Capital Projects

Quarterly Status Report

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

Prepared for the March 06, 2019 SamTrans Board Meeting

San Mateo County Transit District
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SamTrans - Capital Program - Budget Status Summary
2nd Quarter FY2019 - October 01 to December 31, 2018
All Costs in $1,000's

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<thead>
<tr>
<th>Programs</th>
<th>FY2015</th>
<th>FY2016</th>
<th>FY2017</th>
<th>FY2018</th>
<th>FY2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Revenue Vehicles Replacement</td>
<td>$48,193</td>
<td>$35,312</td>
<td>$7,725</td>
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<td>$0</td>
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<tr>
<td>2. Revenue &amp; Non Revenue Vehicle Support</td>
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<td>$1,421</td>
<td>$1,451</td>
<td>$5,321</td>
<td>$1,895</td>
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<tr>
<td>3. Information Technology</td>
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<td>$2,878</td>
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<tr>
<td>4. Development</td>
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<td>$2,350</td>
<td>$1,942</td>
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<td>5. Facilities/Construction</td>
<td>$804</td>
<td>$1,190</td>
<td>$2,835</td>
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<td>$1,730</td>
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<td>6. Safety and Security</td>
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<td>$1,830</td>
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</tr>
<tr>
<td>7. Contingency</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
<td>$200</td>
</tr>
<tr>
<td><strong>Total Board Approved Budget by FY</strong>(1)</td>
<td>$55,332</td>
<td>$48,128</td>
<td>$18,281</td>
<td>$17,283</td>
<td>$7,675</td>
</tr>
</tbody>
</table>

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

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

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

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

<table>
<thead>
<tr>
<th>Project Description</th>
<th>SCOPE</th>
<th>BUDGET</th>
<th>SCHEDULE</th>
<th>FUNDING</th>
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<tbody>
<tr>
<td>Vehicle Replacement Projects:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>021501 - Replacement of 55 - 2002 NABI Buses Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>021502 - Major Bus Components Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100013 - Non-Revenue Service Support Vehicles Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>100014 - Bike Rack Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100113 - Procurement of 10 Electric Buses Project</td>
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<td>✔️</td>
<td>✔️</td>
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<tr>
<td>Information Technology Projects:</td>
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<td></td>
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<tr>
<td>021505 - Replace &amp; Upgrade Servers &amp; Out of Warranty Equipment Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100016 – Wi-Fi at Bases for Video Review Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>Facilities / Construction Projects:</td>
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<tr>
<td>021111 - Bus Stop Improvement Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>021507 - Facility Smaller Projects</td>
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<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100037 and 100262 - North and South Base Industrial Waste Line Replacement Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100085 - Express Bus Feasibility Study Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>100253 - Linda Mar Park-n-Ride Lot Repaving Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<td>100255 - Traffic Signal Priority Project</td>
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<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>100350 - Central Office Sanitary Sewer Pump Replacement Project</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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*= Project On-Hold  *No Issues  *Notable Issues  *Significant Issues
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**Scope:** Procure (55) replacement buses for the 2002 NABI articulated buses that have reached the end of their useful life. The new buses will meet the recommendations for vehicle type to complement the Samtrans Strategic Plan (SSP). The project also, purchases major bus components, in accordance with FTA allowable allowance for spare components.

**Issues:** A decision was made to purchase the buses 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.

**Key Activities**

- **This Quarter:**
  1. Continued finalizing bus configuration.
  2. Issued PO to the contractor.
  3. Received pre-award Buy America audits.
  4. Continued coordinating Resident Inspection for In-Plant Inspection Services.

- **Next Quarter:**
  1. Continue finalizing bus configuration.
  2. Continue coordinating Resident Inspection for In-Plant Inspection Services.

### VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
<th>Current Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>02101</td>
<td>Replacement of 55 2002 NABI Buses Project</td>
<td>PM: David Harbour</td>
<td>$48,972,000</td>
<td>$48,972,000</td>
<td>$0</td>
<td>$48,972,000</td>
<td>$202,325</td>
<td>$49,719,675</td>
<td>$49,972,000</td>
<td>$0</td>
<td>0.52%</td>
<td>30.0%</td>
<td>02/04/17</td>
<td>12/31/19</td>
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</tbody>
</table>
### Major Bus Components

**Project No.:** 02.1002  
**PM:** David Harbour  
**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. 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 units), HVAC units (heating, ventilation and air conditioning) radiator, muffler, air compressors, Digital Video Recorders (DVRs), Automatic Mobile Data Terminals (AMDTs), etc.  
**Issues:** Project includes Board approved funding through FY2018.  
**Key Activities:**  
- This Quarter:  
  1. Purchased major bus components and replacement parts.  
- Next Quarter:  
  1. Continue to purchase major bus components and replacement parts, as needed.  

