**BOARD OF DIRECTORS 2025**

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# AGENDA

## San Mateo County Transit District

Board of Directors Meeting

May 7, 2025, 2:00 pm

**Primary Location:**
San Mateo County Transit District
1250 San Carlos Avenue
Bacciocco Auditorium, 2nd Floor
San Carlos, CA 94070

**Alternate Location:**
San Bruno City Hall
Conference Room 138
570 Linden Ave
San Bruno, CA 94066

Members of the public may attend in-person or participate remotely via Zoom at: https://us02web.zoom.us/j/81001317517?pwd=6LuOhomk1KpISW9X2CbpthZRGreaIA.1 or by entering Webinar ID: **810 0131 7517**, Passcode: **792571** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only.

***Please Note the following COVID-19 Protocols for in-person attendance:***

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
   - Cough
   - Shortness of Breath
   - Fever
   - Chills
   - Muscle Pain
   - Sore Throat
   - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

**Public Comments:** Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: https://www.samtrans.com/meetings.

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand

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

feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak.

Each public comment is limited to two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

The video live stream will be available after the meeting at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc.

## Wednesday, May 7, 2025 2:00 pm

1. Call to Order / Pledge of Allegiance

2. Roll Call

3. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances

4. Consent Calendar

| | | |
|---|---|---|
| 4.a. | Approval of Minutes of the Board of Directors Meeting of April 2, 2025 and the Board of Directors Special Meeting of April 9, 2025 | Motion |
| 4.b. | Accept Statement of Revenues and Expenses for the Period Ending March 31, 2025 | Motion |
| 4.c. | Accept Quarterly Investment Report | Motion |
| 4.d. | Accept Capital Projects Quarterly Status Report for Fiscal Year 2025 Quarter 3 | Motion |
| 4.e. | Accept Contracts and Procurement Quarterly Report of Technology Purchases for Third Quarter of Fiscal Year 2025 | Motion |
| 4.f. | Awarding Contracts to AppleOne, Inc.; SearchPros Staffing, LLC; and Tellus Solutions, Inc. for On-Call Temporary Staffing Services for an Aggregate Not-to-Exceed Amount of $2.5 Million for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for an Aggregate Not-to-Exceed Amount of $1 Million | Resolution |

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

| | | |
|---|---|---|
| 4.g. | Awarding Contracts to Cooperative Personnel Services, gothamCulture LLC, and The Consulting Team LLC for On-Call Coaching and Leadership Development Services for an Aggregate Not-to-Exceed Amount of $700,000 for a Five-Year Base Term, with up to Two Additional One-year Option Terms for an Aggregate Not-to-Exceed Amount of $280,000 | Resolution |
| 4.h. | Awarding a Contract to TRISTAR Claims Management Services, Inc. to Provide Workers' Compensation Third-Party Administrator Services for a Total Not-to-Exceed Amount of $1,653,453 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for a Total Not-to-Exceed Amount of $547,688 | Resolution |
| 4.i. | Authorizing the Application for and Receipt of Annual Low Carbon Transit Operations Program Funds for the Design and Construction of the Hydrogen Fuel Cell Electric Bus Infrastructure and Fueling Station at North Base | Resolution |
| 4.j. | Authorize Funding for Regional Measure Participation Polling Activities | Resolution |

5. 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.*

6. Report of the Chair

| | | |
|---|---|---|
| 6.a. | Proclamation for Asian-American and Pacific Islander Heritage Month | Motion |

7. Report of the General Manager/CEO

| | | |
|---|---|---|
| 7.a. | Report of the General Manager/CEO \| April 30, 2025 | Informational |
| 7.b. | Monthly New Headquarters Construction Status Update | Informational |
| 7.c. | Annual Announcement of Art Takes a Bus Ride 2025 Winners | Informational |

8. Recess to Committee Meetings

   8.a. Community Relations Committee / Committee of the Whole

   *D. Canepa (Chair), M. Fraser, J. Speier*

   8.a.1. Call to Order

| | | | |
|---|---|---|---|
| 8.a.2. | Approval of Minutes of the Community Relations Committee Meeting of April 2, 2025 | Motion |
| 8.a.3. | Approve Appointment of Allison Chang, Representing the Community, and Reappointments of Mary Adler, Representing Bus Riders, and Dylan Finch, Representing Multimodal Riders, to the Citizens Advisory Committee | Motion |
| 8.a.4. | Accessible Services Update and Proclamation Declaring May as Older Americans Month | Motion |
| 8.a.5. | Citizens Advisory Committee Update | Informational |
| 8.a.6. | Paratransit Advisory Council Update | Informational |
| 8.a.7. | Monthly State of the Service Report \| March 2025 | Informational |
| 8.a.8. | Receive Update Regarding 2024 SamTrans Triennial Customer Survey and Key Findings | Informational |
| 8.a.9. | Adjourn | |

8.b. Finance Committee / Committee of the Whole

*B. Esser (Chair), D. Canepa, R. Medina*

| | | |
|---|---|---|
| 8.b.1. | Call to Order | |
| 8.b.2. | Approval of Minutes of the Finance Committee Meeting of April 2, 2025 | Motion |
| 8.b.3. | Awarding a Contract to K B M Office Equipment, Inc. DBA KBM-Hogue to Provide Furniture, Fixtures, Equipment, and Services for a Two-Year Base Term, with up to Two Additional One-Year Option Terms, for a Total Not-to-Exceed Amount of $5,107,189.62 | Motion |
| 8.b.4. | Awarding a Contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a Total Not-to-Exceed Amount of $1,970,858 for an 18-Month Base Term, with One Additional Option Term of up to 12 Months | Motion |
| 8.b.5. | Authorizing Execution of a Project Labor Agreement for Phase 1 of South Base Battery Electric Bus Charging Infrastructure Project | Motion |

| | | |
|---|---|---|
| 8.b.6. | Receive Quarterly Financial Report Fiscal Year 2025 Quarter 3 Results and Annual Outlook | Informational |
| 8.b.7. | Receive Preliminary Fiscal Year 2026 and Fiscal Year 2027 Operating and Capital Budgets | Informational |
| 8.b.8. | Adjourn | |

8.c. Legislative Committee / Committee of the Whole
*J. Powell (Chair), P. Ratto, J. Speier*

| | | |
|---|---|---|
| 8.c.1. | Call to Order | |
| 8.c.2. | Approval of Minutes of the Legislative Committee Meeting of April 2, 2025 | Motion |
| 8.c.3. | Receive Legislative Update and Approve Legislative Proposal: Assembly Bill 1372 (Papan) | Motion |
| 8.c.4. | Adjourn | |

8.d. Strategic Planning, Development, and Sustainability Committee / Committee of the Whole
*Cancelled as there are no business items this month*

9. Reconvene Board of Directors Meeting

10. Matters for Board Consideration: Community Relations Committee

| | | |
|---|---|---|
| 10.a. | Approve Appointment of Allison Chang, Representing the Community, and Reappointments of Mary Adler, Representing Bus Riders, and Dylan Finch, Representing Multimodal Riders, to the Citizens Advisory Committee | Motion |
| 10.b. | Accessible Services Update and Proclamation Declaring May as Older Americans Month | Motion |

11. Matters for Board Consideration: Finance Committee

| | | |
|---|---|---|
| 11.a. | Awarding a Contract to K B M Office Equipment, Inc. DBA KBM-Hogue to Provide Furniture, Fixtures, Equipment, and Services for a Two-Year Base Term, with up to Two Additional One-Year Option Terms, for a Total Not-to-Exceed Amount of $5,107,189.62 | Resolution |

| | | |
|---|---|---|
| 11.b. | Awarding a Contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a Total Not-to-Exceed Amount of $1,970,858 for an 18-Month Base Term, with One Additional Option Term of up to 12 Months | Resolution |
| 11.c. | Authorizing Execution of a Project Labor Agreement for Phase 1 of South Base Battery Electric Bus Charging Infrastructure Project | Resolution |

12. Matters for Board Consideration: Legislative Committee

| | | |
|---|---|---|
| 12.a. | Receive Legislative Update and Approve Legislative Proposal: Assembly Bill 1372 (Papan) | Motion |

13. Communications to the Board of Directors

14. Board Member Requests / Comments

15. Date / Time of Next Regular Meeting: Wednesday, June 4, 2025, at 2:00 pm

    *The meeting will be accessible via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Please see the meeting agenda for more information.*

16. General Counsel Report

17. Adjourn

# Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-551-6108. Agendas are available on the SamTrans website at: https://www.samtrans.com/meetings. 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 Citizens Advisory Committee Meetings**

San Mateo County Transit District (SamTrans) Board and Committees: First Wednesday of the month, 2:00 pm; SamTrans Citizens Advisory Committee (CAC): 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**

This meeting will be held in-person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at: https://www.samtrans.com/meetings for any updates or further instruction.

**Public Comment**

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the District Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: https://www.samtrans.com/meetings.

Public comments will also be accepted during the meeting through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to two minutes and one per person PER AGENDA ITEM. Each online commenter will be automatically notified when they are unmuted to speak. The Board Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

**Accessible Public Meetings/Translation**

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested 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; 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.

Note: 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**

**Board of Directors**
**DRAFT Minutes of April 2, 2025**

| | |
|---|---|
| **Members Present:** | D. Canepa, B. Esser, R. Medina, J. Powell, M. Chuang (arrived 2:03pm) (Vice Chair), J. Gee (Chair) |
| **Members Present via Teleconference:** | M. Fraser |
| **Members Absent:** | P. Ratto, J. Speier |
| **Staff Present:** | J. Cassman, A. Chan, H. Chan, T. Dubost, J. Epstein, C. Halls, L. Lumina-Hsu, J. Mello, D. Olmeda, A. Rivas, D. Santoro, A. To, M. Tseng, K. Yin |

1. **Call to Order / Pledge of Allegiance**
   Chair Jeff Gee called the meeting to order at 2:00 pm and led the Pledge of Allegiance.

2. **Roll Call**
   District Secretary Margaret Tseng called the roll and confirmed that a Board quorum was present.

3. **Consent Calendar**
   - **3.a. Approval of Minutes of the Board of Directors Meeting of March 5, 2025**
   - **3.b. Acceptance of Statement of Revenues and Expenses for the Period Ending February 28, 2025**
   - **3.c. Awarding a Contract to Auction Exchange, Inc. DBA BAR NONE AUCTION for Auction Services for a Total Not-to-Exceed Amount of $402,230.00 for a Five-Year Term** – *Approved by Resolution No. 2025-11*
   - **3.d. Modifying the Project Description for the New Building 200 Project and Adopting an Addendum to the Negative Declaration**– *Approved by Resolution No. 2025-12*

   Motion/Second: Medina/Canepa
   Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
   Noes: None
   Absent: Ratto, Speier

4. **Public Comment for Items Not on the Agenda**
   Geoff Smith, San Carlos, commented on using Dumbarton Corridor funds for electrification.

   Wen commented on adding bus stops along Mission Street in San Francisco.

DRAFT

Aleta Dupree, Team Folds, commented on hydrogen buses, interim renewable diesel products, Clipper 2.0, and fare payment systems.

**5. Report of the Chair**

Chair Gee reported three ad hoc committee meetings met: March 25 Capital Improvement Program (CIP), March 26 Innovative Clean Transit (ICT), and March 28 Governance MOU. Chair Gee reported the Board of Directors will meet on April 9 for a Special Meeting Board Workshop.

**6. Report of the General Manager/CEO**

**6.a. Report of the General Manager/CEO | March 26, 2025**

April Chan, General Manager/CEO, stated the report was in the packet and provided the following highlights:

- Metropolitan Transportation Commission (MTC) funding subsidy for Clipper START program. Pilot ending June 30, 2025 with possibilities of making program permanent
- Foster City bus service – staff analyzing to determine any impact to runtimes and existing customer base
- Hosted National Transit Employee Appreciation Day celebrations at the North and South bases
- Women's History Month events – commended and empowered women in transit employee resource group (ERG)
- Response guidelines sent to staff for recent U.S. Immigration and Customs Enforcement (ICE) or law enforcement activity

**6.b. Presentation of Awards for Bus Operator and Maintenance Employee of the Year 2024**

Elbert Marshall recognized for Bus Operator Employee of the Year 2024, and Uilou Vaka recognized for Maintenance Employee of the Year 2024.

**6.c. Presentation of Safety Award**

North Base Maintenance and Utilities Team recognized for achieving zero reportable California Division of Occupational Safety and Health (Cal/OSHA) in 2024.

**6.d. Monthly New Headquarters Construction Status Update**

Kris McGee, Managing Principal, Urban Hive Development, and Joshua Mello, Executive Officer of Planning and Development, provided the presentation that included the following:

- Pricing and schedule risk mitigation through preparation and pricing cap provided by contractor
- Revised drawings were reviewed with City of Millbrae and staff will resubmit drawings for permitting
- Reviewed risk register items and mitigation efforts
- SamTrans to procure contractors for non-tenant improvements

DRAFT

The Board Members had a robust discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- City of Millbrae permitting process and drawing reviews
- Budget and on-time schedule

**7. Recess to Committee Meetings**

The Board meeting recessed to Committee Meetings at 2:39 pm.

**8. Reconvene Board of Directors Meeting**

Chair Gee reconvened the Board meeting at 4:46 pm.

**9. Matters for Board Consideration: Finance Committee**

Director Esser led the Board in voting on the following items:

**9.a. Authorizing an Amendment to On-Call General Engineering Consultant Design Services Contract to Increase the Amount by $4.7 Million** – *Approved by Resolution No. 2025-13*

Motion/Second: Medina/Chuang
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**9.b. Implementation of Caltrain Governance MOU: Authorizing the General Manager/CEO to Execute a Quitclaim Deed in Favor of the Peninsula Corridor Joint Powers Board to Release Interests in Real Property Acquired as Part of the SFO BART Extension Project** – *Approved by Resolution No. 2025-14*

Motion/Second: Fraser/Medina
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**10. Matters for Board Consideration: Legislative Committee**

Director Powell led the Board in voting on the following items:

**10.a. Receive Legislative Update and Approve Legislative Proposal Senate Bill 752 (Richardson)**

Motion/Second: Chuang/Esser
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

DRAFT

**11. Communications to the Board of Directors** – Available online.

**12. Board Member Requests/Comments** – There were none.

**13. Date / Time of Next Regular Meeting: Wednesday, May 7, 2025 at 2:00 pm at via Zoom and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.**

**14. General Counsel Report** – There were none.

**15. Adjourn** – The meeting adjourned at 4:49 pm.

An audio/video recording of this meeting is available online at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

DRAFT

**San Mateo County Transit District**
**1250 San Carlos Avenue, San Carlos, California**
**Board of Directors Special Meeting Board Workshop**
**DRAFT Minutes of April 9, 2025**

| | |
|---|---|
| **Members Present:** | D. Canepa, B. Esser, R. Medina, J. Powell, M. Chuang (Vice Chair), J. Gee (Chair) |
| **Members Absent:** | M. Fraser, P. Ratto, J. Speier |
| **Staff Present:** | E. Beach, J. Cassman, A. Chan, D. Covarrubias, K. Jordan Steiner, N. Kramer, M. Kumar, L. Lumina-Hsu, J. Mello, D. Olmeda, D. Santoro, C. Schultz, M. Tolleson, M. Tseng, S. van Hoften |

1. **Call to Order / Pledge of Allegiance**
   Chair Jeff Gee called the meeting to order at 9:00 am. Director Esser led the Pledge of Allegiance.

2. **Roll Call**
   District Secretary Margaret Tseng called the roll and confirmed that a Board quorum was present.

3. **Discuss Purpose of the Workshop**
   Chair Gee provided opening remarks and a brief introduction of the items to be discussed.

   April Chan, General Manager/CEO, state staff would like to receive Board feedback which will be used in developing the draft budget and the 10-year capital improvement program.

4. **District 10 Year Financial Outlook**
   Kate Jordan Steiner, Chief Financial Officer, and David Covarrubias, Deputy Chief Financial Officer, provided the presentation, which included the following:
   - Deficit projected to begin in Fiscal Year (FY) 2027 due to rising operating costs and lower revenue growth
   - Operating revenue sources; 70 percent of revenue sources are sales tax
   - Fares have not increased since 2016
   - Operating expenditures include non-labor increasing at 5.7 percent, labor 5.1 percent, and debt service at 9.0 percent
   - Non-labor average annual growth driven by energy 15.8 percent, insurance premiums and claims 10 percent, ADA (paratransit) 4 percent, contract urban bus services (CUB) 3 percent, service and materials 6.3 percent, other expenses 2.0 percent
   - Many costs are outside of District's control
   - Other upcoming large expenses include zero emissions buses (ZEB) operations and maintenance (O&M) and new headquarters development and moving.

DRAFT

At Risk Funding

- Proposition A and Measure W accounts for approximate 72 percent of District sales tax revenue or about half of District source of funds; Measure W sunsets in 2048; San Mateo County Transportation Authority (TA) Measure A sunsets in 2033
- Reviewed sales tax scenarios of baseline (assumed 1.3 - 1.8 percent annual sales tax revenue growth), scenario 1 replicating 2008 financial housing crash (steep decline in revenue with slow recovery; uses and exhaust all sales tax reserve by FY27), scenario 2 simulating mild recession (half of scenario 1 impact)
- Reviewed operating grants at risk funding of secured, anticipated, low risk, and possible risk
- $3.8 million funding at risk over next few years
- Paratransit funding is at risk but subject to congressional approval

Addressing Financial Issues: Key Levers and Tradeoffs

- Service and operational changes include optimize schedule (reduce frequency); reduce service hours (late night, evening, midday); and eliminate routes (cut routes or RidePlus which requires Title VI review)
- Reviewed various scenarios for fiscal impact, community/rider impact, and workforce impact
- Fare Adjustments: increase fares (inflation based $0.05); increase fare (incrementally to $0.25); increase fares (aggressive to $0.50); and eliminate Clipper discount
- Labor adjustments: technology to supplemental workload; limit backfills, do not hire vacated roles, and fill only essential roles; and hiring freeze and pause on filling all positions
- Non-labor adjustments: professional services; travel and training; technology investments; streamline utilizes; and energy procurement strategy

The Board Members had a robust discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- Discussed essential labor roles; reduction equitable and minimize impacts to service and operations
- Workforce labor percentage relative to budget: 50 percent of operating budget, non-labor is 50 percent excluding debt services and obligations to capital
- Furloughs or layoffs not included in matrix for Board consideration: first limit backfills and hiring freeze
- Explore fare and operations that do not impact service
- More details and consideration needed for non-labor
- Capital and federal grants for capital needs; federal grants reduction impact on capital programs
- Debt service for capital; $240 million debt and debt service included; debt service is an allocation to capital and an obligation

DRAFT

- Tariffs impacts on material costs, stock market, and impact on the District, District assets, and California Public Employees' Retirement System (CalPERS)
- Will have more clarity on tariffs impacts in few weeks; negative impact coming up will be magnified; staff will look into material costs increases
- District investments has no lost in past few weeks due to stock market changes; cannot speak on CalPERS
- Federal administration stance on energy strategy and impact on District's investment in fuel cells and electric buses; explore potential opportunity for changes under current administration
- Staff monitoring innovative clean energy strategy and fuel cell buses investments; energy costs estimate to increase for electricity and hydrogen fuel; hydrogen side disruption potentially coming to California and unknown if funding will be cut; exploring partnerships with hydrogen producers
- Directed encourage staff to develop plans and provide Board plans that address uncertainty and federal administration prerogative
- Bridging $27 to 30 million when picking all the low choice options only addresses $8 million; how much spending per value received based on financial spending
- Labor: labor heavy organization; long tenured staff; impacts to retention and recruitment; analysis needed retirement curb and retention curb; impact on backfill; and consideration of District's position in competitive labor market
- Directed staff to bring hard discussions to Board sooner while considering how to effectively and efficiently address large deficit without negative impact to employees and riders
- Flexibility in decision-making process; uncertainty in what is coming financially; make multiple plans; adoptable plans that can be reactive to unforeseen future
- Identifying additional areas that need further study and analyst
- Consideration of District goals and how choices made will effect ridership, such as eliminating discounts or increasing fares
- Return to Board with tradeoffs analysis; how would a hiring freeze impact routes or eliminating discounts impact riders

**Facilitated Discussion: Ways to Address Operating Deficit**

Bonnie Nelson, Fehr & Peers, led the discussion which included the following:

- Staff travel and training: Reduction, staff perk, investment in staff development
- Explore energy procurement strategies
- Fare increases: which strategy is best fit without impact on riders
- Fare discounts: analysis if discounts drive Clipper adoption and increase ridership
- Service optimization: schedules; reduced hours; route elimination; Reimagine SamTrans; operational changes to optimize El Camino Real route; school route impacts
- Labor: Hiring freeze; limited backfill; furlough; workforce uncertainty; competition for talent; benefit packages; retirement, recruitment, and retention

DRAFT

- Sales tax funding: Strategize the Measure A and Measure W sunset countdown
- Utilities: streamline
- Funding: fiscal cliffs versus fiscal hills; regional funding measure; discussions with other transit agencies; work with Senators and other legislators; create opportunities for new revenue sources
- Overall: impacts on service; return on action items; temporary changes; structural changes

*The Board recessed at 10:43 am and reconvened at 10:55 am.*

**5. District Capital Improvement Plan (CIP) (2026-2035)**

Millie Tolleson, Director, Planning, and Chelsea Schultz, Manager, Strategic Planning, provided the presentation, which included the following:

- Internal call for projects resulted in 63 capital project submissions totaling $1.95 billion; 17 operating project submissions totaling $355 million

Unconstrained 10-year needs

- Projects presented are ranked based on project classification (mandate, Board priority, strategic plan initiatives, qualitative adjustments)
- Projects assigned to one of six programmatic categories that align with agency goals
- Transition to zero mission fleet (35 percent) and enhancing service (33 percent) have the largest share
- Enhancing service investments to increase mobility and access for SamTrans riders

Proposed fiscally constrained 10-year program

- Utilize existing unallocated and surplus balances
- Leverage $243 million for total program value $1.4 billion
- Anticipate funding and grants for big ticket items
- Unallocated is long-term planning, not set in stone, and identifying external funding opportunities
- Board to decide on how to allocate $243 million to the projects; some funds can be used to address the operating deficit
- Proposed constrained program balances ZEB, state of good repair (SOGR), and customer-facing improvements
- North Base Sea Level Rise Mitigation project estimated $250 million
- Intentional spending of Measure W funds
- Reviewed key funding and schedule assumptions including project funding with new debt and external funding requirements

DRAFT

The Board Members had a robust discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- Fleet and building conditions assessment results
- Nimbleness and flexibility of the CIP
- Federal requirements; fleet assessment plan $70-80 million range; projects incorporated in projects; transit asset management plan
- Upcoming Capital Reserve Policy; draft includes three buckets for capital contingency reserve ($15 - $30 million), assets acquisition and grant matching ($15 - $20 million); capital maintenance reserve (starting at $10 million and the appropriate amount to add annually)
- New headquarter building: costs factored into operating side of financial model; capital costs were captured in previous budgets; new costs, such as debt and operation and maintenance, it will need to be budgeted
- Reserve policy will address money for assets
- Board asked for pro forma with 30 year look ahead; information to incorporate in next cycle of CIP

**Facilitated Discussion: Confirming Board's Priorities for Capital Funding**

Ms. Tolleson and Ms. Nelson led the Board in a Menti Poll which included responding to the prompt, "Rank Your Priorities for Investment Amongst the Six Categories":

- 1st: Maintaining State of Good Repair
- 2nd: Improving Customer Experience
- 3rd: Transitioning to Zero Emission Fleet
- 4th: Investing in Our Organization
- 5th: Enhancing Service
- 6th: Striving for Innovation

The Board Members had a robust discussion and staff provided further clarification in response to the Board comments and questions, which included the following:

- State of Good Repair: Potential savings can come back and be negative condition of repair; influence workforce in terms of recruitment, maintenance, retention
- ZEB is important and important to deliver bus services; federal government unwilling to invest in ZEB; opportunity to use federal funding to offset costs in other areas
- California mandate of zero emission by 2040 and intervening milestones; bus life span is 12-years; could slow down bus replacements as need to aggressively obtain funding
- Cost of diesel versus clean buses; hydrogen fuel cell bus is $1.5 million per bus; diesel $800,000 is per bus; cost of infrastructure and energy sources to support buses
- Need to align with minimum standards for California Air Resources Board (CARB)
- Confirm with CARB if the District's executes fleet replacement, would replacing a clean diesel fleet before the 12-year bus life cycle be required by CARB; scenario allows District to use alternative fleet for its useful life and an extended ramp
- ZEB funding, contract, SOGR, and part of District mission

DRAFT

- Improving customer experience; rider comfort; on-time performance; Wi-Fi; real-time information; elements of rider experience that is addition to bus service
- Continue current provided services; competitive to rideshare services; different populations served (underserved, aging); buses as viable mobility
- Board information for SOGR of fixed assets
- Fund the three reserves first before discussion of funding CIP

Ms. Chan provided closing remarks; staff will provide a draft budget at next regular Board meeting; look deeply into spending in different categories: Reimagine SamTrans, mobility services to residents, workforce to support SamTrans services and efforts; and to embark and be good stewards of money the public has entrusted in the District.

