615	3,384,471	229,856	7.3%	3,834,100	6,000,000	2,165,900	56.5%
50 Coastside ADA	1,078,178	1,110,181	32,003	3.0%	1,921,400	1,921,400	-	0.0%
51 ADA Related Wages & Benefits	1,586,897	1,386,785	(200,112)	(12.6%)	2,530,107	2,530,107	-	0.0%
52 ADA Related Other Support	662,098	802,225	140,127	21.2%	2,710,214	2,710,214	-	0.0%
53 ADA Insurance	295,136	226,638	(68,498)	(23.2%)	426,864	426,864	-	0.0%
54 ADA Claims Reserves & Payments	-	(53,401)	(53,401)	100%	218,400	218,400	-	0.0%
55								
56 TOTAL ADA PROGRAMS	9,771,203	9,940,004	168,801	1.7%	20,473,135	18,806,985	(1,666,150)	(8.1%)
57								
58 MULTI-MODAL TRANSIT PROGRAMS								
59								
60								
61 CALTRAIN SERVICE								
62 Peninsula Rail Service	4,453,400	5,341,072	887,672	19.9%	9,156,123	9,239,456	83,333	0.9%
63 Total Caltrain Service	4,453,400	5,341,072	887,672	19.9%	9,156,123	9,239,456	83,333	0.9%
64								
65 OTHER SUPPORT								
66 SamTrans Shuttle Service	1,246,855	1,669,461	422,606	33.9%	2,128,700	2,128,700	-	0.0%
67 Shuttle Related Wages & Benefits	37,852	33,941	(3,910)	100%	89,095	89,095	-	0.0%
68 Dumbarton M.O.W.	0	140,204	140,204	100%	286,316	286,316	-	0.0%
69 Maintenance Multimodal Facilities	185,969	91,581	(94,388)	(50.8%)	174,800	174,800	-	0.0%
70 Total Other Support	1,470,676	1,935,188	464,512	31.6%	2,678,911	2,678,911	-	0.0%
71								
72								
73 TOTAL MULTI-MODAL PROGRAMS	5,924,076	7,276,259	1,352,184	22.8%	11,835,034	11,918,367	83,333	0.7%
74								
75								
76 TOTAL OPERATING EXPENSES	86,636,118	96,748,665	10,112,547	11.7%	175,800,569	177,643,985	1,843,416	1.0%

SAN MATEO COUNTY TRANSIT DISTRICT

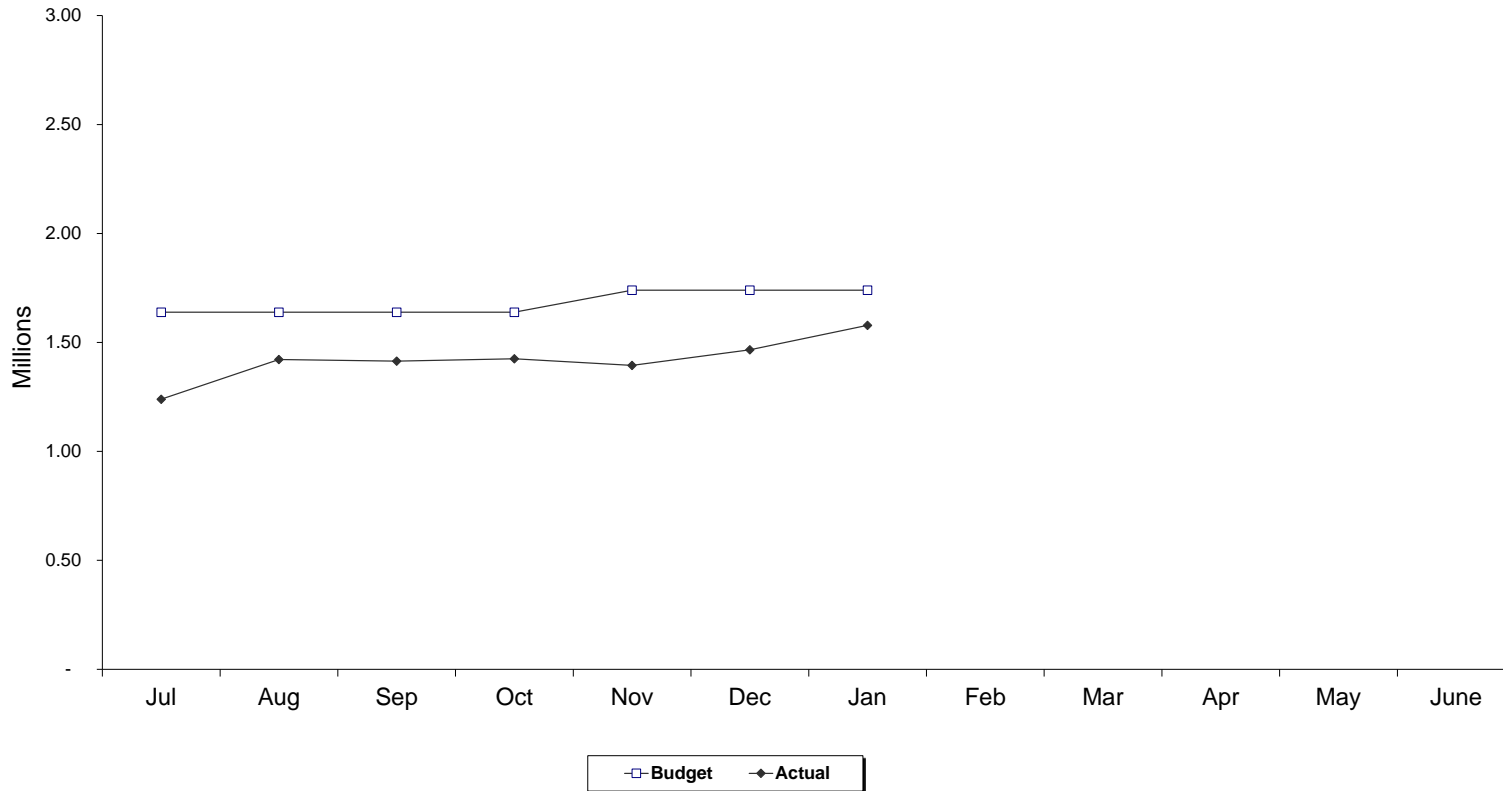
MOTOR BUS MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	17,281,484	11,473,720	11,473,720	11,938,461	11,008,979	11,473,720	11,473,720					
Actual	14,335,970	12,020,594	9,934,437	10,452,200	10,279,078	12,340,779	10,169,345					
CUMULATIVE EXPENSES												
Budget	17,281,484	28,755,205	40,228,924	52,167,385	63,176,365	74,650,085	86,123,806					
Actual	14,335,970	26,356,563	36,291,001	46,743,201	57,022,279	69,363,058	79,532,402					
Variance - F(U)	2,945,514	2,398,641	3,937,924	5,424,185	6,154,086	5,287,028	6,591,404					
Variance %	17.04%	8.34%	9.79%	10.40%	9.74%	7.08%	7.65%					

SAN MATEO COUNTY TRANSIT DISTRICT
ADA PROGRAM MONTHLY EXPENSES - BUDGET VS ACTUAL
FISCAL YEAR 2020

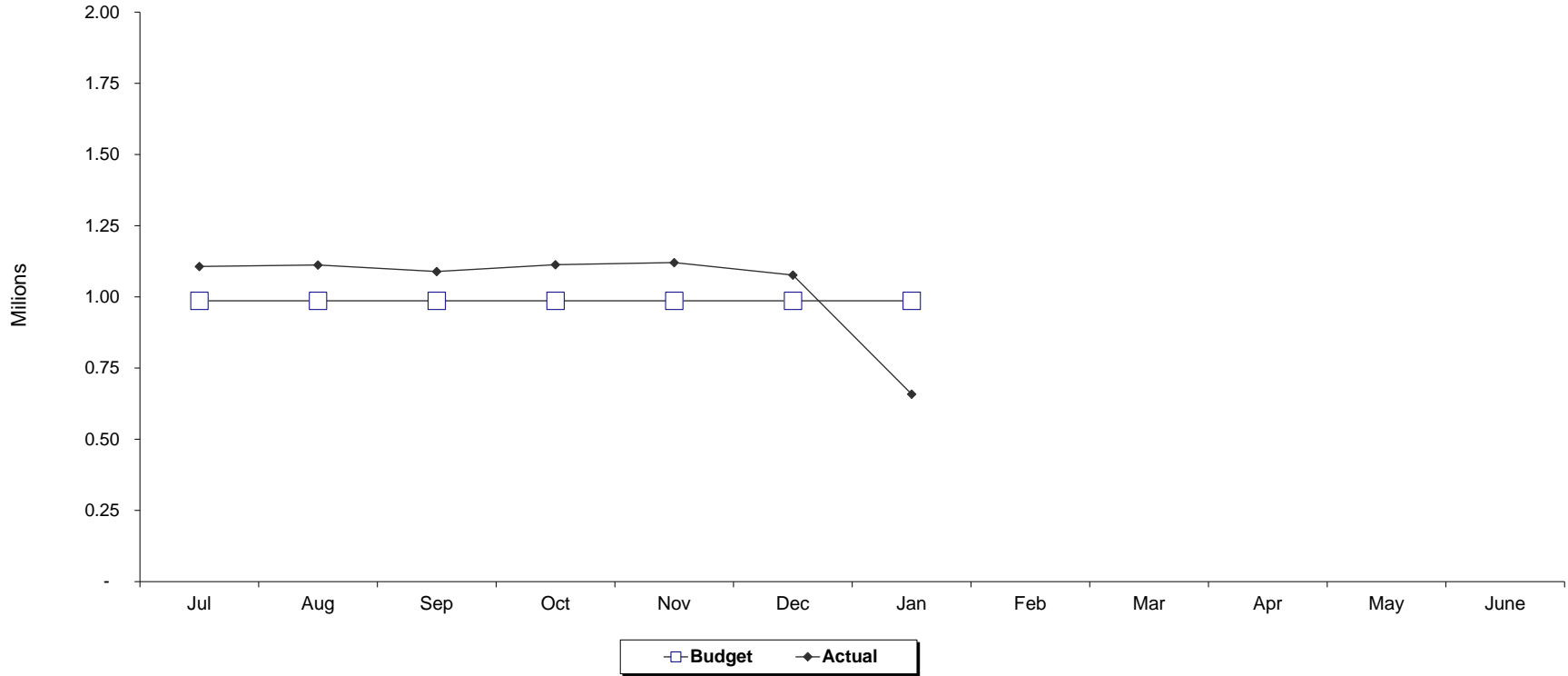


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	1,638,782	1,638,782	1,638,782	1,638,782	1,739,751	1,739,751	1,739,751					
Actual	1,239,506	1,421,472	1,414,210	1,425,262	1,394,710	1,466,173	1,578,670					
CUMULATIVE EXPENSES												
Budget	1,638,782	3,277,564	4,916,346	6,555,128	8,294,879	10,034,630	11,774,381					
Actual	1,239,506	2,660,978	4,075,188	5,500,450	6,895,161	8,361,333	9,940,004					
Variance - F(U)	399,276	616,586	841,158	1,054,678	1,399,718	1,673,297	1,834,377					
Variance %	24.36%	18.81%	17.11%	16.09%	16.87%	16.68%	15.58%					

SAN MATEO COUNTY TRANSIT DISTRICT

MULTIMODAL MONTHLY EXPENSES - BUDGET VS ACTUAL

FISCAL YEAR 2020



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
MONTHLY EXPENSES												
Budget	986,253	986,253	986,253	986,253	986,253	986,253	986,253					
Actual	1,106,649	1,111,913	1,089,259	1,112,801	1,120,481	1,076,752	658,406					
CUMULATIVE EXPENSES												
Budget	986,253	1,972,506	2,958,758	3,945,011	4,931,264	5,917,517	6,903,770					
Actual	1,106,649	2,218,561	3,307,820	4,420,621	5,541,102	6,617,853	7,276,259					
Variance - F(U)	(120,396)	(246,056)	(349,062)	(475,610)	(609,838)	(700,337)	(372,490)					
Variance %	(12.2%)	(12.5%)	(11.8%)	(12.1%)	(12.4%)	(11.8%)	(5.4%)					

**SAN MATEO COUNTY TRANSIT DISTRICT
CASH AND INVESTMENTS AS OF JANUARY 31, 2020**

		1/31/2020
<u>LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF</u>		
Bank of America Checking	\$	13,881,658.10
Bank of America Checking (Restricted)		9,099,400.22
Wells Fargo		-
LAIF		49,133,124.86
<u>INVESTMENT FUNDS</u>		
Investment Portfolio (Market Values+ Accrued interest)*		121,532,204.04
MMF - US Bank Custodian Account		10,153,150.24
Debt Service Reserves Held By Trustee		8,267,641.95
		\$ 212,067,179.41
TOTAL		

* Fund Managed by PFM Investment Advisor

Base Risk Summary - Fixed Income

01/01/2020 - 01/31/2020

SAM Transit District Agg (136232)

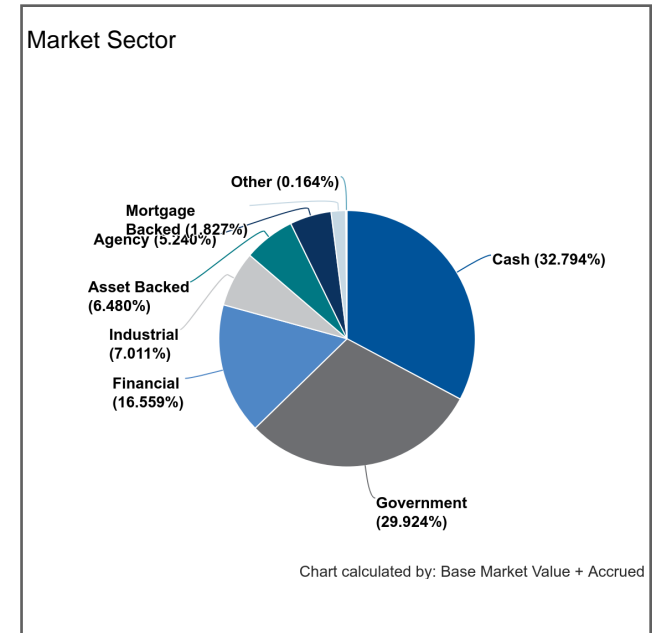
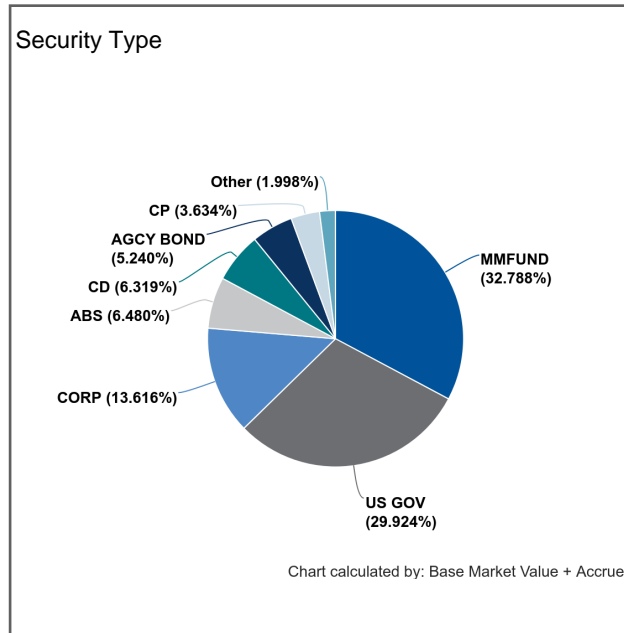
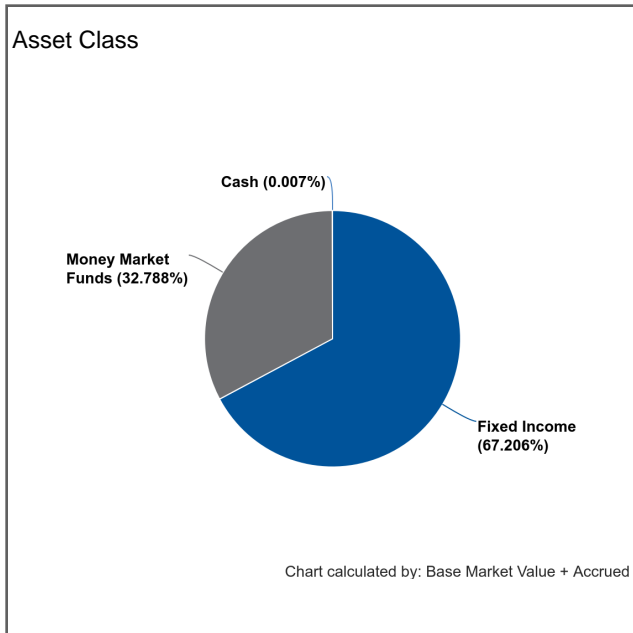
Dated: 02/14/2020

Balance Sheet	
Book Value + Accrued	179,065,171.36
Net Unrealized Gain/Loss	1,753,307.78
Market Value + Accrued	180,818,479.14

Cash and Fixed Income Summary	
Risk Metric	Value
Cash	11,948.02
MMFund	59,286,275.10
Fixed Income	121,520,256.02
Duration	1.957
Convexity	0.067
WAL	1.484
Years to Final Maturity	1.607
Years to Effective Maturity	1.483
Yield	1.588
Book Yield	1.510
Avg Credit Rating	AA-/Aa3/AA-

Issuer Concentration	
Issuer Concentration	% of Base Market Value + Accrued
United States	29.924%
Other (SM - LAIF) State of California	27.173%
U.S. Bancorp	5.615%
Federal National Mortgage Association	3.546%
Federal Home Loan Banks	2.066%
Mitsubishi UFJ Financial Group, Inc.	1.886%
Groupe BPCE	1.748%
---	100.000%

Footnotes: 1,2

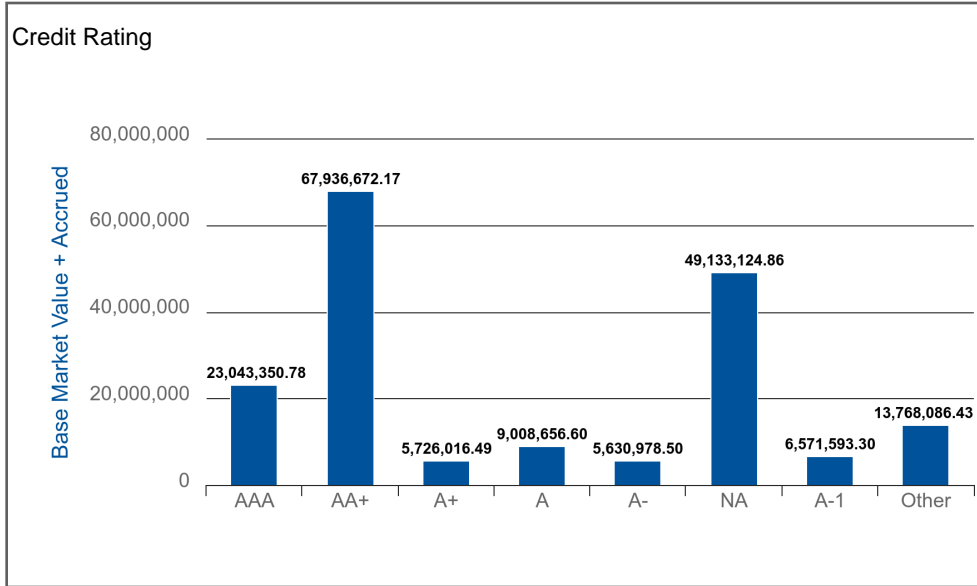


Base Risk Summary - Fixed Income

01/01/2020 - 01/31/2020

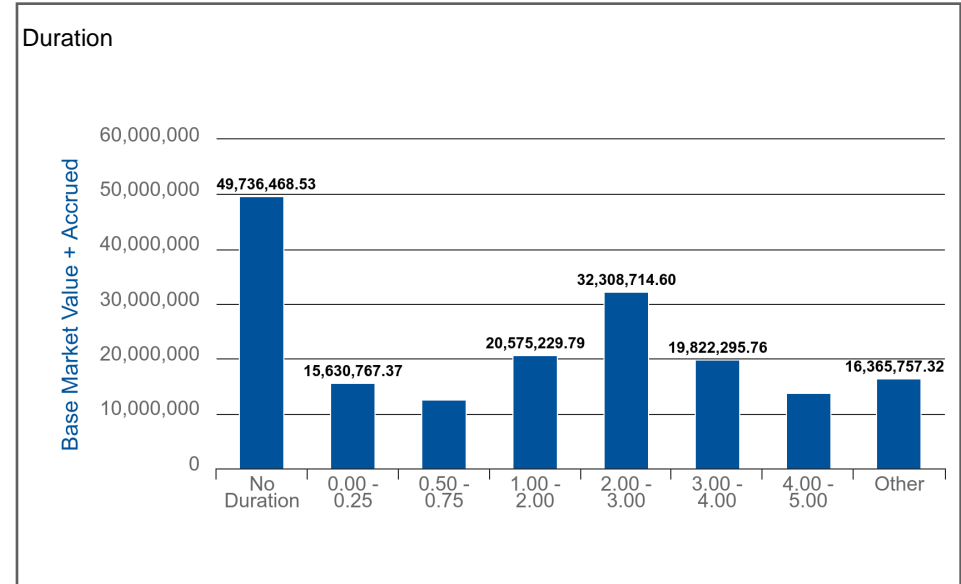
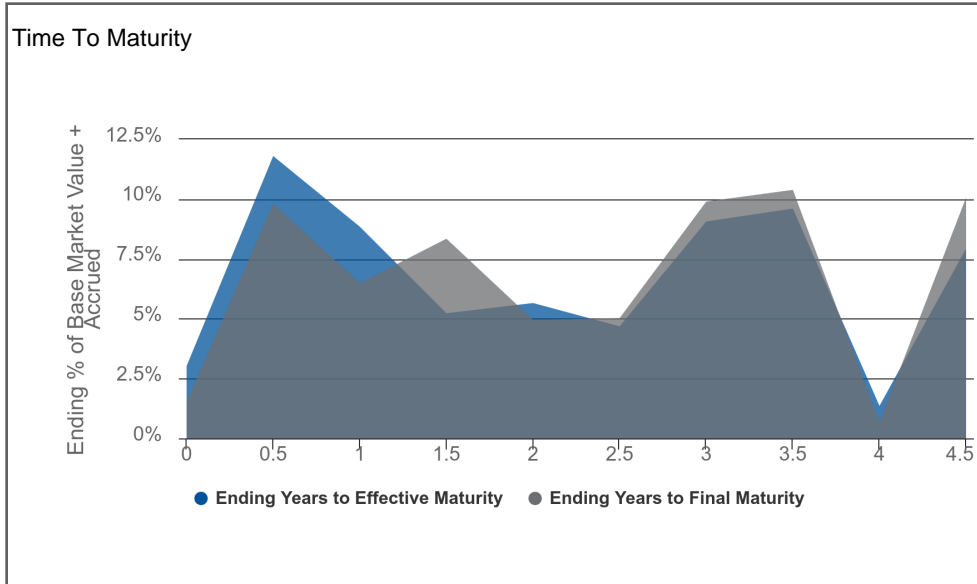
SAM Transit District Agg (136232)

Dated: 02/14/2020



Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	10.632%	0.590%	2.551%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
AA	6.010%	6.918%	13.325%	9.605%	5.336%	0.000%	0.000%	0.000%	0.000%
A	6.747%	3.218%	1.992%	0.677%	2.263%	0.000%	0.000%	0.000%	0.000%
BBB	1.296%	0.653%	0.000%	0.681%	0.000%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

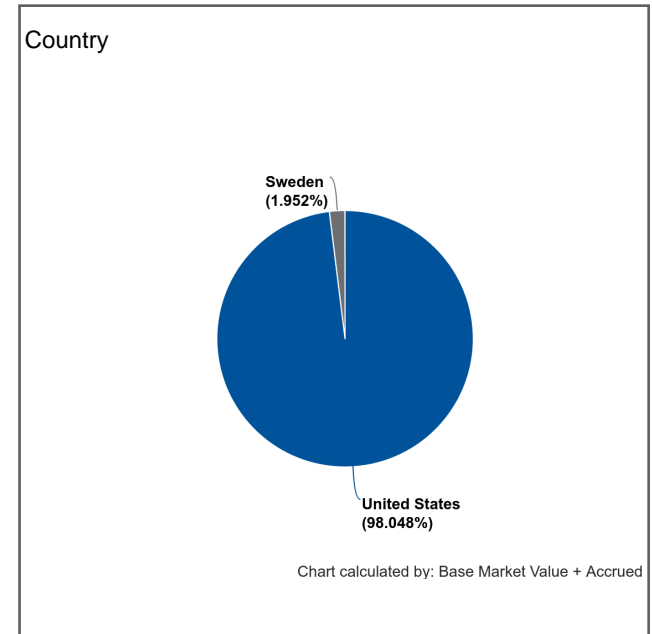
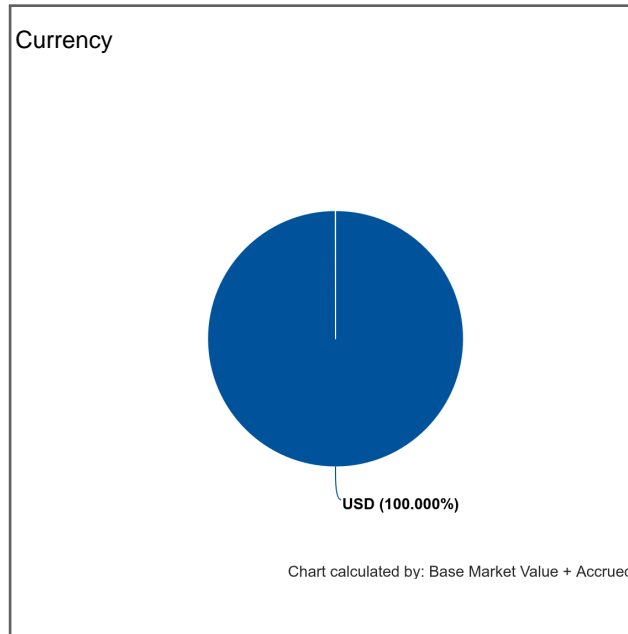
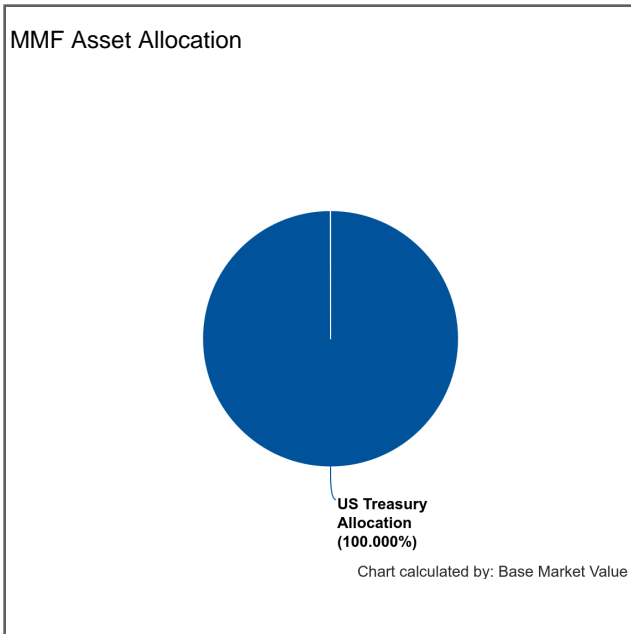
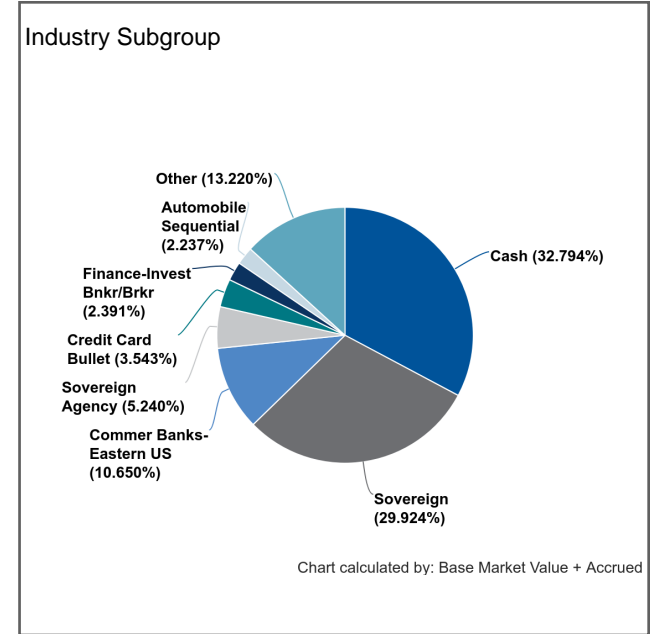
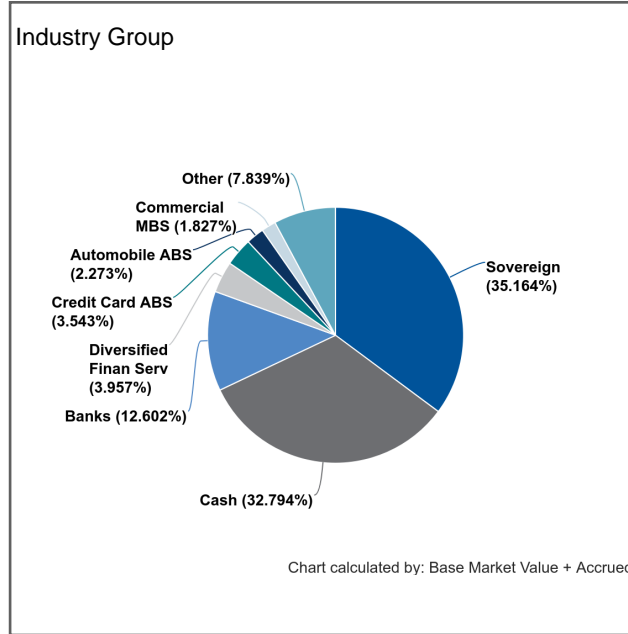
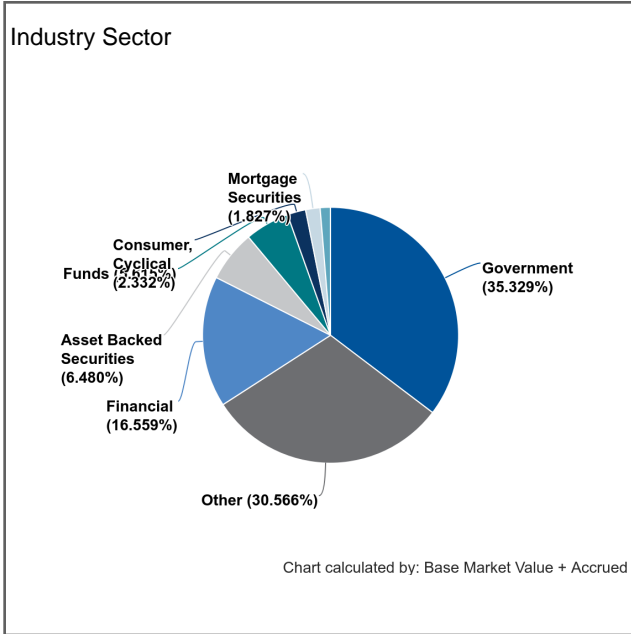


Base Risk Summary - Fixed Income

01/01/2020 - 01/31/2020

SAM Transit District Agg (136232)

Dated: 02/14/2020



Base Risk Summary - Fixed Income

01/01/2020 - 01/31/2020

SAM Transit District Agg (136232)

Dated: 02/14/2020

1: * Grouped by: Issuer Concentration. 2: * Groups Sorted by: % of Base Market Value + Accrued.



