Capital Projects

Quarterly Status Report

3rd Quarter FY2019: January 01 – March 31, 2019

Prepared for the June 05, 2019 SamTrans Board Meeting

San Mateo County Transit District
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## SamTrans - Capital Program - Budget Status Summary

### 3rd Quarter FY2019 - January 01, 2019 to March 31, 2019

All Costs in $1,000's

<table>
<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>
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<td>$35,312</td>
<td>$7,725</td>
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<tr>
<td>2. Revenue &amp; Non Revenue Vehicle Support</td>
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<td>3. Information Technology</td>
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<td>$5,775</td>
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<td>$3,100</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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<tr>
<td>5. Facilities/Construction</td>
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<td>$1,190</td>
<td>$2,835</td>
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<tr>
<td>6. Safety and Security</td>
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<tr>
<td>7. Contingency</td>
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<td>$250</td>
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<tr>
<td><strong>Total Board Approved Budget by FY</strong></td>
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<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

### Projects Completed Within the Last Three Years
- Bus Lift Overhaul Project
- Central Office Area Control Improvements Project
- 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
- Receptionist Area Security Improvements 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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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>SCOPE</th>
<th>BUDGET</th>
<th>SCHEDULE</th>
<th>FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q2 FY19</td>
<td>Q3 FY19</td>
<td>Q2 FY19</td>
<td>Q3 FY19</td>
</tr>
<tr>
<td>------------------</td>
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<tr>
<td><strong>Vehicle Replacement Projects:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>021501</td>
<td>Replacement of 55 - 2002 NABI Buses Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>021502</td>
<td>Major Bus Components Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100013</td>
<td>Non-Revenue Service Support Vehicles Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100014</td>
<td>Bike Rack Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100113</td>
<td>Procurement of 10 Electric Buses Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Information Technology Projects:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>021505</td>
<td>Replace &amp; Upgrade Servers &amp; Out of Warranty Equipment Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100016</td>
<td>Wi-Fi at Bases for Video Review Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Facilities / Construction Projects:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>021111</td>
<td>Bus Stop Improvement Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>021507</td>
<td>Facility Smaller Projects</td>
<td></td>
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</tr>
<tr>
<td>100085</td>
<td>Express Bus Feasibility Study Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100253</td>
<td>Linda Mar Park-n-Ride Lot Repaving Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100255</td>
<td>Traffic Signal Priority Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100350</td>
<td>Central Office Sanitary Sewer Pump Replacement Project</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* = Project On-Hold  
= No Issues  
= Notable Issues  
R = Significant Issues
### VEHICLE REPLACEMENT/MAINTENANCE PROJECTS:

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>021501</td>
<td>Replacement of 55 2002 NABI Buses</td>
<td>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. The buses will be purchased under the Fast 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.</td>
</tr>
</tbody>
</table>

#### Issues:
None.

#### Key Activities
- **This Quarter:**
  1. Continued coordinating Resident Inspection for In-Plant Inspection Services.
  2. Prepared internal staff to provide In-Plant Inspection support.
  5. Completed final bus configuration.

- **Next Quarter:**
  1. Continue coordinating Resident Inspection for In-Plant Inspection Services.
  2. Correspond with internal staff at Plant for In-Plant Inspection support.
  3. Continue production of buses.
  4. Receive first pilot bus.

<table>
<thead>
<tr>
<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>
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</thead>
<tbody>
<tr>
<td>$48,972,000</td>
<td>$48,972,000</td>
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<td>$48,972,000</td>
<td>$399,706</td>
<td>$48,702,204</td>
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<td>31.0%</td>
<td>02/04/17 / 12/31/19</td>
<td>13/3/19 / 02/04/17A / 03/31/19</td>
</tr>
</tbody>
</table>
### Major Bus Components
#### Project No.: 0021502
#### PM: David Harbour

**Scope:** The objective of this project is to maintain a state of good repair for bus transit. Well-maintained bus components are essential to keep our revenue equipment in service, reliable, and safe for bus patrons.