**6. Adjourn** – The meeting adjourned at 12:18 pm.

An audio/video recording of this meeting is available online at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

DRAFT

**San Mateo County Transit District**
**Staff Report**

| | |
|---|---|
| To: | Board of Directors |
| Through: | April Chan, General Manager/CEO |
| From: | Kate Jordan Steiner, Chief Financial Officer |
| Subject: | **Accept Statement of Revenues and Expenses for the Period Ending March 31, 2025** |

**Action**
Staff proposes that the Board accept and enters into the record the Statement of Revenues and Expenses for the period ending March 31, 2025, including the supplemental information.

This staff report provides a brief discussion of significant items and trends in the attached Statement of Revenues and Expenses through March 31, 2025. The columns have been designed to provide an easy comparison of current year-to-date actuals to year-to-date budget, including dollar and percentage variances.

**Revenues:**
As of March 31, 2025, revenues were $261.9 million as compared to $272.8 million of the adopted budget, resulting in an unfavorable variance of $10.9 million (4.0 percent).

This unfavorable variance was driven by:

- Operating Grants was $2.8 million as compared to the adopted budget of $3.6 million, resulting in an unfavorable variance of $0.7 million (20.5 percent). The City/County Association of Government of San Mateo County (C/CAG) grant is anticipated to be received in Quarter 4.
- District Sales Tax was $85.1 million as compared to the adopted budget of $88.7 million, resulting in an unfavorable variance of $3.6 million (4.0 percent).
- Measure W Sales Tax was $42.6 million as compared to the adopted budget of $44.3 million, resulting in an unfavorable variance of $1.8 million (4.0 percent).

Sales tax receipts continue to show unfavorable trends, and our vendor has adjusted the year-end forecast downward. The latest sales tax forecast for District Sales Tax and Measure W is a 1.0–2.0 percent decline from FY2024 actuals. Staff will update the upcoming forecast to incorporate this information and continue to monitor trends closely.

The unfavorable variances were partially offset by the favorable variances in the following:

- Investment Income was $19.0 million as compared to the adopted budget of $10.0 million, resulting in a favorable variance of $9.0 million (90.0 percent). This is driven by a one-time receipt of $2.7 million in November 2024 associated with the maturity of an asset in addition to higher interest rates.
- Other Interest, Rent & Other Income was $8.5 million compared to the adopted budget of $7.1 million, resulting in a favorable variance of $1.4 million (19.9 percent). This was primarily driven by a one-time $0.4 million referral fee payment from CBRE and $0.6 million for Reserves for Future Dumbarton Maintenance of Way.

**Expenses:**
As of March 31, 2025, expenses were $277.5 million as compared to $290.6 million of the adopted budget, resulting in a favorable variance of $13.0 million (4.5 percent).

This favorable variance was primarily driven by the following:

- Motor Bus was $153.7 million as compared to $159.4 million of the adopted budget, resulting in a favorable variance of $5.7 million (3.6 percent). These savings are mainly due to timing and are expected to resolve by the end of the fiscal year. The drivers of the interim savings are consultant services, technical services including security, software, and property maintenance. This favorable variance is expected to continue through FY25 year-end.
- American Disabilities Act Programs was $16.9 million as compared to $18.2 million of the adopted budget, resulting in a favorable variance of $1.3 million (7.5 percent). These savings are primarily due to less service than anticipated in American Disabilities Act Coastside and due to greater efficiency in newer fleet (less gasoline) and less needs for parts and maintenance. This variance is expected to align closer with budget by year-end.
- Other Multi-Modal Programs was $5.2 million as compared to $6.2 million of the adopted budget, resulting in a favorable variance of $1.0 million (16.7 percent). This favorable variance is expected to continue through FY25 year-end, mainly driven by savings in SamTrans shuttle service due to reduced demand, lower than anticipated incentive expenses, and fuel surcharge savings.

The savings were partially offset by an increased allocation to reserves.

- The reserve allocation for Measure W Capital Allocation was $16.4 million, exceeding the $6.9 million budget by $9.5 million (137.6 percent). This variance is due to timing, as Measure W receipts have outpaced expenses year-to-date. The higher reserve allocation ensures funds are retained for future eligible expenses and is expected to align with the budget as the year progresses and additional expenses are incurred.

**Other Information:** The Agency accounts for revenues and expenses on a modified accrual basis (only material revenues and expenses are accrued) on the monthly financial statement. As such, the variance between the current year's actual and the budget may show noticeable variances due to the timing of expenses.

**Budget Impact**

Acceptance of the March 2025 Statement of Revenues and Expenses has no budget impact.

| | | | |
|---|---|---|---|
| Prepared By: | Jessica Wong | Financial Reporting Accountant | 650-551-6180 |
| | Annie To | Director, Accounting | 650-622-7890 |

samTrans

**SAN MATEO COUNTY TRANSIT DISTRICT**
**SUMMARY OF REVENUES AND EXPENSES**
**FISCAL YEAR 2025**
**AS OF MARCH 31, 2025**

**(In thousands)**

| | YEAR-TO-DATE MARCH | | | | ANNUAL |
|---|---|---|---|---|---|
| | BUDGET | ACTUAL | $ VARIANCE | % VARIANCE | BUDGET |
| **OPERATING REVENUES** | | | | | |
| **Operating Revenues** | | | | | |
| Passenger Fares | $ 10,145 | $ 9,985 | $ (160) | (1.6%) | $ 13,251 |
| Local TDA and STA Funds | 56,374 | 56,374 | - | 0.0% | 76,287 |
| Operating Grants | 3,574 | 2,841 | (733) | (20.5%) | 5,016 |
| SMCTA Measure A | 3,549 | 3,549 | - | 0.0% | 4,720 |
| **Subtotal - Operating Revenues** | 73,642 | 72,748 | (894) | (1.2%) | 99,275 |
| **Other Revenue Sources** | | | | | |
| District Sales Tax | 88,660 | 85,103 | (3,556) | (4.0%) | 117,823 |
| Measure W Sales Tax | 44,307 | 42,554 | (1,753) | (4.0%) | 58,912 |
| Investment Income | 9,988 | 18,977 | 8,989 | 90.0% | 14,335 |
| Other Interest, Rent & Other Income | 7,102 | 8,511 | 1,410 | 19.9% | 9,274 |
| Due from PCJPB, SMCTA & SAMTR Capital W&B | 49,111 | 34,037 | (15,074) | (30.7%) | 65,481 |
| **Subtotal - Other Revenues** | 199,167 | 189,182 | (9,985) | (5.0%) | 265,825 |
| **TOTAL REVENUES** | **$ 272,809** | **$ 261,930** | **$ (10,878)** | **(4.0%)** | **$ 365,099** |
| **OPERATING EXPENSES** | | | | | |
| PCJPB, SMCTA & SAMTR Capital W&B | 49,111 | 34,037 | 15,074 | 30.7% | 65,481 |
| Motor Bus | 159,402 | 153,698 | 5,704 | 3.6% | 216,860 |
| American Disabilities Act Programs | 18,225 | 16,866 | 1,359 | 7.5% | 24,944 |
| Other Multi-Modal Programs | 6,244 | 5,202 | 1,042 | 16.7% | 8,646 |
| **Total Operating Expenses** | **232,982** | **209,804** | **23,178** | **9.9%** | **315,930** |
| **Sales Tax Allocation - Capital Program** | | | | | |
| District Sales Tax Capital | 27,478 | 27,478 | - | 0.0% | 36,638 |
| Measure W Sales Tax Capital | 19,839 | 19,839 | - | 0.0% | 26,452 |
| Reserves for Future Measure W Capital Allocation | 6,885 | 16,362 | (9,476) | (137.6%) | 9,180 |
| **Total Sales Tax Allocation - Capital Program** | **54,202** | **63,679** | **(9,476)** | **(17.5%)** | **72,270** |
| **Total Debt Service** | **3,374** | **3,400** | **(26)** | **(0.8%)** | **19,138** |
| Operating Reserve | - | - | - | - | 516 |
| Sales Tax Stabilization Fund | - | - | - | - | 134 |
| Unapplied Dumbarton Rental Income for Future Dumbarton Maintenance of Way | - | 628 | 628 | 100.0% | - |
| **Total Reserves** | - | **628** | 628 | - | **650** |
| **TOTAL EXPENSES** | **$ 290,558** | **$ 277,510** | **$ 13,048** | **4.5%** | **$ 407,988** |
| **SURPLUS/(DEFICIT)** | **(17,749)** | **(15,580)** | **2,169** | **12.2%** | **(42,888)** |
| **Draw from Prior Years' Surplus** | - | - | - | - | **42,888** |
| **ADJUSTED SURPLUS/(DEFICIT)** | **$ (17,749)** | **$ (15,580)** | **$ 2,169** | **12.2%** | **-** |

samTrans

**SAN MATEO COUNTY TRANSIT DISTRICT**
**STATEMENT OF REVENUES**
**FISCAL YEAR 2025**
**AS OF MARCH 31, 2025**

**(In thousands)**

| REVENUES | YEAR-TO-DATE MARCH BUDGET | YEAR-TO-DATE MARCH ACTUAL | YEAR-TO-DATE MARCH $ VARIANCE | YEAR-TO-DATE MARCH % VARIANCE | ANNUAL BUDGET |
|---|---|---|---|---|---|
| **OPERATING REVENUES - MOTOR BUS** | | | | | |
| Passenger Fares | $ 9,688 | $ 9,732 | $ 44 | 0.5% | $ 12,653 |
| Local Transportation Development Act (TDA) Transit Fund | 42,842 | 42,842 | - | 0.0% | 57,722 |
| State Transit Assistance (STA) | 10,287 | 10,287 | - | 0.0% | 14,160 |
| Operating Grants | 901 | 208 | (693) | (76.9%) | 1,280 |
| Sales Tax Revenue | 71,088 | 65,305 | (5,783) | (8.1%) | 96,363 |
| Measure W Sales Tax | 12,679 | 3,551 | (9,128) | (72.0%) | 17,993 |
| Investment Interest Income | 9,304 | 18,186 | 8,882 | 95.5% | 13,401 |
| **TOTAL OPERATING REVENUES** | **156,790** | **150,112** | **(6,678)** | **(4.3%)** | **213,572** |
| **OTHER REVENUE SOURCES:** | | | | | |
| Rental Income | 1,416 | 2,185 | 769 | 54.3% | 1,888 |
| Advertising Income | 757 | 575 | (182) | (24.0%) | 770 |
| Other Income | 439 | 826 | 387 | 88.2% | 630 |
| **TOTAL OTHER REVENUES** | **2,612** | **3,587** | **975** | **37.3%** | **3,288** |
| **TOTAL REVENUES - MOTOR BUS** | **$ 159,402** | **$ 153,698** | **$ (5,704)** | **(3.6%)** | **$ 216,860** |
| **AMERICAN DISABILITIES ACT:** | | | | | |
| Passenger Fares Redi-Wheels | 457 | 253 | (204) | (44.7%) | 598 |
| Local Transportation Development Act (TDA) 4.5 Redi-Wheels | 2,271 | 2,271 | - | 0.0% | 3,064 |
| Local State Transit Assistance (STA) - Paratransit | 973 | 973 | - | 0.0% | 1,341 |
| Operating Grants | 2,673 | 2,633 | (40) | (1.5%) | 3,737 |
| Sales Tax Revenue - American Disabilities Act | 3,241 | 2,803 | (438) | (13.5%) | 4,578 |
| Measure W Sales Tax - American Disabilities Act | 3,477 | 2,803 | (675) | (19.4%) | 4,771 |
| Interest Income - Paratransit Fund | 684 | 790 | 107 | 15.6% | 934 |
| SMCTA Measure A Redi-Wheels | 3,549 | 3,549 | - | 0.0% | 4,720 |
| Measure M Paratransit | 900 | 792 | (108) | (12.0%) | 1,200 |
| **TOTAL ADA PROGRAMS** | **$ 18,225** | **$ 16,866** | **$ (1,359)** | **(7.5%)** | **$ 24,944** |
| **MULTI-MODAL TRANSIT PROGRAMS:** | | | | | |
| Employer SamTrans Shuttle Funds | 3,453 | 3,359 | (94) | (2.7%) | 4,604 |
| Dumbarton Rental Income | 137 | 146 | 9 | 6.7% | 182 |
| Sales Tax Revenue - General Operating Assistance | 2,654 | 1,697 | (957) | (36.0%) | 3,860 |
| **TOTAL MULTI-MODAL PROGRAMS** | **$ 6,244** | **$ 5,202** | **$ (1,042)** | **(16.7%)** | **$ 8,646** |
| Unapplied Dumbarton Rental Income for Future Dumbarton Maintenance of Way | - | 628 | 628 | 100.0% | 00 |
| Unapplied District Sales Tax | 11,676 | 15,298 | 3,622 | 31.0% | 13,022 |
| Unapplied Measure W Sales Tax | 28,151 | 36,200 | 8,050 | 28.6% | 36,147 |
| Due from PCJPB, SMCTA & SAMTR Capital W&B | 49,111 | 34,037 | (15,074) | (30.7%) | 65,481 |
| **TOTAL REVENUES** | **$ 272,809** | **$ 261,930** | **$ (10,878)** | **(4.0%)** | **$ 365,099** |

samTrans

**SAN MATEO COUNTY TRANSIT DISTRICT**
**OPERATING EXPENSES**
**FISCAL YEAR 2025**
**AS OF MARCH 31, 2025**

**(In thousands)**

| EXPENSES | YEAR-TO-DATE MARCH | | | | ANNUAL |
|---|---|---|---|---|---|
| | BUDGET | ACTUAL | $ VARIANCE | % VARIANCE | BUDGET |
| **DISTRICT OPERATED BUSES** | | | | | |
| Services: | | | | | |
| Motor Bus Wages & Benefits | $ 84,026 | $ 83,803 | $ 224 | 0.3% | $ 114,044 |
| Board of Directors | 106 | 134 | (28) | (26.7%) | 142 |
| Contracted Vehicle Maintenance | 964 | 529 | 435 | 45.1% | 1,352 |
| Property Maintenance | 2,260 | 1,578 | 681 | 30.2% | 3,038 |
| Professional Services | 5,503 | 3,364 | 2,140 | 38.9% | 7,826 |
| Technical Services | 10,484 | 8,977 | 1,507 | 14.4% | 14,874 |
| Other Services | 3,884 | 3,592 | 292 | 7.5% | 5,401 |
| Materials & Supplies: | | | | | |
| Fuel and Electricity* | 4,065 | 4,091 | (26) | (0.6%) | 5,557 |
| Bus Parts and Materials | 2,740 | 3,213 | (473) | (17.3%) | 3,649 |
| Uniforms and Driver Expense | 637 | 375 | 262 | 41.1% | 851 |
| Timetables and Tickets | 132 | 80 | 52 | 39.2% | 176 |
| Office Supplies / Printing | 585 | 568 | 18 | 3.0% | 772 |
| Other Materials and Supplies | 141 | 165 | (24) | (16.9%) | 188 |
| Utilities: | | | | | |
| Telephone | 575 | 689 | (114) | (19.8%) | 767 |
| Other Utilities | 1,479 | 1,635 | (156) | (10.6%) | 1,983 |
| Insurance | 2,893 | 2,932 | (38) | (1.3%) | 3,906 |
| Claims Reserves and Payments | 2,900 | 3,403 | (503) | (17.3%) | 3,600 |
| Workers Compensation | 2,877 | 2,467 | 409 | 14.2% | 3,835 |
| Taxes and License Fees | 417 | 552 | (135) | (32.4%) | 581 |
| Leases and Rentals | 182 | 248 | (66) | (36.1%) | 242 |
| Promotional and Legal Advertising | 807 | 314 | 493 | 61.1% | 1,098 |
| Training and Business Travel | 961 | 521 | 439 | 45.7% | 1,359 |
| Dues and Membership | 226 | 145 | 81 | 35.8% | 304 |
| Postage and Other | 169 | 90 | 78 | 46.4% | 225 |
| **TOTAL DISTRICT OPERATED BUSES** | **$ 129,012** | **$ 123,465** | **$ 5,547** | **4.3%** | **$ 175,772** |
| **CONTRACTED BUS SERVICES** | | | | | |
| Contracted Urban Bus Service | 23,279 | 21,141 | 2,138 | 9.2% | 31,226 |
| Coastside Services | 2,060 | 1,943 | 118 | 5.7% | 2,888 |
| SamCoast | 288 | 474 | (186) | (64.4%) | 420 |
| La Honda - Pescadero | 39 | 35 | 4 | 10.8% | 53 |
| Microtransit | 2,490 | 2,321 | 169 | 6.8% | 3,436 |
| Contracted Urban Bus (CUB) Related Wages & Benefits | 616 | 597 | 19 | 3.1% | 861 |
| Contracted Urban Bus (CUB) Related Other Support | 228 | 201 | 27 | 11.7% | 345 |
| Contracted Urban Bus (CUB) Insurance | 1,389 | 1,371 | 18 | 1.3% | 1,860 |
| Contracted Urban Bus (CUB) Claims Reserves & Payments | - | 2,150 | (2,150) | (100.0%) | - |
| **TOTAL CONTRACTED BUS SERVICE** | **$ 30,390** | **$ 30,233** | **$ 156** | **0.5%** | **$ 41,088** |
| **TOTAL EXPENSES - MOTOR BUS** | **$ 159,402** | **$ 153,698** | **$ 5,704** | **3.6%** | **$ 216,860** |

*Fuel and Electricity costs were increased by a realized loss of $177,000 from the fuel hedge program.

samTrans

**SAN MATEO COUNTY TRANSIT DISTRICT**
**OPERATING EXPENSES**
**FISCAL YEAR 2025**
**AS OF MARCH 31, 2025**

**(In thousands)**

| EXPENSES | YEAR-TO-DATE MARCH | | | | ANNUAL |
|---|---|---|---|---|---|
| | BUDGET | ACTUAL | $ VARIANCE | % VARIANCE | BUDGET |
| **AMERICAN DISABILITY ACT PROGRAMS** | | | | | |
| Elderly & Disabled/Redi-Wheels | $ 7,698 | $ 7,523 | $ 175 | 2.3% | $ 10,506 |
| American Disabilities Act Sedans / Taxi Service | 2,198 | 2,090 | 108 | 4.9% | 3,000 |
| American Disabilities Act Coastside | 2,330 | 2,034 | 296 | 12.7% | 3,256 |
| American Disabilities Act Related Wages & Benefits | 2,603 | 2,395 | 208 | 8.0% | 3,589 |
| American Disabilities Act Related Other Support | 2,210 | 1,750 | 461 | 20.8% | 2,982 |
| American Disabilities Act Insurance | 1,185 | 1,152 | 33 | 2.8% | 1,610 |
| American Disabilities Act Claims Reserves & Payments | - | (78) | 78 | 0.0% | - |
| **TOTAL AMERICAN DISABILITIES ACT PROGRAMS** | **$ 18,225** | **$ 16,866** | **$ 1,359** | **7.5%** | **$ 24,944** |
| **MULTI-MODAL TRANSIT PROGRAMS** | | | | | |
| SamTrans Shuttle Service | 5,442 | 4,613 | 829 | 15.2% | 7,505 |
| Shuttle Related Wages & Benefits | 198 | 210 | (12) | (6.1%) | 268 |
| Dumbarton Maintenance of Way | 137 | 146 | (9) | (6.7%) | 182 |
| Maintenance Multimodal Facilities | 468 | 234 | 234 | 50.0% | 691 |
| **TOTAL MULTI-MODAL PROGRAMS** | **$ 6,244** | **$ 5,202** | **$ 1,042** | **16.7%** | **$ 8,646** |
| PCJPB, SMCTA & SAMTR Capital W&B | 49,111 | 34,037 | 15,074 | 30.7% | 65,481 |
| **TOTAL OPERATING EXPENSES** | **$ 232,982** | **$ 209,804** | **$ 23,178** | **9.9%** | **$ 315,930** |
| **Sales Tax Allocation - Capital Program** | | | | | |
| District Sales Tax Capital | 27,478 | 27,478 | - | 0.0% | 36,638 |
| Measure W Sales Tax Capital | 19,839 | 19,839 | - | 0.0% | 26,452 |
| Reserves for Future Measure W Capital Allocation | 6,885 | 16,362 | (9,476) | (137.6%) | 9,180 |
| **Total Sales Tax Allocation - Capital Program** | **$ 54,202** | **$ 63,679** | **$ (9,476)** | **(17.5%)** | **$ 72,270** |
| **Total Debt Service** | **3,374** | **3,400** | **(26)** | **(0.8%)** | **19,138** |
| Operating Reserve | - | - | - | - | 516 |
| Sales Tax Stabilization Fund | - | - | - | - | 134 |
| Unapplied Dumbarton Rental Income for Future Dumbarton M | - | 628 | 628 | 100.0% | - |
| **Total Reserves** | - | **628** | 628 | - | **650** |
| **TOTAL EXPENSES** | **$ 290,558** | **$ 277,510** | **$ 13,048** | **4.5%** | **$ 277,510** |

**San Mateo County Transit District**
**Staff Report**

To: Board of Directors

Through: April Chan, General Manager/CEO

From: Kate Jordan Steiner, Chief Financial Officer

Subject: **Accept Quarterly Investment Report**

## Action

Staff proposes that the Board accept and enter into the record the Quarterly Investment Report for the quarter ending March 31, 2025.