Report: Master BS by lot - group by Security type
 Account: SAM TR Reimbursement Fund (136225)
 As of: 01/31/2020
 Base Currency: USD

CASH

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
CASH	CCYUSD	Receivable	8,193.21	---	01/31/2020	8,193.21	0.00	8,193.21	8,193.21
CASH			8,193.21	---	01/31/2020	8,193.21	0.00	8,193.21	8,193.21

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	8,420,540.00	---	01/31/2020	8,420,540.00	0.00	8,420,540.00	8,420,540.00
MMFUND			8,420,540.00			8,420,540.00	0.00	8,420,540.00	8,420,540.00

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	8,428,733.21	---	01/31/2020	8,428,733.21	0.00	8,428,733.21	8,428,733.21

* Grouped by: Security Type
 * Groups Sorted by: Security Type
 * Weighted by: Base Market Value + Accrued
 * Holdings Displayed by: Lot

clearwater

FNMA	3136B1XP4	FNA 18M5 A2	380,952.18	04/30/2018	09/25/2021	388,529.70	1,130.16	385,615.03	386,745.19
FNMA			1,451,776.28			1,481,021.25	3,520.34	1,466,558.42	1,470,078.76

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
MMFUND	31846V534	FIRST AMER:US TRS MM Y	1,325,034.82	---	01/31/2020	1,325,034.82	0.00	1,325,034.82	1,325,034.82
MMFUND			1,325,034.82			1,325,034.82	0.00	1,325,034.82	1,325,034.82

MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	230,000.00	12/05/2019	08/01/2024	230,000.00	751.69	234,643.70	235,395.39
MUNI			230,000.00			230,000.00	751.69	234,643.70	235,395.39

US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
US GOV	912828L32	UNITED STATES TREASURY	410,000.00	07/12/2016	08/31/2020	417,840.49	2,385.10	409,551.56	411,936.66
US GOV	912828N30	UNITED STATES TREASURY	2,275,000.00	12/13/2018	12/31/2022	2,218,658.21	4,250.00	2,327,609.38	2,331,859.38
US GOV	912828N30	UNITED STATES TREASURY	5,900,000.00	01/10/2019	12/31/2022	5,814,957.03	11,021.98	6,036,437.50	6,047,459.48
US GOV	912828N30	UNITED STATES TREASURY	3,000,000.00	01/31/2019	12/31/2022	2,952,421.87	5,604.40	3,069,375.00	3,074,979.40
US GOV	912828Q78	UNITED STATES TREASURY	1,640,000.00	01/05/2017	04/30/2021	1,607,456.25	5,761.40	1,638,206.25	1,643,967.65
US GOV	912828R69	UNITED STATES TREASURY	5,400,000.00	03/06/2019	05/31/2023	5,204,039.06	15,104.51	5,455,687.50	5,470,792.01
US GOV	912828R69	UNITED STATES TREASURY	950,000.00	04/05/2019	05/31/2023	924,134.77	2,657.27	959,796.88	962,454.15
US GOV	912828R69	UNITED STATES TREASURY	1,700,000.00	05/03/2019	05/31/2023	1,659,093.75	4,755.12	1,717,531.25	1,722,286.37
US GOV	912828R77	UNITED STATES TREASURY	350,000.00	03/17/2017	03/31/2021	340,908.21	828.38	349,726.56	350,554.94
US GOV	912828T91	UNITED STATES TREASURY	2,950,000.00	07/08/2019	10/31/2023	2,924,417.97	12,247.77	2,984,109.38	2,996,357.14
US GOV	912828T91	UNITED STATES TREASURY	2,300,000.00	10/04/2019	10/31/2023	2,313,207.03	9,549.11	2,326,593.75	2,336,142.86
US GOV	912828TJ9	UNITED STATES TREASURY	2,500,000.00	09/07/2018	08/15/2022	2,395,117.19	18,766.98	2,519,921.88	2,538,688.86
US GOV	912828VF4	UNITED STATES TREASURY	255,000.00	12/07/2015	05/31/2020	251,702.93	603.53	254,800.78	255,404.32
US GOV	912828VP2	UNITED STATES TREASURY	575,000.00	05/18/2016	07/31/2020	593,785.56	31.59	576,167.97	576,199.56
US GOV	912828X47	UNITED STATES TREASURY	3,700,000.00	05/07/2018	04/30/2022	3,581,773.44	17,724.93	3,744,515.63	3,762,240.56
US GOV	912828XX3	UNITED STATES TREASURY	5,000,000.00	11/06/2019	06/30/2024	5,101,171.88	8,791.21	5,143,750.00	5,152,541.21
US GOV	912828XX3	UNITED STATES TREASURY	1,475,000.00	12/05/2019	06/30/2024	1,497,125.00	2,593.41	1,517,406.25	1,519,999.66
US GOV	912828XX3	UNITED STATES TREASURY	650,000.00	01/07/2020	06/30/2024	659,572.27	1,142.86	668,687.50	669,830.36
US GOV			41,030,000.00			40,457,382.90	123,819.55	41,699,875.00	41,823,694.55

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	e Market Value + Accrued
---	---	---	94,698,885.37			94,300,897.36	349,305.38	95,726,662.35	96,075,967.73

* Grouped by: Security Type

* Groups Sorted by: Security Type

* Weighted by: Base Market Value + Accrued

* Holdings Displayed by: Lot

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FHLMC	3137BM6P6	FHMS K721 A2	130,000.00	04/09/2018	08/25/2022	131,107.03	334.75	133,593.20	133,927.95
FHLMC	3137FKK39	FHMS KP05 A	75,572.44	12/17/2018	07/25/2023	75,572.21	201.72	77,497.27	77,698.98
FHLMC	3137FQ3V3	FHMS KJ27 A1	98,327.02	11/26/2019	07/25/2024	98,324.66	171.42	98,835.37	99,006.79
FHLMC			303,899.46			305,003.90	707.88	309,925.84	310,633.72

FNMA (FEDERAL AGENCY COLLATERALIZED MORTGAGE OBLIGATION)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
FNMA	3136AJ7G5	FNA 14M06B A2	294,476.63	12/15/2016	05/25/2021	300,435.17	657.30	297,259.43	297,916.73
FNMA	3136B1XP4	FNA 18M5 A2	104,761.85	04/30/2018	09/25/2021	106,845.67	310.79	106,044.13	106,354.93
FNMA			399,238.48			407,280.85	968.09	403,303.57	404,271.66

MMFUND

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MMFUND	31846V534	FIRST AMER-US TRS MM Y	407,575.42	---	01/31/2020	407,575.42	0.00	407,575.42	407,575.42
MMFUND			407,575.42			407,575.42	0.00	407,575.42	407,575.42

MUNI (MUNICIPAL BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
MUNI	157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	60,000.00	12/05/2019	08/01/2024	60,000.00	196.09	61,211.40	61,407.49
MUNI			60,000.00			60,000.00	196.09	61,211.40	61,407.49

US GOV (U.S. TREASURY BOND/NOTE)

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
US GOV	912828B90	UNITED STATES TREASURY	175,000.00	10/05/2016	02/28/2021	181,323.24	1,480.77	173,929.69	177,410.46
US GOV	912828L32	UNITED STATES TREASURY	80,000.00	07/12/2016	08/31/2020	81,532.14	465.38	79,912.50	80,377.88
US GOV	912828N30	UNITED STATES TREASURY	700,000.00	12/13/2018	12/31/2022	682,664.06	1,307.69	716,187.50	717,495.19
US GOV	912828N30	UNITED STATES TREASURY	1,600,000.00	01/10/2019	12/31/2022	1,576,937.50	2,989.01	1,637,000.00	1,639,989.01
US GOV	912828N30	UNITED STATES TREASURY	850,000.00	01/31/2019	12/31/2022	836,519.53	1,587.91	869,656.25	871,244.16
US GOV	912828Q78	UNITED STATES TREASURY	185,000.00	01/05/2017	04/30/2021	181,328.91	649.91	184,797.66	185,447.57
US GOV	912828R69	UNITED STATES TREASURY	1,600,000.00	03/06/2019	05/31/2023	1,541,937.50	4,475.41	1,616,500.00	1,620,975.41
US GOV	912828R69	UNITED STATES TREASURY	200,000.00	04/05/2019	05/31/2023	194,554.69	559.43	202,062.50	202,621.93
US GOV	912828R69	UNITED STATES TREASURY	550,000.00	05/03/2019	05/31/2023	536,765.62	1,538.42	555,671.88	557,210.30
US GOV	912828T91	UNITED STATES TREASURY	850,000.00	07/08/2019	10/31/2023	842,628.91	3,529.02	859,828.13	863,357.14
US GOV	912828T91	UNITED STATES TREASURY	625,000.00	10/04/2019	10/31/2023	628,588.87	2,594.87	632,226.56	634,821.43
US GOV	912828T91	UNITED STATES TREASURY	700,000.00	09/07/2018	08/15/2022	670,632.81	5,254.76	705,578.13	710,832.88
US GOV	912828VF4	UNITED STATES TREASURY	200,000.00	12/07/2015	05/31/2020	197,414.06	473.36	199,843.75	200,317.11
US GOV	912828VP2	UNITED STATES TREASURY	490,000.00	05/18/2016	07/31/2020	505,996.90	26.92	490,995.31	491,022.24
US GOV	912828X47	UNITED STATES TREASURY	1,300,000.00	05/07/2018	04/30/2022	1,258,460.94	6,227.68	1,315,640.63	1,321,868.30
US GOV	912828XX3	UNITED STATES TREASURY	1,400,000.00	11/06/2019	06/30/2024	1,428,328.13	2,461.54	1,440,250.00	1,442,711.54
US GOV	912828XX3	UNITED STATES TREASURY	425,000.00	12/05/2019	06/30/2024	431,375.00	747.25	437,218.75	437,966.00
US GOV	912828XX3	UNITED STATES TREASURY	125,000.00	01/07/2020	06/30/2024	126,840.82	219.78	128,593.75	128,813.53
US GOV			12,055,000.00			11,903,829.63	36,589.11	12,247,892.97	12,284,482.08

Summary

Security Type	Identifier	Description	PAR	Settle Date	Maturity Date	Original Cost	Accrued Interest	Market Value	Base Market Value + Accrued
---	---	---	26,785,586.68			26,685,535.16	99,928.43	27,080,724.90	27,180,653.34

* Grouped by: Security Type
 * Groups Sorted by: Security Type
 * Weighted by: Base Market Value + Accrued
 * Holdings Displayed by: Lot



Report: Trade Activity
 Account: SAM Transit District Agg (136232)
 Date: 01/01/2020 - 01/31/2020
 Base Currency: USD

* Does not Lock Down

Identifier	Description	Base Current Units	Coupon Rate	Transaction Typ	Trade Date	Settle Date	Final Maturity	Base Principal	Base Accrued Interest	Base Amount
63873JA34	Natixis, New York I	(2,500,000.00)	0.000	Maturity	01/03/2020	01/03/2020	01/03/2020	(2,500,000.00)	0.00	2,500,000.00
62479LAD7	MUFG Bank Ltd. (†	(1,000,000.00)	0.000	Maturity	01/13/2020	01/13/2020	01/13/2020	(1,000,000.00)	0.00	1,000,000.00
62479LK61	MUFG Bank Ltd. (†	1,000,000.00	0.000	Buy	01/10/2020	01/13/2020	10/06/2020	986,650.00	0.00	(986,650.00)
63873JK90	Natixis, New York I	2,500,000.00	0.000	Buy	01/16/2020	01/17/2020	10/09/2020	2,467,673.61	0.00	(2,467,673.61)
63873JA34	Natixis, New York I	(700,000.00)	0.000	Maturity	01/03/2020	01/03/2020	01/03/2020	(700,000.00)	0.00	700,000.00
63873JK90	Natixis, New York I	700,000.00	0.000	Buy	01/16/2020	01/17/2020	10/09/2020	690,948.61	0.00	(690,948.61)
31846V534	FIRST AMER:US T	8,564.80	1.150	Buy	01/03/2020	01/03/2020	01/31/2020	8,564.80	0.00	(8,564.80)
31846V534	FIRST AMER:US T	4,100,295.76	1.150	Buy	---	---	01/31/2020	4,100,295.76	0.00	(4,100,295.76)
31846V534	FIRST AMER:US T	(4,968,660.09)	1.150	Sell	---	---	01/31/2020	(4,968,660.09)	0.00	4,968,660.09
31846V534	FIRST AMER:US T	870,107.80	1.150	Buy	---	---	01/31/2020	870,107.80	0.00	(870,107.80)
31846V534	FIRST AMER:US T	(1,043,811.20)	1.150	Sell	---	---	01/31/2020	(1,043,811.20)	0.00	1,043,811.20
34531EAD8	FORDO 17A A3	(56,922.22)	1.670	Principal Paydown	01/15/2020	01/15/2020	06/15/2021	(56,922.22)	0.00	56,922.22
34531EAD8	FORDO 17A A3	(16,602.31)	1.670	Principal Paydown	01/15/2020	01/15/2020	06/15/2021	(16,602.31)	0.00	16,602.31
02007PAC7	ALLYA 171 A3	(16,354.24)	1.700	Principal Paydown	01/15/2020	01/15/2020	06/15/2021	(16,354.23)	0.00	16,354.23
02007PAC7	ALLYA 171 A3	(4,643.80)	1.700	Principal Paydown	01/15/2020	01/15/2020	06/15/2021	(4,643.79)	0.00	4,643.79
89238MAD0	TAOT 17A A3	(21,557.35)	1.730	Principal Paydown	01/15/2020	01/15/2020	02/16/2021	(21,557.35)	0.00	21,557.35
89238MAD0	TAOT 17A A3	(5,988.15)	1.730	Principal Paydown	01/15/2020	01/15/2020	02/16/2021	(5,988.15)	0.00	5,988.15
89190BAD0	TAOT 17B A3	(89,047.00)	1.760	Principal Paydown	01/15/2020	01/15/2020	07/15/2021	(89,046.99)	0.00	89,046.99
89190BAD0	TAOT 17B A3	(24,735.28)	1.760	Principal Paydown	01/15/2020	01/15/2020	07/15/2021	(24,735.28)	0.00	24,735.28
02007HAC5	ALLYA 172 A3	(61,110.83)	1.780	Principal Paydown	01/15/2020	01/15/2020	08/16/2021	(61,110.83)	0.00	61,110.83
02007HAC5	ALLYA 172 A3	(16,916.49)	1.780	Principal Paydown	01/15/2020	01/15/2020	08/16/2021	(16,916.49)	0.00	16,916.49
43814PAC4	HAROT 173 A3	(16,876.74)	1.790	Principal Paydown	01/18/2020	01/18/2020	09/18/2021	(16,876.74)	0.00	16,876.74
43814PAC4	HAROT 173 A3	(5,114.16)	1.790	Principal Paydown	01/18/2020	01/18/2020	09/18/2021	(5,114.17)	0.00	5,114.17
47788BAD6	JDOT 17B A3	(39,499.91)	1.820	Principal Paydown	01/15/2020	01/15/2020	10/15/2021	(39,499.91)	0.00	39,499.91
47788BAD6	JDOT 17B A3	(11,191.64)	1.820	Principal Paydown	01/15/2020	01/15/2020	10/15/2021	(11,191.64)	0.00	11,191.64
92348TAA2	VZOT 20A A1A	475,000.00	1.850	Buy	01/21/2020	01/29/2020	07/22/2024	474,944.38	0.00	(474,944.38)
92348TAA2	VZOT 20A A1A	125,000.00	1.850	Buy	01/21/2020	01/29/2020	07/22/2024	124,985.36	0.00	(124,985.36)
912828XX3	UNITED STATES `	650,000.00	2.000	Buy	01/02/2020	01/07/2020	06/30/2024	659,572.27	250.00	(659,822.27)
912828XX3	UNITED STATES `	125,000.00	2.000	Buy	01/02/2020	01/07/2020	06/30/2024	126,840.82	48.08	(126,888.90)
3137FQ3V3	FHMS KJ27 A1	(5,835.83)	2.092	Principal Paydown	01/01/2020	01/01/2020	07/25/2024	(5,835.83)	0.00	5,835.83
3137FQ3V3	FHMS KJ27 A1	(1,515.80)	2.092	Principal Paydown	01/01/2020	01/01/2020	07/25/2024	(1,515.80)	0.00	1,515.80
06406RAL1	BANK OF NEW YC	375,000.00	2.100	Buy	01/21/2020	01/28/2020	10/24/2024	376,650.00	2,056.25	(378,706.25)
06406RAL1	BANK OF NEW YC	100,000.00	2.100	Buy	01/21/2020	01/28/2020	10/24/2024	100,440.00	548.33	(100,988.33)
89238BAD4	TAOT 18A A3	(30,430.25)	2.350	Principal Paydown	01/15/2020	01/15/2020	05/16/2022	(30,430.25)	0.00	30,430.25
89238BAD4	TAOT 18A A3	(8,452.85)	2.350	Principal Paydown	01/15/2020	01/15/2020	05/16/2022	(8,452.85)	0.00	8,452.85
47788CAC6	JDOT 2018 A3	(20,651.86)	2.660	Principal Paydown	01/15/2020	01/15/2020	04/18/2022	(20,651.86)	0.00	20,651.86
47788CAC6	JDOT 2018 A3	(5,797.01)	2.660	Principal Paydown	01/15/2020	01/15/2020	04/18/2022	(5,797.01)	0.00	5,797.01
3136AJ7G5	FNA 14M06B A2	(38,413.06)	2.679	Principal Paydown	01/01/2020	01/01/2020	05/25/2021	(38,413.06)	0.00	38,413.06
3136AJ7G5	FNA 14M06B A2	(10,563.59)	2.679	Principal Paydown	01/01/2020	01/01/2020	05/25/2021	(10,563.59)	0.00	10,563.59
02004VAC7	ALLYA 182 A3	(36,062.36)	2.920	Principal Paydown	01/15/2020	01/15/2020	11/15/2022	(36,062.36)	0.00	36,062.36
02004VAC7	ALLYA 182 A3	(10,263.90)	2.920	Principal Paydown	01/15/2020	01/15/2020	11/15/2022	(10,263.90)	0.00	10,263.90
3137FKK39	FHMS KP05 A	(435.94)	3.203	Principal Paydown	01/01/2020	01/01/2020	07/25/2023	(435.94)	0.00	435.94
3137FKK39	FHMS KP05 A	(123.85)	3.203	Principal Paydown	01/01/2020	01/01/2020	07/25/2023	(123.85)	0.00	123.85
3136B1XP4	FNA 18M5 A2	(5,959.84)	3.560	Principal Paydown	01/01/2020	01/01/2020	09/25/2021	(5,959.85)	0.00	5,959.85
3136B1XP4	FNA 18M5 A2	(1,638.96)	3.560	Principal Paydown	01/01/2020	01/01/2020	09/25/2021	(1,638.96)	0.00	1,638.96
---	---	253,791.83	0.803	---	---	---	08/18/2020	212,496.91	2,902.66	(215,399.57)

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* Showing transactions with Trade Date within selected date range.

* Weighted by: Absolute Value of Base Principal

* MMF transactions are collapsed

* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down. While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

Glossary of Terms

Accrued Interest - The interest that has accumulated on a bond since the last interest payment up to, but not including, the settlement date. Accrued interest occurs as a result of the difference in timing of cash flows and the measurement of these cash flows.

Amortized Cost - The amount at which an investment is acquired, adjusted for accretion, amortization, and collection of cash.

Book Yield - The measure of a bond's recurring realized investment income that combines both the bond's coupon return plus its amortization.

Average Credit Rating - The average credit worthiness of a portfolio, weighted in proportion to the dollar amount that is invested in the portfolio.

Convexity - The relationship between bond prices and bond yields that demonstrates how the duration of a bond changes as the interest rate changes.

Credit Rating - An assessment of the credit worthiness of an entity with respect to a particular financial obligation. The credit rating is inversely related to the possibility of debt default.

Duration - A measure of the exposure to interest rate risk and sensitivity to price fluctuation of fixed-income investments. Duration is expressed as a number of years.

Income Return - The percentage of the total return generated by the income from interest or dividends.

Original Cost - The original cost of an asset takes into consideration all of the costs that can be attributed to its purchase and to putting the asset to use.

Par Value - The face value of a bond. Par value is important for a bond or fixed-income instrument because it determines its maturity value as well as the dollar value of coupon payments.

Price Return - The percentage of the total return generated by capital appreciation due to changes in the market price of an asset.

Short-Term Portfolio - The city's investment portfolio whose securities' average maturity is between 1 and 5 years.

Targeted-Maturities Portfolio - The city's investment portfolio whose securities' average maturity is between 0 and 3 years.

Total Return - The actual rate of return of an investment over a given evaluation period. Total return is the combination of income and price return.

Unrealized Gains/(Loss) - A profitable/(losing) position that has yet to be cashed in. The actual gain/(loss) is not realized until the position is closed. A position with an unrealized gain may eventually turn into a position with an unrealized loss, as the market fluctuates and vice versa.

Weighted Average Life (WAL) - The average number of years for which each dollar of unpaid principal on an investment remains outstanding, weighted by the size of each principal payout.

Yield - The income return on an investment. This refers to the interest or dividends received from a security and is expressed as a percentage based on the investment's cost and its current market value.

Yield to Maturity at Cost (YTM @ Cost) - The internal rate of return of a security given the amortized price as of the report date and future expected cash flows.

Yield to Maturity at Market (YTM @ Market) - The internal rate of return of a security given the market price as of the report date and future expected cash flows.

Years to Effective Maturity - The average time it takes for securities in a portfolio to mature, taking into account the possibility that any of the bonds might be called back to the issuer.

Years to Final Maturity - The average time it takes for securities in a portfolio to mature, weighted in proportion to the dollar amount that is invested in the portfolio. Weighted average maturity measures the sensitivity of fixed-income portfolios to interest rate changes.

SAN MATEO COUNTY TRANSIT DISTRICT
SUMMARY OF BUDGET ACTIVITY FOR JANUARY 2019

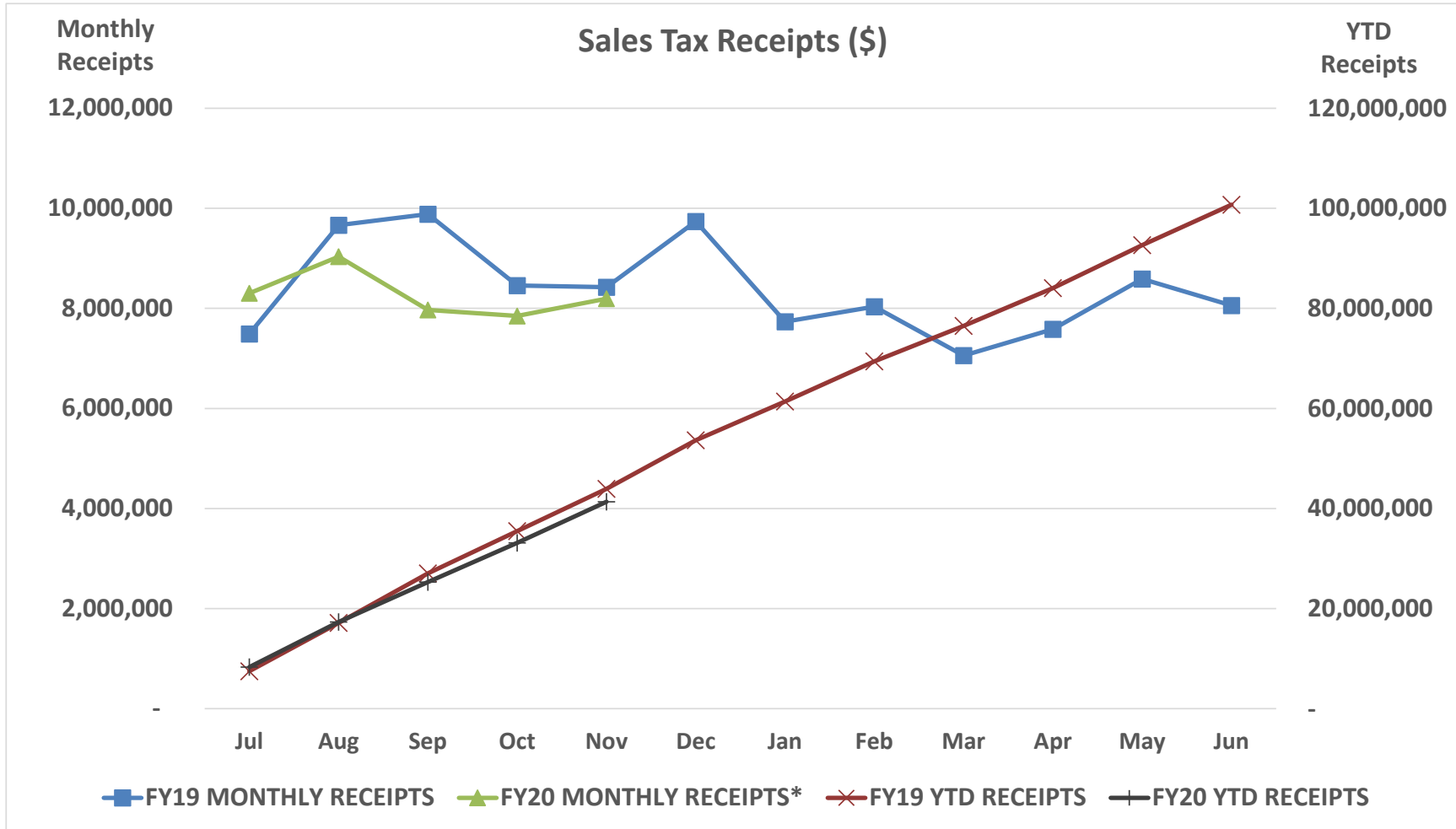
BUDGET AMENDMENTS

	Amount	Line Item	Description
Jan-20			Line
	<u>\$ -</u>	Total	<u>\$ -</u>

BUDGET REVISIONS

	Amount	Line Item	Description
Jan-20			No Budget Revisions for January 2019
	<u>\$ -</u>	Total	<u>\$ -</u> Total

**SAN MATEO COUNTY TRANSIT DISTRICT
FY2020
Measure A Sales Tax
January 20**



* Sales tax receipts are received and reconciled two months in arrears with a quarterly true up by the State of California also two months in arrears

San Mateo County Transit District
 Monthly Sales Tax Receipts
 FY2020
 January 2020

	FY19 MONTHLY RECEIPTS	FY20 MONTHLY RECEIPTS	MONTHLY % Change	FY19 YTD RECEIPTS	FY20 YTD RECEIPTS	YTD % Change
Jul	\$7,491,211	8,304,089	10.85%	\$7,491,211	8,304,089	10.85%
Aug	9,665,751	9,033,736	(6.5%)	17,156,962	17,337,826	1.05%
Sep	9,885,148	7,968,941	(19.4%)	27,042,110	25,306,767	(6.4%)
Oct	8,456,110	7,849,372	(7.2%)	35,498,220	33,156,139	(6.6%)
Nov	8,425,556	8,194,769	(2.7%)	43,923,776	41,350,908	(5.9%)
Dec	9,739,351			53,663,127		
Jan	7,734,915			61,398,042		
Feb	8,037,354			69,435,396		
Mar	7,057,158			76,492,553		
Apr	7,585,772			84,078,325		
May	8,590,022			92,668,347		
Jun	8,060,197			100,728,544		
	<u>\$100,728,544</u>	<u>\$41,350,908</u>				

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
Executive Director

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **CAPITAL PROJECTS QUARTERLY STATUS REPORT – 2ND QUARTER
FISCAL YEAR 2020**

ACTION

The [Capital Projects Quarterly Status Report](#) is submitted to the Board for information only.

SIGNIFICANCE

The Capital Projects Quarterly Status Report is submitted to keep the Board advised as to the scope, budget and progress of current ongoing capital projects.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

Staff prepares the Capital Projects Quarterly Status Report for the Board on a quarterly basis. The report is a summary of the scope, budget and progress of capital projects. It is being presented to the Board for informational purposes and is intended to better inform the Board of the capital project status.