### Non-Revenue Service Support Vehicles Project

**Project No.:** 100.013  
**PM:** Natalie Chi  
**Scope:** This project to replace seven non-revenue shop, facilities, and flatbed trucks that support the Bus Maintenance, Facilities, and Field Services. The project will replace:  
- Two 2008 shop trucks with F350’s. (Complete)  
- Four 2008 facility trucks with F250’s. (Complete)  
- One 2008 flatbed truck with F350. (Complete)  
**Issues:** None.  
**Key Activities:**  
- This Quarter:  
  1. All the truck have been delivered.  
  2. Waited for final truck’s registration, plate and title from DMV.  
- Next Quarter:  
  1. Receive final truck’s registration, plate and title from DMV.  
  2. Complete project close out.
## Bike Rack

**PM:** Elliot Rivas

### Scope:
Purchase new 3-bike bus racks. Remove and replace existing 2-bike racks and install the new 3-bike racks on (237) SamTrans fixed route fleet buses.

### Issues:
Contract will be issued as a sole-source contract.

### Key Activities:
**This Quarter:**
(1) Continued working on sole-source procurement justification.

**Next Quarter:**
(1) Submit sole-source procurement justification to Contracts.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Scope</th>
<th>Key Activities</th>
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<th>Original Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
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</thead>
<tbody>
<tr>
<td>Bike Rack</td>
<td></td>
<td></td>
<td>$413,875</td>
<td>$422,600</td>
<td>$0</td>
<td>2.1%</td>
<td>100014</td>
<td></td>
<td></td>
<td></td>
<td>09/30/19</td>
<td>09/30/19</td>
</tr>
</tbody>
</table>
### Project No. 100113

**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.

**Issues:** None.

**Key Activities This Quarter:**
1. Received the first two buses.
2. Resident inspector and internal staff continued performing in-plant inspection and quality assurance.
3. Received Pre-Award Buy America audits.
4. Began acceptance process of first two buses.
5. Began preparing application for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP).

**Next Quarter:**
1. Complete acceptance process of the first two buses.
2. Complete application for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP).

**Approved Funding:** $10,926,668

**Current Budget:** $10,926,668

**Approved Changes:** $0

**Current Baseline Finish:** 05/31/20

**Current Baseline Start:** 05/31/18

**Estimated Physical % Complete:** 40.0%

**% Expended of EAC:** 17.9%
**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**

**Project 1**

**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 also include the development of a dedicated server room and the implementation of additional security measures. The work will be completed in Central's Data Center, North Base, and South Base as well as professional services for setup and configuration.

**Issues:**
None.

**Key Activities**

- **This Quarter:**
  1. Procured additional servers, network routers and switches to replace the out of warranty equipment.

- **Next Quarter:**
  1. Procure additional servers, network routers and switches to replace the out of warranty equipment.

**Projected Timeline:**
Kickoff meeting is anticipated for February 2019. Schedule will be updated after the kickoff meeting.

**Budget:**
- **Original Budget:** $3,545,641
- **Current Budget:** $3,533,359
- **Approved Changes:** $0
- **Expended + Accrual To Date:** $7,079,000
- **Estimate to Complete:** $0
- **Estimate at Completion:** $0
- **Variance at Completion:** $0
- **% Expended of EAC:** 0%
- **Est. Physical % Complete:** 0%
- **Current Baseline / Current Start:** 07/01/14
- **Current Baseline / Current Finish:** 07/01/14

**Project 2**

**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 backbone for the QIS and QIS+ systems.
   b. Database server, which stores the data and communicates with the application server.
   c. External servers, which connect to other systems and services.
   d. Network services, which provide connectivity and management.
4. Configure all new WiFi equipped DVRs to communicate with the application server.
5. Configure all new WiFi equipped DVRs to communicate with the application server.

**Issues:**
None.

**Key Activities**

- **This Quarter:**
  1. Waiting for kickoff meeting to start project.

- **Next Six Weeks:**
  1. Hold kickoff meeting.

**Projected Timeline:**
Kickoff meeting is anticipated for February 2019. Schedule will be updated after the kickoff meeting.