## Significance

The San Mateo County Transit District (District) Investment Policy contains a requirement for a quarterly report to be transmitted to the Board within 45 days of the end of the quarter.

## Budget Impact

There is no impact on the budget.

## Background

The District is required by California State law to submit quarterly investment reports to the Board of Directors within 45 days of the end of each quarter. The report provides transparency and accountability in managing public funds by detailing the investment portfolio's composition, performance, and compliance with legal and policy requirements. For March 31, 2025, the report includes:

- Types, issuers, maturity dates, and amounts of investments.
- Descriptions of funds managed by contracted parties.
- Current market values for all securities as of March 31, 2025.
- Compliance with the Investment Policy and California Government Code.
- Certification of the District's ability to meet its six-month expenditure requirements.

## Portfolio Balances and Performance Highlights:

The District's total investment portfolio, valued at $544.1 million, is divided into two segments:

1. Investment Portfolio managed by PFM Asset Management LLC ($226.2 million).
2. Liquidity Portfolio, managed by the District staff, composed of short-term investments such as Local Agency Investment Fund (LAIF), money market funds, and other liquid assets.

During the quarter, the portfolio earned $5.5 million in interest income, with $1.8 million generated from managed holdings.

**Market Conditions:**

**Federal Reserve Actions:**

- In its March 2025 meeting, the Federal Reserve maintained the federal funds rate within the 4.25-4.5 percent range, signaling a cautious approach due to persistent inflationary pressures. The Federal Reserve's March 2025 projections estimate real gross domestic product (GDP) growth at 1.7 percent for the calendar year, a downward revision from the previous 2.1 percent estimate.

**Market and Economic Indicators:**

- The 10-year Treasury yield fluctuated during Fiscal Year (FY) 2025 Quarter 3 (Q3), reaching a high of approximately 4.79 percent in mid-January and closing at 4.23 percent on March 31, 2025.

**Labor Market and Consumer Spending:**

- In the quarter ended March 31, 2025, United States private-sector employers added 155,000 jobs; The unemployment rate ticked slightly higher to end the quarter at 4.2 percent.
- The unemployment rate is projected to rise to 4.4 percent by the end of 2025, up from earlier estimates of 4.3 percent.
- Inflation and Tariffs: Persistent inflation and concerns over new tariffs have been influencing consumer confidence and spending behaviors. The National Retail Federation (NRF) projects a slowdown in retail sales growth for the Calendar Year 2025, forecasting an increase between 2.7 percent and 3.7 percent, compared to a 3.6 percent rise in 2024.
- The District’s portfolio is comprised of high quality fixed income securities and has, overall, benefited from the recent market movement and reaction to the tariff announcement, as higher prices on fixed-income securities result in higher market values on the portfolio’s existing holdings.
    - Month to date, through April 7, 2025, the market value of the portfolios has increased by approximately $200,000, as the yield to maturity at market has fallen from 4.27 percent (as of March 31, 2025) to 4.11 percent (as of April 7, 2025) given the recent flight-to-quality and subsequent fall in rates.

**Portfolio Compliance**

The District's investment portfolio complies with the Investment Policy and relevant California Government Code provisions. Managed holdings' valuations were sourced from ICE Data Services, while liquidity holdings are valued at book value, consistent with their short-term nature. The District also certifies its ability to meet expenditure requirements for the next six months.

Prepared By: Adela Alicic Senior Financial Analyst 650-508-7981

**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.

# EXHIBIT 1
# SAN MATEO TRANSIT DISTRICT
# REPORT OF INVESTMENTS
# FOR QUARTER ENDING MARCH 31, 2025

| CUSIP | ABS | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 02007NAC2 | ALLYA 2024-2 A3 | 570,000 | 07/16/2029 | 569,941 | 567,167 | 568,216 |
| 02007NAC2 | ALLYA 2024-2 A3 | 90,000 | 07/16/2029 | 89,991 | 89,553 | 89,718 |
| 02582JJZ4 | AMXCA 2023-1 A | 680,000 | 05/15/2026 | 679,940 | 683,774 | 685,246 |
| 02582JJZ4 | AMXCA 2023-1 A | 105,000 | 05/15/2026 | 104,991 | 105,583 | 105,810 |
| 02582JKH2 | AMXCA 2024-1 A | 1,610,000 | 04/16/2029 | 1,609,670 | 1,639,817 | 1,643,560 |
| 02582JKH2 | AMXCA 2024-1 A | 245,000 | 04/16/2029 | 244,950 | 249,537 | 250,107 |
| 05522RDG0 | BACCT 2023-1 A | 610,000 | 05/15/2026 | 609,862 | 612,751 | 614,050 |
| 05522RDG0 | BACCT 2023-1 A | 95,000 | 05/15/2026 | 94,978 | 95,428 | 95,631 |
| 05522RDH8 | BACCT 2023-2 A | 640,000 | 11/16/2026 | 639,914 | 646,656 | 648,073 |
| 05522RDH8 | BACCT 2023-2 A | 100,000 | 11/16/2026 | 99,987 | 101,040 | 101,261 |
| 05522RDJ4 | BACCT 2024-1 A | 1,565,000 | 05/15/2029 | 1,564,912 | 1,585,486 | 1,588,915 |
| 05522RDJ4 | BACCT 2024-1 A | 230,000 | 05/15/2029 | 229,987 | 233,011 | 233,515 |
| 14041NGE5 | COMET 2024-1 A | 1,675,000 | 09/17/2029 | 1,674,673 | 1,664,414 | 1,667,332 |
| 14041NGE5 | COMET 2024-1 A | 265,000 | 09/17/2029 | 264,948 | 263,325 | 263,787 |
| 14044CAC6 | COPAR 2021-1 A3 | 49,116 | 09/15/2026 | 49,115 | 48,845 | 48,862 |
| 14044CAC6 | COPAR 2021-1 A3 | 8,542 | 09/15/2026 | 8,542 | 8,495 | 8,498 |
| 14318MAD1 | CARMX 2022-3 A3 | 575,172 | 04/15/2027 | 575,158 | 573,676 | 574,691 |
| 14318MAD1 | CARMX 2022-3 A3 | 91,186 | 04/15/2027 | 91,184 | 90,949 | 91,110 |
| 161571HT4 | CHAIT 2023-1 A | 1,450,000 | 09/15/2028 | 1,449,598 | 1,466,429 | 1,469,754 |
| 161571HT4 | CHAIT 2023-1 A | 220,000 | 09/15/2028 | 219,939 | 222,493 | 222,997 |
| 161571HV9 | CHAIT 241 A | 1,565,000 | 01/16/2029 | 1,564,762 | 1,573,889 | 1,577,089 |
| 161571HV9 | CHAIT 241 A | 240,000 | 01/16/2029 | 239,963 | 241,363 | 241,854 |
| 254683CZ6 | DCENT 2023-2 A | 1,255,000 | 06/15/2028 | 1,254,830 | 1,263,735 | 1,266,485 |
| 254683CZ6 | DCENT 2023-2 A | 190,000 | 06/15/2028 | 189,974 | 191,322 | 191,739 |
| 31680EAD3 | FITAT 2023-1 A3 | 1,265,000 | 08/15/2028 | 1,264,922 | 1,276,132 | 1,279,241 |
| 31680EAD3 | FITAT 2023-1 A3 | 195,000 | 08/15/2028 | 194,988 | 196,716 | 197,195 |
| 344928AD8 | FORDO 2023-A A3 | 401,455 | 02/15/2028 | 401,413 | 402,021 | 402,851 |
| 344928AD8 | FORDO 2023-A A3 | 59,791 | 02/15/2028 | 59,785 | 59,875 | 59,999 |
| 34535KAD0 | FORDO 2025-A A3 | 1,445,000 | 10/15/2029 | 1,444,860 | 1,448,974 | 1,450,045 |
| 34535KAD0 | FORDO 2025-A A3 | 230,000 | 10/15/2029 | 229,978 | 230,633 | 230,803 |
| 362554AC1 | GMCAR 2021-4 A3 | 39,701 | 09/16/2026 | 39,700 | 39,493 | 39,504 |
| 362554AC1 | GMCAR 2021-4 A3 | 6,703 | 09/16/2026 | 6,703 | 6,668 | 6,670 |
| 437918AC9 | HAROT 2024-1 A3 | 1,065,000 | 08/15/2028 | 1,064,954 | 1,075,203 | 1,077,669 |
| 437918AC9 | HAROT 2024-1 A3 | 165,000 | 08/15/2028 | 164,993 | 166,581 | 166,963 |
| 438123AC5 | HAROT 2023-4 A3 | 310,000 | 06/21/2028 | 309,945 | 313,736 | 314,224 |
| 438123AC5 | HAROT 2023-4 A3 | 45,000 | 06/21/2028 | 44,992 | 45,542 | 45,613 |
| 43813YAC6 | HAROT 2024-3 A3 | 1,155,000 | 03/21/2029 | 1,154,819 | 1,159,816 | 1,161,283 |
| 43813YAC6 | HAROT 2024-3 A3 | 185,000 | 03/21/2029 | 184,971 | 185,771 | 186,006 |
| 43815GAC3 | HAROT 2021-4 A3 | 23,541 | 01/21/2026 | 23,536 | 23,461 | 23,466 |
| 43815GAC3 | HAROT 2021-4 A3 | 4,350 | 01/21/2026 | 4,349 | 4,335 | 4,336 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 44935CAD3 | HART 2025-A A3 | 1,170,000 | 10/15/2029 | 1,169,827 | 1,168,619 | 1,171,287 |
| 44935CAD3 | HART 2025-A A3 | 185,000 | 10/15/2029 | 184,973 | 184,782 | 185,204 |
| 65479UAD0 | NAROT 2024-A A3 | 1,470,000 | 12/15/2028 | 1,469,863 | 1,487,802 | 1,491,251 |
| 65479UAD0 | NAROT 2024-A A3 | 215,000 | 12/15/2028 | 214,980 | 217,604 | 218,108 |
| 89237QAD2 | TAOT 2024-C A3 | 755,000 | 03/15/2029 | 755,000 | 761,183 | 762,821 |
| 89237QAD2 | TAOT 2024-C A3 | 120,000 | 03/15/2029 | 120,000 | 120,983 | 121,243 |
| 92348KDY6 | VZMT 2025-3 A1A | 1,510,000 | 03/20/2030 | 1,509,935 | 1,510,000 | 1,510,189 |
| 92348KDY6 | VZMT 2025-3 A1A | 225,000 | 03/20/2030 | 224,990 | 225,000 | 225,028 |
| 92868KAC7 | VALET 2021-1 A3 | 8,899 | 06/22/2026 | 8,899 | 8,883 | 8,886 |
| 92868KAC7 | VALET 2021-1 A3 | 1,494 | 06/22/2026 | 1,494 | 1,491 | 1,492 |
| 92868MAD1 | VALET 2025-1 A3 | 1,190,000 | 08/20/2029 | 1,189,960 | 1,193,570 | 1,194,463 |
| 92868MAD1 | VALET 2025-1 A3 | 190,000 | 08/20/2029 | 189,994 | 190,570 | 190,713 |
| 92970QAA3 | WFCIT 2024-1 A | 1,800,000 | 02/15/2029 | 1,799,511 | 1,821,690 | 1,825,642 |
| 92970QAA3 | WFCIT 2024-1 A | 275,000 | 02/15/2029 | 274,925 | 278,314 | 278,918 |
| 92970QAE5 | WFCIT 2024-2 A | 890,000 | 10/15/2029 | 889,868 | 889,804 | 891,501 |
| 92970QAE5 | WFCIT 2024-2 A | 140,000 | 10/15/2029 | 139,979 | 139,969 | 140,236 |
| 98163KAC6 | WOART 2021-D A3 | 41,196 | 10/15/2026 | 41,191 | 41,056 | 41,071 |
| 98163KAC6 | WOART 2021-D A3 | 6,989 | 10/15/2026 | 6,988 | 6,965 | 6,967 |
| --- | --- | **30,913,134** | **12/29/2028** | **30,909,091** | **31,101,978** | **31,159,183** |

| CUSIP | AGCY BOND | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 3130AJHU6 | FEDERAL HOME LOAN BANKS | 1,000,000 | 04/14/2025 | 995,040 | 998,660 | 1,000,979 |
| 3130AJHU6 | FEDERAL HOME LOAN BANKS | 275,000 | 04/14/2025 | 273,636 | 274,632 | 275,269 |
| 3130AK5E2 | FEDERAL HOME LOAN BANKS | 550,000 | 09/04/2025 | 548,350 | 540,815 | 540,970 |
| 3130AK5E2 | FEDERAL HOME LOAN BANKS | 115,000 | 09/04/2025 | 114,655 | 113,080 | 113,112 |
| 3135G03U5 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 1,000,000 | 04/22/2025 | 997,940 | 997,820 | 1,000,580 |
| 3135G03U5 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 275,000 | 04/22/2025 | 274,434 | 274,401 | 275,160 |
| 3135G04Z3 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 1,000,000 | 06/17/2025 | 997,930 | 991,810 | 993,254 |
| 3135G04Z3 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 275,000 | 06/17/2025 | 274,431 | 272,748 | 273,145 |
| 3135G05X7 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 1,300,000 | 08/25/2025 | 1,293,916 | 1,280,019 | 1,280,507 |
| 3135G05X7 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 275,000 | 08/25/2025 | 273,713 | 270,773 | 270,876 |
| 3135G06G3 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 1,200,000 | 11/07/2025 | 1,195,704 | 1,172,772 | 1,175,172 |
| 3135G06G3 | FEDERAL NATIONAL MORTGAGE ASSOCIATION | 275,000 | 11/07/2025 | 274,016 | 268,760 | 269,310 |
| 3137EAEU9 | FEDERAL HOME LOAN MORTGAGE CORP | 1,600,000 | 07/21/2025 | 1,592,032 | 1,581,104 | 1,582,271 |
| 3137EAEU9 | FEDERAL HOME LOAN MORTGAGE CORP | 350,000 | 07/21/2025 | 348,257 | 345,867 | 346,122 |
| 3137EAEX3 | FEDERAL HOME LOAN MORTGAGE CORP | 1,300,000 | 09/23/2025 | 1,296,087 | 1,275,820 | 1,275,928 |
| 3137EAEX3 | FEDERAL HOME LOAN MORTGAGE CORP | 550,000 | 09/23/2025 | 548,345 | 539,770 | 539,816 |
| --- | --- | **11,340,000** | **07/28/2025** | **11,298,484** | **11,198,849** | **11,212,471** |

| CUSIP | CASH | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| CCYUSD | Receivable | 31,156 | 03/31/2025 | 31,156 | 31,156 | 31,156 |
| CCYUSD | Receivable | 23,564 | 03/31/2025 | 23,564 | 23,564 | 23,564 |

| | | | | | | |
|---|---|---|---|---|---|---|
| CCYUSD | Receivable | 4,215 | 03/31/2025 | 4,215 | 4,215 | 4,215 |
| CCYUSD | Cash | 108,068,568 | 03/31/2025 | 108,068,568 | 108,068,568 | 108,068,568 |
| **CCYUSD** | **Receivable** | **108,127,502** | **03/31/2025** | **108,127,502** | **108,127,502** | **108,127,502** |

| CUSIP | CD | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 65558UYF3 | Nordea ABP - New York Branch | 400,000 | 11/03/2025 | 400,000 | 403,016 | 412,171 |
| 89115B6K1 | Toronto-Dominion Bank - New York Branch | 2,500,000 | 10/27/2025 | 2,500,000 | 2,519,150 | 2,580,594 |
| 89115B6K1 | Toronto-Dominion Bank - New York Branch | 400,000 | 10/27/2025 | 400,000 | 403,064 | 412,895 |
| **---** | **---** | **3,300,000** | **10/28/2025** | **3,300,000** | **3,325,230** | **3,405,661** |

| CUSIP | CORP | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 009158BH8 | AIR PRODUCTS AND CHEMICALS INC | 1,225,000 | 02/08/2029 | 1,223,371 | 1,234,947 | 1,243,243 |
| 009158BH8 | AIR PRODUCTS AND CHEMICALS INC | 180,000 | 02/08/2029 | 179,761 | 181,462 | 182,681 |
| 023135CE4 | AMAZON.COM INC | 880,000 | 04/13/2025 | 878,601 | 879,534 | 891,854 |
| 023135CE4 | AMAZON.COM INC | 130,000 | 04/13/2025 | 129,793 | 129,931 | 131,751 |
| 02665WFQ9 | AMERICAN HONDA FINANCE CORP | 1,400,000 | 09/05/2029 | 1,398,320 | 1,380,722 | 1,385,171 |
| 02665WFQ9 | AMERICAN HONDA FINANCE CORP | 225,000 | 09/05/2029 | 224,730 | 221,902 | 222,617 |
| 037833DT4 | APPLE INC | 1,000,000 | 05/11/2025 | 1,026,120 | 996,160 | 1,000,535 |
| 037833DT4 | APPLE INC | 700,000 | 05/11/2025 | 718,249 | 697,312 | 700,375 |
| 037833DT4 | APPLE INC | 1,000,000 | 05/11/2025 | 1,002,010 | 996,160 | 1,000,535 |
| 037833DT4 | APPLE INC | 275,000 | 05/11/2025 | 275,553 | 273,944 | 275,147 |
| 04636NAF0 | ASTRAZENECA FINANCE LLC | 1,300,000 | 03/03/2028 | 1,297,374 | 1,321,736 | 1,326,665 |
| 04636NAF0 | ASTRAZENECA FINANCE LLC | 200,000 | 03/03/2028 | 199,596 | 203,344 | 204,102 |
| 05565EBW4 | BMW US CAPITAL LLC | 850,000 | 08/12/2026 | 849,745 | 813,765 | 815,211 |
| 05565EBW4 | BMW US CAPITAL LLC | 150,000 | 08/12/2026 | 149,955 | 143,606 | 143,861 |
| 06051GFS3 | BANK OF AMERICA CORP | 800,000 | 08/01/2025 | 907,952 | 798,160 | 803,327 |
| 06051GJD2 | BANK OF AMERICA CORP | 1,100,000 | 06/19/2026 | 1,105,049 | 1,092,135 | 1,096,246 |
| 06051GJD2 | BANK OF AMERICA CORP | 200,000 | 06/19/2026 | 200,918 | 198,570 | 199,317 |
| 06406RBA4 | BANK OF NEW YORK MELLON CORP | 2,700,000 | 01/26/2027 | 2,694,006 | 2,597,643 | 2,607,637 |
| 06406RBA4 | BANK OF NEW YORK MELLON CORP | 425,000 | 01/26/2027 | 424,057 | 408,888 | 410,461 |
| 084664CZ2 | BERKSHIRE HATHAWAY FINANCE CORP | 2,700,000 | 03/15/2027 | 2,649,348 | 2,610,522 | 2,613,282 |
| 084664CZ2 | BERKSHIRE HATHAWAY FINANCE CORP | 400,000 | 03/15/2027 | 392,496 | 386,744 | 387,153 |
| 09290DAA9 | BLACKROCK INC | 175,000 | 03/14/2029 | 174,683 | 177,674 | 178,062 |
| 09290DAA9 | BLACKROCK INC | 1,675,000 | 03/14/2029 | 1,675,821 | 1,700,594 | 1,704,312 |
| 09290DAA9 | BLACKROCK INC | 25,000 | 03/14/2029 | 24,955 | 25,382 | 25,437 |
| 09290DAA9 | BLACKROCK INC | 250,000 | 03/14/2029 | 250,123 | 253,820 | 254,375 |
| 14913R2U0 | CATERPILLAR FINANCIAL SERVICES CORP | 1,350,000 | 01/08/2027 | 1,343,183 | 1,293,003 | 1,298,294 |
| 14913R2U0 | CATERPILLAR FINANCIAL SERVICES CORP | 200,000 | 01/08/2027 | 198,990 | 191,556 | 192,340 |
| 166764BW9 | CHEVRON CORP | 900,000 | 05/11/2025 | 934,353 | 897,012 | 902,451 |
| 17252MAP5 | CINTAS NO 2 CORP | 390,000 | 05/01/2025 | 389,914 | 389,548 | 395,154 |
| 17252MAP5 | CINTAS NO 2 CORP | 60,000 | 05/01/2025 | 59,987 | 59,930 | 60,793 |
| 17275RBR2 | CISCO SYSTEMS INC | 1,485,000 | 02/26/2029 | 1,484,480 | 1,511,507 | 1,518,509 |
| 17275RBR2 | CISCO SYSTEMS INC | 215,000 | 02/26/2029 | 214,925 | 218,838 | 219,852 |
| 17325FBB3 | CITIBANK NA | 2,600,000 | 09/29/2028 | 2,587,104 | 2,707,822 | 2,708,660 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 17325FBB3 | CITIBANK NA | 400,000 | 09/29/2028 | 398,016 | 416,588 | 416,717 |
| 24422EXB0 | JOHN DEERE CAPITAL CORP | 1,300,000 | 07/14/2028 | 1,309,932 | 1,326,312 | 1,340,076 |
| 24422EXB0 | JOHN DEERE CAPITAL CORP | 200,000 | 07/14/2028 | 201,528 | 204,048 | 206,166 |
| 437076CM2 | HOME DEPOT INC | 140,000 | 04/15/2025 | 139,755 | 139,894 | 141,637 |
| 437076CM2 | HOME DEPOT INC | 20,000 | 04/15/2025 | 19,965 | 19,985 | 20,234 |
| 459200KS9 | INTERNATIONAL BUSINESS MACHINES CORP | 1,300,000 | 07/27/2025 | 1,300,000 | 1,297,517 | 1,306,761 |
| 459200KS9 | INTERNATIONAL BUSINESS MACHINES CORP | 200,000 | 07/27/2025 | 200,000 | 199,618 | 201,040 |
| 46625HMN7 | JPMORGAN CHASE & CO | 450,000 | 07/15/2025 | 509,648 | 449,087 | 452,792 |
| 539830BZ1 | LOCKHEED MARTIN CORP | 205,000 | 05/15/2028 | 204,631 | 205,955 | 209,402 |
| 539830BZ1 | LOCKHEED MARTIN CORP | 30,000 | 05/15/2028 | 29,946 | 30,140 | 30,644 |
| 571676AY1 | MARS INC | 400,000 | 03/01/2030 | 399,568 | 402,288 | 403,301 |
| 571676AY1 | MARS INC | 65,000 | 03/01/2030 | 64,930 | 65,372 | 65,536 |
| 58933YBH7 | MERCK & CO INC | 515,000 | 05/17/2028 | 514,583 | 513,486 | 521,250 |
| 58933YBH7 | MERCK & CO INC | 80,000 | 05/17/2028 | 79,935 | 79,765 | 80,971 |
| 61747YET8 | MORGAN STANLEY | 1,300,000 | 07/17/2026 | 1,300,000 | 1,299,727 | 1,312,230 |
| 61747YET8 | MORGAN STANLEY | 200,000 | 07/17/2026 | 200,000 | 199,958 | 201,882 |
| 63743HFE7 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 220,000 | 06/15/2025 | 219,941 | 219,415 | 221,650 |
| 63743HFE7 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 35,000 | 06/15/2025 | 34,991 | 34,907 | 35,262 |
| 63743HFS6 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 540,000 | 06/15/2029 | 560,920 | 551,345 | 559,534 |
| 63743HFS6 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 860,000 | 06/15/2029 | 893,764 | 878,069 | 891,110 |
| 63743HFS6 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 80,000 | 06/15/2029 | 83,099 | 81,681 | 82,894 |
| 63743HFS6 | NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP | 120,000 | 06/15/2029 | 124,711 | 122,521 | 124,341 |
| 87612EBM7 | TARGET CORP | 240,000 | 01/15/2027 | 239,592 | 231,000 | 231,988 |
| 87612EBM7 | TARGET CORP | 35,000 | 01/15/2027 | 34,941 | 33,688 | 33,832 |
| 89236TLL7 | TOYOTA MOTOR CREDIT CORP | 575,000 | 01/05/2029 | 574,241 | 577,938 | 584,326 |
| 89236TLL7 | TOYOTA MOTOR CREDIT CORP | 775,000 | 01/05/2029 | 773,938 | 778,960 | 787,569 |
| 89236TLL7 | TOYOTA MOTOR CREDIT CORP | 115,000 | 01/05/2029 | 114,842 | 115,588 | 116,865 |
| 89236TLL7 | TOYOTA MOTOR CREDIT CORP | 85,000 | 01/05/2029 | 84,888 | 85,434 | 86,379 |
| 90327QD89 | USAA CAPITAL CORP | 1,255,000 | 05/01/2025 | 1,250,896 | 1,253,695 | 1,271,343 |
| 90327QD89 | USAA CAPITAL CORP | 200,000 | 05/01/2025 | 199,346 | 199,792 | 202,605 |
| 91324PEC2 | UNITEDHEALTH GROUP INC | 1,150,000 | 05/15/2026 | 1,147,999 | 1,110,486 | 1,115,482 |
| 91324PEC2 | UNITEDHEALTH GROUP INC | 200,000 | 05/15/2026 | 199,652 | 193,128 | 193,997 |
| 931142FB4 | WALMART INC | 930,000 | 04/15/2028 | 928,289 | 926,038 | 942,763 |
| 931142FB4 | WALMART INC | 140,000 | 04/15/2028 | 139,742 | 139,404 | 141,921 |
| --- | --- | **41,525,000** | **06/16/2027** | **41,743,747** | **41,376,698** | **41,633,905** |