Prepared by: Gordon Hail, Cost Engineer

650.508.7795



Capital Projects

Quarterly Status Report

2nd Quarter FY2020: October 01 – December 31, 2019

Prepared for the March 04, 2020 SamTrans Board Meeting



San Mateo County Transit District

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SamTrans - Capital Program - Budget Status Summary

2nd Quarter FY2020 - October 01, 2019 to December 31, 2019

All Costs in \$1,000's

Programs					
	FY2016	FY2017	FY2018	FY2019	FY2020
1. Revenue Vehicles Replacement	\$35,312	\$7,725	\$0	\$0	\$0
2. Revenue & Non Revenue Vehicle Support	\$1,421	\$1,451	\$5,321	\$1,895	\$3,546
3. Information Technology	\$5,775	\$2,627	\$2,878	\$3,100	\$500
4. Development	\$2,350	\$1,942	\$1,552	\$750	\$250
5. Facilities/Construction	\$1,190	\$2,835	\$7,282	\$1,730	\$10,612
6. Safety and Security	\$1,830	\$1,451	\$0	\$0	\$150
7. Contingency	\$250	\$250	\$250	\$200	\$250
Total Board Approved Budget by FY⁽¹⁾	\$48,128	\$18,281	\$17,283	\$7,675	\$15,308

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 Project

Projects Completed Within the Last Three Years

Facilities Smaller Projects - FY2012
 Installation of CCTV to Enhance Safety at Central Office Project
 Lighting Upgrade at North Base and South Bases Project
 Major Bus Components - FY2012
 Non-Revenue Service Support Vehicles Project
 North and South Base Industrial Waste Line Replacement Project
 Redi-Wheels (3) Expansion Vehicles Project
 Replace 50 2003 Gillig low-floor buses Project
 San Carlos Transit Center Project
 Wi-Fi Installation at North and South Bases 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 FY20	Q1 FY19	Q2 FY20	Q1 FY19	Q2 FY20	Q1 FY19	Q2 FY20		
<u>Vehicle Replacement Projects:</u>										
021501 - Replacement of 55 - 2002 NABI Buses Project										5
021502 - Major Bus Components Project										6
100113 - Procurement of 10 Electric Buses Project										6
100354 - MB-2000 Bus Simulator System										7
<u>Information Technology Projects:</u>										
021505 - Replace & Upgrade Servers & Out of Warranty Equipment Project										8
100016 - Wi-Fi at Bases for Video Review Project										8
100251 - FY2018 Transit Asset Management Plan										9
<u>Facilities / Construction Projects:</u>										
021507 - Facility Smaller Projects										10
100247 - FY2018 Tech Refresh										10
100248 - EPM Replacement										11
100252 - Central Roof Replacement										11
100255 - Traffic Signal Priority Project										12
100348 - Upgrade Current District Website										12
100349 - FY2019 Facilities Eng. Smaller Projects										13
100350 - Central Office Sanitary Sewer Pump Replacement Project										13
100460 - FY2020 Purchase 14 Revenue Para Transit Vehicles (Vans)										14
100461 - FY2020 13 Paratransit (Cutaway) Revenue Vehicles										14



= Project On-Hold



= No Issues



= Notable Issues



= Significant Issues

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SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (g)	(j) = (i) - (h)	(k) = (g) - (i)	(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
021501	Replacement of 55 - 2002 NABI Buses Project PM - David Harbour	<p>Scope: Procure (65) 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. The buses will be purchased per the Fixing 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>Issues: None.</p> <p>Key Activities This Quarter: (1) Continued receiving buses (64 out of 55 buses have been received). (2) Continued coordinating Resident Inspection for In-Plant Inspection Services. (3) Accepted more buses (45 buses have been accepted to date). (4) Continued putting buses in service (33 buses are in service).</p> <p>Next Quarter: (1) Continue coordinating Resident Inspection for In-Plant Inspection Services. (2) Continue receiving buses. (3) Continue acceptance testing of buses. (4) Continue placing buses in service.</p>	\$48,972,000	\$48,972,000	\$0	\$48,972,000	\$45,751,647	\$3,220,353	\$48,972,000	\$0	93.42%	71.0%	02/04/17 / 02/04/17A	05/31/20 / 06/30/20

VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (g)	(j) = (g) - (i)	(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
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: engines, transmissions, differentials, ECU (electronic control unit), HVAC units (heating, ventilation and air conditioning) radiator, muffler, air compressor, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.</p> <p>Issues: None.</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 bus components and replacement parts, as needed.</p>	\$6,606,636	\$6,606,636	\$0	\$6,606,636	\$5,232,169	\$1,374,467	\$6,606,636	\$0	79.2%	79.2%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20
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: (1) Waiting for Proterra to finalize production schedule. (2) Continued weekly meeting with Proterra's engineering team regarding bus defects and remaining eight buses. (3) Continued training and testing of buses. (4) Completed configuration review for remaining eight buses.</p> <p>Next Quarter: (1) Continue weekly meeting with Proterra's engineering team regarding bus defects and Lot 2 (remaining eight buses). (2) Correspond with Resident Inspector about production in 2020. (3) Establish final production schedule with Proterra.</p> <p>Note: Production for the remaining eight buses will begin in early 2020.</p>	\$10,926,668	\$10,926,668	\$0	\$10,926,668	\$2,269,267	\$8,657,401	\$10,926,668	\$0	20.8%	42.0%	02/01/18 / 02/01/18A	11/30/20 / 11/30/20

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (g)	(j) = (g) - (i)	(k) = (g) / (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	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
100354	MB-2000 Bus Simulator System PM - David Harbour	<p>Scope: The replacement of the outdated MB-2000 Bus Simulator acquired in 2005. SamTrans has benefited in training awareness from the MB-2000 Bus Simulator technology but is at the end of its life span and can no longer be upgraded. The older Simulator lacks the ability to adapt to the changing advances as a multi-functioning training tool. A new simulator gives us the flexibility to manage larger classes in the training room environment and frees up buses in service. Also a primary reason for the simulator is to reduce preventable collisions and incidents. Reducing Risk in a hazards environments. The Simulator has shown positive results in the preventing preventable and at fault collisions.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Began working with Budgets to secure the additional funding needed to begin the project.</p> <p>Next Quarter: (1) Secure additional funding. (2) Prepare staff report for Samtrans Board.</p>	\$310,000	\$310,000	\$0	\$310,000	\$533	\$309,467	\$0	0.2%	0.2%	12/01/19 / 12/01/19A	12/31/20 / 12/31/20

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (f) - (h)	(j) = (g) - (i)	(k) = (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	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish
021505	Replace & Upgrade Servers & Out of Warranty Equipment Project PM - Ed Kelly	<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 equipment to replace old and out of warranty equipment in Central'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.</p> <p>Next Quarter: (1) Procure additional servers, network routers and switches to replace the out of warranty equipment.</p>	\$7,079,000	\$985,000	\$6,084,000	\$7,079,000	\$4,030,947	\$2,988,053	\$0	57.8%	62.0%	07/01/14 / 07/01/14A	12/31/20 / 12/31/20
100016	WiFi at Bases for Video Review PM - Karambir 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: (1) PM is requesting a single source option for the software portion of the contract. (2) Schedule will be updated after a vendor is selected.</p> <p>Key Activities: This Quarter: (1) Continued the process of gathering requirements for the WiFi architecture, backend servers and storage. (2) Continued to meet with project stakeholders. (3) Continued review of the available WiFi systems to decide on the system to be implemented.</p> <p>Next Six Weeks: (1) Continue the process of gathering requirements for the WiFi architecture, backend servers and storage. (2) Continue to meet with project stakeholders. (3) Continue review of the available WiFi systems.</p>	\$690,499	\$690,499	\$0	\$690,499	\$2,609	\$687,890	\$0	0.4%	TBD	03/26/18 / 03/26/18A	06/30/2020 / 06/30/20

INFORMATION TECHNOLOGY PROJECTS:

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (g)	(j)	(k) = (g) - (i)	(l) = (h) / (i)	(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
100251	FY18 Transit Asset Management Plan PM - Jeff Thomas	<p>Scope: To implement a Transit Asset Management (TAM) Plan which will include a recognized database platform established within the IT profession. The project will guide the District's efforts to solicit and manage implementation of a new federal mandate/requirement for "condition based" assessment and annual reporting of transit resources across a broad range of assets. Organizations receiving federal funding must gather and report categorized data (finances, operations, service levels, safety, facilities, etc.) in a manner fully consistent with stated National Transit Database (NTD) parameters. A District-wide asset database meeting the NTD parameters does not currently exist within the agency, the District will seek a turnkey database/training solution from an experienced firm. Existing District resources (prior data, IT equipment, etc.) will be utilized to the maximum extent possible.</p> <p>Issues: None.</p> <p>This Quarter: (1) TAM analyst was hired and began the on-boarding process. (2) Engaged staff and discussed applicable topics.</p> <p>Next Quarter: (1) TAM data is updated continuously (full cycle once every 4 years) with on-going condition assessments. (2) TAM support for EAM software continues.</p>	\$975,000	\$975,000	\$0	\$975,000	\$170,811	\$804,189	\$975,000	\$0	17.5%	17.5%	02/01/18 / 02/01/18A	05/31/20 / 05/31/20

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

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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	
FACILITIES / CONSTRUCTION PROJECTS:														
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: None.</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>	\$1,265,264	\$1,265,264	\$0	\$1,265,264	\$1,227,212	\$38,052	\$0	97.0%	97.0%	07/01/15 / 07/01/15A	06/30/20 / 06/30/20	
100247	FY2018 Tech Refresh PM - Ed Kelly	<p>Scope: To facilitate the adoption of new technology to meet changing needs and mitigate the risk of obsolescence of existing technology. Included is the periodic replacement of District system's servers and storage, copiers/printers, network equipment such as routers and switches, AC, UPS and other appliances that are at the end of its expected service life and will be out of warranty. This proposal will cover procurement as well as professional services for installation, setup and configuration.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) Continued replacement of District's IT equipment on an as needed basis.</p> <p>Next Quarter: (1) Continued replacement of District's IT equipment on an as needed basis.</p>	\$1,303,476	\$1,303,476	\$0	\$1,303,476	\$29,766	\$1,273,710	\$0	2.3%	2.3%	07/01/18 / 07/01/18A	12/31/20 / 12/31/20	

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

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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
100248	EPM Replacement PM - L. Millard- Olmeda	<p>Scope: This project will replace and upgrade the EPM (Enterprise Performance Management) software that is currently being used by the Budgets group.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter: (1) This project has not started yet.</p> <p>Next Quarter: (1) Budgets group will be working with IT to develop scope of work and options for the software replacement.</p>	\$500,000	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	0.0%	0.0%	07/01/20 / 01/01/20	09/30/21 / 09/30/21
100252	Central Roof Replacement PM - Greg Moyer	<p>Scope: Involves the rehabilitation of the Central office roof, from the east end of the tennis courts to the east side of the building. The roof is a 20+ years old "foam roof", which needs extensive rehabilitation. The current roof allows leaks into the 4th floor of the building, which are contained by garbage cans in heavy rains. The most cost effective approach to rehab the roof will be determined during the design phase. The cost estimate for this project is based on the assumption that this part of the roof will be replaced with a new foam roof. It is also assumed that walkways for foot traffic will also be added to extend the life of the new roof. This proposal does not include rehab of the tennis courts nor the facilities west of the tennis courts. This project would promote the District's goal of a reliable system in a state of good repair.</p> <p>Issues: None.</p> <p>This Quarter: (1) Prepared Work Director Proposal (WDPR) cost estimate. (2) Began coordination with Contracts and Procurement (C&P) to determine policies of contract procurement. (3) Continued to identify project resources to develop specifications and drawings</p> <p>Next Quarter: (1) Project Team to work with C&P for design-build procurement type. (2) Continue to identify project resources to develop specifications and drawings for procurement.</p>	\$1,275,000	\$1,275,000	\$0	\$1,275,000	\$2,998	\$1,272,002	\$0	0.2%	0.2%	09/01/19 / 09/01/19A	12/31/20 / 12/31/20

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

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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
100255	Traffic Signal Priority Project PM - Robert Tam	<p>Scope: This project will implement Traffic Signal Priority (TSP) technology for SamTrans buses 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. SamTrans 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> <ol style="list-style-type: none"> Received the permit from Caltrans. Received the revised training and installation plans. Completed 5 pilot bus installations. Installed transponders on an additional 35 buses, for a total of 65 buses with transponders. Completed site visits to the bus bases and intersections. <p>Next Quarter:</p> <ol style="list-style-type: none"> Continue installing transponders on buses. Begin installation of wayside antennas at intersections. 	\$3,907,000	\$3,907,000	\$0	\$3,907,000	\$929,294	\$3,077,706	\$3,907,000	\$0	21.2%	34.0%	01/01/18 / 01/01/18A	09/30/21 / 09/30/21
100348	Upgrade Current District Website PM - J Lipps	<p>Scope: To complete a website re-design and development that include design and development, hosting, maintenance and support. The District intends to enter into a Professional Services Agreement with the most qualified Consultant, to be the Service provider.</p> <p>Issues: None.</p> <p>Key Activities:</p> <p>This Quarter:</p> <ol style="list-style-type: none"> Continued working on the RFP. Field meetings with C&P about RFP. Continued to answer RFP questions from potential vendors. <p>Next Quarter:</p> <ol style="list-style-type: none"> Hold meeting to orient RFP selection committee. Hold submission review meetings. 	\$600,000	\$600,000	\$0	\$600,000	-\$4,174	\$595,826	\$600,000	\$0	0.7%	0.7%	06/01/19 / 06/01/19	03/31/21 / 03/31/21

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (h) - (g)	(j) = (g) - (i)	(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	Variance at Completion	% Expended of EAC	Est. Physical % Complete	Current Baseline / Current Start	Current Baseline / Current Finish	
100348	FY2019 Facilities Eng Smaller Projects PM - Various	<p>Scope: To maintain a state of good repair for the District's buildings, shops, infrastructure and facilities, with the objective of maintaining continuity of services, inclusive of routine maintenance or replacement. This project adds Engineering and Project Management services to these "smaller projects" in order to expedite their delivery. This year's funding request contains specific projects as follows:</p> <ul style="list-style-type: none"> - North Base Fire Hydrant Repair - Central Office Parking Structure Wall Rehab - Complete. - North Base Maintenance Building Hydraulic Line Rehab - Complete. - Other Projects <p>Issues: None. Key Activities: This Quarter: Central Parking Wall Rehab (1) NOC was filled. (2) Waiting required days for releasing retention. North Base Maintenance Building Hydraulic Line Rehab. (1) Contractors have repaired the hydraulic line and demobilized. (2) Issued final payment and began project closeout. Next Quarter: Central Parking Wall Rehab (1) Release retention. (2) Begin closeout of project. North Base Maintenance Building Hydraulic Line Rehab. (1) Issue final payment. (2) Closeout project. North Base Fire Hydrant Repair. (1) Begin prepaing work plan.</p>	\$530,000	\$530,000	\$0	\$530,000	\$188,440	\$341,560	\$0	35.6%	35.6%	07/01/18A / 09/30/20	07/01/18A / 09/30/20	
100350	Central Office Sanitary Sewer Pump Replacement PM - Hubert Chan	<p>Scope: To replace two sewer pumps located in the basement of Central. Original pumps were installed in 1979.</p> <p>Issues: None. Key Activities: This Quarter: (1) Conducted kickoff meeting for construction contract. (2) Approved "approved equal" design submittal. (3) Completed replacing sewer pumps. (4) Began punchlist work. (5) Approved warning strobe light design. Next Quarter: (1) Complete punchlist items. (2) Complete warning strobe light installation. (3) Complete project close out.</p>	\$350,000	\$350,000	\$0	\$350,000	\$130,304	\$219,696	\$0	37.2%	37.2%	07/01/17 / 07/01/17A	12/31/19 / 03/31/20	

SamTrans - Major Capital Project - Quarterly Report - Q2 FY2020 October 01, 2019 to December 31, 2019

(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e) + (f)	(h)	(i) = (f) - (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
100460	FY2020 - Purchase 14 Revenue Para Transit Vehicles (Vans) PM - David Harbour	<p>Scope: The project scope is to procure and replace fourteen revenue Para Transit vans which have exceeded their useful service life. This procurement will also continue to insure the reliability, dependability and cost-effectiveness of the District's revenue vehicle fleets and will improve customer service and will help to minimize repair and maintenance costs. A three year bumper warranty from El Dorado will mitigate overall repair costs. In 2016 the EPA and NHTSA initiated phase 2 of the emission regulation standards to improve overall carbon footprint and better fuel economy standards. The new replacement vehicles will be part of the phase 2 standards and will lessen the overall carbon footprint and day to day fuel cost in the replacement sub-fleet.</p> <p>Issues: The procurement will piggy back off the Cal Act - no RFP will be required.</p> <p>Key Activities: This Quarter: (1) The project has not yet started.</p> <p>Next Quarter: (1) Begin project.</p> <p>Note: Schedule information will be added next quarter.</p>	\$956,480	\$956,480	\$0	\$956,480	\$0	\$956,480	\$956,480	\$0	0.0%	0.0%	TBD / TBD	TBD / TBD
100461	FY2020 - 13 Para Transit (Coutaway) Revenue Vehicles PM - David Harbour	<p>Scope: The project scope is to procure and replace 13 Para Transit (Coutaway) revenue vehicles that have exceeded useful service life. This will continue to insure the reliability, dependability and cost-effectiveness of the District's revenue vehicle fleets which in turn will improve customer service, and will help to minimize repair and maintenance costs. A three year 36,000 mile warranty from El Dorado will also mitigate overall repair costs for that period. In 2016 the EPA and NHTSA initiated phase 2 of the emission regulation standards to improve overall carbon footprint and better fuel economy standards. These new replacement vehicles will be part of the phase 2 standards and help to decrease the overall carbon footprint and day to day fuel costs associated with this sub-fleet.</p> <p>Issues: The procurement will piggy back off the Cal Act - no RFP will be required.</p> <p>Key Activities: This Quarter: (1) Began preparing for award of contract.</p> <p>Next Quarter: (1) Award contract.</p>	\$1,747,086	\$1,747,086	\$0	\$1,747,086	\$2,000	\$1,745,086	\$1,747,086	\$0	0.1%	0.1%	12/01/19	06/30/20
													12/01/19	06/30/20

San Mateo County Transit District

Fiscal Year 2018 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Years Budget	Total Project Budget
<u>Revenue Vehicle Support</u>					
1.1	100113/100389	Purchase 10 electric buses	3,676,668	7,250,000	10,926,668
1.2	100246	50 flip seats & modesty panels	144,613	-	144,613
1.3	021502	Major bus components (FY18)	1,500,000	3,341,436	4,841,436
		S/T	5,321,281	10,591,436	15,912,717
<u>Information Technology</u>					
2.1	100247	Tech Refresh (FY 18)	2,377,800	(1,074,324)	1,303,476
2.2	100248	EPM replacement	500,000	-	500,000
		S/T	2,877,800	(1,074,324)	1,803,476
<u>Planning/Development</u>					
3.1	100249	Ridership reporting software	222,000	-	222,000
3.2	021407	Samtrans business plan	780,000	358,000	1,138,000
3.3	090037	Capital program & project development	250,000	118,123	368,123
3.4	099024	Capital program management	250,000	-	250,000
3.5	100085	Express bus feasibility study - COMPLETE	50,000	634,000	684,000
		S/T	1,552,000	1,110,123	2,662,123
<u>Facilities/Construction</u>					
4.1	100255	Traffic signal priority	3,907,000	-	3,907,000
4.2	021507	Facilities smaller projects (FY17 & FY18)	265,000	282,000	547,000
4.3	100250	Timeclock replacement	100,000	-	100,000
4.4	100251	Transit asset management plan	975,000	-	975,000
4.5	100252	Roof replacement	475,000	-	475,000
4.6	100253	Linda Mar park-n-ride repaving - COMPLETE	700,000	-	700,000
4.7	021237	San Carlos transit center - COMPLETE	860,000	6,230,214	7,090,214
		S/T	7,282,000	6,512,214	13,794,214
<u>Other</u>					
6.1		Contingency	250,000	-	250,000
		S/T	250,000	-	250,000
Total FY2018 Budget			17,283,081	17,139,449	34,422,530

Fiscal Year 2019 Capital Budget - Amendment 2

Budget Item	Project No.	Description	Current Years		Previous		Total Project	
			Budget		Budget		Budget	Budget
<u>Revenue Vehicle Support</u>								
1.1	021502	Major bus components (FY18 & FY19)	1,173,200		4,841,436		6,014,636	
1.2	100354	MB-2000 bus simulator system	310,000		-		310,000	
1.3	100352	ADA self evaluation plan	200,000				200,000	
1.4	100353	Maintenance support equipment	94,185				94,185	
		S/T	1,777,385		4,841,436		6,618,821	
<u>Non-Revenue Vehicle Support</u>								
2.1	100360	Purchase 4 non-revenue support vehicles	847,311				847,311	
		S/T	847,311		-		847,311	
<u>Information Technology</u>								
3.1	021505	Tech Refresh (FY 15, 16, 17, 19)	2,500,000		4,579,000		7,079,000	
3.2	100348	Upgrade current District website	600,000		-		600,000	
		S/T	3,100,000		4,579,000		7,679,000	
<u>Planning/Development</u>								
4.1		Capital program & project development	250,000		234,430		484,430	
4.2		Capital program management	250,000		75,000		325,000	
4.3		US 101 mobility action plan	250,000				250,000	
		S/T	750,000		309,430		1,059,430	
<u>Facilities/Construction</u>								
5.1	021507	Facilities smaller projects (FY17, FY18 & FY19)	570,000		695,264		1,265,264	
5.2	100349	Facilities engineering smaller projects	530,000		-		530,000	
5.3	100350	Central Office Sanitary Sewer Pumps Replacement	350,000				350,000	
5.4	100351	Central Boiler Replacement	80,000				80,000	
5.5	100253	Linda park-n-ride repaving - COMPLETE	200,000		700,000		900,000	
		S/T	1,730,000		1,395,264		3,125,264	
<u>Other</u>								
6.1		Contingency	200,000		-		200,000	
		S/T	200,000		-		200,000	
		Total FY2019 Budget	8,404,696		11,125,130		19,529,826	

Fiscal Year 2020 Capital Budget

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Revenue Vehicle Support</u>					
1.1	021502	Major Bus Components (FY18, FY19 & FY20)	592,000	6,014,636	6,606,636
1.2	100460	Replacement of (14) Revenue Paratransit Vans	956,480		956,480
1.3	100461	Replacement of (13) Revenue Paratransit Cutaway	1,732,640		1,732,640
1.4	100353	Maintenance support equipment	100,835	94,185	195,020
		S/T	3,381,955	6,108,821	9,490,776
<u>Non-Revenue Vehicle Support</u>					
2.1	100462	Replacement Non-Rev Service Support Vehicles	164,000	-	164,000
		S/T	164,000	-	164,000
<u>Information Technology</u>					
3.1	100463	Spear System Improvements	150,000	-	150,000
3.2	100477	Intranet Solution Replacement	350,000	-	350,000
		S/T	500,000	-	500,000
<u>Planning/Development</u>					
4.1	100464	Capital Program and Project Development	250,000	-	250,000
		S/T	250,000	-	250,000
<u>Safety and Security</u>					
5.1	100465	CCTV Network Improvement	150,000	-	150,000
		S/T	150,000	-	150,000

Fiscal Year 2020 Capital Budget (Cont)

Budget Item	Project No.	Description	Current Years Budget	Previous Budget	Total Project Budget
<u>Facilities/Construction</u>					
6.1	100058	Facilities Smaller Projects	1,110,000		1,110,000
6.2	100252	Central Building Roof Replacement (FY18 & FY20)	800,000	475,000	1,275,000
6.3	100466	North and South Base Employee Areas	520,000		520,000
6.4	100467	North and South Base Bus Parking Area Restriping	258,000		258,000
6.5	100468	North and South Base Vacuum Replacement Design	150,000		150,000
6.6	100469	North Base Bus Washer Replacement	540,000		540,000
6.7	100470	North & South Base IW Line to Brake Pit Replacement	780,000		780,000
6.8	100474	South Base Bus Washer Walls Rehab	350,000		350,000
6.9	100471	60' Aerial Lift Apparatus	70,000		70,000
6.10	100475	ADA Study & Phase 1 Retrofits	1,225,000		1,225,000
6.11	100476	North and South Base Exterior Painting	1,140,000		1,140,000
6.12	100472	Central Building	750,000		750,000
6.13	100473	Central Building Refresh	1,849,200		1,849,200
6.14	100511	South Base Natural Gas Line Replacement	1,070,000		1,070,000
			S/T 10,612,200	475,000	11,087,200
<u>Other</u>					
7.1	021214	Contingency	250,000	-	250,000
			S/T 250,000	-	250,000
			Total FY2020 Budget 15,308,155	6,583,821	21,891,976



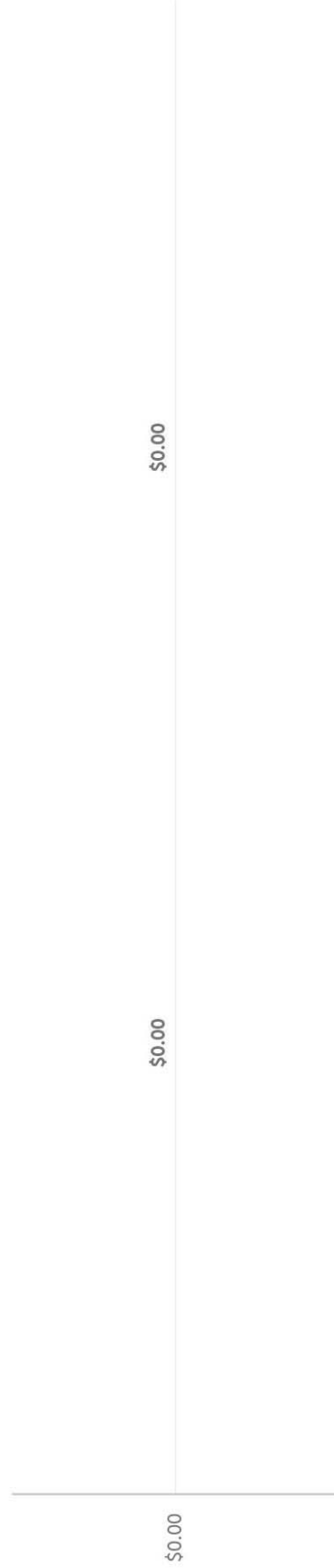
SamTrans : Disadvantaged Business Enterprise (DBE)

Quarterly Status Report:

- The SamTrans overall DBE goal is 3%.
- There were no federal awards for the first quarter of the fiscal year.
- SamTrans had zero percent (0%) DBE utilization for the first quarter.

FFY20 Q1: October 01, 2019 to December 31, 2019

● DBE\$ ● Contract\$



Contract Awards

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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.



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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

SUBJECT: **QUARTERLY INVESTMENT REPORT AND FIXED INCOME MARKET
REVIEW AND OUTLOOK**

ACTION

Staff proposes that the Board accept and enter into the record the Quarterly Investment Report and Fixed Income Market Review and Outlook for the quarter ended December 31, 2019.

SIGNIFICANCE

The San Mateo County Transit District (District) Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 30 days of the end of the quarter. This staff report was forwarded to the Board of Directors under separate cover in order to meet the 30-day requirement.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

The District is required by State law to submit quarterly reports within 30 days of the end of the quarter covered by the report. The report is required to include the following information:

1. Type of investment, issuer, date of maturity, par and dollar amount invested in all securities, investments, and money held by the local agency;
2. Description of any of the local agency's funds, investments or programs that are under the management of contracted parties, including lending programs;
3. For all securities held by the local agency or under management by any outside party that is not a local agency or the State of California Local Agency Investment Fund (LAIF), a current market value as of the date of the report and the source of this information;

4. Statement that the portfolio complies with the Investment Policy or the manner in which the portfolio is not in compliance; and,
5. Statement that the local agency has the ability to meet its pool's expenditure requirements(cash flow) for the next six months or provide an explanation as to why sufficient money shall or may not be available.

A schedule, which addresses the requirements of 1, 2, and 3 above, is included in this report on pages 9, 10, 11, and 12. The schedule separates the investments into three groups: the Investments managed by PFM Asset Management LLC (PFM), liquidity funds which are managed by District staff, and trust funds which are managed by a third party trustee. The Investment Policy governs the management and reporting of the Investment Portfolio and Liquidity funds, while the bond covenants govern the management and reporting of the trust funds.

PFM provides the District a current market valuation of all the assets under its management for each quarter. Generally, PFM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Interactive Data, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par.

The liquidity funds managed by District staff are considered to be cash equivalents and therefore market value is considered to be equal to book value, (i.e. cost). The shares of beneficial interest generally establish a nominal value per share, because the Net Asset Value is fixed at a nominal value per share, book and market value are equal, and rate of income is recalculated on a daily basis.

The portfolio and this Quarterly Investment Report comply with the Investment Policy and the provisions of Senate Bill 564 (1995). The District has the ability to meet its expenditure requirements for the next six months.

DISCUSSION

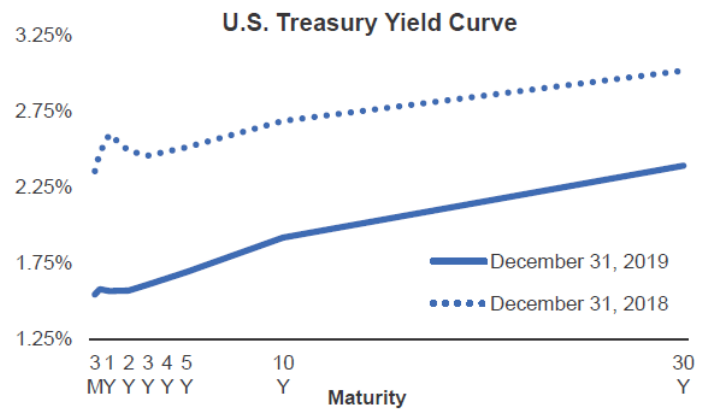
Market Conditions

- During fourth quarter, fixed income prices remained largely unchanged during the quarter as a sell-off in U.S. Treasuries countered a rally in credit-sensitive debt. The Bloomberg Barclays U.S. Aggregate Index (Agg) returned 0.2% during the quarter as the 10-year Treasury yield climbed 25 basis points (0.25%) over the three months. The yield curve steepened as long-term yields rose faster than short-term yields. The spread between 10- year and 2-year Treasury yields widened to an 18-month high during the quarter

- The Federal Reserve (Fed) reduced interest rates by 25 basis points (0.25%) in October 2019. At that meeting, policymakers signaled a pause in rate cuts, which was confirmed when the Fed kept rates unchanged in December 2019
- U.S. economic conditions are characterized by: solid gross domestic product (GDP) growth; muted inflation pressures; and increased downside risks, including a slowdown in manufacturing, weaker business investments, and protracted trade wars
- The Russell 3000 Index returned 9.1% during the fourth quarter, bringing its 2019 return to 31%, its best since 2013. Investor sentiment was buoyed by anticipation that the United States and China would strike a trade deal, which was confirmed in December, and signals from the Fed that it would hold rates steady for an extended period of time

Major Moves in 2019

Federal Funds Target Range			
Year	Starting Range	Ending Range	# of Hikes/Cuts
2015	0.00%-0.25%	0.25%-0.50%	1 hike
2016	0.25%-0.50%	0.50%-0.75%	1 hike
2017	0.50%-0.75%	1.25%-1.50%	3 hikes
2018	1.25%-1.50%	2.25%-2.50%	4 hikes
2019	2.25%-2.50%	1.50%-1.75%	3 cuts



Portfolio Recap

- Our strategy throughout the quarter included the following elements:
 - Following three consecutive Fed rate cuts, we continued to maintain portfolio durations in line with benchmarks for the quarter as market expectations called for stable rates well into 2020
 - We maintained broad diversification across all permitted fixed income sectors. Although most sector spread levels were on the tighter end of their recent trading history, the incremental income was generally additive to performance in a range-bound interest rate environment in the fourth quarter
 - We continued to de-emphasize agencies, generally reducing allocations in favor of other sectors. Value in federal agency issuers remained extremely limited, largely on scarce supply. Spreads remained near historically tight levels, capping both sectors' excess returns in the fourth quarter. In some instances, agencies were trading at yields less than similar-maturity Treasuries. We also largely avoided callable agencies during the quarter as early redemption risk remained elevated
 - Corporate bonds performed top-of-class once again as yield spreads tightened to their lowest in 2019 and approached post-recession lows. As a result, investment-grade (IG) corporates generated attractive excess returns for the fourth quarter, with lower-quality issuers once again outperforming those of higher quality. Year-to-date excess returns from IG corporates were fantastic, generating 100 to 200 basis points (1% to 2%) of incremental return relative to similar duration Treasuries. Our corporate sector strategy during the fourth quarter included opportunistic selling, booking profits on the most expensive issues and modestly de-risking portfolios as spreads moved to very narrow levels
 - Asset-backed securities (ABS) allocations were maintained during the quarter as principal pay downs were largely offset by modest new issue additions. Excess returns were muted as incremental income offset the impact of spread widening
 - Following a volatile third quarter in which we opportunistically added to mortgage-backed security (MBS) allocations, the fourth quarter saw a retracement of both volatility and spreads. As a result, the prior-period purchases were a boon for portfolio performance as MBS generated relatively attractive excess returns in the quarter

- In the municipal sector, taxable issuance volume remained elevated. New issue yield concessions provided good value for portfolios compared to other government alternatives and even some high-grade corporates. Excess returns from the sector helped buoy portfolio performance, especially for government-focused strategies
- Short-term investors found opportunities from wider spreads on money market credit investments (commercial paper and negotiable bank CDs). Increased allocations to these sectors at attractive levels helped cushion the impact of the Fed's lower overnight target rate

Investment Strategy Outlook

We expect the Fed to remain on hold for an extended period and rates to remain mostly range-bound in the near-term. As a result, we plan to continue a duration-neutral strategy relative to benchmarks.