**Budget:**
- **Original Budget:** $690,499
- **Current Budget:** $690,499
- **Approved Changes:** $0
- **Expended + Accrual To Date:** $690,499
- **Estimate to Complete:** $0
- **Estimate at Completion:** $690,499
- **Variance at Completion:** $0
- **% Expended of EAC:** 0%
- **Est. Physical % Complete:** 0%
- **Current Baseline / Current Start:** 03/26/18
- **Current Baseline / Current Finish:** 03/26/18

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**Note:**
- This table represents the quarterly report for Q2 FY2019, covering Oct 01, 2018 to Dec 31, 2018.
- Variations in budget and actual expenses are noted, and variances are analyzed to ensure project efficiency and compliance.
### Scope:
This project will upgrade and replace bus stop amenities and enhance bus stop site infrastructure resulting in a decrease in repair and amenity replacement costs and an increase in ridership by providing patrons safe, clean and attractive bus stop facilities. The scope includes procurement of new, upgraded, bus stop benches and trash cans. The improved models will be comprised of powder-coated steel to withstand harsh weather conditions and vandalism. Both amenities will be bolted to a concrete surface for stability.

### Issues:
Project schedule has slipped due to delays in receiving City permits.

### Key Activities
- **This Quarter:**
  - Continued with amenities installation.

- **Next Quarter:**
  - Complete installation of bus stop amenities
  - Complete project close out.

### Table:

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
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<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>021111</td>
<td>Bus Stop Improvement Project</td>
<td><strong>Scope:</strong> This project will upgrade and replace bus stop amenities and enhance bus stop site infrastructure resulting in a decrease in repair and amenity replacement costs and an increase in ridership by providing patrons safe, clean and attractive bus stop facilities. The scope includes procurement of new, upgraded, bus stop benches and trash cans. The improved models will be comprised of powder-coated steel to withstand harsh weather conditions and vandalism. Both amenities will be bolted to a concrete surface for stability.</td>
<td>$246,084</td>
<td>$246,084</td>
<td>$0</td>
<td>$246,084</td>
<td>$101,108</td>
<td>$94,976</td>
<td>$246,084</td>
<td>$0</td>
<td>61.4%</td>
<td>87.0%</td>
<td>01/17/12</td>
<td>03/31/19</td>
</tr>
</tbody>
</table>
### Scope / Issues / Key Activities

**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.

**Issues:** Project includes Board approved funding through FY2018.

**Key Activities:**

- **This Quarter:**
  - Performed maintenance and repairs work.

- **Next Quarter:**
  - Continue with maintenance and repairs work, as needed.

### Project Name: Facility Smaller Projects  PM: Greg Moyer

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
<th>Current Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Finish</th>
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</thead>
<tbody>
<tr>
<td>02 1907</td>
<td></td>
<td>$1,691,603</td>
<td>$1,691,603</td>
<td>$0</td>
<td>$1,691,603</td>
<td>$1,097,766</td>
<td>$623,817</td>
<td>$1,691,603</td>
<td>$0</td>
<td>63.1%</td>
<td>63.1%</td>
<td>07/01/15 / 08/30/19</td>
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<tr>
<td>Project No.</td>
<td>Project Name</td>
<td>Scope / Issues / Key Activities</td>
<td>Approved Funding</td>
<td>Original Budget</td>
<td>Approved Changes</td>
<td>Current Budget</td>
<td>Expended + Accrual To Date</td>
<td>Estimate to Complete</td>
<td>Estimate at Completion</td>
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<tr>
<td>100037</td>
<td>North and South Base Industrial Waste Line Replacement</td>
<td>This project will replace the North and South Base Industrial Waste (IW) Line, which drains the steam cleaning area of the Maintenance Building. It will also include replacement of the connecting (lateral) lines, which drains the running repair area of this same building, in order to extend the useful life of this part of the IW system.</td>
<td>$780,000</td>
<td>$780,000</td>
<td>$0</td>
<td>$780,000</td>
<td>$882,477</td>
<td>($22,477)</td>
<td>$780,000</td>
<td>$0</td>
<td>102.9%</td>
<td>100.0%</td>
</tr>
<tr>
<td>100082</td>
<td>Express Bus Feasibility Study</td>
<td>With congestion on the US-101 steadily increasing, SamTrans needs to determine the financial and operational viability of long-distance express transit bus service along the US-101 freeway corridor. Such services would be paired with highway capacity enhancements, such as high occupancy vehicle or bus lanes. The study would look at combination of roadway and transit capital and operational enhancements that would optimize mobility, financial, environmental, and other policy concerns from public and private sector stakeholders across the Bay Area.</td>
<td>$634,000</td>
<td>$634,000</td>
<td>$0</td>
<td>$634,000</td>
<td>$789,620</td>
<td>($155,620)</td>
<td>$634,000</td>
<td>$0</td>
<td>124.5%</td>
<td>94.0%</td>
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<tr>
<td>Project No.</td>
<td>Project Name</td>
<td>Scope / Issues / Key Activities</td>
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<td>Original Budget</td>
<td>Approved Changes</td>
<td>Current Budget</td>
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<td>Estimate at Completion</td>
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</tr>
<tr>
<td>100523</td>
<td>Traffic Signal Priority Project</td>
<td>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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections.</td>
<td>$3,907,000</td>
<td>$3,907,000</td>
<td>$0</td>
<td>$3,907,000</td>
<td>$283,390</td>
<td>$3,613,610</td>
<td>$3,907,000</td>
<td>0</td>
<td>7.5%</td>
<td>10%</td>
</tr>
</tbody>
</table>