| CUSIP | FHLMC | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 3132CWMM3 | FH SB0364 | 663,821 | 06/01/2035 | 715,267 | 641,888 | 643,824 |
| 3132CWMM3 | FH SB0364 | 123,215 | 06/01/2035 | 132,764 | 119,144 | 119,503 |
| 3133L7LB1 | FH RC1222 | 750,062 | 12/01/2034 | 806,316 | 726,720 | 728,908 |
| 3133L7LB1 | FH RC1222 | 135,011 | 12/01/2034 | 145,137 | 130,810 | 131,203 |
| 3133L9AJ2 | FH RC2709 | 812,140 | 09/01/2037 | 797,420 | 806,065 | 809,111 |
| 3133L9AJ2 | FH RC2709 | 131,685 | 09/01/2037 | 129,299 | 130,700 | 131,194 |
| 3137H8B42 | FHMS K-J40 A1 | 795,424 | 06/25/2028 | 795,414 | 780,756 | 783,010 |
| 3137H8B42 | FHMS K-J40 A1 | 132,571 | 06/25/2028 | 132,569 | 130,126 | 130,502 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 3137H8H79 | FHMS K-J41 A1 | 1,576,553 | 01/25/2029 | 1,576,534 | 1,530,455 | 1,534,576 |
| 3137H8H79 | FHMS K-J41 A1 | 262,759 | 01/25/2029 | 262,756 | 255,076 | 255,763 |
| 3137H92N8 | FHMS K-J42 A1 | 972,230 | 07/25/2029 | 972,193 | 959,718 | 962,879 |
| 3137H92N8 | FHMS K-J42 A1 | 162,772 | 07/25/2029 | 162,765 | 160,677 | 161,206 |
| 3137H9MM8 | FHMS K-J43 A1 | 1,474,257 | 12/25/2028 | 1,474,232 | 1,473,254 | 1,474,330 |
| 3137H9MM8 | FHMS K-J43 A1 | 225,234 | 12/25/2028 | 225,230 | 225,081 | 225,245 |
| 3137H9QT9 | FHMS K-J44 A1 | 1,657,522 | 01/25/2029 | 1,657,471 | 1,662,462 | 1,668,758 |
| 3137H9QT9 | FHMS K-J44 A1 | 253,233 | 01/25/2029 | 253,225 | 253,987 | 254,949 |
| 3137HA4K9 | FHMS K-J45 A1 | 1,597,232 | 11/25/2028 | 1,597,229 | 1,603,237 | 1,609,167 |
| 3137HA4K9 | FHMS K-J45 A1 | 244,022 | 11/25/2028 | 244,021 | 244,939 | 245,845 |
| 3137HACX2 | FHMS K-505 A2 | 1,800,000 | 06/25/2028 | 1,817,978 | 1,825,596 | 1,832,825 |
| 3137HACX2 | FHMS K-505 A2 | 275,000 | 06/25/2028 | 277,747 | 278,911 | 280,015 |
| 3137HAD45 | FHMS K-J46 A1 | 1,431,158 | 06/25/2028 | 1,431,122 | 1,440,446 | 1,446,143 |
| 3137HAD45 | FHMS K-J46 A1 | 222,076 | 06/25/2028 | 222,071 | 223,517 | 224,402 |
| 3137HAGY6 | FHMS K-752 A1 | 811,598 | 01/25/2029 | 787,624 | 810,461 | 813,359 |
| 3137HAGY6 | FHMS K-752 A1 | 125,604 | 01/25/2029 | 121,894 | 125,429 | 125,877 |
| 3137HAMH6 | FHMS K-506 A2 | 1,800,000 | 08/25/2028 | 1,773,373 | 1,817,694 | 1,824,669 |
| 3137HAMH6 | FHMS K-506 A2 | 275,000 | 08/25/2028 | 270,932 | 277,703 | 278,769 |
| 3137HAMS2 | FHMS K-507 A2 | 1,800,000 | 09/25/2028 | 1,778,485 | 1,826,280 | 1,833,480 |
| 3137HAMS2 | FHMS K-507 A2 | 275,000 | 09/25/2028 | 271,713 | 279,015 | 280,115 |
| 3137HAQ74 | FHMS K-508 A2 | 1,800,000 | 08/25/2028 | 1,760,515 | 1,822,734 | 1,829,844 |
| 3137HAQ74 | FHMS K-508 A2 | 275,000 | 08/25/2028 | 268,968 | 278,473 | 279,560 |
| 3137HAST4 | FHMS K-509 A2 | 1,350,000 | 09/25/2028 | 1,306,958 | 1,371,654 | 1,377,110 |
| 3137HAST4 | FHMS K-509 A2 | 205,000 | 09/25/2028 | 198,464 | 208,288 | 209,117 |
| 3137HB3D4 | FHMS K-510 A2 | 655,000 | 10/25/2028 | 653,106 | 669,908 | 672,675 |
| 3137HB3D4 | FHMS K-510 A2 | 100,000 | 10/25/2028 | 99,711 | 102,276 | 102,698 |
| 3137HDV56 | FHMS K-524 A2 | 1,520,000 | 05/25/2029 | 1,529,980 | 1,540,520 | 1,546,499 |
| 3137HDV56 | FHMS K-524 A2 | 240,000 | 05/25/2029 | 241,576 | 243,240 | 244,184 |
| 3137HDXL9 | FHMS K-526 A2 | 1,705,000 | 07/25/2029 | 1,720,949 | 1,717,140 | 1,723,594 |
| 3137HDXL9 | FHMS K-526 A2 | 270,000 | 07/25/2029 | 272,526 | 271,922 | 272,945 |
| --- | --- | **28,905,177** | **07/16/2029** | **28,885,531** | **28,966,302** | **29,067,850** |

| CUSIP | FHLMC CMO | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 3133Q5GZ3 | FHS 370 A3 | 595,565 | 09/25/2033 | 603,987 | 569,831 | 570,327 |
| 3137F7DH5 | FHR 5048 B | 415,855 | 05/25/2033 | 421,118 | 383,481 | 383,827 |
| 3137F7DH5 | FHR 5048 B | 87,969 | 05/25/2033 | 89,083 | 81,121 | 81,194 |
| 3137HB3G7 | FHMS K-511 A2 | 1,000,000 | 10/25/2028 | 997,127 | 1,016,350 | 1,020,400 |
| 3137HB3G7 | FHMS K-511 A2 | 150,000 | 10/25/2028 | 149,569 | 152,453 | 153,060 |
| 3137HDJJ0 | FHMS K-522 A2 | 1,900,000 | 05/25/2029 | 1,899,994 | 1,930,761 | 1,938,366 |
| 3137HDJJ0 | FHMS K-522 A2 | 280,000 | 05/25/2029 | 279,999 | 284,533 | 285,654 |
| --- | --- | **4,429,389** | **03/22/2030** | **4,440,877** | **4,418,529** | **4,432,828** |

| CUSIP | FNMA | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 3140K7XA6 | FN BP0672 | 737,768 | 03/01/2035 | 790,565 | 706,229 | 708,073 |
| 3140K7XA6 | FN BP0672 | 130,194 | 03/01/2035 | 139,511 | 124,629 | 124,954 |
| 3140Q9FM0 | FN CA1971 | 859,319 | 06/01/2033 | 906,716 | 841,187 | 843,694 |
| 3140Q9FM0 | FN CA1971 | 128,898 | 06/01/2033 | 136,007 | 126,178 | 126,554 |
| 3140QGKN6 | FN CA8400 | 750,063 | 12/01/2035 | 820,616 | 731,731 | 733,919 |
| 3140QGKN6 | FN CA8400 | 146,810 | 12/01/2035 | 160,619 | 143,222 | 143,650 |
| 3140X92C8 | FN FM6170 | 532,503 | 07/01/2035 | 577,100 | 520,819 | 522,594 |
| 3140X92C8 | FN FM6170 | 99,844 | 07/01/2035 | 108,206 | 97,654 | 97,986 |
| 3140X9K46 | FN FM5714 | 452,300 | 11/01/2035 | 492,724 | 442,381 | 443,889 |
| 3140X9K46 | FN FM5714 | 80,768 | 11/01/2035 | 87,986 | 78,997 | 79,266 |
| 3140XALC4 | FN FM6622 | 939,269 | 02/01/2036 | 987,700 | 874,347 | 876,304 |
| 3140XALC4 | FN FM6622 | 176,113 | 02/01/2036 | 185,194 | 163,940 | 164,307 |
| 3140XC4K1 | FN FM8925 | 899,891 | 08/01/2034 | 975,819 | 891,441 | 894,440 |
| 3140XC4K1 | FN FM8925 | 168,729 | 08/01/2034 | 182,966 | 167,145 | 167,708 |
| 3140XHQQ3 | FN FS2262 | 1,241,537 | 06/01/2037 | 1,257,250 | 1,213,850 | 1,217,989 |
| 3140XJHF3 | FN FS2929 | 1,229,739 | 09/01/2037 | 1,193,039 | 1,199,659 | 1,203,758 |
| 3140XJHF3 | FN FS2929 | 204,956 | 09/01/2037 | 198,840 | 199,943 | 200,626 |
| 3140XJJ87 | FN FS2986 | 990,325 | 10/01/2032 | 960,925 | 979,323 | 982,624 |
| 3140XJJ87 | FN FS2986 | 140,215 | 10/01/2032 | 136,052 | 138,657 | 139,124 |
| **---** | **---** | **9,909,241** | **07/08/2035** | **10,297,835** | **9,641,332** | **9,671,460** |

| CUSIP | FNMA CMO | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 31394CP22 | FNR 2005-33 QE | 1,264,996 | 04/25/2035 | 1,289,357 | 1,282,706 | 1,287,976 |
| 31394CP22 | FNR 2005-33 QE | 192,008 | 04/25/2035 | 195,706 | 194,696 | 195,496 |
| **31394CP22** | **FNR 2005-33 QE** | **1,457,004** | **04/25/2035** | **1,485,063** | **1,477,402** | **1,483,473** |

| CUSIP | MMFUND | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 31846V534 | FIRST AMER:US TRS MM Y | 9,434,706 | 03/31/2025 | 9,434,706 | 9,434,706 | 9,434,706 |
| 31846V534 | FIRST AMER:US TRS MM Y | 8,846,122 | 03/31/2025 | 8,846,122 | 8,846,122 | 8,846,122 |
| 31846V534 | FIRST AMER:US TRS MM Y | 885,639 | 03/31/2025 | 885,639 | 885,639 | 885,639 |
| SM - LAIF | Local Agency Investment Fund | 5,844,645 | 03/31/2025 | 5,646,036 | 5,646,036 | 5,844,645 |
| SM-CAMP | California Asset Management Program | 194,415,807 | 03/31/2025 | 194,415,807 | 194,415,807 | 194,415,807 |
| **---** | **---** | **219,426,919** | **03/31/2025** | **219,228,310** | **219,228,310** | **219,426,919** |

| CUSIP | MUNI | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 13077DQD7 | CALIFORNIA ST UNIV REV | 430,000 | 11/01/2025 | 430,000 | 421,688 | 423,233 |
| 13077DQD7 | CALIFORNIA ST UNIV REV | 75,000 | 11/01/2025 | 75,000 | 73,550 | 73,820 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 350,000 | 07/01/2025 | 352,321 | 347,120 | 348,220 |
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 250,000 | 07/01/2025 | 251,768 | 247,943 | 248,729 |
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 650,000 | 07/01/2025 | 650,000 | 644,651 | 646,695 |
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 75,000 | 07/01/2025 | 75,497 | 74,383 | 74,619 |
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 55,000 | 07/01/2025 | 55,389 | 54,547 | 54,720 |
| 341271AD6 | FLORIDA ST BRD ADMIN FIN CORP REV | 130,000 | 07/01/2025 | 130,000 | 128,930 | 129,339 |
| 60412AK85 | MINNESOTA ST | 405,000 | 08/01/2025 | 405,000 | 400,189 | 400,614 |
| 60412AK85 | MINNESOTA ST | 85,000 | 08/01/2025 | 85,000 | 83,990 | 84,079 |
| 646140DP5 | NEW JERSEY ST TPK AUTH TPK REV | 330,000 | 01/01/2026 | 330,000 | 322,080 | 322,944 |
| 646140DP5 | NEW JERSEY ST TPK AUTH TPK REV | 55,000 | 01/01/2026 | 55,000 | 53,680 | 53,824 |
| --- | --- | **2,890,000** | **08/21/2025** | **2,894,974** | **2,852,750** | **2,860,835** |

| CUSIP | SUPRANATIONAL | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 459058KJ1 | INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM | 1,800,000 | 06/15/2027 | 1,799,064 | 1,767,186 | 1,783,749 |
| 459058KJ1 | INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM | 275,000 | 06/15/2027 | 274,857 | 269,987 | 272,517 |
| **459058KJ1** | **INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM** | **2,075,000** | **06/15/2027** | **2,073,921** | **2,037,173** | **2,056,266** |

| CUSIP | US GOV | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 912828U24 | UNITED STATES TREASURY | 500,000 | 11/15/2026 | 460,820 | 484,845 | 488,630 |
| 912828U24 | UNITED STATES TREASURY | 2,000,000 | 11/15/2026 | 1,861,016 | 1,939,380 | 1,954,518 |
| 912828U24 | UNITED STATES TREASURY | 1,550,000 | 11/15/2026 | 1,442,045 | 1,503,020 | 1,514,752 |
| 912828U24 | UNITED STATES TREASURY | 150,000 | 11/15/2026 | 138,246 | 145,454 | 146,589 |
| 912828U24 | UNITED STATES TREASURY | 100,000 | 11/15/2026 | 93,035 | 96,969 | 97,726 |
| 912828ZW3 | UNITED STATES TREASURY | 2,400,000 | 06/30/2025 | 2,391,187 | 2,376,072 | 2,377,580 |
| 91282CBC4 | UNITED STATES TREASURY | 350,000 | 12/31/2025 | 344,859 | 340,428 | 340,757 |
| 91282CBC4 | UNITED STATES TREASURY | 7,200,000 | 12/31/2025 | 6,983,438 | 7,003,080 | 7,009,867 |
| 91282CBC4 | UNITED STATES TREASURY | 1,200,000 | 12/31/2025 | 1,167,234 | 1,167,180 | 1,168,311 |
| 91282CBC4 | UNITED STATES TREASURY | 50,000 | 12/31/2025 | 49,102 | 48,633 | 48,680 |
| 91282CBC4 | UNITED STATES TREASURY | 525,000 | 12/31/2025 | 510,665 | 510,641 | 511,136 |
| 91282CBW0 | UNITED STATES TREASURY | 350,000 | 04/30/2026 | 341,469 | 337,894 | 338,996 |
| 91282CCH2 | UNITED STATES TREASURY | 2,150,000 | 06/30/2028 | 1,901,826 | 1,977,742 | 1,984,498 |
| 91282CCH2 | UNITED STATES TREASURY | 1,650,000 | 06/30/2028 | 1,456,705 | 1,517,802 | 1,522,987 |
| 91282CCH2 | UNITED STATES TREASURY | 2,200,000 | 06/30/2028 | 1,986,703 | 2,023,736 | 2,030,649 |
| 91282CCH2 | UNITED STATES TREASURY | 1,150,000 | 06/30/2028 | 1,054,721 | 1,057,862 | 1,061,476 |
| 91282CCH2 | UNITED STATES TREASURY | 350,000 | 06/30/2028 | 309,600 | 321,958 | 323,058 |
| 91282CCH2 | UNITED STATES TREASURY | 525,000 | 06/30/2028 | 463,497 | 482,937 | 484,587 |
| 91282CCH2 | UNITED STATES TREASURY | 350,000 | 06/30/2028 | 316,066 | 321,958 | 323,058 |
| 91282CCH2 | UNITED STATES TREASURY | 100,000 | 06/30/2028 | 91,715 | 91,988 | 92,302 |
| 91282CCP4 | UNITED STATES TREASURY | 450,000 | 07/31/2026 | 411,943 | 430,560 | 431,026 |
| 91282CCP4 | UNITED STATES TREASURY | 150,000 | 07/31/2026 | 136,594 | 143,520 | 143,675 |
| 91282CEN7 | UNITED STATES TREASURY | 4,400,000 | 04/30/2027 | 4,236,547 | 4,299,460 | 4,350,267 |
| 91282CEN7 | UNITED STATES TREASURY | 650,000 | 04/30/2027 | 625,854 | 635,148 | 642,653 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 91282CEV9 | UNITED STATES TREASURY | 4,000,000 | 06/30/2029 | 3,871,875 | 3,893,760 | 3,926,440 |
| 91282CEV9 | UNITED STATES TREASURY | 600,000 | 06/30/2029 | 580,781 | 584,064 | 588,966 |
| 91282CFB2 | UNITED STATES TREASURY | 4,950,000 | 07/31/2027 | 4,782,744 | 4,824,518 | 4,847,080 |
| 91282CFB2 | UNITED STATES TREASURY | 1,900,000 | 07/31/2027 | 1,811,977 | 1,851,835 | 1,860,495 |
| 91282CFB2 | UNITED STATES TREASURY | 1,525,000 | 07/31/2027 | 1,437,670 | 1,486,341 | 1,493,292 |
| 91282CFB2 | UNITED STATES TREASURY | 1,600,000 | 07/31/2027 | 1,498,750 | 1,559,440 | 1,566,733 |
| 91282CFB2 | UNITED STATES TREASURY | 875,000 | 07/31/2027 | 845,435 | 852,819 | 856,807 |
| 91282CFB2 | UNITED STATES TREASURY | 300,000 | 07/31/2027 | 286,102 | 292,395 | 293,762 |
| 91282CFB2 | UNITED STATES TREASURY | 225,000 | 07/31/2027 | 212,115 | 219,296 | 220,322 |
| 91282CFB2 | UNITED STATES TREASURY | 250,000 | 07/31/2027 | 234,180 | 243,663 | 244,802 |
| 91282CFZ9 | UNITED STATES TREASURY | 3,100,000 | 11/30/2027 | 3,058,949 | 3,098,667 | 3,138,929 |
| 91282CFZ9 | UNITED STATES TREASURY | 3,100,000 | 11/30/2027 | 3,088,133 | 3,098,667 | 3,138,929 |
| 91282CFZ9 | UNITED STATES TREASURY | 325,000 | 11/30/2027 | 320,696 | 324,860 | 329,081 |
| 91282CFZ9 | UNITED STATES TREASURY | 450,000 | 11/30/2027 | 448,277 | 449,807 | 455,651 |
| 91282CGP0 | UNITED STATES TREASURY | 1,500,000 | 02/29/2028 | 1,506,270 | 1,504,395 | 1,509,612 |
| 91282CGP0 | UNITED STATES TREASURY | 2,100,000 | 02/29/2028 | 2,066,613 | 2,106,153 | 2,113,457 |
| 91282CGP0 | UNITED STATES TREASURY | 2,700,000 | 02/29/2028 | 2,626,594 | 2,707,911 | 2,717,302 |
| 91282CGP0 | UNITED STATES TREASURY | 225,000 | 02/29/2028 | 225,940 | 225,659 | 226,442 |
| 91282CGP0 | UNITED STATES TREASURY | 175,000 | 02/29/2028 | 172,218 | 175,513 | 176,121 |
| 91282CGP0 | UNITED STATES TREASURY | 425,000 | 02/29/2028 | 413,445 | 426,245 | 427,724 |
| 91282CJR3 | UNITED STATES TREASURY | 2,550,000 | 12/31/2028 | 2,511,949 | 2,534,955 | 2,558,993 |
| 91282CJR3 | UNITED STATES TREASURY | 4,700,000 | 12/31/2028 | 4,638,129 | 4,672,270 | 4,716,576 |
| 91282CJR3 | UNITED STATES TREASURY | 2,700,000 | 12/31/2028 | 2,640,410 | 2,684,070 | 2,709,522 |
| 91282CJR3 | UNITED STATES TREASURY | 4,900,000 | 12/31/2028 | 4,799,320 | 4,871,090 | 4,917,281 |
| 91282CJR3 | UNITED STATES TREASURY | 325,000 | 12/31/2028 | 320,150 | 323,083 | 326,146 |
| 91282CJR3 | UNITED STATES TREASURY | 800,000 | 12/31/2028 | 789,469 | 795,280 | 802,821 |
| 91282CJR3 | UNITED STATES TREASURY | 400,000 | 12/31/2028 | 391,172 | 397,640 | 401,411 |
| 91282CJR3 | UNITED STATES TREASURY | 675,000 | 12/31/2028 | 661,131 | 671,018 | 677,381 |
| **---** | **UNITED STATES TREASURY** | **77,875,000** | **11/14/2027** | **75,015,381** | **76,133,677** | **76,629,855** |

| CUSIP | YANKEE | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| 63254ABD9 | NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH) | 1,395,000 | 06/09/2025 | 1,395,000 | 1,391,833 | 1,407,023 |
| 63254ABD9 | NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH) | 250,000 | 06/09/2025 | 250,000 | 249,433 | 252,155 |
| 63254ABE7 | NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH) | 1,250,000 | 06/09/2027 | 1,238,825 | 1,240,238 | 1,255,424 |
| **---** | **NATIONAL AUSTRALIA BANK LTD (NEW YORK BRANCH)** | **2,895,000** | **04/19/2026** | **2,883,825** | **2,881,503** | **2,914,602** |

| CUSIP | Summary | PAR | Maturity Date | Original Cost | Market Value | Base Market Value + Accrued |
|---|---|---|---|---|---|---|
| **---** | **---** | **545,068,307** | **11/07/2026** | **542,584,541** | **542,767,235** | **544,082,810** |

pfm asset management

# SAN MATEO COUNTY TRANSIT DISTRICT

## Investment Performance Review
## For the Quarter Ended March 31, 2025

**Client Management Team**

Monique Spyke, Managing Director
Allison Kaune, Relationship Manager
Michael P. Downs, Portfolio Manager