Our outlook for the major investment-grade fixed income sectors is as follows:

- Federal agency yield spreads remain very tight after trading in a close range for most of 2019. We do not expect this to change. We continue to favor further reductions in agency holdings as their benefit and upside is limited
- In the IG corporate sector, we plan to continue to modestly reduce allocations and target a modestly higher average credit quality. Although the credit markets are benefiting from stable fundamentals, positive earnings growth, and strong demand, yield spreads have recently approached post-recession lows, making them less attractive
- Yield spreads on AAA-rated asset backed securities (ABS) gradually ascended off multi-year lows to close 2019. In some instances, ABS spreads are now wider than those on some high-grade corporate bonds. As a result, we view the ABS sector as a strong alternative to corporates
- A seasonal slowdown and a more stable rate environment are expected to restrain mortgage-backed securities (MBS) prepayments, improving their risk-adjusted return prospects. Although we continue to favor structures that are less sensitive to interest rate movements, like commercial MBS (CMBS) and well-seasoned mortgage pools, the spread environment across structures and coupons make the sector more broadly attractive for longer-term allocations

- We expect the recent surge of municipal issuance to continue in the near term, albeit at more moderate levels assuming the Fed maintains their patient stance and the interest rate environment remains steady. We will look to monitor the sector for instances where yield concessions offer attractive value relative to other government securities
- In the money market space, a positively sloped yield curve and wide spreads have created opportunities for incremental earnings potential

BUDGET IMPACT

Total return is interest income plus capital gains (or minus losses) on an investment and is the most important measure of performance as it is the actual return on investment during a specific time interval. For the quarter ending December 31, the total return of the portfolio was **0.44 percent**. This compares to the benchmark return of **0.39 percent**. The Performance graph on page 11 shows the relative performance of the TA over the last 12 months.

The yield at cost represents the yield on a fixed-income security at its current rate (at the time of purchase) of return until maturity equivalent to the annual percentage rate of interest an investor would receive for investing the purchase price of a given security in a bank account that paid interest semiannually. As of the end of the quarter, the portfolio's yield to maturity at cost was **2.27 percent**.

The yield at market is the yield that an investor can expect to receive in the current interest rate environment utilizing a buy-and-hold investment strategy. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending December 31, the portfolio's market yield to maturity was **1.77 percent**.

Prepared by: Jayden Sangha

Manager, Treasury

650-508-6405

INVESTMENT GLOSSARY

Asset Backed Securities - An asset-backed security (ABS) is a financial security backed by a loan, lease or receivables against assets other than real estate and mortgage-backed securities. For investors, asset-backed securities are an alternative to investing in corporate debt.

Certificate of Deposit - A certificate of deposit (CD) is a savings certificate with a fixed maturity date, specified fixed interest rate and can be issued in any denomination aside from minimum investment requirements. A CD restricts access to the funds until the maturity date of the investment. CDs are generally issued by commercial banks and are insured by the FDIC up to \$250,000 per individual.

Collateralized Mortgage Obligation - Collateralized mortgage obligation (CMO) refers to a type of mortgage-backed security that contains a pool of mortgages bundled together and sold as an investment. Organized by maturity and level of risk, CMOs receive cash flows as borrowers repay the mortgages that act as collateral on these securities. In turn, CMOs distribute principal and interest payments to their investors based on predetermined rules and agreements.

Commercial Paper - Commercial paper is an unsecured, short-term debt instrument issued by a corporation, typically for the financing of accounts receivable, inventories and meeting short-term liabilities. Maturities on commercial paper rarely range any longer than 270 days. Commercial paper is usually issued at a discount from face value and reflects prevailing market interest rates.

Credit Spreads - The **spread** between Treasury securities and non-Treasury securities that are identical in all respects except for quality rating.

Duration - The term duration has a special meaning in the context of bonds. It is a measurement of how long, in years, it takes for the price of a bond to be repaid by its internal cash flows. It is an important measure for investors to consider, as bonds with higher durations carry more risk and have higher price volatility than bonds with lower durations.

Net Asset Value - Net asset value (NAV) is value per share of a mutual fund or an exchange-traded fund (ETF) on a specific date or time. With both security types, the per-share dollar amount of the fund is based on the total value of all the securities in its portfolio, any liabilities the fund has and the number of fund shares outstanding.

Roll-down - A roll-down return is a form of return that arises when the value of a bond converges to par as maturity is approached. The size of the roll-down return varies greatly between long and short-dated bonds. Roll-down is smaller for long-dated bonds that are trading away from par compared to bonds that are short-dated.

Roll-down return works two ways in respect to bonds. The direction depends on if the bond is trading at a premium or at a discount. If the bond is trading at a discount the roll-down effect will be positive. This means the roll-down will pull the price up towards par. If the bond is trading at a premium the opposite will occur. The roll-down return will be negative and pull the price of the bond down back to par.

Volatility - Volatility is a statistical measure of the dispersion of returns for a given security or market index. Volatility can either be measured by using the standard deviation or variance between returns from that same security or market index. Commonly, the higher the volatility, the riskier the security.

Yield Curve - A yield curve is a line that plots the interest rates, at a set point in time, of bonds having equal credit quality but differing maturity dates. The most frequently reported yield curve compares the three-month, two-year, five-year and 30-year U.S. Treasury debt. This yield curve is used as a benchmark for other debt in the market, such as mortgage rates or bank lending rates, and it is also used to predict changes in economic output and growth.

Yield to Maturity - Yield to maturity (YTM) is the total return anticipated on a bond if the bond is held until the end of its lifetime. Yield to maturity is considered a long-term bond yield, but is expressed as an annual rate. In other words, it is the internal rate of return of an investment in a bond if the investor holds the bond until maturity and if all payments are made as scheduled.

Source: Investopedia.com

EXHIBIT 1

SAN MATEO TRANSIT DISTRICT
 REPORT OF INVESTMENTS (AGGREGATE)
 FOR QUARTER ENDING DECEMBER 31, 2019

CUSIP#	Asset Back Securities	Base Unit Value	Final Maturity	Base Accrued Bal	Base Market Value	Market Value + Accrued
36255JAD6	GMCAR 183 A3	400,000.00	05/16/2023	503.33	404,946.19	405,449.52
14313FAD1	CARMX 183 A3	420,000.00	06/15/2023	584.27	425,962.68	426,546.95
02007PAC7	ALLYA 171 A3	67,192.49	06/15/2021	50.77	67,155.05	67,205.82
17305EGK5	CCCIT 18A1 A1	900,000.00	01/20/2021	10,022.25	905,892.17	915,914.42
89238BAD4	TAOT 18A A3	423,425.98	05/16/2022	442.24	424,537.72	424,979.96
89238MAD0	TAOT 17A A3	78,173.49	02/16/2021	60.11	78,143.49	78,203.60
34531EAD8	FORDO 17A A3	265,593.04	06/15/2021	197.13	265,387.89	265,585.02
02582JHQ6	AMXCA 181 A	1,510,000.00	10/17/2022	1,791.87	1,512,315.87	1,514,107.74
47788CAC6	JDOT 2018 A3	236,761.17	04/18/2022	279.90	237,586.88	237,866.78
02007HAC5	ALLYA 172 A3	334,581.88	08/16/2021	264.69	334,443.93	334,708.62
47788BAD6	JDOT 17B A3	288,032.20	10/15/2021	232.99	287,881.51	288,114.49
89190BAD0	TAOT 17B A3	703,430.29	07/15/2021	550.24	703,060.79	703,611.03
43814PAC4	HAROT 173 A3	170,898.51	09/18/2021	110.47	170,832.12	170,942.59
02004VAC7	ALLYA 182 A3	650,000.00	11/15/2022	843.56	653,938.66	654,782.21
17305EGB5	CCCIT 17A3 A3	900,000.00	04/07/2020	4,032.00	900,028.39	904,060.39
14041NFU0	COMET 192 A	1,660,000.00	09/15/2024	1,268.98	1,654,834.03	1,656,103.01
36255JAD6	GMCAR 183 A3	120,000.00	05/16/2023	151.00	121,483.86	121,634.86
14313FAD1	CARMX 183 A3	110,000.00	06/15/2023	153.02	111,561.66	111,714.68
89190BAD0	TAOT 17B A3	195,397.30	07/15/2021	152.84	195,294.66	195,447.51
17305EGK5	CCCIT 18A1 A1	250,000.00	01/20/2021	2,783.96	251,636.71	254,420.67
47788BAD6	JDOT 17B A3	81,609.12	10/15/2021	66.01	81,566.43	81,632.44
43814PAC4	HAROT 173 A3	51,787.43	09/18/2021	33.47	51,767.31	51,800.78
89238BAD4	TAOT 18A A3	117,618.33	05/16/2022	122.85	117,927.14	118,049.99
02007HAC5	ALLYA 172 A3	92,617.82	08/16/2021	73.27	92,579.63	92,652.90
47788CAC6	JDOT 2018 A3	66,459.27	04/18/2022	78.57	66,691.05	66,769.62
34531EAD8	FORDO 17A A3	77,464.64	06/15/2021	57.50	77,404.80	77,462.30
02007PAC7	ALLYA 171 A3	19,079.35	06/15/2021	14.42	19,068.72	19,083.13
89238MAD0	TAOT 17A A3	21,714.86	02/16/2021	16.70	21,706.53	21,723.22
02582JHQ6	AMXCA 181 A	425,000.00	10/17/2022	504.33	425,651.82	426,156.15
02004VAC7	ALLYA 182 A3	185,000.00	11/15/2022	240.09	186,121.00	186,361.09
17305EGB5	CCCIT 17A3 A3	250,000.00	04/07/2020	1,120.00	250,007.89	251,127.89
14041NFU0	COMET 192 A	475,000.00	09/15/2024	363.11	473,521.79	473,884.90

CUSIP#	Agency Bonds	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	Market Value + Accrued
3130A8Q85	FEDERAL HOME LOAN I	2,700,000.00	07/14/2021	14,090.63	2,679,793.20	2,693,883.83
3135G0N82	FEDERAL NATIONAL M	1,525,000.00	08/17/2021	7,095.49	1,515,953.70	1,523,049.19
3135G0N82	FEDERAL NATIONAL M	475,000.00	08/17/2021	2,210.07	472,182.30	474,392.37
3135G0U92	FEDERAL NATIONAL M	900,000.00	01/11/2022	11,156.25	918,085.50	929,241.75
3137EAEF2	FREDDIE MAC	300,000.00	04/20/2020	813.54	299,774.70	300,588.24
3135G0T60	FEDERAL NATIONAL M	600,000.00	07/30/2020	3,775.00	599,529.60	603,304.60
3130ACE26	FEDERAL HOME LOAN I	440,000.00	09/28/2020	1,562.92	439,123.96	440,686.88
3137EAEJ4	FREDDIE MAC	580,000.00	09/29/2020	2,408.61	579,904.88	582,313.49
3135G0N82	FEDERAL NATIONAL M	140,000.00	08/17/2021	651.39	139,169.52	139,820.91
3135G0N82	FEDERAL NATIONAL M	460,000.00	08/17/2021	2,140.28	457,271.28	459,411.56
3130A8Q85	FEDERAL HOME LOAN I	520,000.00	07/14/2021	2,713.75	516,108.32	518,822.07
3135G0U92	FEDERAL NATIONAL M	250,000.00	01/11/2022	3,098.96	255,023.75	258,122.71
3137EAEF2	FREDDIE MAC	150,000.00	04/20/2020	406.77	149,887.35	150,294.12
3135G0T60	FEDERAL NATIONAL M	150,000.00	07/30/2020	943.75	149,882.40	150,826.15
3130ACE26	FEDERAL HOME LOAN I	85,000.00	09/28/2020	301.93	84,830.77	85,132.69
3137EAEJ4	FREDDIE MAC	165,000.00	09/29/2020	685.21	164,972.94	165,658.15

CUSIP#	Certificate of Deposits	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	Market Value + Accrued
78012UEE1	Royal Bank of Canada New	1,500,000.00	06/07/2021	3,240.00	1,505,151.94	1,508,391.94
22535CDV0	Credit Agricole Corporate	900,000.00	04/01/2022	17,121.50	900,000.00	917,121.50
06417GU22	Bank of Nova Scotia, Hous	900,000.00	06/05/2020	2,002.00	901,105.28	903,107.28
65558TLL7	Nordea Bank Abp, New Yo	950,000.00	08/26/2022	6,102.43	950,000.00	956,102.43
83050PDR7	Skandinaviska Enskilda Bar	950,000.00	08/26/2022	5,890.00	950,000.00	955,890.00
86565BPC9	Sumitomo Mitsui Banking C	900,000.00	10/16/2020	6,525.75	899,514.77	906,040.52
87019U6D6	Swedbank AB (publ)	1,800,000.00	11/16/2020	4,994.00	1,786,160.09	1,791,154.09
23341VZT1	DNB Bank ASA, New York	950,000.00	12/02/2022	1,399.67	950,000.00	951,399.67
78012UEE1	Royal Bank of Canada New	425,000.00	06/07/2021	918.00	426,459.72	427,377.72

22535CDV0	Credit Agricole Corporate	250,000.00	04/01/2022	4,755.97	250,000.00	254,755.97
06417GU22	Bank of Nova Scotia, Hous	250,000.00	06/05/2020	556.11	250,307.02	250,863.13
65558TLL7	Nordea Bank Abp, New Yo	275,000.00	08/26/2022	1,766.49	275,000.00	276,766.49
83050PDR7	Skandinaviska Enskilda Bar	275,000.00	08/26/2022	1,705.00	275,000.00	276,705.00
86565BPC9	Sumitomo Mitsui Banking C	250,000.00	10/16/2020	1,812.71	249,865.21	251,677.92
87019U6D6	Swedbank AB (publ)	500,000.00	11/16/2020	1,387.22	496,155.58	497,542.80
23341VZT1	DNB Bank ASA, New York	275,000.00	12/02/2022	405.17	275,000.00	275,405.17

CUSIP#	Corporate Bonds	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	Base Market Value + Accrued
06051GHH5	BANK OF AMERICA COB	250,000.00	05/17/2022	1,069.14	254,673.50	255,742.64
025816BU2	AMERICAN EXPRESS CO	900,000.00	05/17/2021	3,712.50	916,439.40	920,151.90
44932HAG8	IBM CREDIT LLC	900,000.00	02/05/2021	9,672.50	906,776.10	916,448.60
06051GFW4	BANK OF AMERICA COB	100,000.00	04/19/2021	525.00	100,873.50	101,398.50
24422ETL3	JOHN DEERE CAPITAL C	450,000.00	01/06/2022	5,796.88	457,363.35	463,160.23
904764AZ0	UNILEVER CAPITAL CO	725,000.00	03/22/2021	5,482.81	732,820.58	738,303.39
713448DX3	PEPSICO INC	600,000.00	04/15/2021	2,533.33	601,178.40	603,711.73
63743HER9	NATIONAL RURAL UTII	375,000.00	03/15/2021	3,202.08	379,246.13	382,448.21
63743HER9	NATIONAL RURAL UTII	515,000.00	03/15/2021	4,397.53	520,831.35	525,228.87
427866BA5	HERSHEY CO	360,000.00	05/15/2021	1,426.00	365,808.24	367,234.24
06051GGS2	BANK OF AMERICA COB	550,000.00	10/01/2021	3,201.00	550,676.50	553,877.50
808513AW5	CHARLES SCHWAB CORP	570,000.00	05/21/2021	2,058.33	580,408.20	582,466.53
89236TEU5	TOYOTA MOTOR CRED	660,000.00	04/13/2021	4,218.50	669,428.10	673,646.60
24422EUQ0	JOHN DEERE CAPITAL C	175,000.00	01/10/2022	2,660.00	179,816.18	182,476.18
594918BV5	MICROSOFT CORP	900,000.00	02/06/2020	6,706.25	899,995.50	906,701.75
693475AV7	PNC FINANCIAL SERVIC	900,000.00	01/23/2024	13,825.00	945,073.80	958,898.80
69371RP75	PACCAR FINANCIAL CO	325,000.00	03/01/2022	3,087.50	331,776.25	334,863.75
46647PBB1	JPMORGAN CHASE & CC	900,000.00	04/01/2023	7,215.75	919,555.20	926,770.95
037833CS7	APPLE INC	820,000.00	05/11/2020	2,050.00	819,850.76	821,900.76
437076BQ4	HOME DEPOT INC	450,000.00	06/05/2020	585.00	449,897.40	450,482.40
02665WCZ2	AMERICAN HONDA FIN.	900,000.00	06/27/2024	240.00	910,936.80	911,176.80
38141EC23	GOLDMAN SACHS & CO	900,000.00	07/08/2024	16,651.25	949,475.70	966,126.95
6174467P8	MORGAN STANLEY	1,800,000.00	07/24/2020	43,175.00	1,835,965.80	1,879,140.80
05531FBH5	BB&T CORP	900,000.00	08/01/2024	9,500.00	911,072.70	920,572.70
254687FK7	WALT DISNEY CO	950,000.00	08/30/2024	5,310.76	939,733.35	945,044.11
14913Q2A6	CATERPILLAR FINANCI	650,000.00	09/04/2020	3,908.13	649,526.80	653,434.93
931142EA7	WAL-MART STORES INC	900,000.00	12/15/2020	760.00	901,135.80	901,895.80
904764AZ0	UNILEVER CAPITAL CO	200,000.00	03/22/2021	1,512.50	202,157.40	203,669.90
89236TEU5	TOYOTA MOTOR CRED	180,000.00	04/13/2021	1,150.50	182,571.30	183,721.80
44932HAG8	IBM CREDIT LLC	250,000.00	02/05/2021	2,686.81	251,882.25	254,569.06
24422ETL3	JOHN DEERE CAPITAL C	115,000.00	01/06/2022	1,481.42	116,881.75	118,363.17
06051GHH5	BANK OF AMERICA COB	75,000.00	05/17/2022	320.74	76,402.05	76,722.79
808513AW5	CHARLES SCHWAB CORP	160,000.00	05/21/2021	577.78	162,921.60	163,499.38
63743HER9	NATIONAL RURAL UTII	100,000.00	03/15/2021	853.89	101,132.30	101,986.19
63743HER9	NATIONAL RURAL UTII	150,000.00	03/15/2021	1,280.83	151,698.45	152,979.28
713448DX3	PEPSICO INC	165,000.00	04/15/2021	696.67	165,324.06	166,020.73
025816BU2	AMERICAN EXPRESS CO	250,000.00	05/17/2021	1,031.25	254,566.50	255,597.75
427866BA5	HERSHEY CO	100,000.00	05/15/2021	396.11	101,613.40	102,009.51
06051GGS2	BANK OF AMERICA COB	160,000.00	10/01/2021	931.20	160,196.80	161,128.00
06051GFW4	BANK OF AMERICA COB	25,000.00	04/19/2021	131.25	25,218.38	25,349.63
24422EUQ0	JOHN DEERE CAPITAL C	50,000.00	01/10/2022	760.00	51,376.05	52,136.05
594918BV5	MICROSOFT CORP	250,000.00	02/06/2020	1,862.85	249,998.75	251,861.60
693475AV7	PNC FINANCIAL SERVIC	250,000.00	01/23/2024	3,840.28	262,520.50	266,360.78
69371RP75	PACCAR FINANCIAL CO	100,000.00	03/01/2022	950.00	102,085.00	103,035.00
46647PBB1	JPMORGAN CHASE & CC	250,000.00	04/01/2023	2,004.38	255,432.00	257,436.38
037833CS7	APPLE INC	225,000.00	05/11/2020	562.50	224,959.05	225,521.55
437076BQ4	HOME DEPOT INC	125,000.00	06/05/2020	162.50	124,971.50	125,134.00
02665WCZ2	AMERICAN HONDA FIN.	250,000.00	06/27/2024	66.67	253,038.00	253,104.67
38141EC23	GOLDMAN SACHS & CO	250,000.00	07/08/2024	4,625.35	263,743.25	268,368.60
6174467P8	MORGAN STANLEY	500,000.00	07/24/2020	11,993.06	509,990.50	521,983.56
05531FBH5	BB&T CORP	250,000.00	08/01/2024	2,638.89	253,075.75	255,714.64
254687FK7	WALT DISNEY CO	270,000.00	08/30/2024	1,509.38	267,082.11	268,591.49
14913Q2A6	CATERPILLAR FINANCI	185,000.00	09/04/2020	1,112.31	184,865.32	185,977.63
931142EA7	WAL-MART STORES INC	250,000.00	12/15/2020	211.11	250,315.50	250,526.61

CUSIP#	Commercial Paper	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
62479LAD7	MUFG Bank Ltd. (New Yo	1,000,000.00	01/13/2020	0.00	999,126.67	999,126.67
63873JA34	Natixis, New York Branch	2,500,000.00	01/03/2020	0.00	2,499,720.83	2,499,720.83
62479LJ14	MUFG Bank Ltd. (New Yo	1,800,000.00	09/01/2020	0.00	1,777,308.00	1,777,308.00
63873JA34	Natixis, New York Branch	700,000.00	01/03/2020	0.00	699,921.83	699,921.83
62479LJ14	MUFG Bank Ltd. (New Yo	650,000.00	09/01/2020	0.00	641,805.67	641,805.67
CUSIP#	FHLMC	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
3137BM6P6	FHMS K721 A2	450,000.00	08/25/2022	1,158.75	459,324.00	460,482.75
3137FKK39	FHMS KP05 A	266,450.92	07/25/2023	711.20	272,331.50	273,042.70
3137FQ3V3	FHMS KJ27 A1	384,394.85	07/25/2024	670.13	382,741.96	383,412.08
3137BM6P6	FHMS K721 A2	130,000.00	08/25/2022	334.75	132,693.60	133,028.35
3137FKK39	FHMS KP05 A	75,696.28	07/25/2023	202.05	77,366.90	77,568.95
3137FQ3V3	FHMS KJ27 A1	99,842.82	07/25/2024	174.06	99,413.49	99,587.55
CUSIP#	FNMA	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
3136AJ7G5	FNA 14M06B A2	1,109,237.16	05/25/2021	2,475.92	1,118,011.23	1,120,487.14
3136B1XP4	FNA 18M5 A2	386,912.02	09/25/2021	1,147.84	391,160.32	392,308.16
3136B1XP4	FNA 18M5 A2	106,400.81	09/25/2021	315.66	107,569.09	107,884.74
3136AJ7G5	FNA 14M06B A2	305,040.22	05/25/2021	680.88	307,453.09	308,133.96
Identifier	Municipal Debt	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
157411TK5	CHAFFEY CALIF JT UN I	230,000.00	08/01/2024	349.00	228,962.70	229,311.70
157411TK5	CHAFFEY CALIF JT UN I	60,000.00	08/01/2024	91.04	59,729.40	59,820.44
CUSIP#	US Government Bonds	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
912828TJ9	UNITED STATES TREAS	2,500,000.00	08/15/2022	15,344.77	2,502,343.75	2,517,688.52
912828X47	UNITED STATES TREAS	3,700,000.00	04/30/2022	11,816.62	3,724,281.25	3,736,097.87
912828R77	UNITED STATES TREAS	350,000.00	05/31/2021	420.77	348,906.25	349,327.02
912828Q78	UNITED STATES TREAS	1,640,000.00	04/30/2021	3,840.93	1,635,131.25	1,638,972.18
912828N30	UNITED STATES TREAS	2,275,000.00	12/31/2022	132.81	2,309,480.47	2,309,613.28
912828N30	UNITED STATES TREAS	5,900,000.00	12/31/2022	344.44	5,989,421.88	5,989,766.31
912828N30	UNITED STATES TREAS	3,000,000.00	12/31/2022	175.14	3,045,468.75	3,045,643.89
912828R69	UNITED STATES TREAS	5,400,000.00	05/31/2023	7,672.13	5,400,000.00	5,407,672.13
912828R69	UNITED STATES TREAS	950,000.00	05/31/2023	1,349.73	950,000.00	951,349.73
912828R69	UNITED STATES TREAS	1,700,000.00	05/31/2023	2,415.30	1,700,000.00	1,702,415.30
912828VF4	UNITED STATES TREAS	255,000.00	05/31/2020	306.56	254,721.09	255,027.65
912828T91	UNITED STATES TREAS	2,950,000.00	10/31/2023	8,165.18	2,947,234.38	2,955,399.55
912828VP2	UNITED STATES TREAS	575,000.00	07/31/2020	4,812.50	576,167.97	580,980.47
912828L32	UNITED STATES TREAS	410,000.00	08/31/2020	1,904.98	409,295.31	411,200.29
912828T91	UNITED STATES TREAS	2,300,000.00	10/31/2023	6,366.07	2,297,843.75	2,304,209.82
912828XX3	UNITED STATES TREAS	5,000,000.00	06/30/2024	274.73	5,068,750.00	5,069,024.73
912828XX3	UNITED STATES TREAS	1,475,000.00	06/30/2024	81.04	1,495,281.25	1,495,362.29
912828TJ9	UNITED STATES TREAS	700,000.00	08/15/2022	4,296.54	700,656.25	704,952.79
912828Q78	UNITED STATES TREAS	185,000.00	04/30/2021	433.28	184,450.78	184,884.06
912828B90	UNITED STATES TREAS	175,000.00	02/28/2021	1,182.69	175,738.28	176,920.97
912828X47	UNITED STATES TREAS	1,300,000.00	04/30/2022	4,151.79	1,308,531.25	1,312,683.04
912828N30	UNITED STATES TREAS	700,000.00	12/31/2022	40.87	710,609.38	710,650.24
912828N30	UNITED STATES TREAS	1,600,000.00	12/31/2022	93.41	1,624,250.00	1,624,343.41
912828N30	UNITED STATES TREAS	850,000.00	12/31/2022	49.62	862,882.81	862,932.43
912828R69	UNITED STATES TREAS	1,600,000.00	05/31/2023	2,273.22	1,600,000.00	1,602,273.22
912828R69	UNITED STATES TREAS	200,000.00	05/31/2023	284.15	200,000.00	200,284.15
912828R69	UNITED STATES TREAS	550,000.00	05/31/2023	781.42	550,000.00	550,781.42
912828VF4	UNITED STATES TREAS	200,000.00	05/31/2020	240.44	199,781.25	200,021.69
912828T91	UNITED STATES TREAS	850,000.00	10/31/2023	2,352.68	849,203.13	851,555.80
912828VP2	UNITED STATES TREAS	490,000.00	07/31/2020	4,101.09	490,995.31	495,096.40
912828L32	UNITED STATES TREAS	80,000.00	08/31/2020	371.70	79,862.50	80,234.20
912828T91	UNITED STATES TREAS	625,000.00	10/31/2023	1,729.91	624,414.06	626,143.97
912828XX3	UNITED STATES TREAS	1,400,000.00	06/30/2024	76.92	1,419,250.00	1,419,326.92
912828XX3	UNITED STATES TREAS	425,000.00	06/30/2024	23.35	430,843.75	430,867.10

FUNDS MANAGED BY DISTRICT STAFF

CUSIP#	Money Market Funds	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
31846V534	FIRST AMER:US TRS MM	8,411,975.20	12/31/2019	0.00	8,411,975.20	8,411,975.20
31846V534	FIRST AMER:US TRS MM	2,193,399.15	12/31/2019	0.00	2,193,399.15	2,193,399.15
31846V534	FIRST AMER:US TRS MM	581,278.82	12/31/2019	0.00	581,278.82	581,278.82
SM - LAIF	Local Agency Investment I	48,883,128.68	12/31/2019	0.00	48,883,128.68	48,883,128.68

CUSIP#	Cash and Cash Equivalents	Base Current Unit	Final Maturity	Base Accrued Balance	Base Market Value	se Market Value + Accrued
CCYUSD	Cash	8,564.80	12/31/2019	0.00	8,564.80	8,564.80
CCYUSD	Cash	1,465.84	12/31/2019	0.00	1,465.84	1,465.84
CCYUSD	Cash	374.94	12/31/2019	0.00	374.94	374.94

EXHIBIT 2

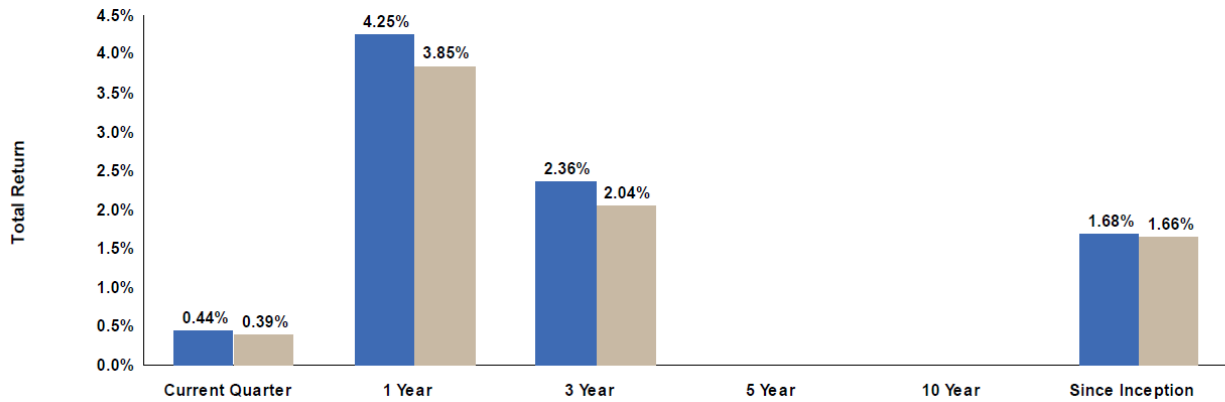
For the Quarter Ended December 31, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST RESERVE	2.15	0.44%	4.25%	2.36%	-	-	1.68%
<i>San Mateo County Trans District Custom Index*</i>	2.09	0.39%	3.85%	2.04%	-	-	1.66%
Difference		0.05%	0.40%	0.32%	-	-	0.02%