| 100523     | Linda Mar Park-n-Ride Lot Repaving | This quarter: (1) Installed new gate for the Caltrans facility, removed existing asphalt layer and performed re-grading the site. (2) Replaced analogous utility line for the lighting. (3) Installed new subgrade and compaction. (4) Installed new concrete island nose. (5) Performed asphalt paving. (6) Installed new striping. (7) Installed new signs and poles. Next Quarter: (1) Complete punch list work. (2) Complete project close out. | $900,000         | $900,000        | $0             | $900,000      | $787,234                | $112,766           | $900,000            | 0                   | 37.5%          | 87.5%                     | 01/01/18                      | 03/31/19                      |

| 100523     | Project | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |

| 100523     | PM - Robert Tam | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |

| 100523     | PM - Robert Tam | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |

| 100523     | PM - Robert Tam | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |

| 100523     | PM - Robert Tam | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |

| 100523     | PM - Robert Tam | 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 traffic flow along the corridor by either giving priority to buses, extending green lights at traffic intersections. | $3,907,000       | $3,907,000      | $0             | $3,907,000    | $283,390                | $3,613,610          | $3,907,000          | 0                   | 7.5%           | 10%                     | 07/01/18                      | 08/30/21                      |
### Central Office Sanitary Sewer Pump Replacement

- **PM**: Hubert Chan
- **Scope**: To replace two sewer pumps originally installed in 1979 located at the basement of the Central Office.
- **Issues**: None.
- **Key Activities**:
  - **This Quarter**:
    1. Completed and reviewed 30% design document.
    2. Provided comments on the 30% design.
    3. Prepared 90% design document.
    4. Submitted 90% design document for review.
  - **Next Quarter**:
    1. Review 90% design document.
    2. Provide comments on 90% design.
    3. Prepare final design.

### Project Details

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Original Budget</th>
<th>Approved Changes</th>
<th>Current Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
<th>Estimate at Completion</th>
<th>Variance at Completion</th>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>10250</td>
<td></td>
<td></td>
<td>$350,000</td>
<td>$350,000</td>
<td>$0</td>
<td>$350,000</td>
<td>$57,370</td>
<td>$292,630</td>
<td>$350,000</td>
<td>$350,000</td>
<td>16.4%</td>
<td>16.4%</td>
<td>07/01/17</td>
<td>12/31/19</td>
</tr>
</tbody>
</table>

- Approved Funding: $350,000
- Original Budget: $350,000
- Approved Changes: $0
- Current Budget: $350,000
- Expended + Accrual To Date: $57,370
- Estimate to Complete: $292,630
- Estimate at Completion: $350,000
- Variance at Completion: $350,000
- % Expended of EAC: 16.4%
- Est. Physical % Complete: 16.4%
San Mateo County Transit District

Disadvantaged Business Enterprise (DBE) Status Report

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

The following is a summary of SamTrans DBE Status:

<table>
<thead>
<tr>
<th>Status</th>
<th>Federalized Projects FFY2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount of Contracts Awarded</td>
<td>$230,883</td>
</tr>
<tr>
<td>Amount of Contracts Awarded to DBEs°</td>
<td>$8,320</td>
</tr>
<tr>
<td>Overall Annual Goal in %</td>
<td>0.0%</td>
</tr>
<tr>
<td>% DBE Attainment</td>
<td>3.6%</td>
</tr>
<tr>
<td>% Over/(Under) Goal</td>
<td>3.6%</td>
</tr>
</tbody>
</table>

DBE Goals & Achievements in $ and %

SamTrans - Disadvantage Business Enterprise (DBE) Status
4th Quarter - Federal Fiscal Year 2018

Amount of Contracts/PO's Awarded to date: $230,883
Amount of DBE Contract Awarded To Date: $8,320
Overall Annual DBE Goal in %: 0.0%
% DBE Attained To Date: 3.6%
Definition of Terms

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

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

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

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

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

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

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

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

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

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

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

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

**Original Finish / Current Finish** - The original planned completion date and the current forecasted completion date of the project.
**Scope** - A concise description of the work elements to be performed and delivered by the project.

**Variance at Completion (VAC)** - Difference between the Current Budget and the Estimate at Completion. A positive value reflects potential underrun, whereas a negative amount indicates possible overrun.
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## Performance Status (Traffic Light) Criteria

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

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.