**PFM Asset Management**
**A division of U.S. Bancorp Asset Management, Inc**

1 California Street Ste. 1000
San Francisco, CA 94111-5411
415-393-7270

213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

***NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE***

*For Institutional Investor or Investment Professional Use Only - This material is not for inspection by, distribution to, or quotation to the general public*

# Agenda

- Market Update
- Account Summary
- Portfolio Review

# Market Update

## Current Market Themes



- U.S. economy is clouded by tariff and policy uncertainty
  - Labor market continues to serve as backbone
  - Goods inflation weighs on progress towards Fed's 2% inflation target
  - Fiscal policy uncertainty and volatile tariff rollouts weigh on consumer sentiment



- Fed takes a pause from easing but looks to continue cutting later this year
  - The Fed kept the federal funds target rate unchanged at 4.25% - 4.50%
  - The Fed's March "dot plot" implies another 50 bps of cuts in 2025
  - Fed Chair Powell stated the administration's "significant policy changes" relating to trade, immigration, fiscal policy, and regulation is creating "considerable uncertainty"



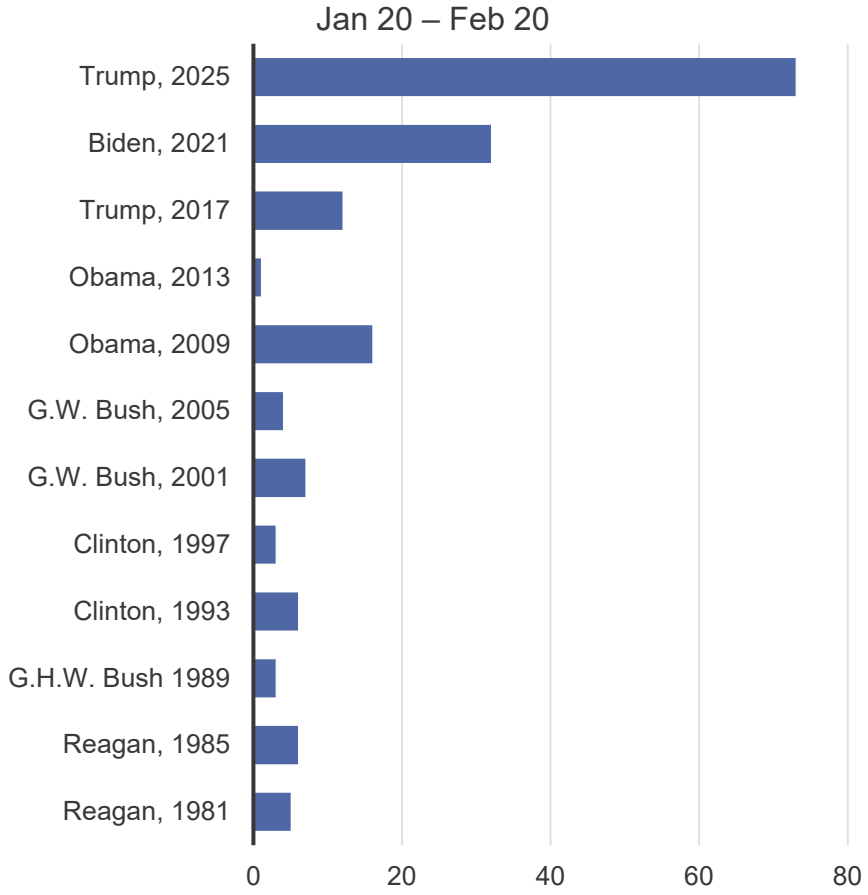
- Treasury yields fall on growing uncertainty
  - Yields on maturities between 2 years and 10 years fell 35-43 bps during the 1st quarter
  - The yield curve reinverted on the front end while the steepness of the curve between 2 years and 10 years was unchanged
  - Yield spreads widened off their historically low levels given growing economic concerns but still remain tight

*Source: Details on market themes and economic indicators provided throughout the body of the presentation. Bloomberg Finance L.P., as of March 31, 2025.*

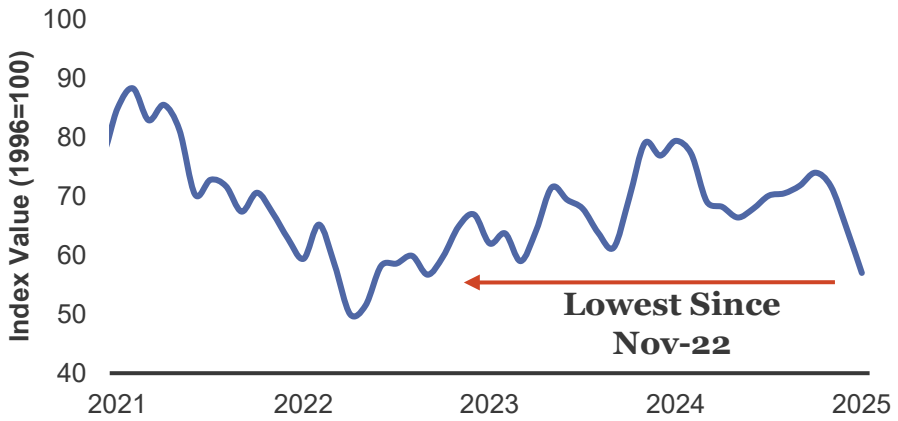
# Policy Changes Increase Consumer Uncertainty

*Fed Chair Powell: "We understand that sentiment is quite negative at this time, and that probably has to do with … turmoil at the beginning of an administration…"*

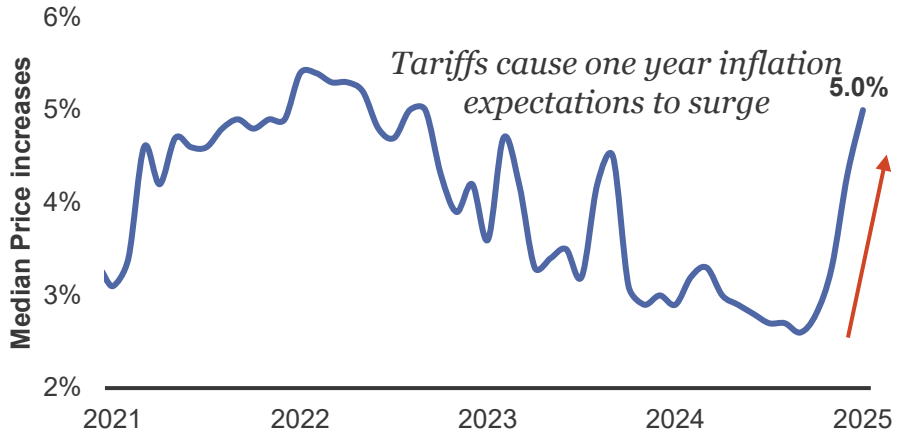
## Number of Executive Orders Signed In First Month of Term




## Consumer Sentiment Index




## Expected Change in Prices During Next Year




*Source: FOMC Chair Jerome Powell Press Conference, March 19, 2025. Bloomberg Finance L.P. and Federal Register :: Executive Orders, as of March 2025 (left). University of Michigan Consumer, as of March 2025 (right).*

# Tariffs Drive Growth Expectations Lower

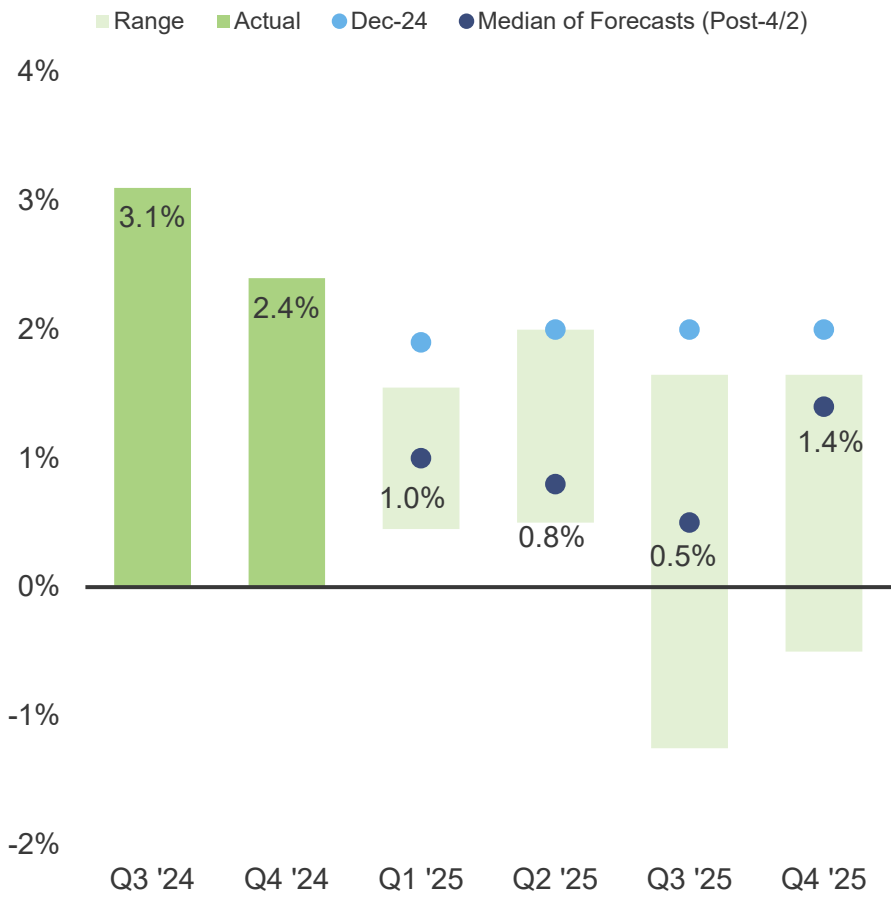
*Fed Chair Powell: "But we kind of know there are going to be tariffs and they tend to bring growth down."*

## U.S. Trade Balance




## U.S. GDP Forecasts

*Annualized Rate*



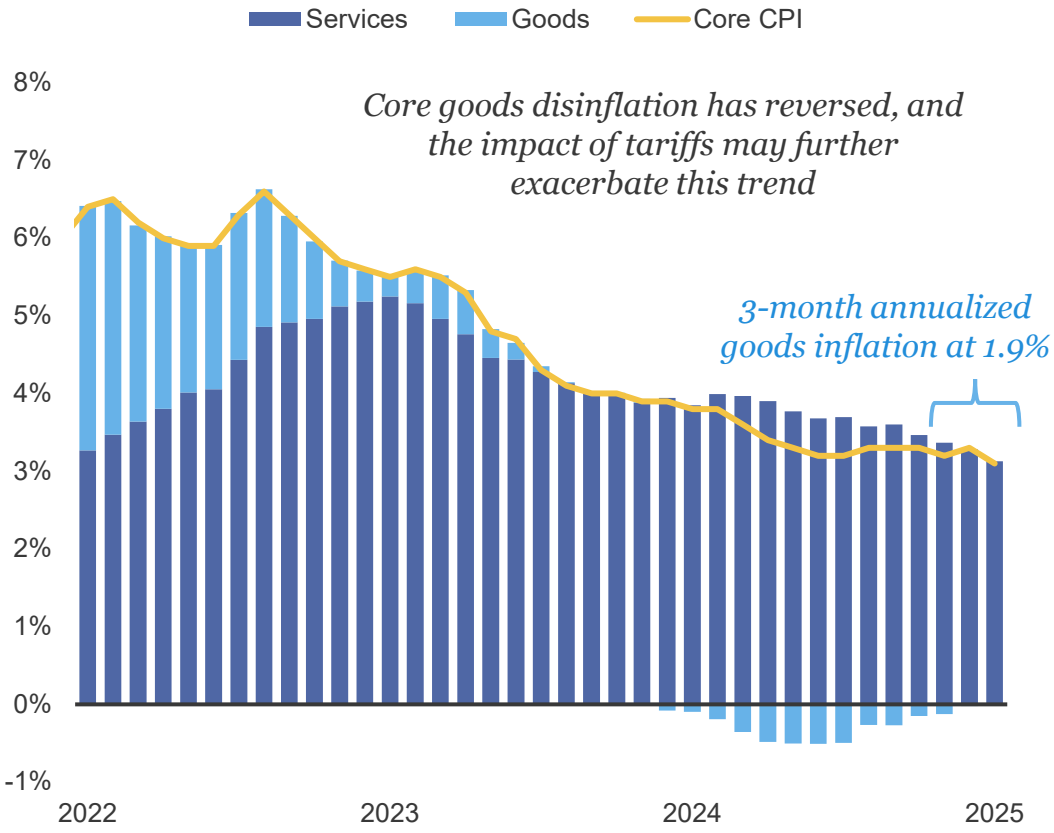

*Source: FOMC Chair Jerome Powell Press Conference, March 19, 2025; Bloomberg Finance L.P. and the U.S. Census Bureau as of February 2025 (left). Bureau of Economic Analysis and Bloomberg Finance L.P., as of April 2025. Survey responses after April 2, 2025 included in median and forecast range (right).*

# The Fed's Dual Mandate Gets More Complicated

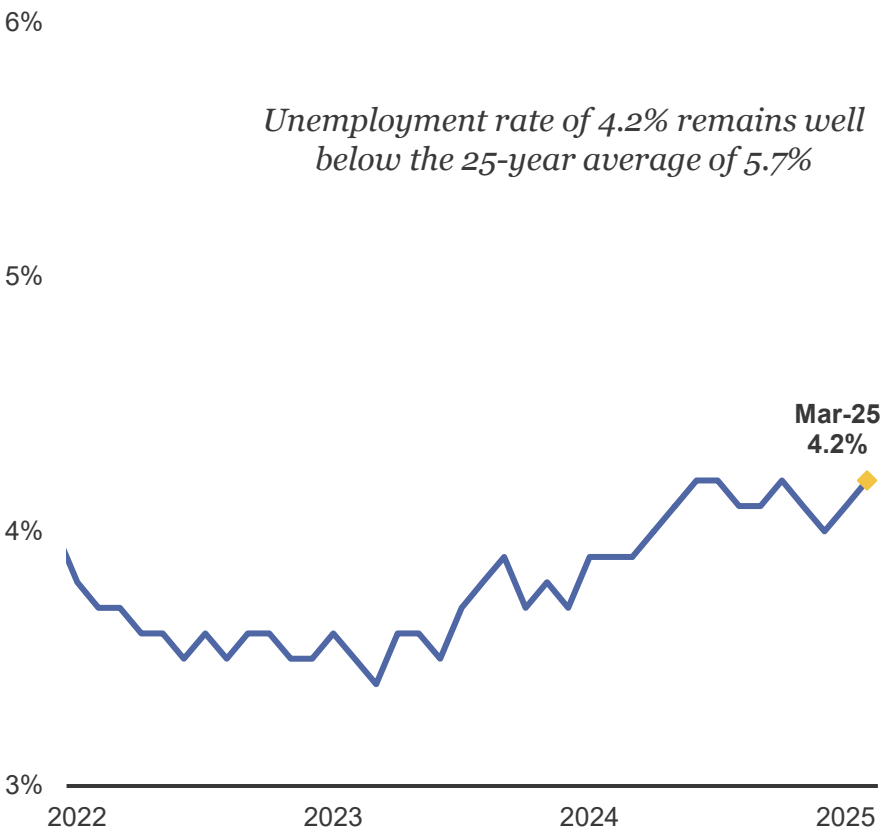
*Fed Chair Powell : "...ultimately, though, it's too soon to be seeing significant effects [from tariffs] in economic data..."*

## Core CPI

Contributions to Year-Over-Year Change



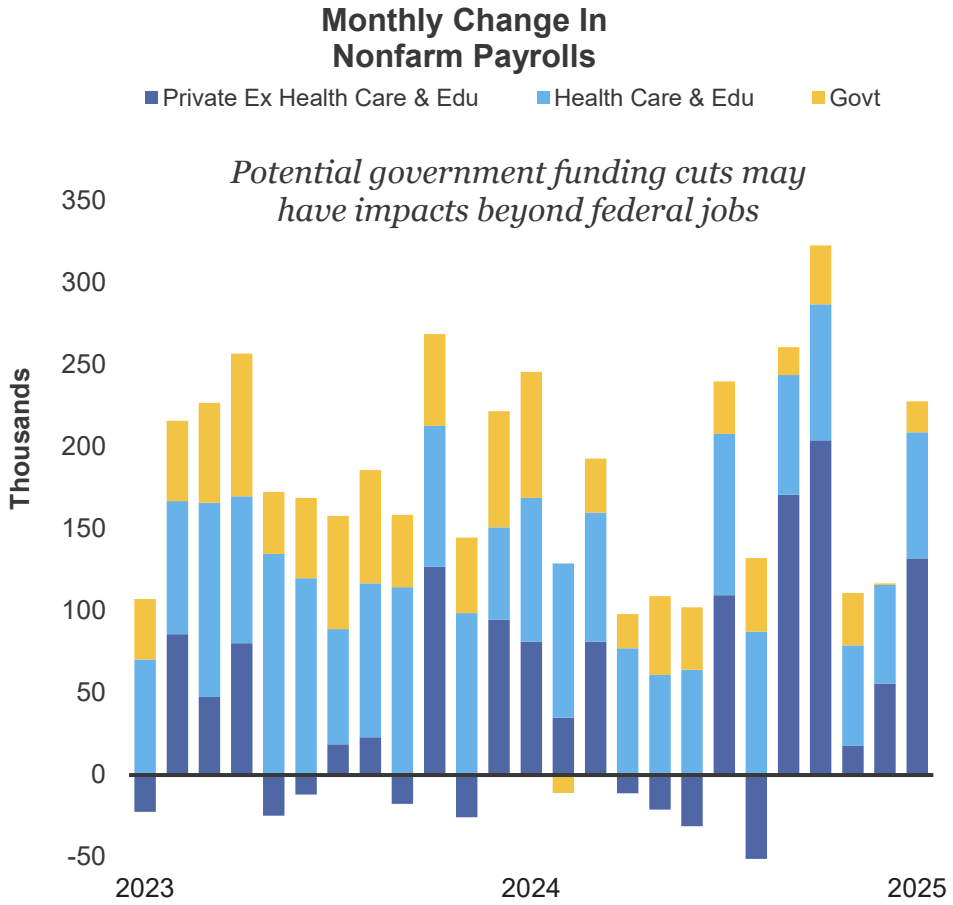

## Unemployment Rate

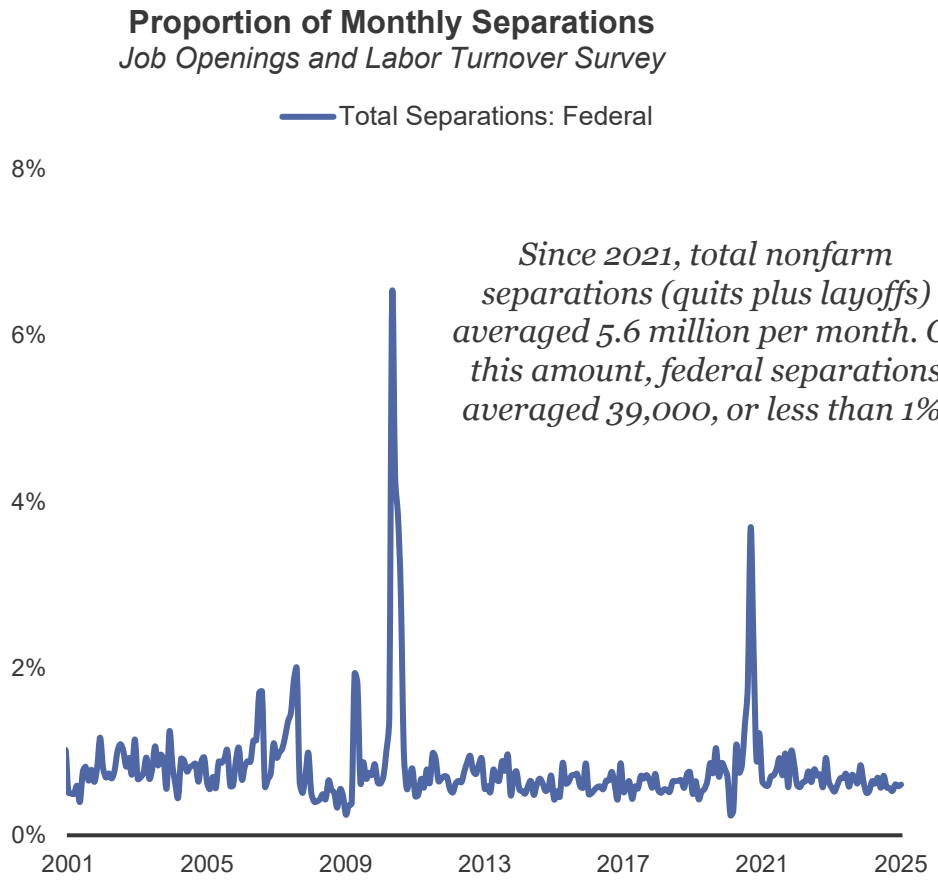



*Source: FOMC Chair Jerome Powell Press Conference, March 19, 2025. Bureau of Labor Statistics, and Bloomberg Finance L.P., as of February 2025 (left). Bureau of Labor Statistics, and Bloomberg Finance L.P., as of March 2025 (right). Data is seasonally adjusted. Historical average unemployment rate calculated from January 1990 – March 2025.*

# Federal Employment Remains a Focus

*Fed Chair Powell: "The [federal] layoffs … at the national level … they're not significant yet. … There were… a good number of months … when a lot of the job creation was concentrated in … educational institutions, health care, state governments."*