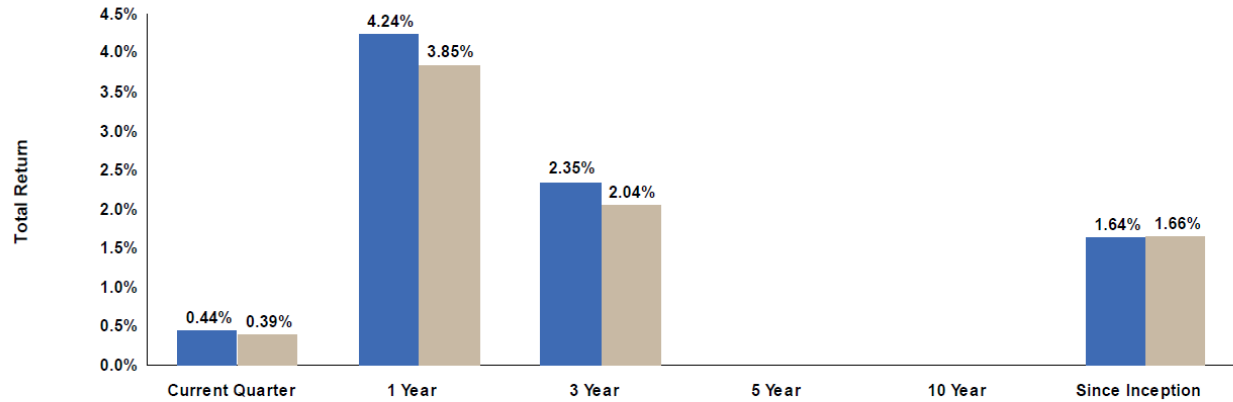
For the Quarter Ended December 31, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Performance

Portfolio Performance (Total Return)

Portfolio/Benchmark	Effective Duration	Current Quarter	1 Year	Annualized Return			Since Inception (03/31/15)
				3 Year	5 Year	10 Year	
SAN MATEO COUNTY TRANS DIST PARATRANSIT	2.15	0.44%	4.24%	2.35%	-	-	1.64%
<i>San Mateo County Trans District Custom Index*</i>	2.09	0.39%	3.85%	2.04%	-	-	1.66%
Difference		0.05%	0.39%	0.31%	-	-	-0.02%



■ SAN MATEO COUNTY TRANS DIST PARATRANSIT

■ *San Mateo County Trans District Custom Index**

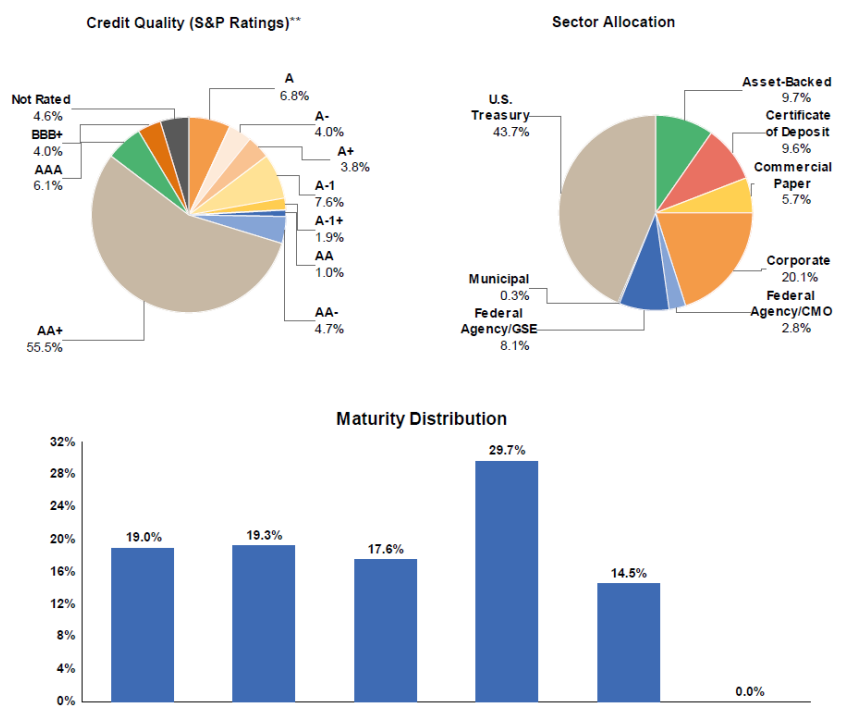
EXHIBIT 3

SAN MATEO COUNTY TRANS DIST RESERVE

For the Quarter Ended December 31, 2019

Portfolio Snapshot

Portfolio Statistics	
As of December 31, 2019	
Par Value:	\$92,310,084
Total Market Value:	\$95,481,184
Security Market Value:	\$92,939,065
Accrued Interest:	\$348,720
Cash:	\$2,193,399
Amortized Cost:	\$91,952,868
Yield at Market:	1.77%
Yield at Cost:	2.27%
Effective Duration:	2.15 Years
Duration to Worst:	2.19 Years
Average Maturity:	2.44 Years
Average Credit: *	AA



SAN MATEO COUNTY TRANS DIST PARATRANSIT

For the Quarter Ended December 31, 2019

Portfolio Snapshot

Portfolio Statistics	
As of December 31, 2019	
Par Value:	\$26,150,728
Total Market Value:	\$27,012,652
Security Market Value:	\$26,330,957
Accrued Interest:	\$100,417
Cash:	\$581,279
Amortized Cost:	\$26,046,445
Yield at Market:	1.77%
Yield at Cost:	2.25%
Effective Duration:	2.15 Years
Duration to Worst:	2.19 Years
Average Maturity:	2.45 Years
Average Credit: *	AA

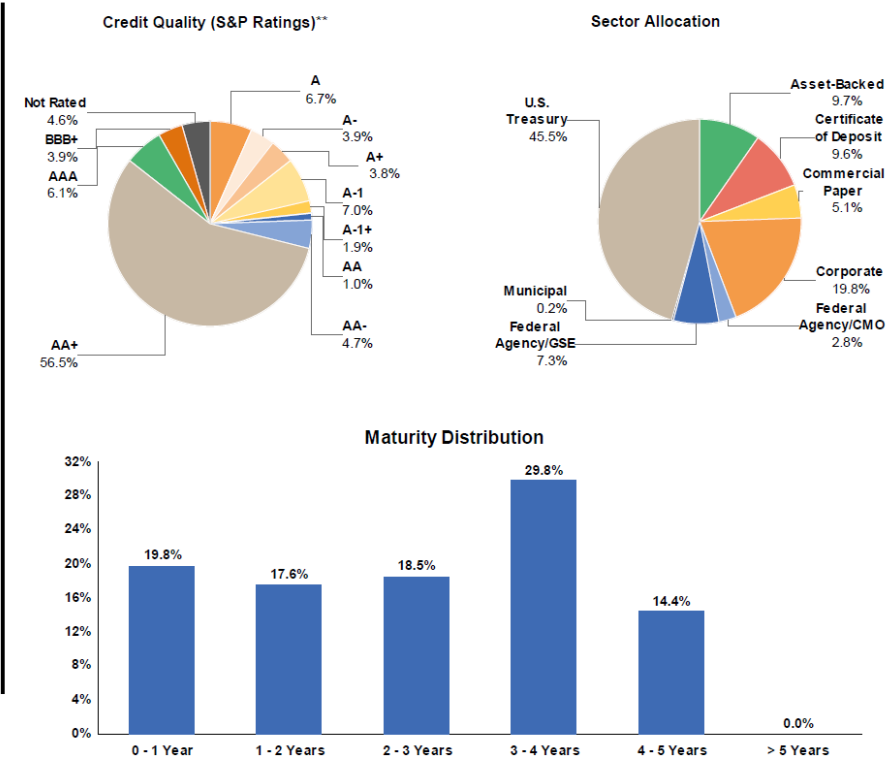


EXHIBIT 4

For the Quarter Ended December 31, 2019

SAN MATEO COUNTY TRANS DIST RESERVE

Portfolio Compliance

Sector Allocation & Compliance

- The reserve portfolio is in compliance with the District's Investment Policy and California Government Code.

Security Type	Market Value as of December 31, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$40,656,103	28.4%	100%	✓
Federal Agency/GSE	\$7,505,832	5.3%	100%	✓
Federal Agency/CMO	\$2,621,552	1.8%	100%	✓
Municipal	\$229,604	0.2%	30%	✓
Negotiable CDs	\$8,925,917	6.2%	30%	✓
Commercial Paper	\$5,275,900	3.7%	25%	✓
Corporate Notes	\$18,697,023	13.1%	30%	✓
Asset-Backed	\$9,027,133	6.3%	20%	
Securities Sub-Total	\$92,939,065	65.0%		
Accrued Interest	\$348,720			
Securities Total	\$93,287,784	65.0%		
Money Market Fund	\$2,193,399	1.5%	10%	✓
LAIF	\$47,794,581	33.4%	\$65 million	✓
Total Investments	\$143,275,765	100.0%		

For the Quarter Ended December 31, 2019

SAN MATEO COUNTY TRANS DIST PARATRANSIT

Portfolio Compliance

Sector Allocation & Compliance

- The paratransit portfolio is in compliance with the District's Investment Policy and California Government Code.

Security Type	Market Value as of September 30, 2019	% of Portfolio	Permitted by Policy	In Compliance
U.S. Treasury	\$12,011,947	42.9%	100%	✓
Federal Agency/GSE	\$1,917,578	6.8%	100%	✓
Federal Agency/CMO	\$723,945	2.6%	100%	✓
Municipal	\$59,897	0.2%	30%	✓
Negotiable CDs	\$2,521,300	9.0%	30%	✓
Commercial Paper	\$1,341,559	4.8%	25%	✓
Corporate Notes	\$5,210,690	18.6%	30%	✓
Asset-Backed	\$2,544,042	9.1%	20%	✓
Securities Sub-Total	\$26,330,957	94.0%		
Accrued Interest	\$100,417			
Securities Total	\$26,431,373	94.0%		
Money Market Fund	\$581,279	2.1%	10%	✓
LAIF	\$1,088,547	3.9%	\$65 million	✓
Total Investments	\$28,101,200	100.0%		

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

David Olmeda
Chief Operating Officer, Bus

SUBJECT: **REJECTION OF BID FROM EPS INC. DBA EXPRESS PLUMBING AND AUTHORIZE
NEGOTIATION OF CONTRACT FOR PLUMBING TESTS, INSPECTIONS AND
MAINTENANCE ON THE OPEN MARKET**

ACTION

Staff recommends that the Board:

1. Reject the sole bid submitted by EPS Inc. dba Express Plumbing (EPS), of San Mateo, California, to provide Plumbing Tests, Inspections and Maintenance Services (Services), because the bid far exceeds the San Mateo County Transit District's (District) independent cost estimate.
2. Authorize the General Manager/CEO, or his designee, to negotiate a contract for Services on the open market and return to the Board with a recommendation for award of the contract.

SIGNIFICANCE

Testing, inspection and preventive maintenance of existing plumbing equipment at all District facilities by a qualified and responsive contractor is necessary to support the District's plumbing system operations and provide beneficial use/occupancy of the District buildings by employees, tenants and the public.

Approval of the above actions will allow rejection of the sole bid and will authorize staff to research the market to identify contractors with whom to negotiate fair and reasonable prices for the required Services.

BUDGET IMPACT

Rejection of the bid will have no budget impact.

BACKGROUND

An Invitation for Bids (IFB) was advertised in a newspaper of general circulation and on the District's procurement website. A five percent small business enterprise (SBE) preference was assigned to the solicitation. Prior to releasing the IFB, extensive outreach for SBEs was conducted using the State of California's Disadvantaged

Business Enterprise database. Eighteen vendors downloaded the solicitation documents with one potential bidder attending the pre-bid meeting. One bid was received as follows:

Company	Bid Amount
Independent Cost Estimate	\$157,915
1. EPS, San Mateo, CA	\$500,997.50

Of the vendors who showed interest in this solicitation, only four initiated completion of the solicitation documents. Staff reached out to the other three potential bidders to ascertain why none submitted a bid. Various reasons were provided to staff, from not desiring to be the prime contractor to lack of required certifications.

Upon review by staff and legal counsel, EPS's bid was found to be significantly higher than the District's independent cost estimate for the Services. Moreover, staff determined that EPS' quote incorporated the cost of heavy-duty trucks and support equipment that is clearly not required to perform the work as specified in the IFB.

Under the District's procurement rules, bids submitted in response to a formal IFB may be rejected if it is in the best interest of the District to do so. For the reasons discussed above, staff has determined that it is in the District's best interest to reject EPS' bid.

The previous contract for Services was issued in 2016 and expired on January 31, 2020. During the previous solicitation, the District also received a single bid that was significantly higher than the District's independent cost estimate. At that time, the Board authorized the rejection of the single bid and negotiation of a contract on the open market.

After reviewing the previous contract award history and the vendor responses to the current solicitation, staff has determined that a re-issuance of the same solicitation is unlikely to provide different results. However, the flexibility to negotiate a contract on the open market may produce favorable results. Upon Board authorization, staff will canvass qualified contractors that can meet the District's requirements and attempt to negotiate a contract at fair and reasonable prices. Staff will return to the Board with a recommendation for award of the contract.

STRATEGIC INITIATIVE

- Priority 2: Strengthen Fiscal Health
 Goal 3: Implement existing and new best practices

Procurement Administrator II: Patrick Ng 650-622-8018
 Project Manager: Jeff Thomas, Maintenance Contract Administrator 650-508-6309

RESOLUTION NO. 2020 –

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA

REJECTING THE BID FROM EPS INC. DBA EXPRESS PLUMBING AND AUTHORIZING
NEGOTIATION OF A CONTRACT FOR PLUMBING TESTS, INSPECTIONS AND
MAINTENANCE SERVICES ON THE OPEN MARKET

WHEREAS, the San Mateo County Transit District (District) solicited competitive bids for plumbing tests, inspections and maintenance services (Services); and

WHEREAS, a sole bid was received from EPS Inc. dba Express Plumbing (EPS) in response to the solicitation; and

WHEREAS, staff determined that EPS' bid price was not fair and reasonable, as it far exceeds the District's independent cost estimate; and

WHEREAS, a re-issuance of the same solicitation is unlikely to yield different results; and

WHEREAS, the flexibility to negotiate a contract on the open market may produce favorable results; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board reject the bid from EPS and authorize the General Manager/CEO, or his designee, to negotiate a contract on the open market.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District:

1. Rejects the sole bid from EPS Inc. dba Express Plumbing; and
2. Authorizes the General Manager/CEO, or his designee, to negotiate a contract for the desired services on the open market and return to the Board with a recommendation for award of the contract.

Regularly passed and adopted this 4th day of March 2020 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST

District Secretary

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Board of Directors

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **DECLARE AN EMERGENCY FOR THE NATURAL GAS LINE REPLACEMENT AT
SOUTH BASE AND RATIFY AN EMERGENCY PROCUREMENT**

ACTION

Staff recommends the Board of Directors (Board):

1. Declare an emergency exists with the natural gas line at the San Mateo County Transit District's (District) South Base Facility (South Base) located at 501 Pico Boulevard, San Carlos; and
2. Find the emergency does not permit a delay resulting from a formal solicitation for bids, and action is necessary to respond to the emergency; and
3. Ratify the General Manager/CEO's authorization of an emergency procurement process and authorize staff to obtain quotes from one or more contractors to complete the emergency repairs; and
4. Authorize staff to complete negotiations with a selected vendor based on final design criteria and detailed specifications and report back to the Board for award of the subsequent construction contract; and
5. Authorize the General Manager/CEO, or his designee, to take all other discretionary actions required to respond to said emergency, provided that the General Manager/CEO reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

SIGNIFICANCE

Since November 2019, South Base has been without a source of natural gas to heat office spaces and hot water after a line ruptured and was capped for safety reasons. South Base staff continues to work in the facility but it is cold and lacks significant amenities, which has a negative impact on the health of staff. The District took prompt

action to provide limited building heat through portable heaters and positioned shower trailers with hot water.

An expedited procurement process for the repair work is necessary to curtail the negative impacts on health as soon as possible. The design and technical specifications for a natural gas line replacement is estimated to be completed by the end of March 2020. With approval of the above actions, staff will reach out to one or more contractors to obtain quotes to complete the emergency repair work. After evaluation of the submitted quotes, staff will make a recommendation to the Board for subsequent award of the construction contract.

BUDGET IMPACT

Funding to support this emergency procurement will come from available savings in District Sales Tax funding on three Capital Projects that were approved by the Board in FY2018.

BACKGROUND

In late July 2019, staff began investigations of suspected underground gas leaks at South Base. Over the span of six weeks, various contractors responded to perform detection, inspection, and repair work. The existing natural gas lines were installed in 1982 and recent work found the underground plastic/PVC pipe had shifted and loosened. The first leak was repaired by replacing a gas valve; the second leak was repaired by replacing a section pipe; subsequently, a third leak was discovered. Staff determined that continued repairs were no longer practical and took precautions to cap the main gas line pending further evaluation. Meanwhile, staff acted to provide South Base employees with limited building heat, portable shower trailers, and hot water.

The design and technical specifications for the natural gas line replacement must meet safety and building code compliance for Pacific Gas and Electric and the City of San Carlos. In November 2019, pursuant to a current District contract for On-call General Engineering Services, staff issued a work directive to Group 4 Architecture, Research & Planning Inc. to perform a study and design a comprehensive natural gas line replacement at South Base with an estimated design completion at the end of March 2020.

STRATEGIC INITIATIVE

Strategic Action 2-13: Invest in improvements to our facilities and fleets that conserve natural resources, reducing waste and controlling costs.

Project Managers: John Seybert
Greg Moyer, Director of Facilities

650-622-7813
650-508-7987

RESOLUTION NO. 2020 -
BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA

* * *

**DECLARING AN EMERGENCY FOR THE NATURAL GAS LINE REPLACEMENT AT
SOUTH BASE FACILITY AND RATIFYING
AN EMERGENCY PROCUREMENT PROCESS**

WHEREAS, in the fall of 2019, there were multiple gas leaks at the San Mateo County Transit District's (District) South Base Facility located at 501 Pico Boulevard, San Carlos (South Base), and staff responded by engaging various contractors to detect, inspect, and repair the leaks; and

WHEREAS, staff directed contractors to complete two isolated repairs on the underground natural gas pipe distribution network, which was installed in 1982, determined that continued repairs to existing plastic/PVC pipe were no longer practical, and capped the main gas line pending further study; and

WHEREAS, in late 2019, staff authorized a study/evaluation and design for a full natural gas line replacement in accordance with the current building codes and safety standards, with an estimated completion date of March 2020; and

WHEREAS, South Base staff continue to work in winter conditions with limited heat in their office/work spaces and with limited hot water, which negatively impacts staff's health; and

WHEREAS, an expedited procurement process for the required repair work is necessary to curtail these negative impacts on health as soon as possible; and

WHEREAS, California Public Contract Code Section 1102 defines an emergency as "a sudden, unexpected occurrence that poses a clear and imminent danger,

requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services"; and

WHEREAS, California Public Contract Code Section 22050 authorizes the District to repair and take other immediate actions required to address an emergency, and requires that findings based on substantial evidence must be made that the emergency will not permit delay resulting from a competitive solicitation of bids, and that the action is necessary to respond to the emergency, by a four-fifths vote of the Board of Directors (Board); and

WHEREAS, the General Manager/CEO seeks Board ratification of an emergency procurement process and authorization to direct staff to obtain quotes to complete the emergency repairs from one or more contractors; and

WHEREAS, staff will evaluate the submitted quotes to determine if costs are fair and reasonable and will return to the Board with a recommendation to award the subsequent construction contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby:

1. Declares that an emergency exists with regard to the condition of the gas line at South Base and directs staff to include relevant facts regarding the justification for the declaration of emergency in the minutes of this meeting; and
2. Finds that the emergency does not permit a delay that would otherwise result from a formal solicitation for bids and action is necessary to respond to the emergency; and
3. Ratifies the General Manager/CEO's authorization of an emergency procurement process for the gas line replacement at South Base and authorizes

staff to obtain quotes to complete the emergency repairs from one or more contractors and return to the Board with a recommendation to award the subsequent construction contract; and

4. Authorizes the General Manager/CEO or his designee to take all other discretionary actions required to respond to said emergency, provided that the General Manager/CEO reports such actions to the Board at each monthly Board meeting until the emergency situation is resolved, with a final report to be made at the first Board meeting after the emergency is resolved.

Regularly passed and adopted this 4th day of March, 2020 by the following

vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

KARYL MATSUMOTO, CHAIR
 PETER RAITO, VICE CHAIR
 RON COLLINS
 MARINA FRASER
 CAROLE GROOM
 ROSE GUILBAULT
 DAVE PINE
 JOSH POWELL
 CHARLES STONE

JIM HARTNETT
 GENERAL MANAGER/CEO



MEMORANDUM

BOD ITEM # 6
March 4, 2020

Date: February 26, 2020
To: SamTrans Board of Directors
From: Jim Hartnett, General Manager/CEO
Subject: General Manager/CEO Report

7 Months Ending January 31, 2020

Fixed-route Bus Service/Ridership

For the first seven months of FY 2020, fixed-route bus service provided 6,521,080 trips, which is an increase of 3.2 percent compared to the seven months of FY 2019. The YTD FY 2020 AWR increased 3.3 percent compared to FY 2019. The YTD FY 2020 OTP is 79.4 percent, which is an improvement over the 78.7 percent for the same period in FY 2019, but remains below the goal of 85.0 percent.

Ridership	<u>Jan. 2020</u>	<u>YTD FY 2020</u>	<u>YTD FY 2019</u>
• AWR	35,970	36,730	35,550
• Total Trips	924,980	6,521,080	6,319,100
On-time Performance goal is 85.0%:			
• Directly operated service	82.6%	81.8%	81.4%
• Contracted bus service	74.5%	73.2%	70.9%
• Coastside service	77.3%	74.2%	73.7%
• Combined service	80.4%	79.4%	78.7%
Trips that Did Not Operate (DNO)	534	2,096	549
Complaints per million trips	206	210	191

The full impact of the service changes and reductions implemented January 19, 2020 will not be available until after the February service month is completed. Based on preliminary/partial data, it appears that DNOs are down. More complete DNO and ridership data will be available for the April Board meeting, which will include service for the full month of February 2020.

SamTrans ADA Paratransit Service/Ridership

For the first seven months of FY 2020, SamTrans provided 194,150 Paratransit trips, which is a decrease of 2.9 percent compared to the first seven months of FY 2019. There were 289,033 free Paratransit trips on fixed-route buses during the seven months of FY 2020, a decrease of 5,333 free trips compared to FY 2019. There were 7,921 registrants as of January 2020, which are 196 fewer registrants compared to 8,117 registrants in January 2019.

	<u>Jan. 2020</u>	<u>YTD FY 2020</u>	<u>YTD FY 2019</u>
On-time Performance goal is 90.0%			
• Redi-Wheels	92.4%	91.6%	90.5%
• RediCoast	96.1%	96.1%	97.1%
Complaints per 1,000 trips			
• Redi-Wheels	0.59	0.73	0.76
• RediCoast	1.40	1.49	0.34
Ridership			
• Paratransit AWR	1,050	1,120	1,160
• Paratransit Total Trips	26,160	194,150	200,030
• Free Paratransit trips on fixed-route buses	39,052	289,033	294,366

SamTrans offers “Lifeline” fare assistance for low-income ADA paratransit riders. The Lifeline fare is \$1.75 for a one way trip compared to the standard fare of \$4.25 for the same trip. There are no restrictions to the number of Lifeline trips eligible customers can take. In 2010, fare assistance trips accounted for 32 percent of the total trips. Currently, Lifeline trips account for approximately 41 percent of the total trips.

To qualify for Lifeline assistance, Redi-Wheels and RediCoast cardholders must complete an application and submit proof that they receive one of the following: Supplemental Security Income, San Mateo County General Assistance, or Medi-Cal. SamTrans is unique, similar fare assistance programs are funded through a social program or agency, not sponsored by the transit agency. In addition, heavily discounted services have limited number of trips.

Human Capital Investment

	<u>Jan. 2020</u>		<u>YTD FY 2020</u>		<u>YTD FY 2019</u>	
	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>	<u>Hours</u>	<u>Days</u>
New Bus Operator Trainees	880	110	11,264	1,408	12,856	1,607
Part to Full-time Bus Operator	0	0	0	0	372	47
New fleet/route orientation	0	0	311	39	144	18
DMV mandated training	276	35	1,918	240	1,308	164
Bus Operator retraining	282	35	1,496	187	1,055	132
Maintenance training	553	69	4,077	510	3,109	388
CPR/AED/First Aid	0	0	244	31	540	67
Total Hours	1,991	249	19,310	2,414	19,384	2,423

Bus Operator Trainee Class 161 graduated 14 Bus Operators on January 17, 2020. The same day, Class 162 started with 11 Bus Operator Trainees. Class 163 is scheduled to start in March with 22 Bus Operator Trainees.

Safety Campaign

The Safety Campaign designed to reduce the number of preventable accidents continues in 2020. It was kick-off January 1, 2020 with coffee and donuts at North Base and South Base. Bus Operators must have zero preventable accidents; maintain good attendance with minimal miss-outs per month during the safety campaign. All Bus Operators without preventable accidents are placed into a monthly drawing for prizes. The safety campaign is scheduled to run through March 2020, culminating with individual embroidered patches, and drawings for gift cards, and jackets. The grand prize is an iPad.

Maintenance Department

The goal of **25,000** average Miles Between Service Calls (MBSC) was achieved for both motor bus and paratransit fleets (District maintained vehicles).

	<u>January 2020</u>			<u>YTD FY 2020</u>			<u>YTD FY 2019</u>		
	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>	<u>Miles Driven</u>	<u># Calls</u>	<u>MBSC</u>
Motor Bus	565,767	19	29,777	3,843,798	127	30,266	3,622,597	129	28,082
Paratransit	105,830	2	52,915	746,172	17	43,892	844,372	18	46,910

SamTrans Digital Communications (Social & Web)

	<u>January 2020</u>	<u>YTD FY 2020</u>	<u>YTD FY 2019</u>
Impressions*	1,158,577	6,176,854	3,879,918
Interactions**	14,876	79,023	61,930
Website Sessions	142,255	1,016,399	1,126,413

* Facebook, Twitter, Instagram, LinkedIn, Nextdoor.

There were 10,245 total followers as of January 31, 2020, up from 8,743 in January 2019.

SamTrans Mobile App

SamTrans Mobile app was launched on September 3, 2018. The mobile app gives customers the ability to buy tickets for SamTrans fixed-route, and Paratransit ADA and Non-ADA service. Customers can save and use the ticket within 30 days. Additionally, customers can plan their trip using the mobile app which provides transportation choices, such as BART, Caltrain and SamTrans. During the first quarter of 2020, the app will be upgraded with the following enhancements: the native trip planner, Colma Park & Ride parking permits, Tagalog and Chinese translations and an improved "Use Tickets" screen.

From launch date through the end of December 2019, there were 22,959 app downloads and 19,215 accounts created. Less than half of the existing accounts were used to purchase fares. Among the account-holders who purchased fare, about 50 percent made a one-time purchase and ten percent made at least 20 purchases during the same period. A total of 117,709 tickets were sold which generated more than 148,000 trips, representing approximately one percent of the total fixed-route ridership. Fare revenue collected was \$246,946. The top five products contributed 88 percent of the revenue (Adult Local Ride, Youth Local Ride, Adult Day Pass, Youth Day Pass and Summer Youth Pass).

SamTrans Mobile allows customers to plan their trips as well as access real-time departure information and vehicle location. No registration and purchase is required to use the additional features. There were approximately 1.2 million trip planning inquiries and 0.4 million vehicle location searches, and a similar 0.4 million requests for real-time departure information since the app was launched through December 2019.



BOARD OF DIRECTORS 2020

KARYL MATSUMOTO, CHAIR
PETER RATTO, VICE CHAIR
RON COLLINS
MARINA FRASER
CAROLE GROOM
ROSE GUILBAULT
DAVE PINE
JOSH POWELL
CHARLES STONE

JIM HARTNETT
GENERAL MANAGER/CEO

A G E N D A

**COMMUNITY RELATIONS COMMITTEE
COMMITTEE OF THE WHOLE
(Accessibility, Senior Services, and Community
Issues)**

**San Mateo County Transit District Administrative Building
Bacciocco Auditorium – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA**

WEDNESDAY, MARCH 4, 2020 – 2:30 pm

or immediately following Board meeting recess

1. Call to Order

MOTION

2. Approval of Minutes of Community Relations Committee Meeting of February 5, 2020

INFORMATIONAL

3. Accessibility Update
4. Paratransit Coordinating Council Update
5. Citizens Advisory Committee Update
6. Multimodal Ridership Report – January 2020
7. Adjourn

Committee Members: Marina Fraser (Chair), Rose Guilbault, Josh Powell

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF COMMUNITY RELATIONS COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
FEBRUARY 5, 2020**

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

Committee Members Absent: None

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

Other Board Members Absent: D. Pine

Staff Present: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong, D. Seamans

1. CALL TO ORDER

Committee Chair Rose Guilbault called the meeting to order at 3:12 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 8, 2020

Motion/Second: Stone/Powell

Ayes: Collins, Groom, Fraser, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

3. APPROVAL OF APPOINTMENT PROCESS FOR THE MEASURE W CITIZENS' OVERSIGHT COMMITTEE

Seamus Murphy, Chief Communications Officer, said that in July 2020, they will have been collecting Measure W sales tax funding for one year. He said that the duties and composition of the required Oversight Committee are clearly spelled out in the Measure, but that the appointment process is not. He reviewed the proposed appointment process.

Director Charles Stone left the meeting at 3:14 pm.

Public Comment:

- Ben McMullan, Paratransit Coordinating Council (PCC) Chair, said that members of the PCC and the disability committee at large should be considered for membership in the Oversight Committee since they have a stake in the Measure W process.

- Mike Levinson, PCC, emphasized that the PCC is one of the main stakeholders for people with disabilities. He said the PCC would be willing to provide a member to hold the disability seat on the Oversight Committee.
- Sandra Lang supported considering the disabled community in developing the Committee membership qualification guidelines.

Chair Karyl Matsumoto asked about having representatives from each of the CACs (Citizens Advisory Committees) be on the Oversight Committee.

Jim Hartnett, General Manager/CEO, said that the Board generally decides the appointments, although other groups may make recommendations. He said that if the PCC proposes a name, the Board can give it priority consideration.

Joan Cassman, Legal Counsel, recommended that the Board maintain control over Committee appointments.

Director Josh Powell said he was concerned about stipulating that the composition of membership come from other other groups, since people might be over-committed. Mr. Murphy said they would do an active recruitment in addition to tapping members of stakeholder groups.