**Issues:** None.

**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.

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

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Variance at Completion</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
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<tr>
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<td>$4,380,181</td>
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<table>
<thead>
<tr>
<th>Current Baseline / Current Start</th>
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<tr>
<td>07/01/15 / 01/01/17</td>
<td>08/31/18 / 06/30/19</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Original Budget</th>
<th>Expended + Accrual To Date</th>
<th>Estimate to Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,380,181</td>
<td>$4,380,181</td>
<td>$4,380,181</td>
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</table>

<table>
<thead>
<tr>
<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>95.0%</td>
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</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
<th>Variance at Completion</th>
</tr>
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<tbody>
<tr>
<td>100013</td>
<td></td>
<td>$428,111</td>
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<tr>
<td></td>
<td></td>
<td>$0</td>
<td>100%</td>
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</table>

<table>
<thead>
<tr>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
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<tbody>
<tr>
<td>06/30/19 / 06/30/19</td>
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</table>

<table>
<thead>
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<th>Original Budget</th>
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<tr>
<td>$428,111</td>
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<tr>
<th>% Expended of EAC</th>
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<tr>
<td>85.9%</td>
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# SamTrans - Major Capital Project - Quarterly Report - Q3 FY2019 Jan 01, 2019 to Mar 31, 2019

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
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<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>
</table>
| 10014       | Bike Rack      | **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) Submitted sole-source procurement justification to Contracts and Procurement (C&P).  
Next Quarter: (1) Complete sole-source procurement justification to Contracts and Procurement (C&P).  
<p>| $422,600    | $422,600       | $0                                           | $9,426           | $413,174        | $422,600        | $0                           | 2.2%                 | 2.2%                     | 0.6%                   | 0.6%          | 0.6%                        | 07/01/15                      | 09/30/15                    |</p>
<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>
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</thead>
<tbody>
<tr>
<td>10/01/13</td>
<td>Procurement of 10 Electric Buses PM - David Harbour</td>
<td>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) Completed acceptance process of the first two buses. (2) Completed application for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP). (3) Bus 723 was released for service but bus experienced door issues and was pulled out of service. (4) Began to review bus configuration for Lot 2 (remaining eight buses). Next Quarter: (1) Continue to coordinate with Proterra regarding defects in preparation of releasing buses for service. (2) Continue training and testing of buses. (3) Receiving tooling and parts for buses. (4) Continue to review bus configuration for Lot 2 (remaining eight buses). Note: Production for the remaining eight buses will begin in November 2019.</td>
<td>$10,926,668</td>
<td>$10,926,668</td>
<td>$0</td>
<td>$10,926,668</td>
<td>$2,113,710</td>
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</table>
**Replace & Upgrade Servers & Out of Warranty Equipment Project**

**PM:** Carl Cubba

**Scope:** This project will replace District’s servers and data storage arrays, 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 end of warranty equipment 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.

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**WiFi at Bases for Video Review**

**PM:** Karambir Cheema

**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:
   - Application server, which serves as the backend for client computers allowing users to request video, initiate communication with bases when they enter the yard, and upload Digital Video Recorders (DVRs) health data as well as any requested video.
   - 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.

**Issues:**

- PM is requesting a single source option for the contract.
- Schedule will be updated after a vendor is selected.

**Key Activities**

- **This Quarter:**
  1. Met with IT to request assistance of their services.
  2. Continued the process of gathering requirements for the WiFi infrastructure, backend servers and storage.
  3. Continued review of the available WiFi systems to decide on the system to be implemented.

- **Next Six Weeks:**
  1. Continue the process of gathering requirements for the WiFi infrastructure, backend servers and storage.
  2. Continue to meet with project stakeholders.
  3. Continue review of the available WiFi systems.