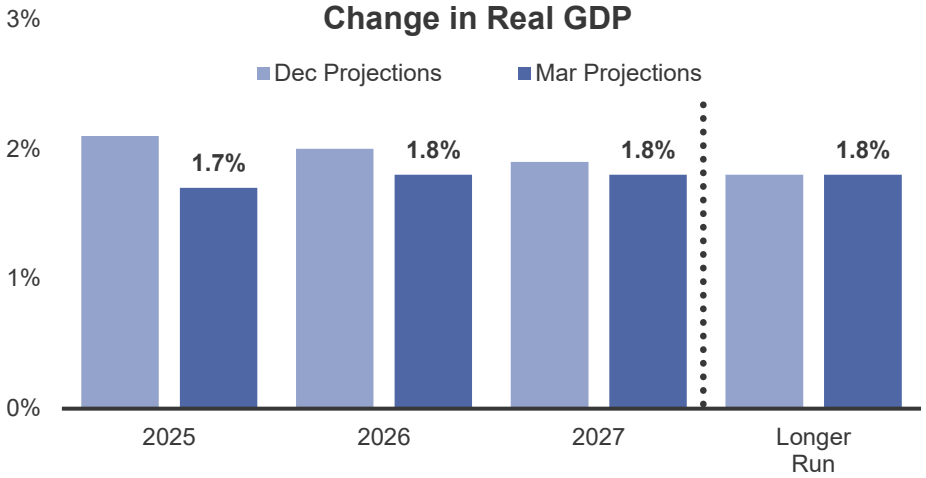


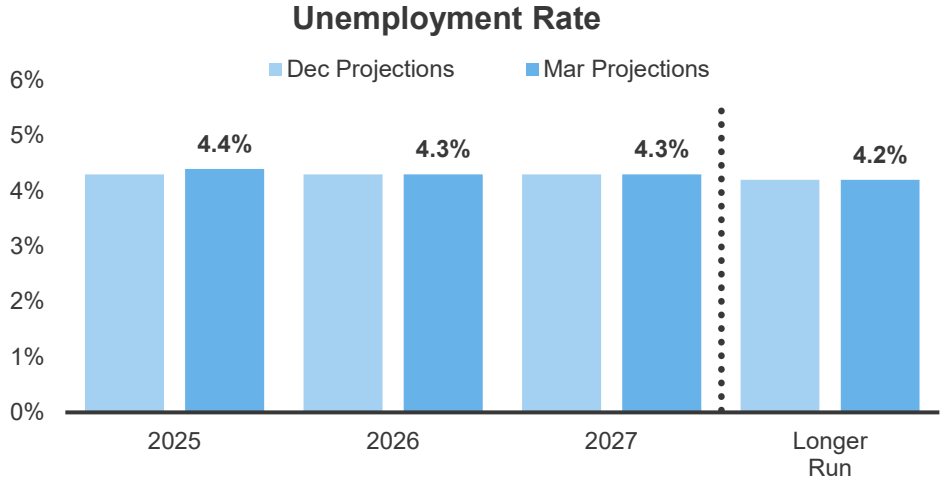



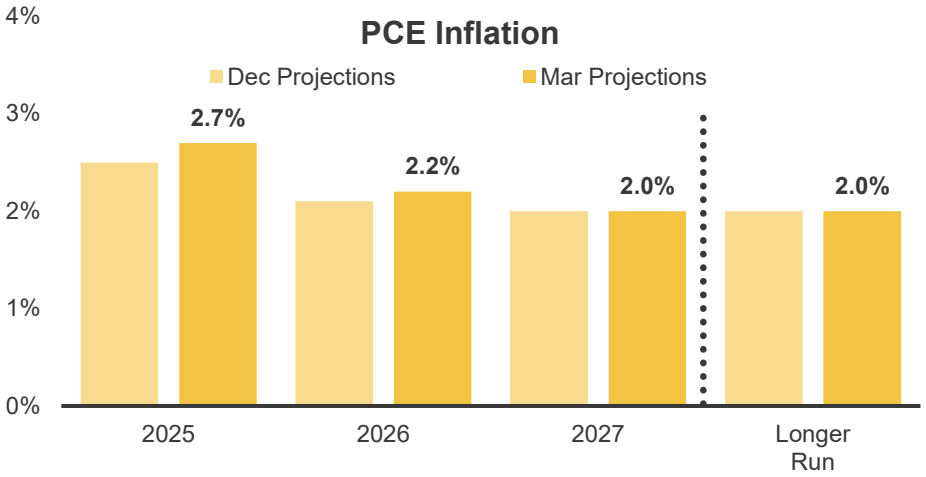

*Source: FOMC Chair Jerome Powell Press Conference, March 19, 2025. Bloomberg Finance L.P., Bureau of Labor Statistics as of March 2025 (left). FRED and Bureau of Labor Statistics, as of February 2025 (right).*

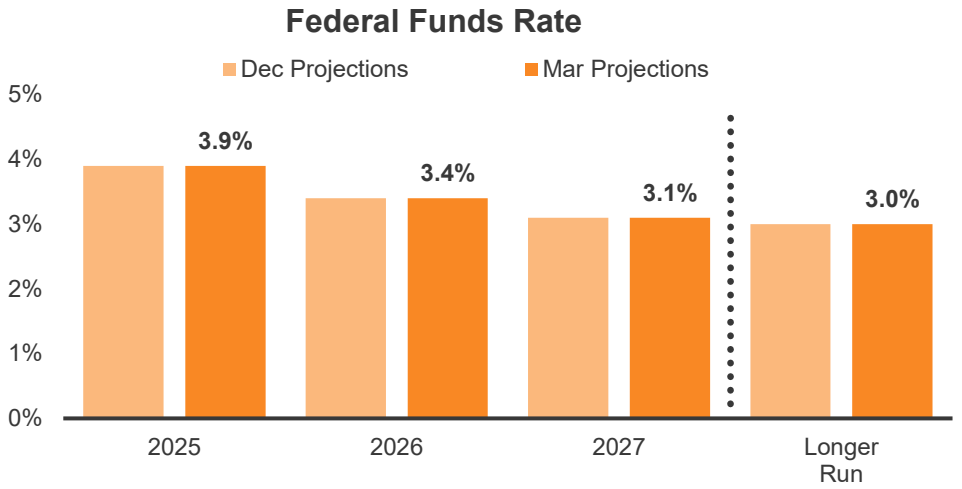
# Fed's Updated Summary of Economic Projections

*Fed Chair Powell: "... you see weaker growth but higher inflation—they kind of offset—and also, frankly, a little bit of inertia. When it comes to changing something in this highly uncertain environment, you know, I think there is a level of inertia where you just say, maybe I'll stay where I am.*



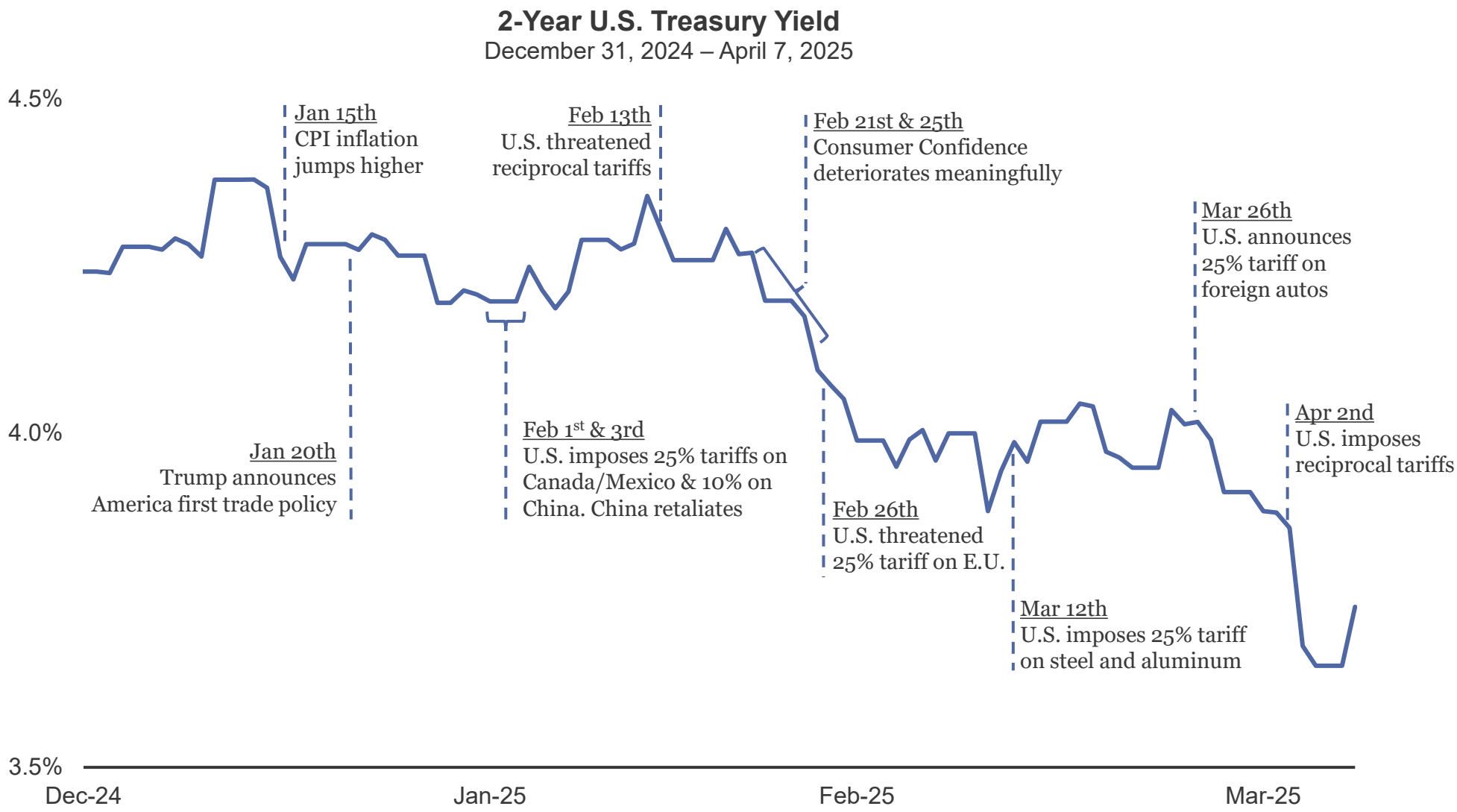



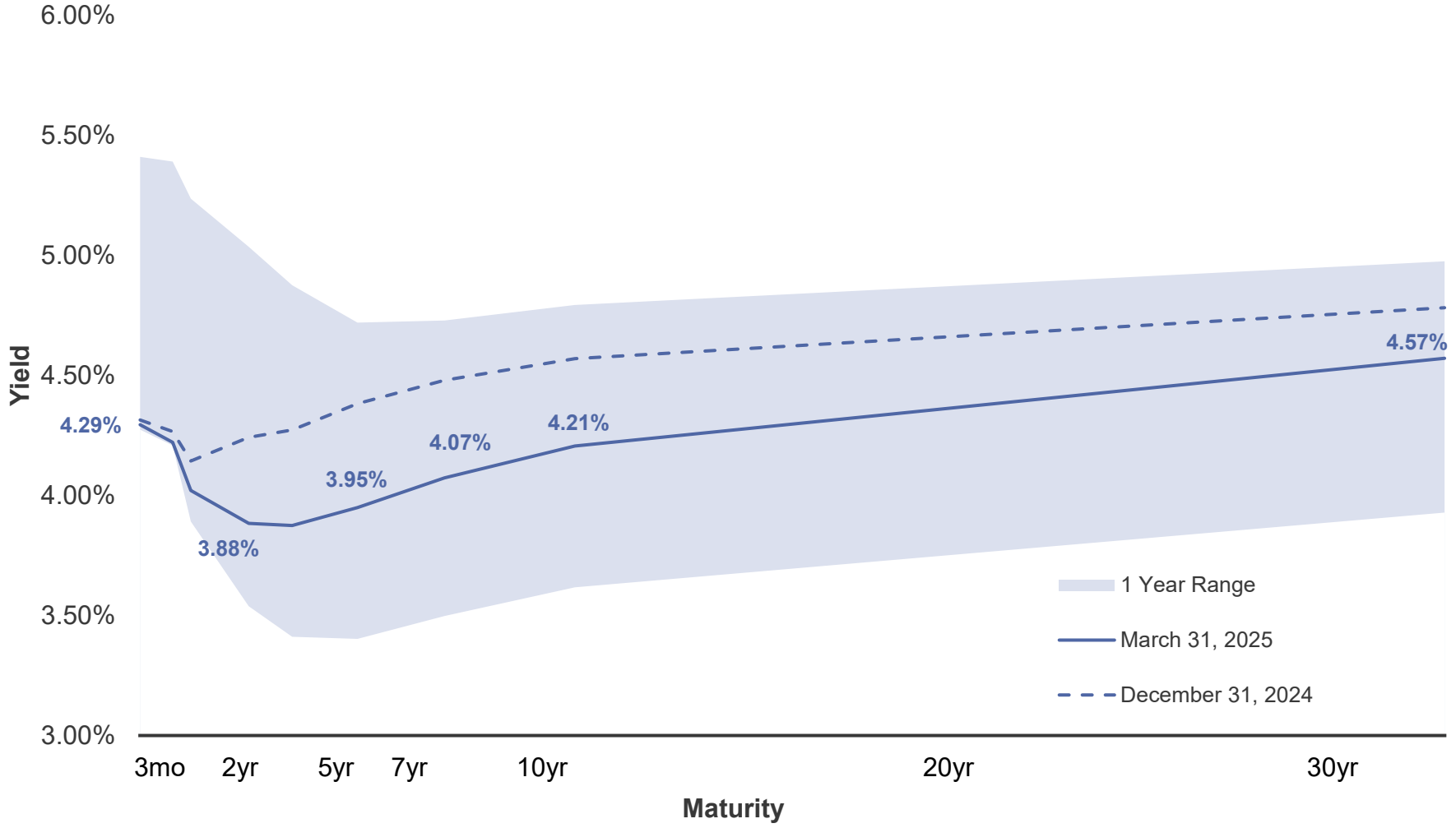

*Source: FOMC Chair Jerome Powell Press Conference, March 19, 2025. Federal Reserve, latest economic projections as of March 2025.*

# Treasury Yields Lower On Tariff Concerns




*Source: Bloomberg Finance L.P., as of April 7, 2025.*

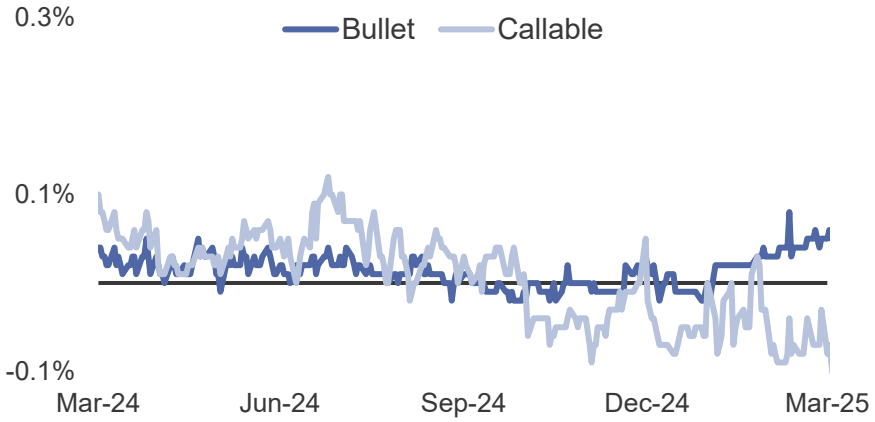
## Treasury Yields Lower Across the Curve U.S. Treasury Yield Curve



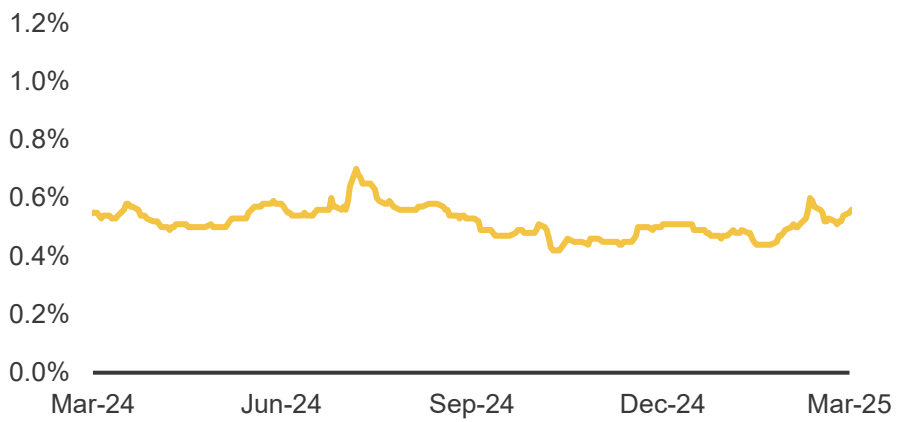

*Source: Bloomberg Finance L.P., as of March 31, 2025.*

# Sector Yield Spreads

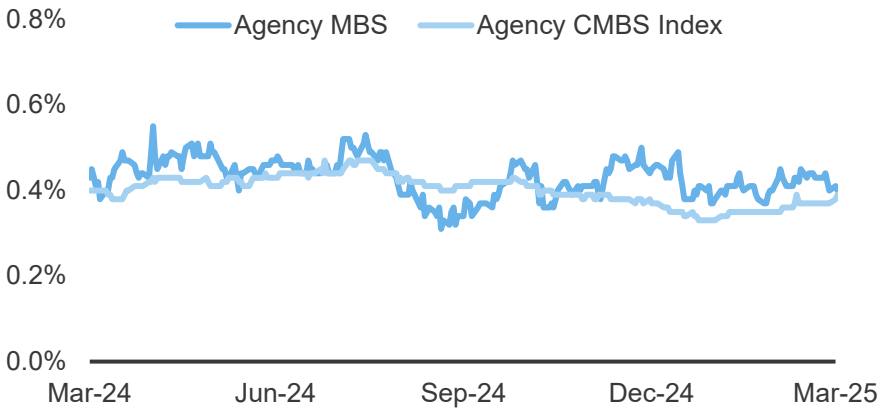
## Federal Agency Yield Spreads



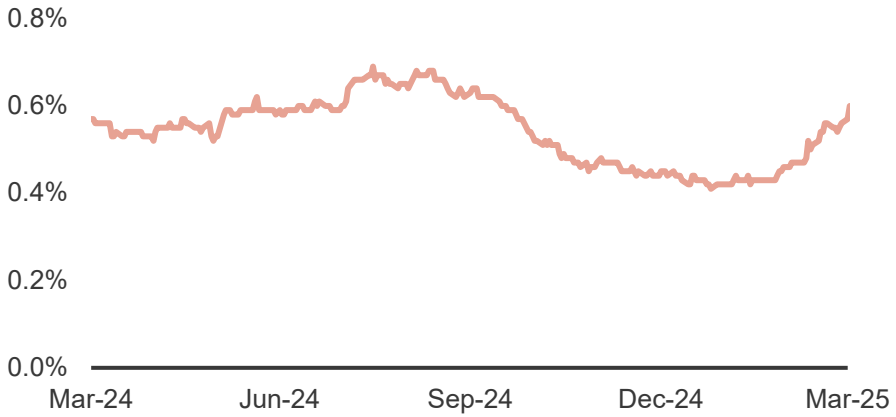

## Corporate Notes A-AAA Yield Spreads




## Mortgage-Backed Securities Yield Spreads



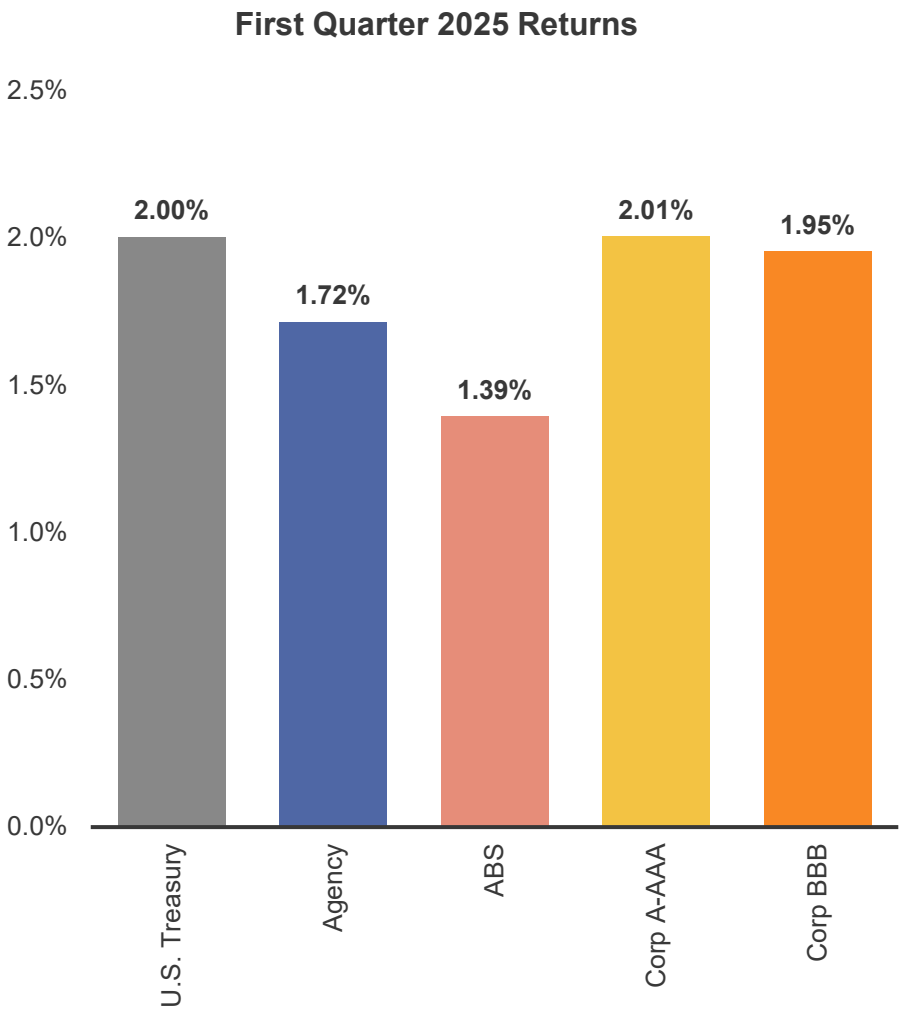

## Asset-Backed Securities AAA Yield Spreads

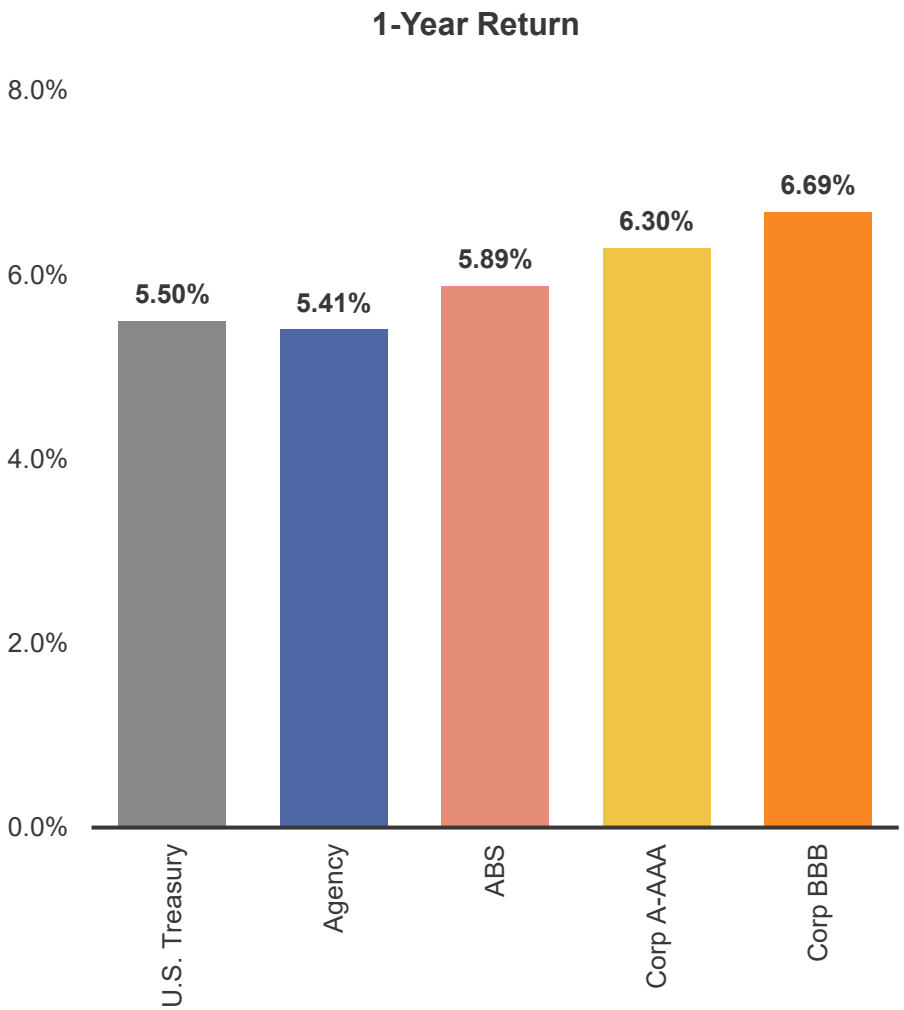



*Source: ICE BofA 1-5 year Indices via Bloomberg, MarketAxess and PFMAM as of March 31, 2025. Spreads on ABS and MBS are option-adjusted spreads of 0-5 year indices based on weighted average life; spreads on agencies are relative to comparable maturity Treasuries.*
*CMBS is Commercial Mortgage-Backed Securities and represented by the ICE BofA Agency CMBS Index.*