Director Carole Groom said she believed that there would be no trouble getting candidates for membership.

Committee Member Ron Collins said that there are 11 categories of membership stated for the Committee's 15 members. He asked about the criteria for the remaining four seats. Mr. Murphy clarified the membership categories.

Director Peter Ratto said that he was comfortable with the recommendation from the CACs for whom they feel should be on the committee.

Director Charles Stone returned to the meeting at 3:26 pm.

Committee Member Collins asked about the next steps and timeline.

Mr. Murphy said they would start advertising the positions and refer applicants to the Community Relations Committee for recommendations. He project that they would have a full committee by January 2021.

Committee Chair Guilbault said that she was comfortable with conceding to staff recommendations. She noted that the Community Relations Committee will be making their own recommendations anyway.

Ms. Cassman quoted Measure W as saying that the "board will appoint this committee," meaning that the Board would have full discretion of membership selection.

Director Groom asked about the the Community Relations Committee's process for interviewing. Mr. Murphy said they would make appointment recommendations to the full Board.

Motion/Second: Groom/Stone

Ayes: Collins, Groom, Fraser, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

4. ACCESSIBILITY UPDATE

Tina Dubost, Manager, Accessible Services, gave an update on recent outreach activities. She said they would be attending an upcoming PCC focus group to get their opinion about some software.

5. PARATRANSIT COORDINATING COUNCIL UPDATE

Ben McMullan, PCC Chair, thanked Mr. Hartnett and Director Groom for recently meeting with them. He noted that outreach over the past month was done at the San Bruno Senior Center.

6. CITIZENS ADVISORY COMMITTEE UPDATE

John Baker, SamTrans CAC, provided an update of their January 29 meeting. He noted that the new Chair is Andrew Barnes of Menlo Park with himself as Vice Chair.

7. MULTIMODAL RIDERSHIP REPORT – DECEMBER 2019

Mr. Hartnett noted that SamTrans ridership has increased for the fifth month in a row, which is close to being considered a trend.

Chair Matsumoto said she was concerned that reducing frequency of service on low-ridership routes would exacerbate the problem. Mr. Hartnett explained that this was an attempt to better match the number of available operators to the actual service.

Chair Matsumoto asked why the paratransit ridership has decreased and suggested that PCC put that issue on a future meeting agenda. Ms. Dubost said there are multiple factors, including people being priced out of living in the County or taking Uber or Lyft instead of paratransit. Chair Matsumoto requested to receive the input from PCC. She also had questions about on-time performance reporting.

8. ADJOURN

The meeting adjourned at 3:41 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda
Chief Operating Officer, Bus

SUBJECT: **ACCESSIBILITY REPORT**

ACTION

This item is for information only. No action is required.

SIGNIFICANCE

Several groups advise SamTrans on accessible service issues. The Paratransit Coordinating Council (PCC) provides a forum for consumer input on paratransit issues. The Policy Advocacy and Legislative Committee (PAL-Committee) is the advocacy arm of the PCC.

The PCC and the PAL meet monthly (except for August).

Minutes from the January 2020 PAL and PCC meetings are attached to this report.

BUDGET IMPACT

There is no impact on the budget.

BACKGROUND

No Additional Information.

Prepared By: Tina Dubost, Accessible Transit Services 650-508-6247
Project Manager: Tina Dubost, Manager, Accessible Transit Services 650-508-6247

**San Mateo County PCC
Policy-Advocacy-Legislative (PAL) Committee**

Meeting Minutes
January 14, 2020

ATTENDANCE:

Members:

Mike Levinson, Chair; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Sandra Lang, Community Member; Ben McMullan, CID; Scott McMullin, COA; Sammi Riley, Consumer (7/9 = quorum)

Guests:

Richard Weiner, Nelson\Nygaard; Jane Stahl, Staff Assistant; David Scarbor, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Patty Talbott, First Transit/Redi-Wheels

Absent:

Marie Violet, Dignity Health & Wellness Center

WELCOME

Chair Mike Levinson called the meeting to order at 11:35am. Everyone introduced themselves.

NOVEMBER & DECEMBER PAL MINUTES

Dinae Cruise moved to approve the November 2019 minutes; Sammi Riley seconded the motion; approved.

Ben McMullan moved to approve the December 2019 minutes; Scott McMullin seconded the motion; approved.

LEGISLATIVE UPDATE

Mike Levinson reported that at the SamTrans Board of Directors meeting, there was an item to approve their legislative policy and Government Affairs will attend the February meeting. No other updates.

David Scarbor had no updates on SB1376; no meetings had been scheduled since October.

Richard Weiner reported that the joint PAPCO and PARATAC meeting in Alameda County on February 24th from 1:30 – 3:30pm will include an update on SB 1376. Speakers include a representative from the Santa Monica MODE program who will talk about their experience with providing on demand transportation and the City of Dublin which has been experimenting with TNCs. Richard will send out more information on the meeting. Tina Dubost also offered to talk about the TNCs in Dublin.

Mike reported that Oakland is offering adaptable e-scooters where the passenger sits and people with disabilities are being asked to try it out. The program will also be

tested in San Francisco. A discussion took place as to licensing, helmets, and safety concerns with e-scooters.

LOCAL ADVOCACY

Nothing reported.

POLICY ISSUES – OPEN DISCUSSION

Sandra Lang asked if there were any outstanding questions about the final SAG report and wondered if the committee was planning to take any future actions. Mike said that the committee will respond if a policy issue arises in the report's implementation.

Dinae asked why Redi-Wheels tickets purchased on the app expired in 30 days. Tina responded that this was the way the system was set up and that the intent was for the tickets to be used right away. It was consistent with other fares purchased with the app and asked what else could be done to make consumers aware of this policy. Sammi agreed that the system works well but that the consumer needs to plan ticket use carefully. She reported that she had lost four tickets due to this policy. Mike wondered if there were statistics on their use on Redi-Wheels and Tina said she would try to find out. Ben asked for a link to the information for CID clients and Tina will send him the link.

Tina passed around copies of the January 2020 Riders' Digest. The ECR Rapid bus service is suspended due to driver shortage; the ECR is still in service. There are no fare changes to paratransit. In addition, on SamTrans Clipper card users can obtain a free transfer, the cost of a day pass is reduced and the out of San Francisco fare has been discontinued.

The Reimaging SamTrans survey deadline had been extended to January 15th and the survey is available online, on paper, and over the phone.

OTHER BUSINESS:

There will be a New Beginnings Coalition meeting on January 21st where the 2024 area plan will be discussed.

The next meeting will be on Tuesday, February 11th, at 11:30am. There will be an update from Government Affairs.

The meeting adjourned at 12:15pm.

SAN MATEO COUNTY
PARATRANSIT COORDINATING COUNCIL (PCC)
Minutes of January 14, 2020 Meeting

ATTENDANCE:

Members:

Sue Alvey, Rosener House; Dinae Cruise, Vice Chair; Tina Dubost, SamTrans; Judy Garcia, Consumer; Nancy Keegan, Sutter Health/Senior Focus; Sandra Lang, Community Member; Mike Levinson, Consumer, PAL Chair; Benjamin McMullan, Chair, CID; Scott McMullin, CoA; Sammi (Wilhelmina) Riley, Consumer; Marie Violet, Dignity Health. (Member attendance = 11/15, Quorum = Yes)

Guests:

Talib Salamin, Serra Cab; David Scarbor, SamTrans; Lynn Spicer, First Transit/Redi-Wheels; Jane Stahl, PCC Staff; Patty Talbott, First Transit/Redi-Wheels; Richard Weiner, Nelson\Nygaard

Absentees:

Valerie Campos, Vista Center; Susan Capeloto, Dept. of Rehabilitation; Patty Clement, Catholic Charities; Monica Colondres, Community Advocate

WELCOME/INTRODUCTIONS:

Chair Ben McMullan called the meeting to order at 1:36pm. Attendees introduced themselves.

APPROVAL OF NOVEMBER MINUTES:

A motion to approve the December 2019 PCC minutes was made by Dinae Cruise and seconded by Sammi Riley. The minutes were approved with Sandra Lang, Sammi Riley and Nancy Keegan abstaining.

COMMITTEE REPORTS:

Policy/Advocacy/Legislative (PAL) – Mike Levinson, Chair

The committee met at 11:30am on January 14th and discussed the following:

- The 30-day expiration policy for tickets purchased on the app; Tina Dubost will report on how many Redi-Wheels riders use the app.
- Measure W use and the need to bring up any items that impact the PCC or Redi-Wheels. The January PCC meeting packet included a letter outlining some concerns
- No further updates in SB 1376 as the committee hasn't met for three months.
- There will be an update from Government Affairs.

The next meeting is on February 11th, 2020, at 11:30am.

Grant/Budget Review – Nancy Keegan, Chair

There were no updates.

Nominations/Membership

Nancy reported that the Membership committee had met in December. They want to recruit more individuals from agencies who would benefit from membership in the PCC. Ben is working on recruiting a representative from Skyline College and Valerie Campos had provided some wording to help in outreach. Nancy will bring information back to the PCC so that everyone can be involved in the recruitment effort.

Education – Sammi Riley, Chair

The committee met on Friday, January 10th. As Alex Madrid is no longer a member, Sammi Riley is now the committee chair.

Sammi report that the PCC will have a table at the San Bruno Senior Center on Monday, January 27th, from 10:30 – noon. Mike, Sammi, Dinae and Sandra will staff the table. The committee had reviewed the list of organizations for outreach and had added two: the Foster City Senior Wing and Vocational Rehabilitation Services. Jane will contact these organizations. The next meeting is on Friday, March 6th, at 1pm.

Executive – Benjamin McMullan, Chair

Ben reported that Nancy had given a membership update. A membership application from Evan Milburn had been withdrawn due to college class schedule.

The committee had developed an agenda for the January 17th meeting with Supervisor Groom that included funding streams, PCC involvement in selection of a new scheduling software, the high volume of taxis, interagency transfers, use of Clipper Card on Redi-Wheels, and the contract with Nelson\Nygaard. Tina reported that Clipper 2.0 will explore Clipper Card use on paratransit and SamTrans are looking into a pre-paid system. Also, with the new contract in place, they hope fewer trips will be on taxis. They had not seen any systematic complaints on taxis.

Information on the Consumer Corps has been posted on NextDoor and San Bruno Patch and publicized at the New Beginnings Coalition and the Commission on Aging.

The committee reviewed and updated the PCC Work Plan:

- Drennen Shelton (MTC) is planning a regional paratransit summit
- Information on the Consumer Corps had been sent to Tina Dubost to include in the welcome packet.
- As Jean Conger is on medical leave, Tina will provide a contact to ensure that PCC information is made available.

The committee asked if Tina could give a presentation on the Redi-Wheels program including eligibility, rules and procedures as there were different levels of information among PCC members. Tina responded that this information was in the Riders' Guide but that she would be happy to also give a presentation. Sandra thought it might be effective to have a periodic update as a standing agenda item, every 2 or 3 months to address any items sent to the Executive Committee. Richard mentioned that one item might be the visitor policy. A discussion then took place on procedures for disabled visitors.

PRESENTATION: Richard provided an ADA Update that included the following:

- A complaint was made against Sunline in Palm Springs that there were insufficient wheelchair accessible vehicles available. The FDA ruled that the acceptance of taxi vouchers implies equivalent service requirements and that Sunline needs to conduct an analysis of the number of vehicles required.
- An accessible station lab in Brooklyn subway system is testing way finding technologies that provide sign information in audio, dynamic visual information and train arrival information, connecting people to station personnel for assistance, and travel guidance for people with disabilities. Mike said that a San Francisco station had been testing a way finding app to provide information on train arrival, etc. Tina said that although there were devices that helped people with low vision to navigate the system, there are now Smart phone apps that are better.
- Specific transit ride request; FDA said the transit company is under no obligation to provide special equipment if not required by the ADA.
- SEPTA in Philadelphia had been charging a suburban surcharge of \$1 each way, exceeding the fixed route fare.
- There is a new committee that will study the feasibility of equipping planes with restraint system so that passengers can remain in their wheelchairs on flights. A report is due in October 2021.

CONSUMER COMMENTS

None.

OPERATIONAL REPORTS

Tina reported on changes to fixed route service. ECR Rapid will not be offered due to driver shortage, the cost of a day pass has been reduced and the out of San Francisco fare has been discontinued. There are no changes to the paratransit fare.

The Reimagine SamTrans survey deadline had been extended to January 15th and the survey is available online, on paper, and via the phone. The result will be a redesigned SamTrans network.

PERFORMANCE SUMMARY

Ridership in November was down compared to last year with a decrease in “advance reservation” trips and a slight increase in agency trips. The decline parallels the SamTrans fixed route service and national fixed route service. Total trips on taxis was 42%; the number of no shows and cancellations was down; Redi-Wheels service met the standard at 90.8%; productivity remains high at 1.9 passengers per hour; and average phone wait time met the standard. Tina asked for members to send her any comments on how the information is reported.

COMMENT STATISTICS REPORT

The number of policy-related comments was down and the average response time good, with more consumer reports than comment cards. The most common complaint was for late trips.

Dinae reported she had submitted a complaint on a late pickup ride for the December Coastside Transportation Committee meeting but had not received a response. Tina will follow up. Sammi reported not seeing Comment Cards on the buses. Lynn will check it out. Mike wondered about the check-out procedures for buses and if the Comment Cards are included in the procedure. Dinae also reported that she’s not seeing the Comment Cards on vehicles.

SAFETY REPORT

Patty Talbott reported 2 minor incidents in December. One was preventable, one not, and both minor.

LIAISON REPORTS

Agency – Nancy Keegan

The last meeting was in October. Nancy shared that the driver Floyd had received compliments from the families of the participants. She thanked First Transit for providing supervisors on site.

ERC – Mike Levinson

No meeting has been scheduled.

Commission on Disabilities (CoD) – Ben McMullan

They had a meeting with Aging and Adult Services to see how to improve IHSS issues in the county. They are also looking at a project to work with the district attorney’s office on addressing abuse on people with disabilities. The Transportation Committee meets at the end of the month.

Center for Independence (CID) – Ben McMullan

They are looking at their emergency preparedness presentation to include lessons learned from the recent power outages.

Commission on Aging (CoA) – Scott McMullin

The Commission met on January 13th and received a presentation from Aging and Adult Services on the Governor's Master Plan for Aging. A proposal will be ready in October 2020. The Master Plan is not just for older adults – it's for "California for all across the lifespan." There are four main goals:

- To live where we choose and have the support to do so
- Have livable communities that are age-friendly, dementia-friendly, and disability-friendly
- Have access to services and care that optimize health and quality of life
- Have economic security

In California, there are people who will be able to pay for services and people who cannot. But there is a growing percentage who are the "forgotten middle" and who can't afford the expense of living in this area. There will be a resolution from middle-income seniors of the CoA at the Board of Supervisors meeting. The Commission will be looking at ways to improve collaboration between CoA and CoD where there are similar goals.

Coastside Transportation Committee (CTC) – Tina Dubost

There was a meeting on December 12th in Half Moon Bay that included a presentation on "Reimagine SamTrans." There were a lot of comments and discussion.

Scott asked about a transit service called "5311." Tina responded that it was a general public demand response for rural areas. SamTrans receives funding for a dial-a-ride program for trips on the Coastside. Trips are limited to medical and other essential needs. The number to make a reservation is the same.

Stakeholder Advisory Group – Sandra Lang

The meeting packet included a letter from a coalition of groups addressing concerns on Measure W. She urged everyone to read it and bring items to the PCC that they feel should be addressed.

OTHER BUSINESS

Dinae asked about a Title VI sign on the buses that she couldn't read. Tina responded that Title VI informs people that they have the right to receive information in other languages.

Jane Stahl gave the Consumer Corps report for 4Q2019. This showed improvements in all areas except Comment Cards with only 19% of riders seeing the cards on buses. The report also included charts that tracked the areas that riders report on.

Next meeting is on Tuesday, February 11th at 1:30pm.

Meeting adjourned at 2:45p

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Community Relations Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: David Olmeda April Chan
Chief Operating Officer, Bus Chief Officer, Planning/Grants/TA

SUBJECT: **MULTIMODAL RIDERSHIP REPORT – JANUARY 2020**

ACTION

This report is for information only. No action is required.

SIGNIFICANCE

The average weekday ridership across all modes increased by 2.5 percent in the month of January 2020 compared to January 2019. The performance of the specific modes is as follows: average weekday ridership for Bus (+6.0%), Paratransit (-3.7%), Shuttles (+0.6%), Caltrain (+2.8%), and BART (-0.3%).

The total ridership across all modes for the month of January 2020 increased by 3.0 percent compared to last year, January 2019. The performance of the specific modes is as follows: monthly ridership for Bus (+7.5%), Paratransit (-4.4%), Shuttles (+0.1%), Caltrain (+3.3%), and BART (-0.2%).

Overall, ridership continues to grow; motor bus ridership increased for the sixth consecutive month. Runbook 131 initiated on January 19 made service changes and adjustments to improve the extra board size and service reliability. Some of the service adjustments include the temporary suspension of Route ECR-Rapid, better alignment of school bell times, and reduced frequency on low ridership routes. These service changes aligned staffing levels with service requirements.

Ridership on Route FCX remains consistent since its implementation in August 2019. Staff addressed customer feedback by modifying some schedules to meet travel patterns. In January 2020, SamTrans added one additional trip departing Foster City later in the morning, and one additional trip departing San Francisco later in the evening.

Route FCX	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20
Total	3,910	8,074	10,664	7,779	7,302	9,371
Avg. Weekday Ridership	304	417	464	389	348	432

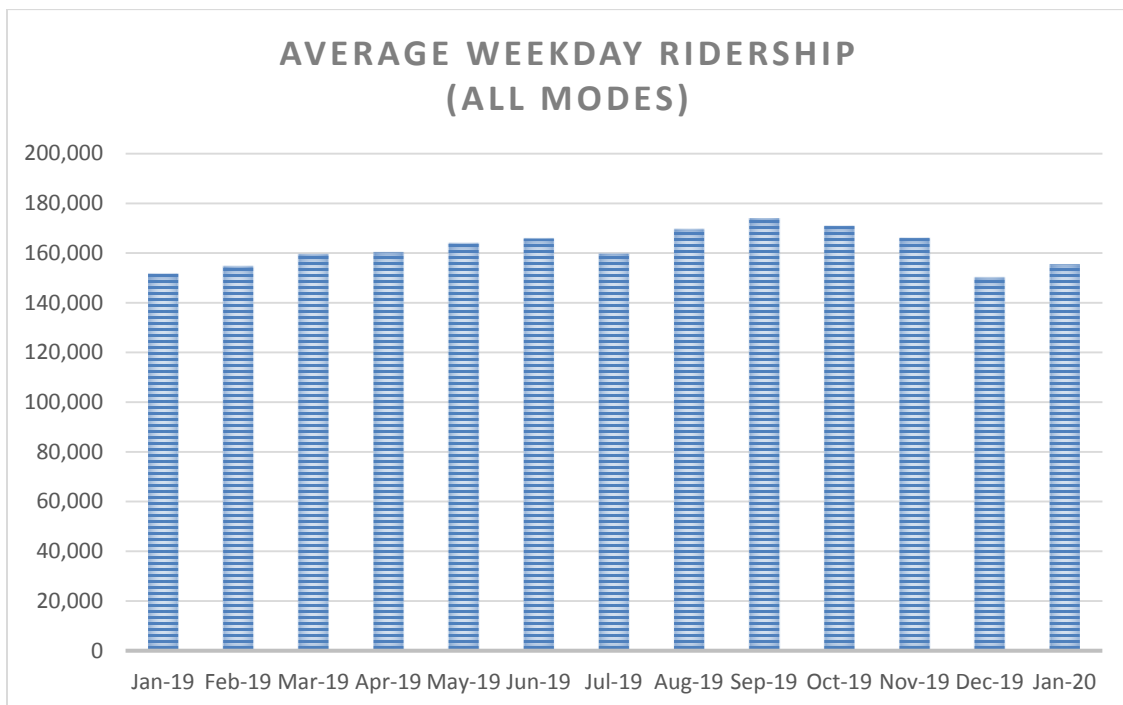
AVERAGE WEEKDAY RIDERSHIP (AWR): January 2020 compared to January 2019

Table A
Average Weekday Ridership

January 2020 Average Weekday Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	34,320	33,920	35,970	6.0%
Paratransit	1,140	1,090	1,050	-3.7%
Shuttles	10,900	10,950	11,020	0.6%
Caltrain	57,020	63,040	64,810	2.8%
Subtotal	103,380	108,990	112,850	3.5%
BART Extension (No Daly City)	43,430	42,670	42,560	-0.3%
Grand Total	146,810	151,660	155,410	2.5%
Weekdays	22	22	22	

January 2020 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	36,980	35,550	36,730	3.3%
Paratransit	1,220	1,160	1,120	-3.4%
Shuttles	11,540	11,070	11,490	3.8%
Caltrain	60,360	66,920	68,810	2.8%
Subtotal	110,090	114,710	118,150	3.0%
BART Extension (No Daly City)	47,650	46,170	45,510	-1.4%
Grand Total	157,740	160,880	163,670	1.7%

Chart A



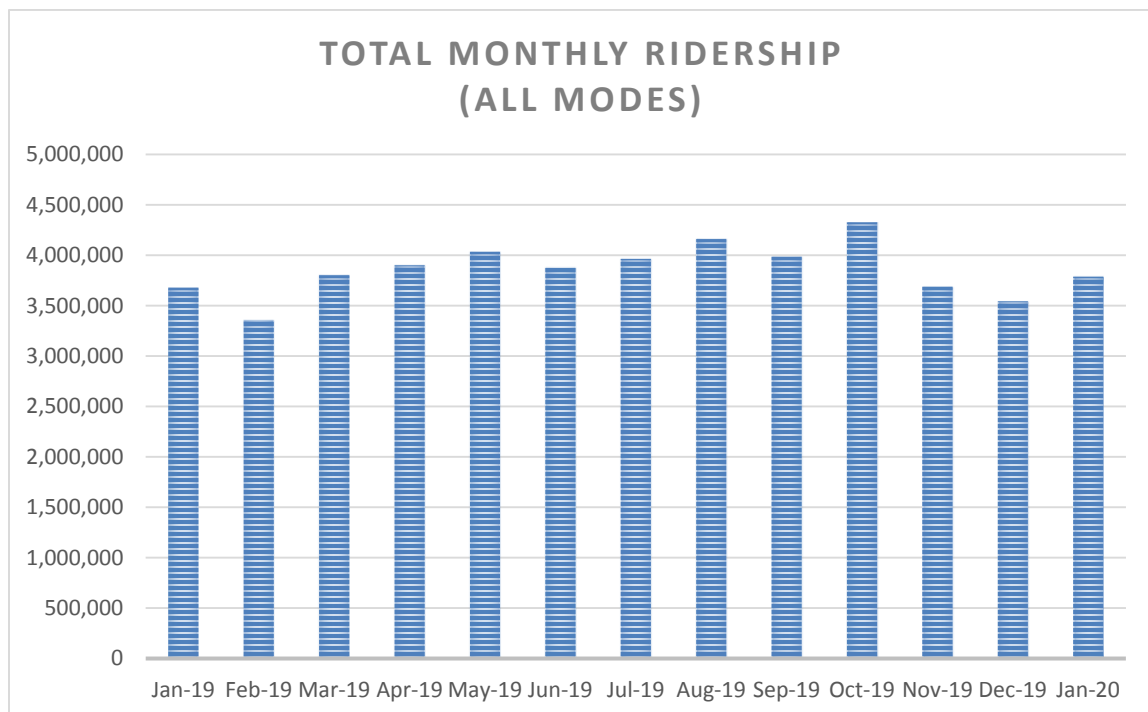
MONTHLY TOTAL RIDERSHIP: January 2020 compared to January 2019

Table B
Total Monthly Ridership

January 2020 Total Monthly Ridership				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	881,280	860,280	924,980	7.5%
Paratransit	28,660	27,350	26,160	-4.4%
Shuttles	241,240	244,050	244,410	0.1%
Caltrain	1,525,550	1,491,100	1,539,670	3.3%
Subtotal	2,676,730	2,622,790	2,735,220	4.3%
BART Extension (No Daly City)	1,091,290	1,054,430	1,052,130	-0.2%
Grand Total	3,768,010	3,677,220	3,787,350	3.0%
Weekdays	22	22	22	

January 2020 Year-to-date				
Mode	FY2018	FY2019	FY2020	Percent Change
Bus	6,603,470	6,319,100	6,521,080	3.2%
Paratransit	209,580	200,030	194,150	-2.9%
Shuttles	1,720,740	1,670,270	1,736,310	4.0%
Caltrain	11,001,880	10,751,430	11,128,000	3.5%
Subtotal	19,535,660	18,940,830	19,579,530	3.4%
BART Extension (No Daly City)	8,306,830	7,999,700	7,869,050	-1.6%
Grand Total	27,842,490	26,940,530	27,448,590	1.9%

Chart B



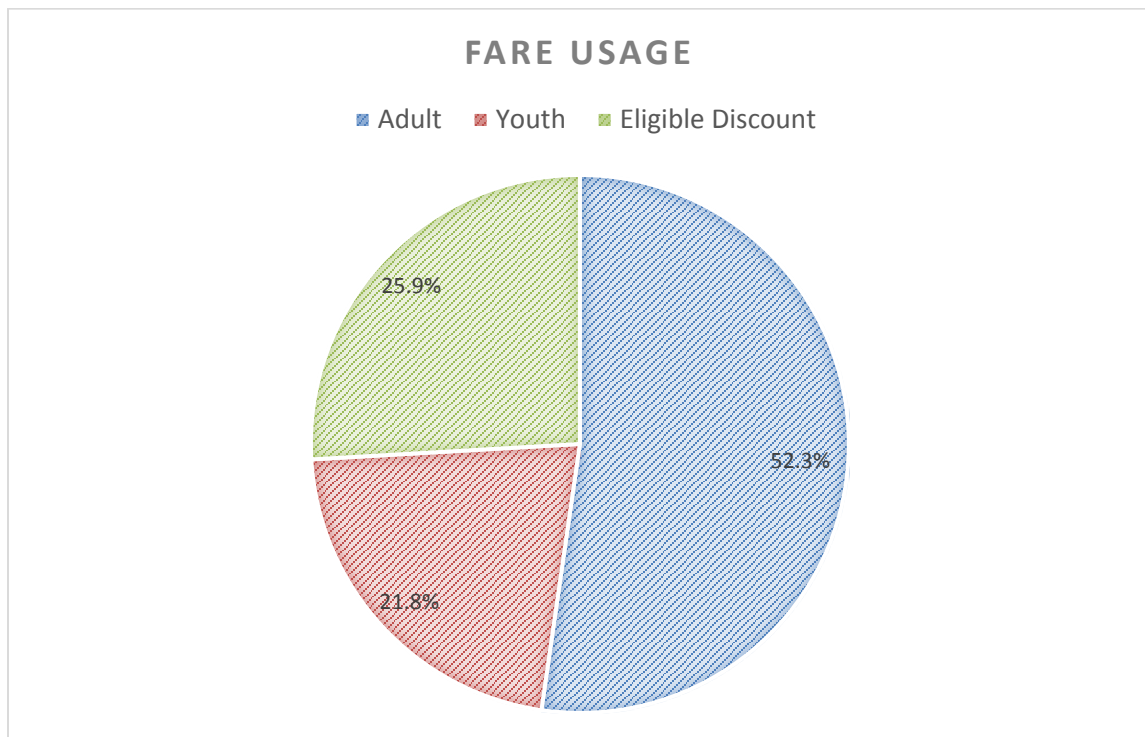
SAMTRANS BUS FARE USAGE: January 2020

Table C illustrates the number of riders by fare category for the month of January 2020, 2019 and 2018. The ridership numbers in this table do not include Dumbarton Express ridership and the rural demand-response service (not to be confused with the SamTrans OnDemand service in Pacifica’s Linda Mar area).

**Table C
Bus Riders by Fare Category**

Fare Category	January 2018	January 2019	January 2020
Adult	447,071	432,447	481,911
Youth	203,813	196,829	200,943
Eligible Discount	227,350	227,997	238,859
Total	878,234	857,273	921,713

Chart C

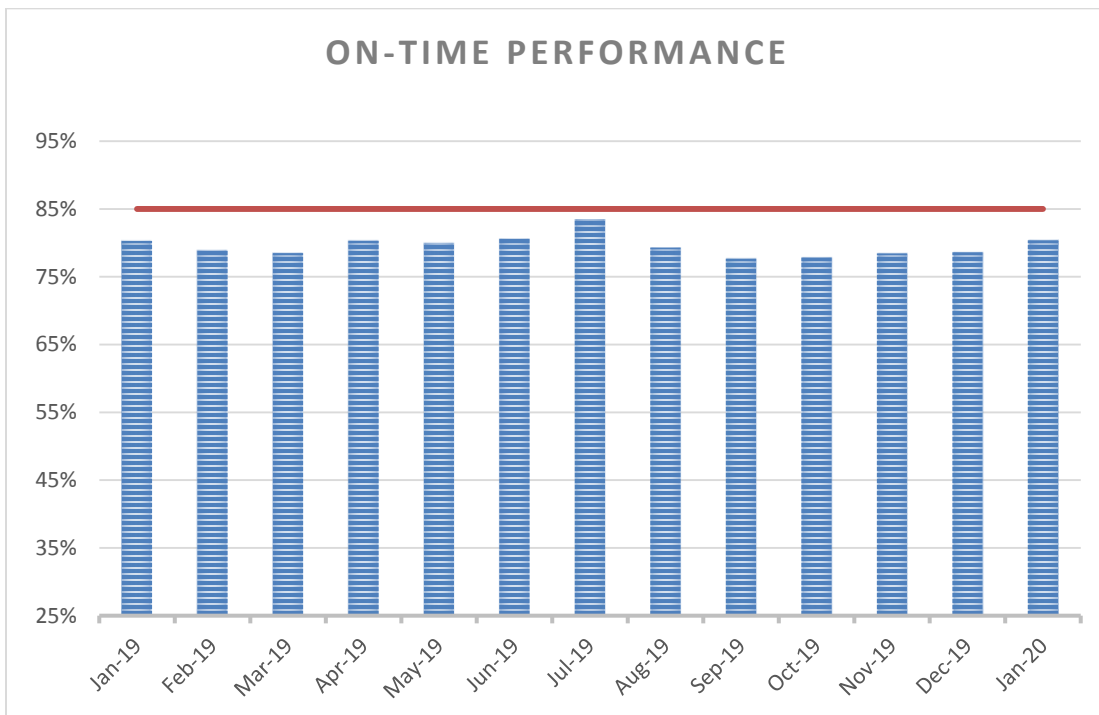


ON-TIME PERFORMANCE: January 2020

On-Time Performance (**OTP**) – is calculated by evaluating all the time points within the route’s schedules across the system for late, early, and on-time arrival and departure. A route is late if it exceeds 5 minutes. A route is considered early if it departs 30 seconds ahead of schedule. SamTrans’ OTP goal is 85.0 percent.