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**Current Baseline / Current Finish**

<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>
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<th>% Expended of EAC</th>
<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/15/5</td>
<td>Replace &amp; Upgrade Servers &amp; Out of Warranty Equipment Project</td>
<td><strong>Scope:</strong> This project will replace District’s servers and data storage arrays, 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 end of warranty equipment in Central’s Data Center, North Base, and South Base as well as professional services for setup and configuration.</td>
<td>$7,078,000</td>
<td>$995,000</td>
<td>$6,084,000</td>
<td>$7,078,000</td>
<td>$3,702,307</td>
<td>$3,376,643</td>
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<td>$0</td>
<td>52.3%</td>
<td>52.3%</td>
<td>07/01/14 / 07/01/14A</td>
</tr>
</tbody>
</table>
| 10/01/8     | WiFi at Bases for Video Review | **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:
   - Application server, which serves as the backend for client computers allowing users to request video, initiate communication with bases when they enter the yard, and upload Digital Video Recorders (DVRs) health data as well as any requested video.
   - 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.

**Issues:**

- PM is requesting a single source option for the contract.
- Schedule will be updated after a vendor is selected.

**Key Activities**

- **This Quarter:**
  1. Met with IT to request assistance of their services.
  2. Continued the process of gathering requirements for the WiFi infrastructure, backend servers and storage.
  3. Continued review of the available WiFi systems to decide on the system to be implemented.

- **Next Six Weeks:**
  1. Continue the process of gathering requirements for the WiFi infrastructure, backend servers and storage.
  2. Continue to meet with project stakeholders.
  3. Continue review of the available WiFi systems.

| 07/01/14  | 07/01/14A | 12/31/19 | 12/31/19A | $690,499 | $690,499 | $0 | $690,499 | $2,639 | $687,890 | $690,499 | $0 | 0.4% | TBD | 03/26/18 / 03/26/18A | TBD |
### Scope / Issues / Key Activities

**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:**
(1) Continued with amenities installation.

**Next Quarter:**
(1) Complete installation of bus stop amenities
(2) Complete project close out.

<table>
<thead>
<tr>
<th>Project No.</th>
<th>Project Name</th>
<th>Scope / Issues / Key Activities</th>
<th>Approved Funding</th>
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<th>Est. Physical % Complete</th>
<th>Current Baseline / Current Start</th>
<th>Current Baseline / Current Finish</th>
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<tbody>
<tr>
<td>021111</td>
<td>Bus Stop Improvement Project</td>
<td></td>
<td>$246,084</td>
<td>$246,084</td>
<td>$0</td>
<td>$246,084</td>
<td>$101,108</td>
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<td>01/17/12</td>
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</table>
## Project No. Project Name Scope / Issues / Key Activities

### Facility Smaller Projects
- **PM - Greg Moyer**
- **Project:** Facility Smaller Projects
- **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:** None.
- **Key Activities:**
  - This Quarter:
    1. Performed maintenance and repairs work.
  - Next Quarter:
    1. Continue with maintenance and repairs work, as needed.
- **Note:** Project includes Board approved funding through FY2018.

<table>
<thead>
<tr>
<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>
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<th>Current Baseline / Current Finish</th>
</tr>
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<td>$1,691,603</td>
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<td>$1,691,603</td>
<td>$1,123,989</td>
<td>$507,614</td>
<td>$1,691,603</td>
<td>$0</td>
<td>66.4%</td>
<td>66.4%</td>
<td>07/01/15</td>
<td>06/30/19</td>
</tr>
</tbody>
</table>

### Express Bus Feasibility Study
- **PM - Millie Tolleson**
- **Project:** Express Bus Feasibility Study
- **Scope:** 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 toll lanes. The study would look at combination of roadway and transit capital and operational enhancements would optimize mobility, financial, environmental, and other policy concerns from public and private sector stakeholders across the Bay Area.
- **Issues:** None.
- **Key Activities:**
  - This Month:
    1. Completed final report and grant close-out tasks for Silicon Valley Community Foundation.
    2. Paid final invoices and closed project POs.
    3. Conducted ongoing coordination with Budgets and Billing teams to rectify budget and issue final invoice to Caltrans.
    4. Continued coordination with SamTrans Finance and Budgets staff to close out project budget.
  - Next Six Weeks:
    1. Submit final invoice to Caltrans and close grant.
    2. Complete coordination with SamTrans Finance and Budgets staff to close out project budget.
    3. Complete project closeout.