# Fixed-Income Index Total Returns in 1Q 2025

## 1-5 Year Indices




*Source: ICE BofA Indices. ABS indices are 0-5 year, based on weighted average life. As of March 31, 2025.*

# Fixed-Income Sector Commentary – 1Q 2025

- The **Federal Open Market Committee (FOMC)** opted to maintain the target range for the federal funds rate at 4.25-4.5% during both meetings in Q1, citing sticky inflation, a stable unemployment rate, and 'solid' labor market conditions.
- **U.S. Treasury** yields moved lower over the quarter as the 2-year Treasury yield fell 34 bps and 10-year Treasuries fell 37 bps. The change in yields reflected ongoing market sensitivity to domestic policy uncertainty, with a continued focus on the potential impacts of taxes, tariffs, immigration, and deregulation. As a result of the Treasury rally, total returns were strong for the period.
- **Federal Agency & supranational** spreads remained low and rangebound throughout Q1. Federal agencies produced modestly negative excess returns while supranationals were slightly positive. Issuance remained quite light and the incremental income from the sectors is near zero.
- **Investment-Grade (IG) corporate bonds** posted strong relative returns yet again as increased issuance levels were met with robust investor demand. Much of the spread widening seen during the second half of the quarter was offset by higher incremental income. From an excess return perspective, higher-quality and shorter-duration issuers outperformed in general in Q1. Financials and banking issuers continued to lead most other industries across the yield curve during the quarter.
- **Asset-Backed Securities** spreads widened modestly from the impact of heavy new issuance levels and a modest deterioration of credit fundamentals. ABS spreads widened more than corporate spreads, resulting in worse performance over the quarter but better relative value going forward.
- **Mortgage-Backed Securities** performance was mixed across structure and coupon during Q1 as heightened rate volatility persisted. In contrast, **Agency-backed commercial MBS (CMBS)** performed better for the quarter and saw positive excess returns across collateral and coupon structures.
- **Short-term credit** (commercial paper and negotiable bank CDs) yields on the front end fell in response to downward pressure from a paydown in the supply of U.S. Treasury Bills. Yield spreads tightened over the quarter in response to moderated issuance and strong demand.

*The views expressed within this material constitute the perspective and judgment of PFM Asset Management at the time of distribution (03/31/2025) and are subject to change. Information is obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management cannot guarantee its accuracy, completeness, or suitability.*

# Factors to Consider for 6-12 Months

## Monetary Policy (Global):



- The Fed paused its easing cycle in the first quarter given sticky inflation and the solid labor market. While the FOMC's "dot plot" continues to suggest 50 bps in rate cuts by the end of 2025, Fed Chair Powell indicated there is heightened risk and uncertainty due to the new administration's policies.
- Other major central banks (excluding the Bank of Japan) continued to cut rates. However, inflation remains a risk to this trend continuing, particularly in light of tariff uncertainty.

## Economic Growth (Global):



- U.S. economic growth remained steady in 2024, but worsening consumer sentiment may weigh on spending going forward.
- Pro-growth fiscal policies proposed on the campaign trail have yet to be realized, leaving rapidly changing tariff policy to weigh on growth prospects.
- Escalating trade tensions create the potential for slowing global growth.

## Inflation (U.S.):



- Progress towards the Fed's 2% target remains stalled with goods inflation moving higher even before tariff policies were enacted.
- Consumer expectations for inflation over the next 12 months have now reached their highest levels since early 2023 on tariff concerns.
- Fed Chair Powell said the data are not yet reflecting tariffs and reiterated it will be difficult to directly measure the impact of these policies on prices.

## Financial Conditions (U.S.):



- Financial conditions remained supportive in the first half of the quarter but tightened as ongoing tariff risks weighed on equity prices and credit spreads. While credit spreads widened modestly during the first quarter they remain below historic averages.
- The evolving fiscal landscape and growing uncertainty may lead to tightening financial conditions over the next 6-12 months.

## Consumer Spending (U.S.):



- Sentiment has meaningfully deteriorated as consumers expect higher prices and weaker labor market conditions as tariffs weigh on the pace of economic growth.
- A material deterioration of labor market conditions remains the biggest risk factor to consumer spending. Other headwinds may include slower real wage growth and reduced willingness to spend as prices move higher due to tariffs.

## Labor Markets:



- The labor market remains surprisingly resilient with both initial jobless claims and the unemployment rate at historically low levels. Monthly job gains continue to keep pace with labor force growth.
- With hiring and quits rates low, any acceleration in layoffs may result in job seekers remaining unemployed for longer.
- Federal job cuts and funding freezes could impact the hiring plans of sectors such as healthcare and higher education which rely on government funding. The impact of immigration policy remains unknown.




*Statements and opinions expressed about the next 6-12 months were developed based on our independent research with information obtained from Bloomberg and FactSet. The views expressed within this material constitute the perspective and judgment of PFM Asset Management at the time of distribution (3/31/2025) and are subject to change. Information is obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management cannot guarantee its accuracy, completeness, or suitability.*

# Account Summary

# Certificate of Compliance

During the reporting period for the quarter ended March 31, 2025, the account(s) managed by PFM Asset Management ("PFMAM") were in compliance with the applicable investment policy and guidelines as furnished to PFMAM.

Acknowledged : *PFM Asset Management, a division of U.S. Bancorp Asset Management, Inc.*

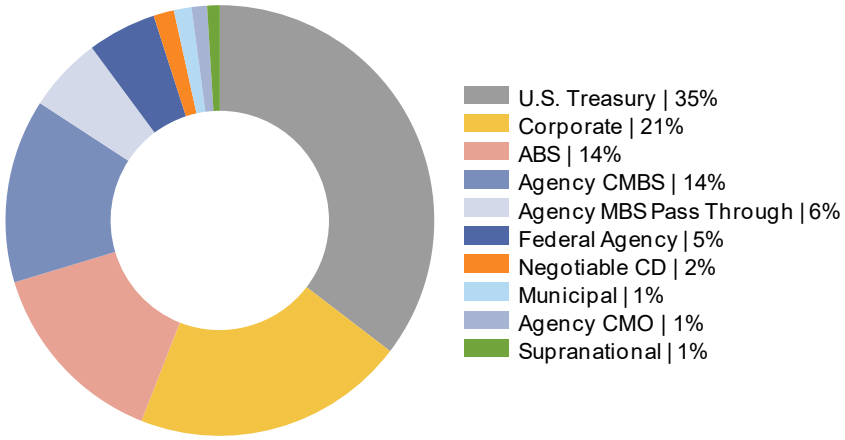
*Note: Pre- and post-trade compliance for the account(s) managed by PFM Asset Management is provided via Bloomberg Financial LP Asset and Investment Management ("AIM").*

# Consolidated Summary

## Account Summary

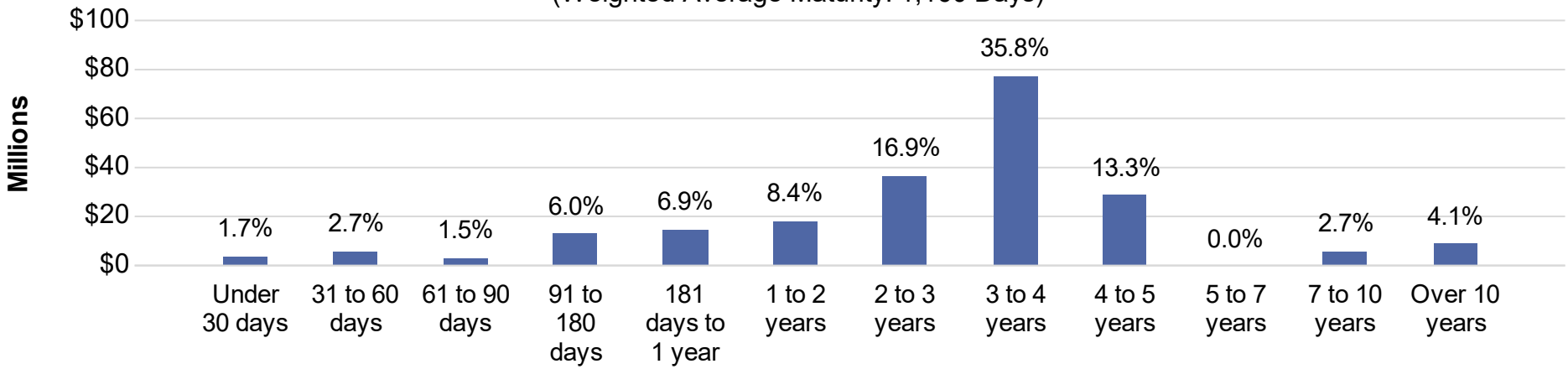
| | |
|---|---|
| **PFMAM Managed Account** | $226,159,165 |
| **Total Program** | **$226,159,165** |

## Sector Allocation




## Maturity Distribution

(Weighted Average Maturity: 1,160 Days)




*1. Account summary and sector allocation include market values, accrued interest, and overnight balances. Maturity distribution includes market values and excludes accrued interest and overnight balances*

# Account Summary

## SAN MATEO COUNTY TRANS DIST RESERVE

| Portfolio Values | March 31, 2025 |
|---|---|
| PFMAM Managed Account | $186,449,985 |
| Amortized Cost | $186,991,202 |
| Market Value | $186,449,985 |
| Accrued Interest | $971,553 |
| Cash | $8,846,122 |

| Analytics[1] | March 31, 2025 |
|---|---|
| Yield at Market | 4.27% |
| Yield on Cost | 3.69% |
| Portfolio Duration | 2.16 |

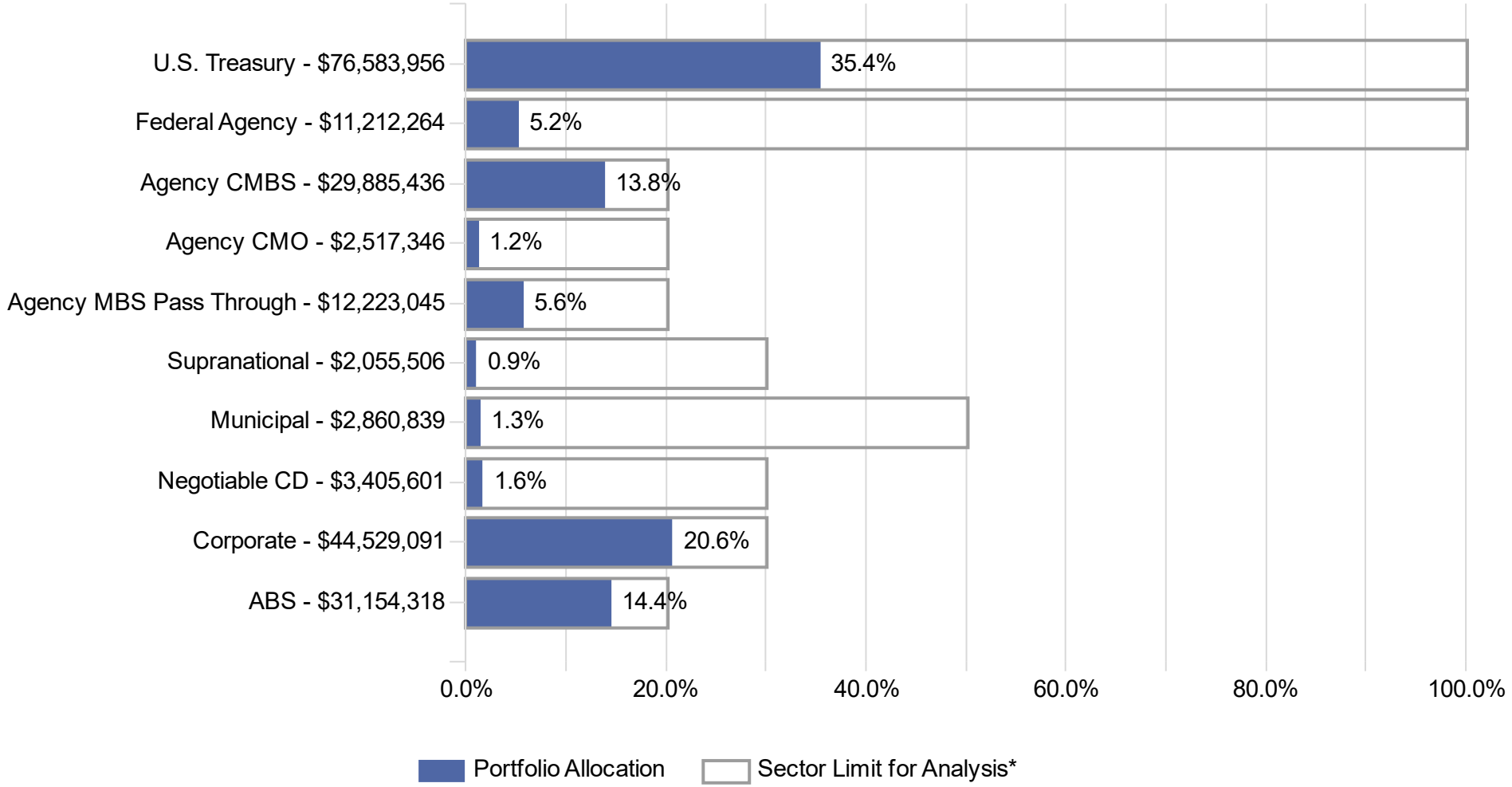
## SAN MATEO COUNTY TRANS DIST PARATRANSIT

| Portfolio Values | March 31, 2025 |
|---|---|
| PFMAM Managed Account | $28,855,554 |
| Amortized Cost | $28,954,240 |
| Market Value | $28,855,554 |
| Accrued Interest | $150,311 |
| Cash | $885,639 |

| Analytics[1] | March 31, 2025 |
|---|---|
| Yield at Market | 4.27% |
| Yield on Cost | 3.69% |
| Portfolio Duration | 2.13 |

*1. Yield at market, yield on cost, and portfolio duration only include investments held within the separately managed account(s), excludes balances invested in overnight funds.*

## Sector Allocation Analytics




*For informational/analytical purposes only and is not provided for compliance assurance. Includes accrued interest.*
**Sector Limit for Analysis is as derived from our interpretation of your most recent Investment Policy as provided.*

# Issuer Diversification

| Security Type / Issuer | Market Value (%) | S&P / Moody's / Fitch |
|---|---|---|
| **U.S. Treasury** | **35.4%** | |
| United States Treasury | 35.4% | AA / Aaa / AA |
| **Federal Agency** | **5.2%** | |
| Federal Home Loan Banks | 0.9% | AA / Aaa / NR |
| Federal Home Loan Mortgage Corp | 1.7% | AA / Aaa / AA |
| Federal National Mortgage Association | 2.6% | AA / Aaa / AA |
| **Agency CMBS** | **13.8%** | |
| Federal Home Loan Mortgage Corp | 13.8% | AA / Aaa / AA |
| **Agency CMO** | **1.2%** | |
| Federal Home Loan Mortgage Corp | 0.5% | AA / Aaa / AA |
| Federal National Mortgage Association | 0.7% | AA / Aaa / AA |
| **Agency MBS Pass Through** | **5.6%** | |
| Federal Home Loan Mortgage Corp | 1.2% | AA / Aaa / AA |
| Federal National Mortgage Association | 4.5% | AA / Aaa / AA |
| **Supranational** | **0.9%** | |
| International Bank for Reconstruction & | 0.9% | AAA / Aaa / AAA |
| **Municipal** | **1.3%** | |
| California State University | 0.2% | AA / Aa / NR |
| New Jersey Turnpike Authority | 0.2% | AA / A / A |
| State Board of Administration Finance C | 0.7% | AA / Aa / AA |
| State of Minnesota | 0.2% | AAA / Aaa / AAA |
| **Negotiable CD** | **1.6%** | |
| Nordea Bank Abp | 0.2% | AA / Aa / AA |
| Toronto-Dominion Bank | 1.4% | A / A / NR |
| **Corporate** | **20.6%** | |
| Air Products and Chemicals Inc | 0.7% | A / A / NR |
| Amazon.com Inc | 0.5% | AA / A / AA |

| Security Type / Issuer | Market Value (%) | S&P / Moody's / Fitch |
|---|---|---|
| **Corporate** | **20.6%** | |
| Apple Inc | 1.4% | AA / Aaa / NR |
| AstraZeneca PLC | 0.7% | A / A / A |
| Bank of America Corp | 1.0% | A / A / AA |
| Bank of New York Mellon Corp | 1.4% | A / Aa / AA |
| Bayerische Motoren Werke AG | 0.4% | A / A / NR |
| Berkshire Hathaway Inc | 1.4% | AA / Aa / A |
| BlackRock Inc | 1.0% | AA / Aa / NR |
| Caterpillar Inc | 0.7% | A / A / A |
| Chevron Corp | 0.4% | AA / Aa / NR |
| Cintas Corp | 0.2% | A / A / NR |
| Cisco Systems Inc | 0.8% | AA / A / NR |
| Citigroup Inc | 1.4% | A / Aa / A |
| Deere & Co | 0.7% | A / A / A |
| Home Depot Inc | 0.1% | A / A / A |
| Honda Motor Co Ltd | 0.7% | A / A / NR |
| International Business Machines Corp | 0.7% | A / A / A |
| JPMorgan Chase & Co | 0.2% | A / A / AA |
| Lockheed Martin Corp | 0.1% | A / A / A |
| Mars Inc | 0.2% | A / A / NR |
| Merck & Co Inc | 0.3% | A / Aa / NR |
| Morgan Stanley | 0.7% | A / A / A |
| National Australia Bank Ltd | 1.3% | AA / Aa / NR |
| National Rural Utilities Cooperative Fi | 0.9% | A / A / A |
| Target Corp | 0.1% | A / A / A |
| Toyota Motor Corp | 0.7% | A / A / A |
| United Services Automobile Association | 0.7% | AA / Aa / NR |

*Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Includes accrued interest and excludes balances invested in overnight funds.*

# Issuer Diversification

| Security Type / Issuer | Market Value (%) | S&P / Moody's / Fitch |
|---|---|---|
| **Corporate** | **20.6%** | |
| UnitedHealth Group Inc | 0.6% | A / A / A |
| Walmart Inc | 0.5% | AA / Aa / AA |
| **ABS** | **14.4%** | |
| Ally Auto Receivables Trust | 0.3% | AAA / NR / AAA |
| American Express Co | 1.2% | AAA / NR / AAA |
| BA Credit Card Trust | 1.5% | AAA / Aaa / AAA |
| Capital One Financial Corp | 0.9% | AAA / Aaa / AAA |
| CarMax Inc | 0.3% | AAA / NR / AAA |
| Discover Card Execution Note Trust | 0.7% | AAA / Aaa / NR |
| Fifth Third Auto Trust | 0.7% | AAA / Aaa / NR |
| Ford Credit Auto Owner Trust | 1.0% | AAA / Aaa / AAA |
| GM Financial Consumer Automobile Receiv | 0.0% | AAA / Aaa / NR |
| Honda Auto Receivables Owner Trust | 1.4% | AAA / Aaa / AAA |
| Hyundai Auto Receivables Trust | 0.6% | AAA / NR / AAA |
| JPMorgan Chase & Co | 1.6% | AAA / NR / AAA |
| Nissan Auto Receivables Owner Trust | 0.8% | NR / Aaa / AAA |
| Toyota Auto Receivables Owner Trust | 0.4% | AAA / NR / AAA |
| Verizon Master Trust | 0.8% | NR / Aaa / AAA |
| Volkswagen Auto Loan Enhanced Trust | 0.6% | AAA / Aaa / AAA |
| WF Card Issuance Trust | 1.4% | AAA / Aaa / AAA |
| World Omni Auto Trust | 0.0% | AAA / NR / AAA |
| **Total** | **100.0%** | |

*Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Includes accrued interest and excludes balances invested in overnight funds.*

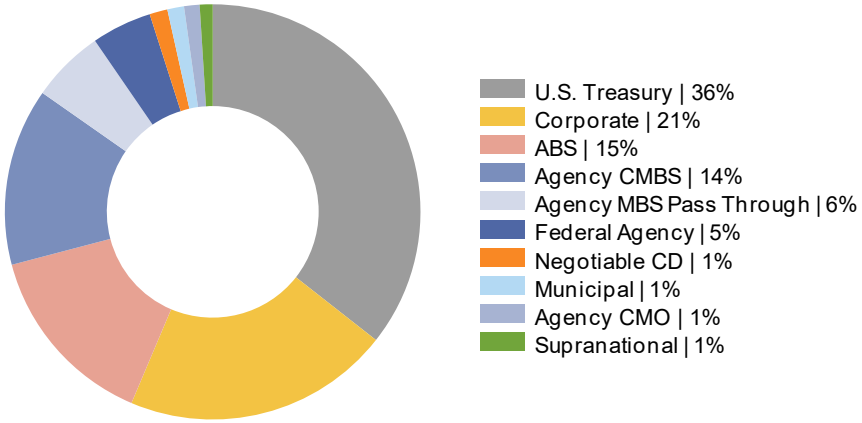
# Portfolio Review:
# SAN MATEO COUNTY TRANS DIST RESERVE