The On-Time Performance for January 2020 was **80.4 percent**.

Chart D



SAMTRANS PROMOTIONS: January 2020

SamTrans 2-Hour Transfer Clipper/Mobile campaign – On January 1, 2020, SamTrans began offering 2-hour transfers for those riders using a Clipper card or SamTrans Mobile. This offers riders the opportunity to transfer from one route to another without having to pay an extra fare to ride. To promote the new transfer, marketing efforts included geofenced mobile display ads around 27+ high frequency transit centers, transfer points and Caltrain stations, an e-mail blast and Facebook/Instagram ads. A “how to use” transfers landing page was created to direct web traffic. From Jan. 6 – 31, there were over 9,500 page views from our social media/digital ad campaign, 6,821 post engagements, resulting in 5,980 link clicks (.65% Click-Through Rate) and over 900K impressions served. During the first week of launch, staff went out to popular transit centers to educate and encourage cash paying riders to use Clipper cards by handing out free promotional cards.

SamTrans Ride with Us (Operator recruitment campaign) – Regional driver staffing shortages has affected some SamTrans bus routes with little advance warning. SamTrans, like other transit agencies in the region, is working to recruit and train new operators. SamTrans staff will actively engage with potential candidates through recruitment marketing, by promoting the bus operator position on different channels such as advertisements, TV, radio, social media, SamTrans career site, as well as through current employees, talent networking events and other marketing channels.

SamTrans Digital Metrics - JAN 2020



New Followers

+147

Jan 20 - 10,245

Dec 19 - 10,098

Jan 19 - 8,743

SamTrans.com Sessions

Jan 20 - 142,255

Dec 19 - 121,273

Jan 19 - 136,544

Top Tagged Issues

1. DNO/No Show (4)

2. FCX (3)

3. Reimagine (2)

4. Delay (1)

Social Engagement

Video Views

1,205 (Jan: 3,094)

Content Impressions

1,158,577 (Jan: 923K)

Interactions

14,876 (Jan: 9,074)

Yelp & FB DEC Rating

1.0 (of 5 stars)

(1 Jan review)



@SamTrans



@gosamtrans



@samtrans

Prepared by: Alex Lam, Senior Planner/Acting Manager
Christina Valiente, Marketing Outreach Manager
James Namba, Marketing Specialist
Jeremy Lipps, Social Media Officer

650-508-6227
650-508-7763
650-508-7924
650-508-7845

Project Manager: Christy Wegener, Director of Planning

650-508-6278



BOARD OF DIRECTORS 2020

KARYL MATSUMOTO, CHAIR
PETER RATTO, VICE CHAIR
RON COLLINS
MARINA FRASER
CAROLE GROOM
ROSE GUILBAULT
DAVE PINE
JOSH POWELL
CHARLES STONE

JIM HARTNETT
GENERAL MANAGER/CEO

A G E N D A

**FINANCE COMMITTEE
COMMITTEE OF THE WHOLE**

**San Mateo County Transit District Administrative Building
Bacciocco Auditorium – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA**

WEDNESDAY, MARCH 4, 2020 – 2:45 pm

or immediately following Community Relations Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Finance Committee Meeting of February 5, 2020
3. Award of Contract On-Demand Pilot Taxi Service
4. Authorize Submittal of Grant Applications and the Execution of Standard Agreements with the California Department of Transportation Pertaining to Federal Transit Administration Section 5311 Funds
5. Adjourn

Committee Members: Josh Powell (Chair), Ron Collins, Charles Stone

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF FINANCE COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
FEBRUARY 5, 2020**

Committee Members Present: P. Ratto (Committee Chair), M. Fraser, J. Powell

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: R. Collins, C. Groom, R. Guilbault, K. Matsumoto, C. Stone

Other Board Members Absent: D. Pine

Staff Present: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong, D. Seamans

1. CALL TO ORDER

Committee Chair Peter Ratto called the meeting to order at 3:42 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 8, 2020

Motion/Second: Collins/Fraser

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

3. AMENDMENT OF FISCAL YEAR 2020 OPERATING AND CAPITAL BUDGET

Derek Hansel, Chief Financial Officer, presented the staff report.

Chair Karyl Matsumoto left the meeting at 3:43 pm.

Committee Member Josh Powell asked about the partial offset in FY 2020 operating revenues. Mr. Hansel said they had overtime related to things such as service provided to others, which gets reimbursed.

Motion/Second: Collins/Stone

Ayes: Collins, Fraser, Groom, Guilbault, Powell, Ratto, Stone

Absent: Matsumoto, Pine

Chair Matsumoto returned to the meeting at 3:47 pm.

4. AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH EIDE BAILLY LLP FOR FINANCIAL AUDIT SERVICES

Mr. Hansel noted that Eide Bailly acquired the District's prior auditor, VTD (Vavrinek, Trine, Day & Co., LLP). He said they are requesting a two-year extension of the current contract until they can secure a new audit partner.

Motion/Second: Guilbault/Fraser

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

5. AWARD OF CONTRACTS FOR ON-CALL TRANSPORTATION PLANNING AND SUPPORT SERVICES

Julie Taylor, Director, Contracts and Procurement, presented a staff report.

Motion/Second: Stone/Groom

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

6. AWARD OF CONTRACT FOR PROVISION OF A BUS SIMULATOR

Ms. Taylor presented a staff report.

Director Rose Guilbault noted that the price had gone up due to the inclusion of additional items that were not included in the original request. David Olmeda, Chief Operating Officer, Bus, said the other elements were not inserted because due diligence was not done by a new staff member.

Motion/Second: Stone/Groom

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

7. FIRST YEAR REPORT OF THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT PILOT PROGRAM

Concepcion Gayotin, Procurement Manager and Quoc Truong, Senior Procurement Administrator provided a presentation.

Director Guilbault said she was pleased with the SBE (small business enterprise) results and asked if they anticipated continued increased results for SBE participants, and Mr. Truong said yes.

Chair Karyl Matsumoto asked about bundling with larger projects. Ms. Gayotin said the pilot program was strictly for SamTrans.

Committee Member Josh Powell expressed his support for increasing SBE participation. He asked about the reasons for the increased participation. Ms. Gayotin said the threshold streamlines the process whereas otherwise they would have to go through a formal solicitation.

Jim Hartnett, General Manager/CEO, said the program has represented a big change for the District. He thanked staff for successfully adopting and implementing the program.

8. ADJOURN

The meeting adjourned at 4:02 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Derek Hansel
Chief Financial Officer

April Chan
Chief Officer, Planning, Grants,
Transportation Authority

SUBJECT: **AWARD OF CONTRACT FOR ON-DEMAND PILOT TAXI SERVICE**

ACTION

Staff proposes the Committee recommend the Board:

1. Award a contract to Serra Yellow Cab, Inc. (Serra) of Daly City, California for provision of on-demand taxi service and wheelchair accessible ride service (Services) for a not to exceed amount of \$250,000 for a two-year term.
2. Authorize the General Manager/CEO, or his designee, to execute a contract with Serra in full conformity with the terms and conditions of the solicitation documents and negotiated agreement and in a form approved by legal counsel.
3. Authorize the General Manager/CEO, or his designee, to exercise one additional one-year option term with Serra provided it is in the best interest of the San Mateo County Transit District (District) and there are sufficient grant funds remaining within the not-to-exceed amount of \$250,000 to fund the one-year extension.

SIGNIFICANCE

Award of this contract will provide the District with a qualified contractor to deliver the Services on an as-needed basis, 24 hours a day, seven days a week to registered, eligible adults aged 65 and older and people with disabilities residing in the contiguous area formed by the city limits of San Carlos, Redwood City and the North Fair Oaks area of San Mateo County. This 26 square mile service area has an estimated 24,167 adults age 65 and older, 9,022 people with disabilities, and 1,219 paratransit customers that could be eligible for the Services. This is a pilot program to evaluate whether such Services are viable as a transportation option for seniors and people with disabilities (including Redi-Wheels registrants) in the service area.

BUDGET IMPACT

The Services will be funded with a \$315,000 Federal Transit Administration 5310 Elderly Specialized Transit Grant, which is administered by the California Department of Transportation (Caltrans). The grant includes \$250,000 for contracted Services described above, and \$65,000 for District-administered marketing and other related costs.

BACKGROUND

The District 2018 Mobility Plan for Older Adults and People with Disabilities identified the need for affordable same-day service for seniors and people with disabilities as a top concern. The Services will improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding their transportation mobility options within the proposed service area. The Services will be evaluated on an ongoing basis to determine if they are viable as a supplement to transportation services. At the end of the contract term, the District will determine if Services should continue.

A Request for Proposals was issued on the District’s procurement website. In accordance with the District’s Disadvantaged Business Enterprise (DBE) Program, a small business preference was included in this RFP. A pre-proposal conference was held and three firms attended. One firm (Serra) submitted a proposal but as it was not a Small Business Enterprise (SBE) or DBE, and did not include any SBE or DBE sub-consultants in its proposal, the small business preference did not apply.

An Evaluation Committee (Committee) composed of qualified staff from the Planning and Communication departments reviewed and scored the proposal in accordance with the following weighted criteria:

- Qualifications and Experience of the Firm 0-20 points
- Qualifications and Experience of Key Personnel 0-15 points
- Understanding of Approach to Service Requirements 0-50 points
- Cost Proposal (Labor Rates) 0-15 points
- SBE Preference 0-5 points

The Committee requested a revised proposal from Serra. After an interview, the Committee reached a consensus based on the contractor’s revised proposal, experience and qualifications, and found the firm to possess the necessary qualifications and requisite depth of experience to perform the Services successfully. Staff negotiated fair and reasonable fees comparable to fees the City of San Mateo and County of San Mateo pay for similar on-demand taxi services.

Staff surveyed firms that downloaded the solicitation documents and determined they did not submit proposals because they would not be able to provide the required Services within the geographical area and/or the Program did not align with their business models.

STRATEGIC INITIATIVE

- Priority 1: Expand Mobility Options

Procurement Administrator II: Deborah Cordova
Project Manager: Gwen Buckley, Senior Planner, Planning Dept.

650-508-7908
650-508-7913

RESOLUTION NO. 2020-

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA

* * *

**AWARDING A CONTRACT TO SERRA YELLOW CAB, INC. FOR PROVISION OF
ON-DEMAND TAXI AND WHEELCHAIR ACCESSIBLE RIDE SERVICES FOR
A NOT-TO-EXCEED AMOUNT OF \$250,000 FOR A TWO-YEAR TERM**

WHEREAS, the San Mateo County Transit District (District) is a recipient of a Federal Transit Administration/Caltrans, Division of Rail and Mass Transportation 5310 Elderly Specialized Transit Grant to fund a subsidized, on-demand taxi service pilot program including contracted services and other project-related costs; and

WHEREAS, pursuant to the grant, the District issued a Request for Proposals (RFP) for on-demand taxi and wheelchair accessible ride services (Services); and

WHEREAS, in response to the RFP, the District received one proposal from Serra Yellow Cab, Inc. (Serra) of Daly City, California; and

WHEREAS, an Evaluation Committee (Committee) requested a revised proposal, reviewed and scored the revised proposal according to the criteria set forth in the RFP and, after interviewing Serra, found the firm to possess the necessary qualifications and requisite depth of experience to perform the Services successfully; and

WHEREAS, the Committee completed its evaluation process, including negotiation of costs, and Serra has agreed to perform the Services at fair and reasonable prices; and

WHEREAS, staff and legal counsel have reviewed Serra's proposal and determined that it complies with the requirements of the solicitation documents; and

WHEREAS, the General Manager/CEO recommends, and the Finance Committee concurs, that the Board of Directors award a contract to Serra for the provision of Services for a two-year term for a not-to-exceed amount of \$250,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transit District hereby awards a contract for on-demand taxi service and wheelchair accessible ride service to Serra Yellow Cab, Inc. for a two-year term for a not-to-exceed amount of \$250,000; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to execute a contract on behalf of the District with Serra in full conformity with all of the terms and conditions of the RFP and negotiated agreement, and in a form approved by legal counsel; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or his designee, is authorized to exercise one additional one-year extension term with Serra provided it is in the best interest of the District and there are sufficient grant funds remaining within the not-to-exceed amount of \$250,000 to fund the one-year extension.

Regularly passed and adopted this 4th day of March, 2020 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary

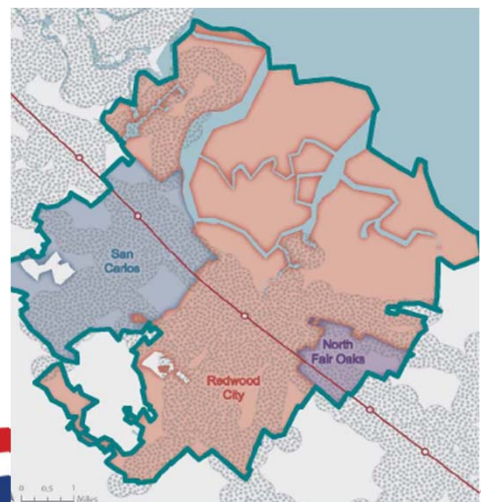
Ride Now: Taxi Subsidy Pilot Program

March 4, 2020

samTrans

Overview

- Funded through FTA Section 5310 Grant Program as a pilot through April 2021
 - Possible extension if grant funds have not been exhausted and if Caltrans approves
- Program offers \$5 taxi rides for seniors (65 and older) and people with disabilities for trips taken in the service area
 - Service area: Redwood City, San Carlos, North Fair Oaks



samTrans

Goals

- Provide a reliable mobility option for seniors and people with disabilities
- Provide an alternative to ADA paratransit (Redi-Wheels)
 - Reduce demand and cost of Redi-Wheels
 - Note: This taxi subsidy pilot is **not** ADA paratransit

3

The logo for samTrans, featuring the text "samTrans" in a sans-serif font above a stylized graphic of three horizontal lines.

Program Need

- The following studies have identified need for affordable same day service for seniors and people with disabilities:
 - 2018 SamTrans Mobility Plan for Older Adults and People with Disabilities
 - 2016 SMC Paratransit Coordinating Council needs assessment session
- Other taxi subsidy programs in San Mateo County:
 - San Mateo, Daly City, Pacifica

4

The logo for samTrans, featuring the text "samTrans" in a sans-serif font above a stylized graphic of three horizontal lines.

Service Area

- Conducted origin-destination (O-D) analysis of Redi-Wheels paratransit trips
 - Redwood City is the third highest O-D location, after San Mateo and Daly City (both already have taxi voucher programs)
- Included San Carlos and North Fair Oaks (NFO)
 - NFO is an MTC defined community of concern
 - Relatively high population of seniors and people with disabilities, and concentration of health centers

5

The logo for samTrans, featuring the text "samTrans" in a sans-serif font above a horizontal line.

How it works

- Customer fills out application and SamTrans customer service verifies eligibility
- Once customer application is approved, customers book directly with the taxi company
- Participants can take up to 8 one-way trips per month at \$5 per trip
- Trips must start and end within service area

6

The logo for samTrans, featuring the text "samTrans" in a sans-serif font above a horizontal line.

Next Steps

- Finalize registration materials, as well as workflow processes
- Finalize outreach and marketing materials
- Finalize evaluation criteria
- Soft launch: Targeting April 2020



Questions?



**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Finance Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: April Chan
Chief Officer, Planning, Grants, and Transportation Authority

SUBJECT: **AUTHORIZE SUBMITTAL OF GRANT APPLICATIONS AND THE EXECUTION OF STANDARD AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION PERTAINING TO FEDERAL TRANSIT ADMINISTRATION SECTION 5311 FUNDS**

ACTION

Staff proposes the Committee recommend the Board authorize the General Manager/CEO, or his designee, to:

1. File and execute applications on behalf of the San Mateo County Transit District (District) with the California Department of Transportation (Caltrans) for financial assistance with operating and/or capital projects pursuant to Federal Transit Administration (FTA) Section 5311 Non Urbanized Formula Program funds for operation of service in the rural Coastside of San Mateo County; and
2. Execute and file all certifications and assurances, agreements, and other documents required by Caltrans for the District to receive the subject funding; and
3. Provide additional information as Caltrans may require in connection with the application for the Section 5311 projects; and
4. Submit and approve requests for reimbursement of funds from Caltrans for the Section 5311 projects.

SIGNIFICANCE

The District annually submits applications for FTA Section 5311 funds to Caltrans to provide funds for operation of service in the rural Coastside of San Mateo County. As part of the application process, Caltrans requires agencies to adopt a resolution every three years authorizing the General Manager/CEO, or his designee, to file applications, enter into grant agreements, and execute annual certifications and assurances. The previous resolution was adopted in 2017 and covered applications for Fiscal Years (FY) 2017, 2018, and 2019. The proposed resolution will cover applications for FY2020, 2021, and 2022.

BUDGET IMPACT

There is no impact to the budget with this action. Projects that receive FTA Section 5311 funds are included as part of the adoption of, and/or amendments to, the District’s annual operating budget. The District receives an average of \$165,000 per year from this program.

BACKGROUND

FTA Section 5311 financial assistance is administered by Caltrans and provides funding to support the District’s rural programs in the Coastside service area. Caltrans requires applicants to obtain a certified resolution authorizing the filing of applications, the execution of grant agreements, and the filing and execution of certifications, and assurances in order to be eligible to receive financial assistance.

STRATEGIC INITIATIVE

Priority 2: Strengthen Fiscal Health

Goal 3: Implement existing and new best practices

Prepared By: Rebecca Arthur, Senior Grants Analyst
Project Manager: Peter Skinner, Manager, Grants and Fund
Programming

650-508-6368
650-622-7818

RESOLUTION NO. 2020 –

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT
STATE OF CALIFORNIA

* * *

RESOLUTION AUTHORIZING THE SUBMITTAL OF GRANT APPLICATIONS AND THE EXECUTION OF AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR FEDERAL TRANSIT ADMINISTRATION SECTION 5311 FUNDS

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support capital and/or operating assistance projects for non-urbanized public transportation systems under Section 5311 of Title 49, Subtitle III, Chapter 53 of the United States Code, as amended by the Fixing America's Surface Transportation Act, as well as FTA Circular 9040.1G; and

WHEREAS, the California Department of Transportation (Caltrans) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public, rural transit and intercity bus; and

WHEREAS, the San Mateo County Transit District (District) desires to apply for said financial assistance to permit operation of service in the rural Coastside of San Mateo County; and

WHEREAS, the District has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies) related to the services to be funded.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors does hereby authorize and direct the General Manager/CEO, or his designee, to:

- 1) File and execute applications for Fiscal Years 2020, 2021, and 2022 with Caltrans for financial assistance with operating and/or capital projects for pursuant to Section 5311 of Title 49, Subtitle III, Chapter 53 of the United

States Code, as amended by the Fixing America's Surface Transportation Act, and FTA Circular 9040.1G, and

- 2) Execute and file all certifications, assurances, agreements, and any other document required by Caltrans for the District to receive the subject funding, and
- 3) Provide additional information as Caltrans may require in connection with the application for the Section 5311 project(s), and
- 4) Submit and approve requests for reimbursement of funds from Caltrans for the Section 5311 project(s).

Regularly passed and adopted this 4th day of March 2020 by the following vote:

AYES:

NOES:

ABSENT:

Chair, San Mateo County Transit District

ATTEST:

District Secretary



BOARD OF DIRECTORS 2020

KARYL MATSUMOTO, CHAIR
PETER RATTO, VICE CHAIR
RON COLLINS
MARINA FRASER
CAROLE GROOM
ROSE GUILBAULT
DAVE PINE
JOSH POWELL
CHARLES STONE

JIM HARTNETT
GENERAL MANAGER/CEO

AGENDA

STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building
Bacciocco Auditorium – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, MARCH 4, 2020 – 3:00 pm

or immediately following the Finance Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Strategic Planning, Development, and Sustainability Committee Meeting of February 5, 2020

INFORMATIONAL

3. Update on Completion of OnDemand Pilot and Resumption of FLX Pacifica Service
4. Adjourn

Committee Members: Dave Pine (Chair), Carole Groom, Rose Guilbault

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT, AND SUSTAINABILITY COMMITTEE /
COMMITTEE OF THE WHOLE
FEBRUARY 5, 2020**

Committee Members Present: C. Stone (Committee Chair), K. Matsumoto

Committee Members Absent: D. Pine

Other Board Members Present Constituting Committee of the Whole: R. Collins,
M. Fraser, C. Groom, R. Guilbault, J. Powell, P. Ratto

Other Board Members Absent: None

Staff Present: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong,
D. Seamans

1. CALL TO ORDER

Committee Chair Charles Stone called the meeting to order at 4:02 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 8, 2020

Motion/Second: Ratto/Groom

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

3. SAMTRANS BUSINESS PLAN UPDATE

Christy Wegener, Director of Planning, provided a presentation.

Director Ron Collins asked about the takeaway from the statistics. Ms. Wegener said they learned that people are willing to walk farther to take faster-moving buses. She said that there is a demand for accurate, real-time route information, including through a call center and via mobile apps such as Google Maps.

Director Peter Ratto said that 80 percent of people read the promotional mailer for Route FCX (Foster City Express) prior to rollout.

4. SAMTRANS ONDEMAND PERFORMANCE UPDATE

Daniel Shockley, Senior Planner, provided a presentation.

Jim Hartnett, General Manager/CEO, noted that the District had missed reaching out to the City of Pacifica with the carefully crafted staff recommendation in a timely manner. He said the District looks forward to receiving continued input from the City.

Director Marina Fraser said that Pacific has devised new ways of communicating with their community using different avenues.

Director Josh Powell asked about using this information for future microtransit projects

Director Ratto said he was disappointed with the service and compared it to how Marin Transit is doing with their Marin Connect service. He wondered why past FLX riders are not using OnDemand. Ms. Wegener said they have learned not to replace fixed routes with microtransit, especially for school service. She said that the experience for customers without smart phones using the call center is challenging and noted the limitations of operating using one vehicle.

Public Comment:

Andy Chow said that he supported fixed route service, particularly for school trips. He added that he thought that OnDemand had some potential.

Committee Chair Stone noted that due to past problems with communications to high schools, it makes more sense to communicate route changes well in advance and not to make changes until after the school year ends.

5. ADJOURN

The meeting adjourned at 4:40 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Strategic Planning, Development and Sustainability Committee

THROUGH: Jim Hartnett
General Manager/CEO

FROM: April Chan
Chief Officer, Planning, Grants & Transportation Authority

SUBJECT: **UPDATE ON COMPLETION OF ON DEMAND PILOT AND RESUMPTION OF FLX
PACIFICA SERVICE**

ACTION

This report is for information only. No action is required.

SIGNIFICANCE

At the February 2020 Board meeting, staff presented an evaluation of SamTrans OnDemand performance, including eight months of operating data and performance metrics from May to December 2019. As noted during the meeting, OnDemand was generating less ridership as well as more complaints than the FLX Pacifica, despite additional staff efforts to improve ridership and address complaints, including adjustments to increase the maximum allowable ETA in the ride-matching algorithm to 45 minutes.

Additional marketing was conducted at the end of 2019 to raise awareness of the service and to increase ridership; however, the latest data indicate ridership levels continue to be relatively stable but lower than the FLX Pacifica from the year prior. Considering this, staff recommended at the February 2020 meeting that the District revert back to the FLX Pacifica, subject to input from City of Pacifica.

Since FTA regulations only allow SamTrans OnDemand be operated for 12 months on a pilot basis, the District needs to decide the path forward with this service in March in order to complete the necessary administrative work by May 2020, which is the one-year mark of OnDemand service.

If the District continues this service, it needs to complete a Title VI analysis, conduct a public hearing, and competitively procure the trip routing software needed for OnDemand and have this completed by no later than May 2020. And if the District were to revert back to FLX, staff will need sufficient time to outreach to users about service changes.

Since the February Board meeting, staff presented a summary of the evaluation and marketing/outreach activities of SamTrans OnDemand to the Pacifica City Council at their February 24th meeting. Staff discussed the recommendation to revert SamTrans

OnDemand back to FLX in light of the findings discussed above. The councilmembers concurred with the recommendation and requested that District staff work closely with community stakeholders – in particular, Terra Nova High School – during the transition back to FLX Pacifica to ensure that the process is as smooth as possible. Staff will prepare a comprehensive outreach strategy involving the government & community relations, communications, print/digital marketing, and customer experience groups to ensure that all OnDemand customers are informed and prepared for the change.

BACKGROUND

Microtransit is a modern permutation of demand-responsive transit (DRT) and is an emerging service delivery mode being tested and embraced by both the private and public sectors. Generally, DRT is a mode of bus transportation that is characterized by a lack of fixed schedule or route, instead of providing service based on individual trip requests. There are many variants of DRT with different service goals, target rider markets, and performance characteristics.

SamTrans OnDemand is a pilot microtransit service that launched on May 6, 2019, and serves a five square-mile area around the Linda Mar community in Pacifica. As a pilot, it replaced the FLX Pacifica shuttle which operated as a deviated fixed route loop in the same area.

Staff created an OnDemand evaluation framework which includes the following four categories:

- **Performance:** Perspective from the numbers, including ridership, productivity, account conversion
- **Operations:** Experience in the field, including ease of use of driver app, training, data
- **Customer Experience:** Public reaction, including feedback pre/post OnDemand conversion, complaints
- **Technology:** Working with new technology, troubleshooting, app updates, and support

Prepared By: Daniel Shockley, Strategic Planning

650-508-6382



AGENDA

LEGISLATIVE COMMITTEE COMMITTEE OF THE WHOLE

San Mateo County Transit District Administrative Building
Bacciocco Auditorium – 2nd Floor
1250 San Carlos Avenue, San Carlos, CA

WEDNESDAY, MARCH 4, 2020 – 3:15 pm

or immediately following the Strategic Planning, Development, and Sustainability
Committee meeting

1. Call to Order

MOTION

2. Approval of Minutes of Legislative Committee Meeting of February 5, 2020
3. State and Federal Legislative Update and Approval of Legislative Proposals
4. Adjourn

Committee Members: Josh Powell (Chair), Ron Collins, Rose Guilbault

NOTE:

- This Committee meeting may be attended by Board Members who do not sit on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.
- All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

BOARD OF DIRECTORS 2020

KARYL MATSUMOTO, CHAIR
PETER RATTO, VICE CHAIR
RON COLLINS
MARINA FRASER
CAROLE GROOM
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CHARLES STONE

JIM HARTNETT
GENERAL MANAGER/CEO

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF LEGISLATIVE COMMITTEE /
COMMITTEE OF THE WHOLE
FEBRUARY 5, 2020**

Committee Members Present: J. Powell (Committee Chair), R. Collins, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Fraser, C. Groom, K. Matsumoto, P. Ratto, C. Stone

Other Board Members Absent: D. Pine

Staff Present: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, S. Wong, D. Seamans

1. CALL TO ORDER

Committee Chair Josh Powell called the meeting to order at 4:40 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 8, 2020

Motion/Second: Collins/Stone

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Powell, Ratto, Stone

Absent: Pine

3. STATE AND FEDERAL LEGISLATIVE UPDATE

Casey Fromson, Director, Government and Community Affairs, briefly summarized highlights of recent federal legislation.

She said that the prior week, the House Majority leadership unveiled a five-year \$60 billion infrastructure proposal, which encompasses broadband, wastewater, drinking water in addition to transportation projects. She said only one of the Senate committees have acted.

Matt Robinson, State Legislative Advocate, Shaw Yoder Antwih Schmelzer & Lange, briefly summarized highlights of recent state legislation.

Committee Chair Powell asked about grade separations' eligibility for INFRA (Infrastructure for Rebuilding America) grants. Ms. Fromson said she believed so, but said that there have not been may grade separations that have been funded through INFRA.

4. ADJOURN

The meeting adjourned at 4:54 pm.

An audio/video recording of this meeting is available online at 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.

**SAN MATEO COUNTY TRANSIT DISTRICT
STAFF REPORT**

TO: Transit District

THROUGH: Jim Hartnett
General Manager/CEO

FROM: Seamus Murphy
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE AND APPROVAL OF LEGISLATIVE PROPOSALS**

ACTION

Staff proposes the Committee recommend the Board:

1. Receive the attached Federal and State Legislative Updates
2. Approve the recommended San Mateo County Transit District (District) positions on those pieces of legislation designated for action on the attached State Legislative Matrix.

SIGNIFICANCE

The 2020 Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board, and specifies those bills on which staff proposes that the District take a formal position.

Prepared By: Casey Fromson, Government and
Community Affairs Director

650-508-6493

Holland & Knight

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T 202.955.3000 | F 202.955.5564 Holland & Knight LLP | www.hklaw.com

SamTrans As of February 21, 2020 Federal Transportation Report

President Introduces FY 2021 Budget Request

On February 10, President Donald Trump released his Administration's FY 2021 budget request. The budget request includes:

- \$1 billion for the Better Utilizing Investments to Leverage Development (BUILD) grant program, level with current funding--FY 2020 enacted levels.
- \$1.9 billion for the Capital Investment Grant (CIG) Program, an \$89 million decrease from FY 2020 enacted levels. Does include \$100 million for the Peninsula Corridor Electrification project.
- \$50 billion from the Highway Trust Fund for the highway program; consistent with the Fixing America's Surface Transportation (FAST) Act and a \$3.6 billion increase from FY 2020 enacted levels.
- \$11 billion for transit infrastructure grants, a \$536 million increase from FY 2020 enacted levels.

In addition, the Administration outlined its request for a new 10-year, \$1 trillion surface transportation reauthorization proposal, \$810 billion of which will be dedicated to supporting the U.S. Department of Transportation's (DOT) highway, transit, safety, and rail programs. Along with the \$810 billion request, the reauthorization proposal requests \$190 billion for other infrastructure improvements including: \$60 billion for a new mega-projects program, including transit and rail capital investments; and \$20 billion for a Mass Transit State-of-Good-Repair Program to reduce the nation's transit state-of-good-repair backlog.