<table>
<thead>
<tr>
<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>$714,000</td>
<td>$714,000</td>
<td>$0</td>
<td>$714,000</td>
<td>$704,409</td>
<td>$9,591</td>
<td>$714,000</td>
<td>$0</td>
<td>98.7%</td>
<td>99.0%</td>
<td>04/01/17</td>
<td>10/31/18</td>
</tr>
</tbody>
</table>
### Scope:
The 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 and safety for SamTrans buses by either giving busses early green lights or extending green lights at 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 (C/CAG), and deploy way-side antennas at intersections and transponders aboard buses as the primary TSP detection technology to provide maximum communication precision.

### Issues:
None.

### Key Activities:
- **This Quarter:**
  1. Held interviews with prospective bidders.
  2. Completed reviews of proposals from prospective bidders.
  3. Continued preparation of two maintenance agreements with Caltrans and City of San Mateo.
- **Next Quarter:**
  1. Develop the staff report to recommend Board award in May 2019.
  2. Continue preparation of two maintenance agreements with Caltrans and City of San Mateo.

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### Linda Mar Park-n-Ride

**Lot Repaving**

**PM:** Robert Tam

**Scope:** Repave the Linda Mar Park-n-Ride Lot. The pavement has deteriorated to a point where it is causing damage to District buses that use the site as a layover location and transit hub. The District is legally obligated to maintain the parking lot in good condition according to the 1996 lease agreement with Caltrans. This project is anticipated to significantly improve the aesthetics and functionality of the site.

**Issues:** None.

**Key Activities:**
- **This Quarter:**
  1.Filed Notice of Completion (NoC) with San Mateo County. 
  2. Received as-built drawings. 
  3. Completed punch list items. 
  4. Issued final acceptance to contractor. 
  5. Began project close out.

  **Future Quarter:**
  1. Complete project close out.

---

### Traffic Signal Priority

**Project**

**PM:** Robert Tam

**Scope:** The project will implement TSP technology for SamTrans buses traveling on El Camino Real in San Mateo County (State Highway 82). This project 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 (C/CAG), and deploy way-side antennas at intersections and transponders aboard buses as the primary TSP detection technology to provide maximum communication precision.

**Issues:** None.

**Key Activities:**
- **This Quarter:**
  1. Held interviews with prospective bidders.
  2. Completed reviews of proposals from prospective bidders.
  3. Continued preparation of two maintenance agreements with Caltrans and City of San Mateo.

  **Future Quarter:**
  1. Develop the staff report to recommend Board award in May 2019.
  2. Continue preparation of two maintenance agreements with Caltrans and City of San Mateo.
### 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. Reviewed 90% design document.
2. Provided comments on 90% design.
3. Began final design.

Next Quarter:
1. Continue with final design.

<table>
<thead>
<tr>
<th>(a) Project No.</th>
<th>(b) Project Name</th>
<th>(c) Scope / Issues / Key Activities</th>
<th>(d) Approved Funding</th>
<th>(e) Original Budget</th>
<th>(f) Approved Changes</th>
<th>(g) Current Budget</th>
<th>(h) Expended + Accrual To Date</th>
<th>(i) Estimate to Complete</th>
<th>(j) Estimate at Completion</th>
<th>(k) Variance at Completion</th>
<th>(l) % Expended of EAC</th>
<th>(m) Est. Physical % Complete</th>
<th>(n) Current Baseline / Current Start</th>
<th>(o) Current Baseline / Current Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>100256</td>
<td></td>
<td><strong>Central Office Sanitary Sewer Pump Replacement</strong></td>
<td>$350,000</td>
<td>$350,000</td>
<td>$0</td>
<td>$350,000</td>
<td>$59,383</td>
<td>$290,817</td>
<td>$350,000</td>
<td>$0</td>
<td>17.0%</td>
<td>17.0%</td>
<td>07/01/17 / 07/01/17A</td>
<td>12/31/19 / 12/31/19</td>
</tr>
</tbody>
</table>
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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>

Note: DBE has not been updated and will be updated in a future quarterly report.
**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>1. SCOPE</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>2. BUDGET</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>(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>3. SCHEDULE</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.