House Democrats Unveil Infrastructure Framework

On January 29, House Democrats introduced their [infrastructure framework](#), which House Speaker Nancy Pelosi (D-Calif.) said will create jobs, rebuild America, address the climate crisis, reduce carbon pollution, improve safety, and spur economic activity. The plan is expected to cost \$760 billion over a five-year period, although Democrats have not identified funding for their ambitious infrastructure goals. The climate plan, according to House Transportation and Infrastructure (T&I) Committee Chairman Peter DeFazio (D-Ore.), will include provisions such as requiring federal buildings to be carbon-neutral and transitioning to renewable fuels for aviation. He also said to expect the plan to include proposals to improve rail and transit options

“as a more efficient way to move passengers than short-haul airlines and automobiles.”
Highlights from the proposal include:

- \$329 billion for modernizing highways and highway safety investments, including funding for [47,000 structurally deficient bridges](#)
- \$105 billion in transit investment, including increased investment in zero-emission buses and modernization of the Capital Investment Grant Program
- \$55 billion in rail investments
- \$30 billion in airport investments
- \$50.5 billion for clean water and wastewater infrastructure
- \$10 billion in water infrastructure improvements, including enhanced funding for resiliency projects
- \$19.7 billion for harbor infrastructure
- \$2.7 billion for Brownfield restoration
- \$25.4 billion for drinking water programs, including funding for communities dealing with PFAS contamination.
- \$34.3 billion for clean energy programs, with an emphasis on renewable energy and zero emissions
- \$86 billion for broadband and communications, with an emphasis on expanding broadband to underserved communities
- \$12 billion in public safety communications programs, including the implementation of a Next Generation 9-1-1 system to help first responders better assess the nature of an emergency

Prior to the rollout, House T&I Committee Republicans released a list of surface transportation principles encouraging Congress to reduce the Highway Trust Fund’s reliance on fuel taxes, prioritize technological innovation, streamline permitting, and address rural infrastructure needs. They also expressed support for streamlining infrastructure project delivery through the President’s proposal to overhaul NEPA.

On the Senate side, Senate Finance Chairman Chuck Grassley (R-Iowa) has been working with Senate Environment and Public Works (EPW) Chairman John Barrasso (R-Wyo.) on funding details for the \$287 billion, five-year [surface transportation bill](#) that the EPW Committee passed on July 30, 2019. The Senate Banking Committee (oversees transit) and the Senate Commerce, Science, and Transportation Committee (oversees rail) still need to pass their bills, while the Senate Finance Committee continues to work on a funding mechanism for the package.

NEPA Overhaul Proposal Released by Trump Administration

The White House Council on Environmental Quality (CEQ) [released a proposed rule](#) on January 9, to overhaul enforcement of the National Environmental Policy Act (NEPA). For the last 50 years, NEPA has required agencies to evaluate how pipelines, highways, and some oil and gas development affect the environment and nearby communities. These changes would update how federal agencies implement the law, which has been criticized by the current administration for hindering project development. During a news conference, President Donald Trump said, "From Day One, my administration has made fixing this regulatory nightmare a top priority. And we

want to build new roads, bridges, tunnels, highways bigger, better, faster, and we want to build them at less cost." Environmentalists say the proposed changes would allow the government to look the other way when projects contribute a considerable amount of greenhouse gases into the atmosphere. Public comments are being accepted until March 10, 2020.

House Ways and Means Committee Holds Hearing on Financing Infrastructure

On January 28, the House Ways and Means Committee held a [hearing](#) entitled, "Paving the Way for Funding and Financing Infrastructure Investments to address the need for funding and investment in infrastructure." The hearing focused on options to pay for infrastructure investments including gas taxes, Build America Bonds, and the Highway Trust Fund. Both Democrats and Republicans indicated a desire to see increases in infrastructure funding. Reps. Blumenauer (D-OR), Larson (D-CT), Sanchez (D-CA), LaHood (R-IL), Panetta (D-CA), and Walorski (R-IN) spoke in favor of raising the gas tax. Reps. Reed (R-NY) and Rice (R-SC) spoke in opposition of raising the gas tax. This hearing was not focused on the recent rollout of an infrastructure framework, or reauthorization, but on general funding ideas for infrastructure.

Witnesses included:

Joung Lee

Director of Policy and Government Relations, American Association of State Highway and Transportation Officials

- [Testimony](#)

Dr. Philip Fischer

Founder, eBooleant Consulting LLC, and Former Head of Fixed Income and Municipal Bond Strategy, Global Banking & Markets, Bank of America Merrill Lynch

- [Testimony](#)

Laura L. Canter

Executive Vice President and Division Director of the Finance Programs Division, Massachusetts Development Finance Agency

- [Testimony](#)

Diane Gutierrez-Scaccetti

Commissioner, New Jersey Department of Transportation

- [Testimony](#)

DJ Gribbin

Founder, Madrus LLC

- [Testimony](#)

Grants

U.S. Department of Transportation (DOT) – BUILD Grants

The FY 2020 Consolidated Appropriations Act provided \$1 billion for BUILD. BUILD provides a unique opportunity for the DOT to invest in road, rail, transit and port projects that promise to achieve national objectives. Funds for the FY 2020 BUILD Transportation grants program are to

be awarded on a competitive basis for surface transportation infrastructure projects that will have a significant local or regional impact. All applications are due by May 18, 2020.

U.S. Department of Transportation (DOT) – Nationally Significant Freight and Highway Projects (INFRA) Grants

The INFRA program provides federal financial assistance to highway and freight projects of national or regional significance. The program utilizes selection criteria that promote projects with national and regional economic vitality goals, while leveraging nonfederal funding to increase the total investment by state, local and private partners. INFRA promotes the incorporation of innovative technology, such as broadband deployment and intelligent transportation systems. Eligible INFRA project costs may include reconstruction; rehabilitation; acquisition of property, including land related to the project and improvements to the land; environmental mitigation; construction contingencies; equipment acquisition; and operational improvements directly related to system performance. **All applications are due by February 25, 2020. For more information, please visit the [Funding Opportunity Announcement via Grants.gov](#).**

U.S. Department of Transportation (DOT), Federal Transit Administration (FTA) – Low or No Emission Program (Low-No Program)

The main purpose of this program is to support the transition of the nation's transit fleet to the lowest polluting and most energy efficient transit vehicles. The Low-No Program provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction and leasing of required supporting facilities. **All applications are due by March 17, 2020. For more information, please visit the [Funding Opportunity Announcement via Grants.gov](#).**

U.S. Department of Transportation (DOT), Federal Transit Administration (FTA) – Grants for Buses and Bus Facilities Program

This program makes federal resources available to states and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities. Funding is provided through formula allocations and competitive grants. A sub-program, the Low- or No-Emission Vehicle Program, provides competitive grants for bus and bus facility projects that support low and zero-emission vehicles. **All applications are due by March 30, 2020. For more information, please visit the [Funding Opportunity Announcement via Grants.gov](#).**



February 18, 2020

TO: Board of Directors, San Mateo County Transit District

FM: Joshua W. Shaw, Matt Robinson & Michael Pimentel, Shaw Yoder Antwih Schmelzer & Lange
Mike Robson & Trent Smith, Edelstein Gilbert Robson & Smith LLC

RE: **STATE LEGISLATIVE UPDATE – March 2020**

Legislative Update

The Legislature reconvened for the second year of the 2019-20 Regular Legislative Session on January 6. Looking ahead, Legislators will face a February 21st deadline to introduce new bills for the 2020 Legislative Year. Later this month, the Legislature's budget subcommittees will begin to hold hearings to evaluate the various budget proposals advanced by Governor Newsom in his proposed State Budget for the 2020-21 Fiscal Year.

SB 50 Fails Passage

Senate Bill 50 (Wiener) failed to receive the necessary votes to pass out of the Senate before the January 31 "House of Origin" deadline. The bill garnered 18 votes in support, 3 short of the necessary 21, receiving bipartisan support (and opposition). While SB 50 is done for the 2019-20 session, we don't believe the book is closed on a housing production bill in 2020. In fact, in her closing remarks on the Floor after the bill's vote, Senate President Pro Tem Atkins stated to her colleagues that there will be a production bill in 2020. Her official statement is below:

"So here's the thing: we need a housing production bill. We need a housing production bill that includes consensus solutions so we can help solve our housing affordability crisis. Despite the work Senator Wiener and SB 50's advocates have made, the debate and the vote today showed this particular vehicle isn't it. The opponents of SB 50 have real concerns, but have offered no substantive alternative with the same kind of scope of SB 50. Things have to change. We need to reset the conversation. So I am making the commitment to you today that in the coming weeks I will be meeting with stakeholders on all sides to find a way forward on a housing production bill that can pass both houses and get the Governor's signature."

Governor Newsom also expressed his strong desire to see a housing production bill land on his desk in 2020.

Free Transit Legislation

In the second half of the Legislative Session, we have seen a focus on legislation that would require transit agencies to offer free transit, or risk losing access to state funding. Three bills are currently moving through the process – AB 1350 (Gonzales), AB 2012 (Chu), and AB 2176 (Holden) – would all target different transit ridership demographics: riders under the age of 18; seniors 65 and older; and college students, respectively. We are engaging with the California Transit Association on these bills and

recognize that something in this regard will likely succeed in 2020. The Association has been surveying transit systems to get a better understanding of the fiscal impacts the bills will have. We will continue to update the Board as these bills move to policy committees and will likely seek a position in the coming months.

FASTER Bay Area / Seamless Bay Area

We have reported in the past that efforts are underway in the Bay Area to implement a new funding source for transportation by way of a nine-county sales tax measure that would generate an estimated \$100 billion over 40 years. The FASTER measure is proposed to fund primarily large-scale, mass transportation infrastructure projects throughout the Bay Area (e.g. second transbay crossing for at least BART, additional Caltrain improvements, regional express bus/managed lanes, subway improvements, etc.). Lately, the measure's proponents have been exploring a dual-purpose measure – one that would fund both transportation and housing.

Regardless of what is decided locally, the revenue-raising authority and other policy elements of the proposal (for at least the transportation piece) must first be approved by the California Legislature and governor; Senator Jim Beall (D-San Jose) and his staff have been spearheading the FASTER legislative effort and a bill exists that could contain the FASTER elements, SB 278 (Beall). He is likely considering such elements as: funding authorization; voter-approval requirements; local process for ballot placement; specification of the revenue collection, disbursement and oversight agency; connection to housing; and, the specific programs & projects that will receive funding.

In addition to the expenditure plan element of the FASTER Bay Area discussions, proponents have also been pushing for several policy changes meant to improve the operation and effectiveness of the region's transit agencies. Known as Seamless Bay Area, would, through legislation, require transit agencies to establish set region-wide fares and coordinate scheduling, system mapping, and data collected/shared. The legislation would also create regional transit task force to further study and make recommendations on the items above. AB 2057 (Chiu), currently a "spot bill," will likely be amended in the coming weeks to contain many of these items.

Legislation

AB 2237 (Berman) – Contracting Limits

This bill would raise the limit for contracts not subject to competitive bidding from \$75,000 to \$150,000 for county transportation agencies in the Bay Area, including the San Mateo County Transportation Authority. SamTrans already has a \$150,000 threshold. **We recommend SamTrans SUPPORT this bill.**

Statewide Competitive Grant Programs

At the request of SamTrans Staff, we have included in this report a list of major competitive grant programs administered by the State from which transit and rail projects are eligible/can be funded.

Transit and Intercity Rail Capital Program (TIRCP)

The TIRCP was created to fund capital improvements to modernize California's intercity rail, bus, ferry, and rail transit systems to reduce emissions, expand and improve transit service and ridership, integrate rail services and improve transit safety. Funding from this program can be used to purchase zero-emission buses. Funds available are estimated at \$450-500 million for Cycle 4 but could change on auction proceeds and changing cash flow requirements of already awarded projects.

Important Dates:

January 2020 – Applications Due

April 2020 – CalSTA Award Announcement

Solutions for Congested Corridors Program (SCCP)

The SCCP provides funding to achieve a balanced set of transportation, environmental, and community access improvements to reduce congestion throughout the state. The program makes \$250 million available annually (programmed in 2-year increments) for projects that implement specific transportation performance improvements.

Important Dates:

October 2019 – Guidelines Adopted

January 2020 – Applications Due

June 2020 – Program Adoption

Local Partnership Program (LPP)

The LPP is intended to provide local and regional transportation agencies that have passed sales tax measures, developer fees, or other imposed transportation fees with a continuous appropriation of \$200 million annually from the Road Maintenance and Rehabilitation Account to fund road maintenance and rehabilitation, sound walls, and other transportation improvement projects. The Competitive program is funded at \$100 million annually.

Important Dates:

October 2019 – Guidelines Adopted

January 2020 – Applications Due

June 2020 – Program Adoption

Trade Corridor Enhancement Program (TCEP)

The TCEP provides funding for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network as identified in California Freight Mobility Plan, and along other corridors that have a high volume of freight movement. There is approximately \$300 million provided per year (programmed in 2-year increments) for the competitive program.

Important Dates:

January 2020 – Guidelines Adopted

June 2020 – Applications Due

December 2020 – Program Adoption

Zero-Emission Bus Funding

At the request of SamTrans Staff, we have included in this report a list of current and future grant programs administered by State and local entities that fund zero-emission buses and charging infrastructure.

Volkswagen Environmental Mitigation Trust (\$65 million in FY 2019-20)

The Volkswagen (VW) Mitigation Trust provides incentives to transit agencies, shuttle bus companies and school districts for the purchase of zero-emission buses and the installation of charging and/or refueling infrastructure on a first-come/first-served basis. The VW Environmental Mitigation Trust is a one-time funding opportunity resulting from a consent decree between the United States Environmental Protection Agency, ARB and VW.

Current Guidelines: See Beneficiary Mitigation Plan found [here](#) and certifications found [here](#)

Status: [Funding cycle open](#)

Carl Moyer (\$50 million in FY 2019-20)

The Carl Moyer Memorial Air Quality Standards Attainment Program (Carl Moyer) offers grants to owners of heavy-duty vehicles and equipment to reduce emissions from heavy-duty engines on a first-come/first-served basis. Carl Moyer is funded through tire fees, smog abatement vehicle registration fees and AB 617 investments.

Current Guidelines: Found [here](#)

Status: [Funding cycle open](#)

Future Opportunities

Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (\$142 million in FY 2019-20)

The Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) provides point-of-sale discount vouchers to fleet owners to reduce the purchase cost of zero- and near-zero emission trucks and buses operated in California on a first-come/first-served basis. HVIP is funded through the state's Greenhouse Gas Reduction Fund and is subject to an annual appropriation.

Current Guidelines: Found [here](#); an update to the guidelines for FY 2019-20 is pending

Status: [Funding cycle is currently oversubscribed](#)

Alternative and Renewable Fuel and Vehicle Technology Program – Medium and Heavy-Duty Zero-Emission Vehicle and Infrastructure Concept (Up to \$47.5 million in FY 2019-20)

The Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) promotes the accelerated development and deployment of advanced transportation and fuel technologies. In 2019, the California Energy Commission circulated a funding concept, which could provide up to \$47.5 million to public and private transit agencies and truck fleets for new installations of, or upgrades to fueling infrastructure for battery electric and hydrogen fuel cell transit vehicles (sometimes referred to as “make-ready” infrastructure).

Current Guidelines: Concept found [here](#)

Status: Concept under review, solicitation expected Q1 2020

Grade Separation Funding

At the December 5, 2018 SamTrans Board meeting, we were asked to include in the SamTrans Board Report a list of state funding options for rail grade separations. Below is a list of the funding sources that we are aware of and/or that have been used to fund grade separations in the recent years. The funding sources below are managed across various state agencies and departments, including the Public Utilities Commission (PUC), the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and Caltrans.

PUC Section 190 Grade Separation Program – The Program is a [state funding program](#) to grade separate crossings between roadways and railroad tracks and provides approximately \$15 million annually, transferred from Caltrans. Agencies apply to the PUC for project funding.

State Transportation Improvement Program – The STIP, managed by Caltrans and programmed by the CTC, is primarily used to fund highway expansion projects throughout the state, but also supports grade separations. The STIP is programmed every two years (currently the 2018 STIP added \$2.2 billion in new funding). Local agencies receive a share of STIP funding, as does the State. The STIP is funded with gasoline excise tax revenues.

Transit and Intercity Rail Capital Program – The TIRCP is managed by CalSTA and is available to fund rail and transit projects that reduce greenhouse gas emissions. The program receives funding from Cap and Trade and the recently created Transportation Improvement Fee to the tune of approximately \$500 million per year. The TIRCP is programmed over 5 years, with the most recent cycle beginning in May 2018. Caltrain received \$160 million for the CalMod project.

Proposition 1A – This \$9.9 billion Bond Act is the primary funding source for the high-speed rail project and has been used to fund a very limited number of grade separation projects in the past, including in the City of San Mateo.

San Mateo County Transit District
State Legislative Matrix 2/17/20

Bill ID/Topic	Location	Summary	Position
AB 145 Frazier D High-Speed Rail Authority: Senate confirmation.	In the Senate Rules Committee.	Existing law creates the High-Speed Rail Authority with specified powers and duties relative to development and implementation of a high-speed train system. The authority is composed of 11 members, including 5 voting members appointed by the Governor, 4 voting members appointed by the Legislature, and 2 nonvoting legislative members. This bill would provide that the members of the authority appointed by the Governor are subject to appointment with the advice and consent of the Senate.	Watch

Bill ID/Topic	Location	Summary	Position
<p>AB 291 Chu D</p> <p>Local Emergency Preparedness and Hazard Mitigation Fund.</p>	<p>In the Senate Rules Committee.</p>	<p>The California Emergency Services Act creates within the office of the Governor the Office of Emergency Services, which is responsible for the state’s emergency and disaster response services, as specified. Existing federal law requires a state mitigation plan as a condition for disaster assistance and authorizes the Federal Emergency Management Agency to condition mitigation grant assistance upon state, local, and Indian tribal governments undertaking coordinated disaster mitigation planning and implementation measures. This bill would establish a Local Emergency Preparedness and Hazard Mitigation Fund to, upon appropriation by the Legislature, support staffing, planning, and other emergency mitigation priorities to help local governments meet emergency management, preparedness, readiness, and resilience goals. The bill would require the Office of Emergency Services to establish the Local Emergency Preparedness and Hazard Mitigation Fund Committee under the Standardized Emergency Management System Advisory Board. The bill, on or before July 1, 2021, would require the committee to adopt guidelines identifying eligible uses of the funds distributed pursuant to these provisions for the mitigation, prevention, preparedness, response, and recovery phases of emergency management that supports the development of a resilient community. The bill would require, upon appropriation by the Legislature, the Office of Emergency Services to receive \$1,000,000 annually and each county to receive \$500,000 annually for specified purposes. The bill would require the Office of Emergency Services to distribute funds to lead agencies, subject to certain requirements and restrictions, as specified. The bill would require lead agencies to further distribute those funds to local governments pursuant to a specified schedule for specified purposes, and impose various requirements on local governments that receive funds pursuant to these provisions. The bill would include related legislative findings. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
<p>AB 992 Mullin D</p> <p>Open meetings: local agencies: social media.</p>	<p>In the Senate Rules Committee.</p>	<p>The Ralph M. Brown Act generally requires that the meetings of legislative bodies of local agencies be conducted openly. That act defines “meeting” for purposes of the act and prohibits a majority of the members of a legislative body, outside a meeting authorized by the act, from using a series of communications of any kind to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body. This bill would provide that the prohibition described above does not apply to the participation, as defined, in an internet-based social media platform, as defined, by a majority of the members of a legislative body, provided that a majority of the members do not discuss among themselves, as defined, business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 1350 Gonzalez D</p> <p>Free youth transit passes: eligibility for state funding.</p>	<p>In the Senate Rules Committee.</p>	<p>Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. This bill would require transit agencies to offer free youth transit passes to persons 18 years of age and under in order to be eligible for state funding under the Mills-Deddeh Transit Development Act, the State Transit Assistance Program, or the Low Carbon Transit Operations Program. The bill would also require a free youth transit pass to count as a full price fare for purposes of calculating the ratio of fare revenues to operating costs.</p>	<p>Watch</p>
<p>AB 1839 Bonta D</p> <p>Climate change: California Green New Deal.</p>	<p>Introduced in the Assembly, pending referral to policy committee.</p>	<p>Existing law establishes various environmental and economic policies. This bill would create the California Green New Deal Council with a specified membership appointed by the Governor. The bill would require the California Green New Deal Council to submit a specified report to the Legislature no later than January 1, 2022. The bill also would make various findings and declarations.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
<p>AB 1991 Friedman D</p> <p>Transit and Intercity Rail Capital Program: passenger tramways.</p>	<p>In the Assembly Transportation Committee.</p>	<p>Existing law establishes the Transit and Intercity Rail Capital Program, which is funded in part by a continuously appropriated allocation of 10% of the annual proceeds of the Greenhouse Gas Reduction Fund, to fund transformative capital improvements that will modernize California’s intercity, commuter, and urban rail systems and bus and ferry transit systems to achieve certain policy objectives. Existing law requires the Transportation Agency to evaluate applications for funding under the program and to approve a multiyear program of projects, as specified, and requires the California Transportation Commission to allocate funding to applicants pursuant to the program of projects approved by the agency .This bill would expand the purpose of the program to authorize funding for passenger tramway transit systems. By expanding the purposes for which continuously appropriated moneys may be used, the bill would make an appropriation.</p>	<p>Watch</p>
<p>AB 1992 Friedman D</p> <p>Transportation: asset management plan: California Transportation Plan: transportation infrastructure: climate change.</p>	<p>In the Assembly Transportation Committee.</p>	<p>Existing law vests the Department of Transportation with full possession and control of the state highway system. Existing law requires the department, in consultation with the California Transportation Commission, to prepare a robust asset management plan that assesses the health and condition of the state highway system and with which the department is able to determine the most effective way to apply the state’s limited resources. This bill would state the intent of the Legislature to enact legislation that would establish a new program to fund climate change adaptation planning for transportation impacts, data collection, modeling, and training. The bill would require the department, in consultation with the commission, to update the asset management plan on or before December 31, 2022, and for the update to also address the forecasted transportation infrastructure impacts of climate change. The bill would require both the 3rd update to the California Transportation Plan, which is due in 2025, and the Strategic Growth Council’s report to include a forecast of the transportation impacts of climate change and measures to address those impacts. This bill contains other existing laws.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
AB 2012 Chu D Free senior transit passes: eligibility for state funding.	In the Assembly Transportation Committee.	Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. This bill would require transit agencies to offer free senior transit passes to persons over 65 years of age in order to be eligible for state funding under the Mills-Deddeh Transit Development Act, the State Transit Assistance Program, and the Low Carbon Transit Operations Program. The bill would require those free senior transit passes to count as full price fares for purposes of calculating the ratio of fare revenues to operating costs.	Watch
AB 2057 Chiu D San Francisco Bay area: public transportation.	In the Assembly Transportation Committee.	Existing law creates the Metropolitan Transportation Commission as a local area planning agency for the 9-county San Francisco Bay area with comprehensive regional transportation planning and other related responsibilities. Existing law creates various transit districts located in the San Francisco Bay area, with specified powers and duties relative to providing public transit services. This bill would state the intent of the Legislature to later enact legislation relating to public transportation in the 9-county San Francisco Bay area. This bill is the legislative vehicle for the Seamless Bay Area framework.	Watch

Bill ID/Topic	Location	Summary	Position
<p>AB 2176 Holden D</p> <p>Free student transit passes: eligibility for state funding.</p>	<p>Introduced in the Assembly, pending referral to policy committee.</p>	<p>Existing law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Existing law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. This bill would require transit agencies to offer free student transit passes to persons attending the California Community Colleges, the California State University, or the University of California in order to be eligible for state funding under the Mills-Alquist-Deddeh Act, the State Transit Assistance Program, or the Low Carbon Transit Operations Program. The bill would also require a free student transit pass to count as a full price fare for purposes of calculating the ratio of fare revenues to operating costs. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>AB 2237 Berman D</p> <p>Bay area county transportation authorities: contracting.</p>	<p>Introduced in the Assembly, pending referral to policy committee.</p>	<p>The Bay Area County Traffic and Transportation Funding Act authorizes each of the 9 counties in the bay area to impose a 1/2 of 1% or 1% sales tax for transportation purposes, subject to voter approval. Existing law provides for the establishment of a county transportation authority in each county imposing a sales tax under these provisions, requires the development of a county transportation expenditure plan, and specifies the powers and duties of a county board of supervisors and the county transportation authority in this regard. Existing law requires each county transportation authority to award contracts for the purchase of supplies, equipment, and materials in excess of \$75,000 to the lowest responsible bidder after competitive bidding, except in an emergency declared by the vote of 2/3 of the voting membership of the county transportation authority. This bill would require each county transportation authority to award contracts for the purchase of supplies, equipment, and materials in excess of \$150,000, rather than \$75,000, either to the lowest responsible bidder or to the responsible bidder whose proposal provides the best value, as defined, on the basis of the factors identified in the solicitation, except in a declared emergency, as specified.</p>	<p>Recommend Support</p>

Bill ID/Topic	Location	Summary	Position
<p>AB 2262 Berman D</p> <p>Regional transportation plans: sustainable communities strategies: zero-emission vehicle readiness plan.</p>	<p>Introduced in the Assembly, pending referral to policy committee.</p>	<p>Existing law requires certain transportation planning agencies to prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system. Existing law requires the regional transportation plan to include, if the transportation planning agency is also a metropolitan planning organization, a sustainable communities strategy, which is designed to achieve certain targets for 2020 and 2035 established by the State Air Resources Board for the reduction of greenhouse gas emissions from automobiles and light trucks in the region. Existing law requires the sustainable communities strategy to, among other things, identify a transportation network to service the transportation needs of the region. After adopting a sustainable communities strategy, existing law requires a metropolitan planning organization to submit the strategy to the state board for review to determine whether the strategy, if implemented, would achieve the greenhouse gas emission reduction targets. Existing law requires each transportation planning agency to adopt and submit to the California Transportation Commission and the Department of Transportation an updated regional transportation plan every 4 or 5 years, as specified. This bill would require each sustainable communities strategy to also include a zero-emission vehicle readiness plan, as specified. By imposing new requirements on local agencies, the bill would impose a state-mandated local program .This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
<p>AB 2307 Bonta D</p> <p>Public employment: labor relations: release time.</p>	<p>Introduced in the Assembly, pending referral to policy committee.</p>	<p>Existing law, including the Meyers-Milias-Brown Act, the Ralph C. Dills Act, the Trial Court Employment Protection and Governance Act, the Trial Court Interpreter Employment and Labor Relations Act, Judicial Council Employer-Employee Relations Act, and the Los Angeles County Metropolitan Transportation Authority Transit Employer-Employee Relations Act, as well as provisions commonly referred to as the Educational Employment Relations Act and the Higher Education Employer-Employee Relations Act, regulates the labor relations of the state, the courts, and specified local public agencies and their employees. Existing law establishes other requirements relating to labor relations that are applicable to specified transit agencies. These acts grant specified public employees the right to form, join, and participate in the activities of employee organizations of their choosing and require public agency employers, among other things, to meet and confer with representatives of recognized employee organizations and exclusive representatives on terms and conditions of employment. These acts generally require the public entities in this context to grant employee representatives of recognized employee organizations reasonable time off without loss of compensation or benefits for certain purposes in connection with labor relations, commonly referred to as release time .This bill would prescribe requirements relating to release time that would apply to all of the public employers and employees subject to the acts described above and would generally repeal the provisions relating to release time in those acts. The bill would require these public employers to grant a reasonable number of employee representatives of the exclusive representative reasonable time off without loss of compensation or other benefits for specified activities. This requirement would apply to activities to investigate and process grievances or otherwise enforce a collective bargaining agreement or memorandum of understanding; to meet and confer or meet and negotiate with the public employer on matters within the scope of representation, including preparation for the activities specified in these provisions; to testify or appear as the designated representative of the exclusive representative in conferences, hearings, or other proceedings before the Public Employment Relations Board or similar bodies, as specified; to testify or appear as the designated representative of the exclusive representative before the governing body of the public employer, or a personnel, civil service, or merit commission, among others; and to serve as a representative of the exclusive representative for new employee orientations. The bill would require the exclusive representative to provide reasonable notice requesting an absence in this connection. The bill would specify that its provisions prescribe minimum release time rights and would prescribe requirements regarding the relation of its provisions to other labor agreements that address release time. The bill would prohibit the Public Employment Relations Board from enforcing these provisions with regard to public transit workers that are not otherwise subject to the board’s jurisdiction.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
<p>ACA 1 Aguiar-Curry D</p> <p>Local government financing: affordable housing and public infrastructure: voter approval.</p>	<p>On the Assembly Floor.</p>	<p>(1)The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure. This bill contains other related provisions and other existing laws.</p>	<p>Supported May 2019</p>

Bill ID/Topic	Location	Summary	Position
<p>SB 50 Wiener D</p> <p>Planning and zoning: housing development: streamlined approval: incentives.</p>	<p>Died on the Senate Floor.</p>	<p>(1)Existing law authorizes a development proponent to submit an application for a multifamily housing development that satisfies specified planning objective standards to be subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit. This bill would authorize a development proponent of a neighborhood multifamily project located on an eligible parcel to submit an application for a streamlined, ministerial approval process that is not subject to a conditional use permit. The bill would define a “neighborhood multifamily project” to mean a project to construct a multifamily structure on vacant land, or to convert an existing structure that does not require substantial exterior alteration into a multifamily structure, consisting of up to 4 residential dwelling units and that meets local height, setback, and lot coverage zoning requirements as they existed on July 1, 2019. The bill would also define “eligible parcel” to mean a parcel that meets specified requirements, including requirements relating to the location of the parcel and restricting the demolition of certain housing development that may already exist on the site. This bill contains other related provisions and other existing laws.</p>	<p>Watch</p>
<p>SB 278 Beall D</p> <p>Metropolitan Transportation Commission.</p>	<p>In the Assembly, pending referral to policy committee.</p>	<p>The Metropolitan Transportation Commission Act creates the Metropolitan Transportation Commission as a local area planning agency to provide comprehensive regional transportation planning for the region comprised of the 9 San Francisco Bay area counties. The act requires the commission to continue to actively, on behalf of the entire region, seek to assist in the development of adequate funding sources to develop, construct, and support transportation projects that it determines are essential .This bill would also require the commission to determine that those transportation projects are a priority for the region .This bill contains other related provisions and other existing laws.</p> <p>This bill is the legislative vehicle for the FASTER Bay Area framework and expenditure plan.</p>	<p>Watch</p>

Bill ID/Topic	Location	Summary	Position
<p>SB 988 McGuire D Aviation fuel.</p>	<p>In the Senate Rules Committee.</p>	<p>Existing sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. Existing law requires a seller or person subject to sales and use tax to file, on or before the last day of the month following each quarterly period, a return for the preceding quarterly period. Existing law provides that if the California Department of Tax and Fee Administration (the department) finds that a person's failure to make a timely return or payment is due to reasonable cause and circumstances beyond the person's control, and occurred notwithstanding the exercise of ordinary care and the absence of willful neglect, the person shall be relieved of the penalties for failing to file a return. This bill would require an aviation fuel retailer to provide a quarterly information return, as specified, and would subject a retailer who fails to file that information return or who files an inaccurate information return to a penalty of \$5,000. The bill would exempt from those penalties a person who fails to file a return or provides information or files an inaccurate return, if that person's failure is due to reasonable cause and circumstances beyond the person's control, notwithstanding the exercise of ordinary care and the absence of willful neglect. The bill would require the department to collect and disseminate, as specified, information from those information returns and calculate the amount of revenue collected from the sale, storage, use, or consumption of aviation fuel in the state. This bill would also require the department to report corresponding tax revenue information to local tax entities.</p>	<p>Watch</p>