# Portfolio Snapshot - SAN MATEO COUNTY TRANS DIST RESERVE[1]

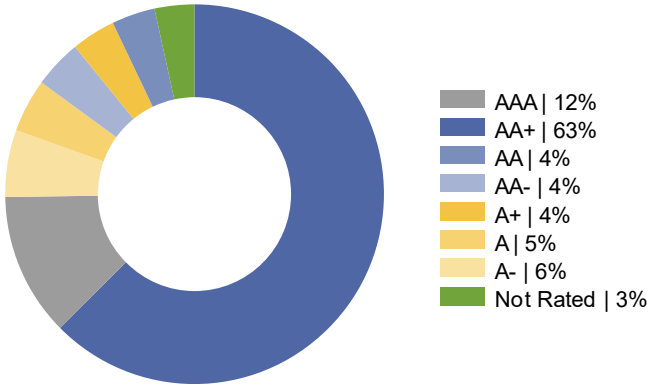
## Portfolio Statistics

| | |
|---|---|
| **Total Market Value** | $196,267,660.23 |
| *Securities Sub-Total* | *$186,449,985.26* |
| *Accrued Interest* | *$971,552.53* |
| *Cash* | *$8,846,122.44* |
| **Portfolio Effective Duration** | 2.16 years |
| **Benchmark Effective Duration** | 2.04 years |
| **Yield At Cost** | 3.69% |
| **Yield At Market** | 4.27% |
| **Portfolio Credit Quality** | AA |

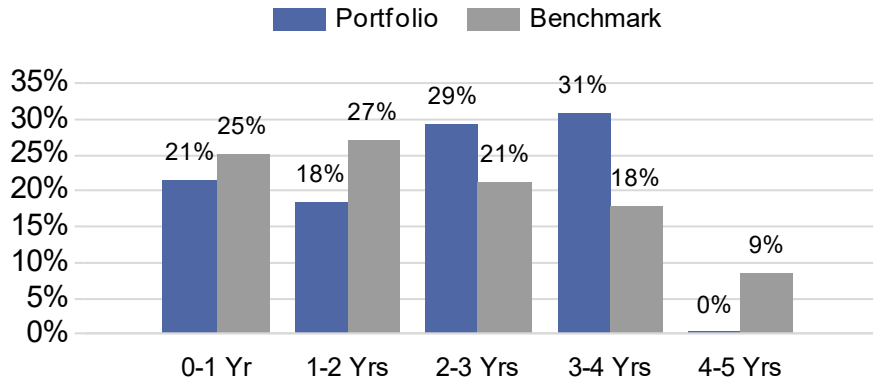
## Sector Allocation




## Credit Quality - S&P



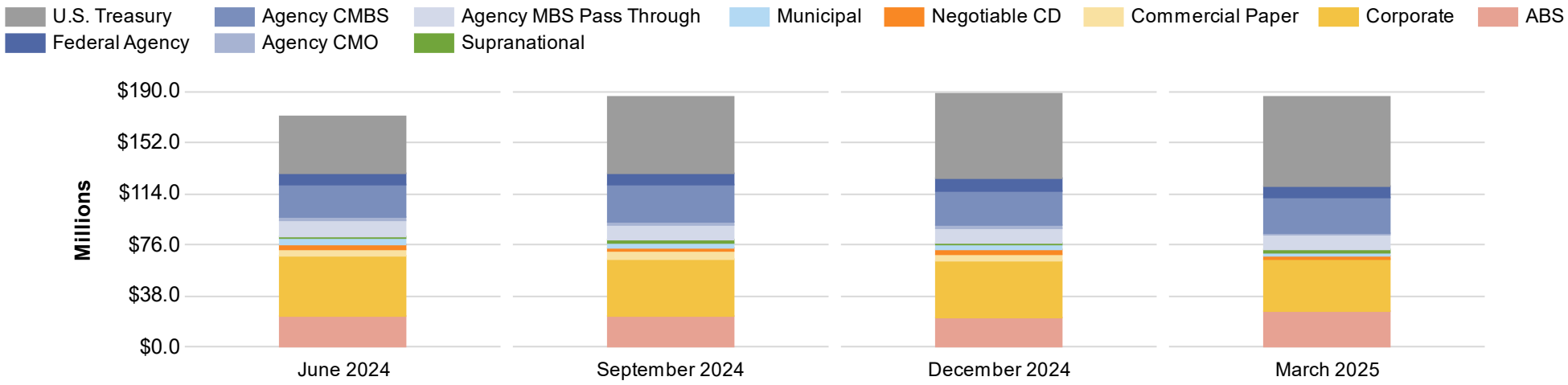

## Duration Distribution




1. *Yield and duration calculations exclude cash and cash equivalents. Sector allocation includes market values and accrued interest.*
*The portfolio's benchmark is currently the ICE BofA 0-5 Year U.S Treasury Index. Prior to 6/30/16 it was 40% ICE BofA 1-3 U.S Treasury Index, 10% 1-3 High Grade Corporate Index, 40% ICE BofA 3-5 U.S Treasury Index, 10% ICE BofA 3-5 High Grade Corporate Index. Source: Bloomberg Financial LP.*
*An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.*

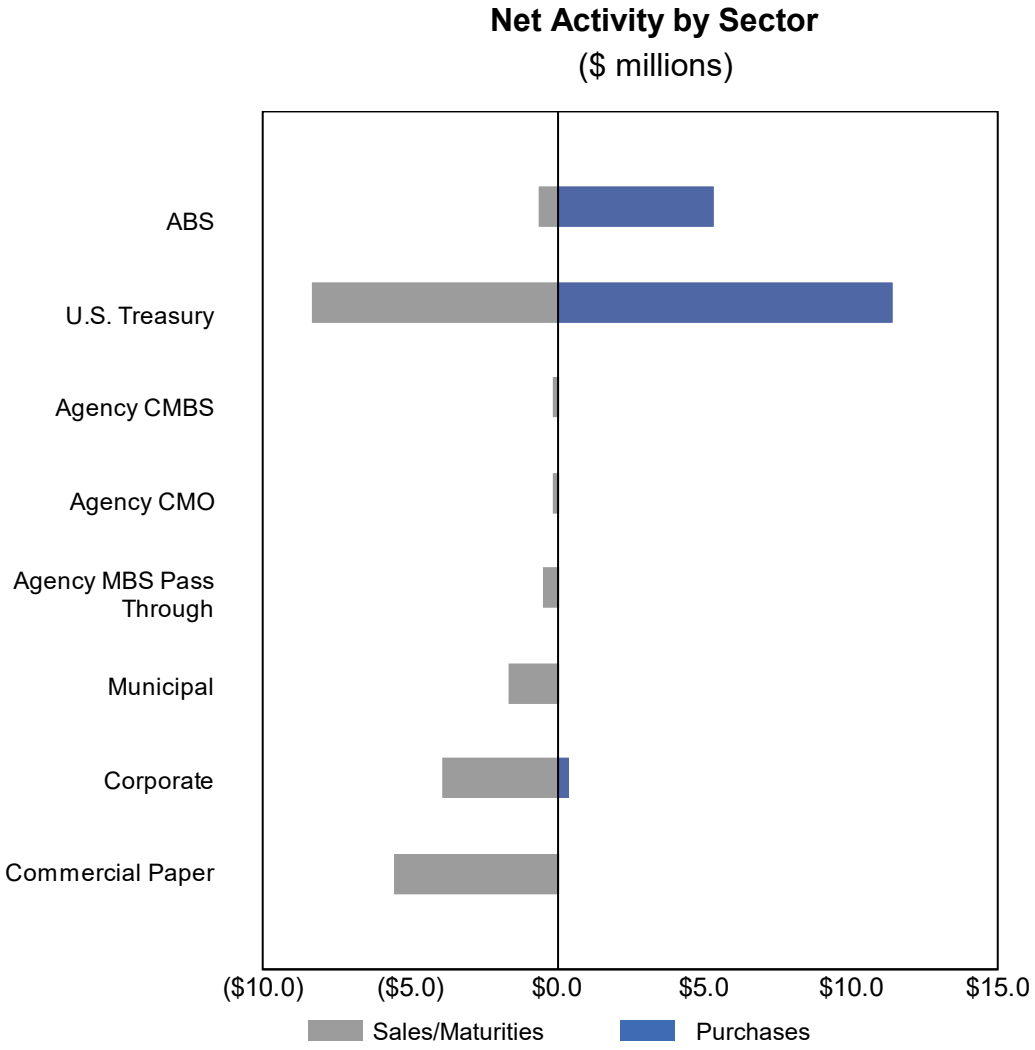
# Sector Allocation Review - SAN MATEO COUNTY TRANS DIST RESERVE

| Security Type | Jun-24 | % of Total | Sep-24 | % of Total | Dec-24 | % of Total | Mar-25 | % of Total |
|---|---|---|---|---|---|---|---|---|
| U.S. Treasury | $43.0 | 24.9% | $56.9 | 30.5% | $62.7 | 33.4% | $66.5 | 35.6% |
| Federal Agency | $8.5 | 4.9% | $8.7 | 4.7% | $8.8 | 4.7% | $8.8 | 4.7% |
| Agency CMBS | $23.5 | 13.7% | $27.1 | 14.5% | $25.6 | 13.6% | $25.8 | 13.8% |
| Agency CMO | $2.6 | 1.5% | $2.6 | 1.4% | $2.3 | 1.2% | $2.2 | 1.2% |
| Agency MBS Pass Through | $11.8 | 6.9% | $11.7 | 6.3% | $10.8 | 5.8% | $10.6 | 5.7% |
| Supranational | $1.7 | 1.0% | $1.8 | 1.0% | $1.7 | 0.9% | $1.8 | 1.0% |
| Municipal | $5.4 | 3.1% | $3.9 | 2.1% | $4.0 | 2.1% | $2.4 | 1.3% |
| Negotiable CD | $2.5 | 1.5% | $2.5 | 1.4% | $2.5 | 1.3% | $2.5 | 1.4% |
| Commercial Paper | $5.3 | 3.1% | $5.4 | 2.9% | $5.5 | 2.9% | $0.0 | 0.0% |
| Corporate | $45.3 | 26.3% | $42.4 | 22.7% | $42.0 | 22.3% | $38.9 | 20.8% |
| ABS | $22.6 | 13.1% | $23.3 | 12.5% | $22.2 | 11.8% | $26.9 | 14.5% |
| **Total** | **$172.4** | **100.0%** | **$186.3** | **100.0%** | **$188.1** | **100.0%** | **$186.4** | **100.0%** |




*Market values, excluding accrued interest. Only includes fixed-income securities held within the separately managed account(s) and LGIPs managed by PFMAM. Detail may not add to total due to rounding.*

# Portfolio Activity - SAN MATEO COUNTY TRANS DIST RESERVE

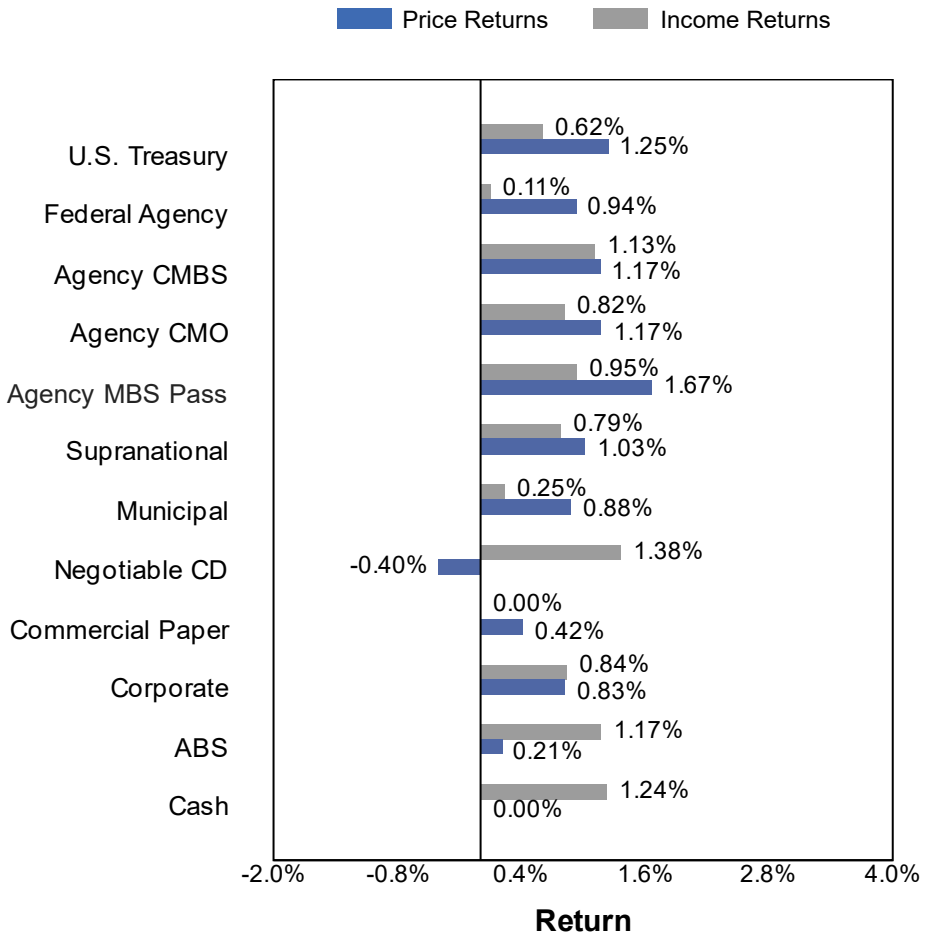



| Sector | Net Activity |
|---|---|
| ABS | $4,710,268 |
| U.S. Treasury | $3,055,687 |
| Agency CMBS | ($98,806) |
| Agency CMO | ($133,109) |
| Agency MBS Pass Through | ($453,139) |
| Municipal | ($1,600,000) |
| Corporate | ($3,470,432) |
| Commercial Paper | ($5,500,000) |
| **Total Net Activity** | **($3,489,532)** |

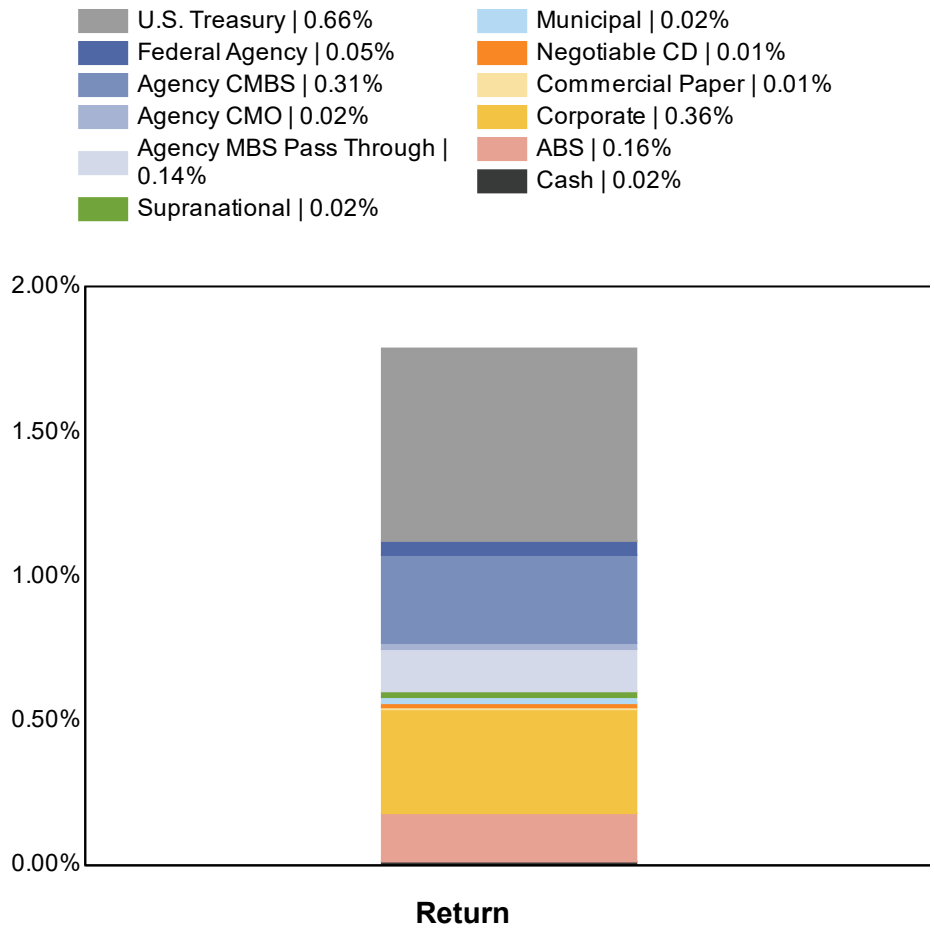
*Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.*

# Quarterly Sector Performance - SAN MATEO COUNTY TRANS DIST RESERVE

## Total Return by Sector

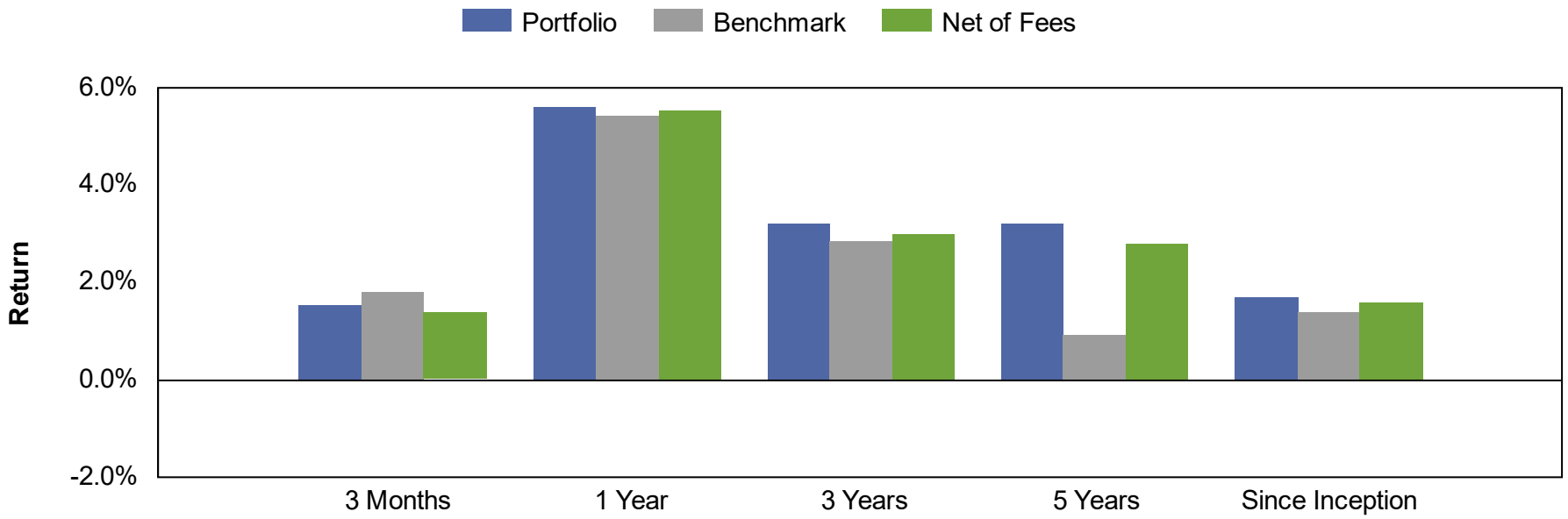



## Contribution to Total Return




1. *Performance on trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).*
2. *Income returns calculated as interest earned on investments during the period.*
3. *Price returns calculated as the change in market value of each security for the period.*
4. *Returns are presented on a periodic basis.*

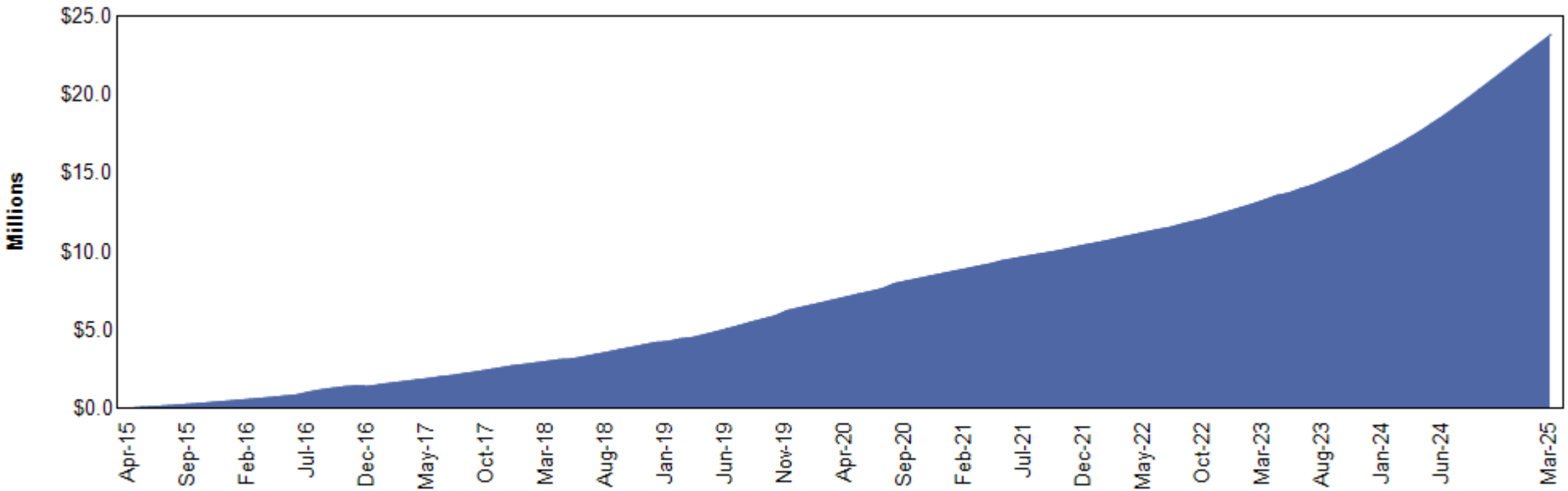
## Portfolio Performance - SAN MATEO COUNTY TRANS DIST RESERVE




| Market Value Basis Earnings | 3 Months | 1 Year | 3 Years | 5 Years | Since Inception[1] |
|---|---|---|---|---|---|
| Interest Earned[2] | $1,550,439 | $5,903,241 | $12,801,688 | $16,800,563 | $23,781,804 |
| Change in Market Value | $1,889,268 | $4,599,914 | $5,088,509 | ($2,970,216) | ($696,720) |
| **Total Dollar Return** | **$3,439,707** | **$10,503,155** | **$17,890,197** | **$13,830,347** | **$23,085,084** |
| **Total Return[3]** | | | | | |
| Portfolio | 1.78% | 5.65% | 3.23% | 1.61% | 1.81% |
| Benchmark[4] | 1.81% | 5.43% | 2.87% | 1.09% | 1.65% |
| **Basis Point Fee** | 0.01% | 0.05% | 0.05% | 0.04% | 0.05% |
| **Net of Fee Return** | 1.77% | 5.60% | 3.18% | 1.57% | 1.76% |

1. *The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is March 31, 2015.*
2. *Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.*
3. *Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.*
4. *The portfolio's benchmark is currently the ICE BofA 0-5 Year U.S Treasury Index. Prior to 6/30/16 it was 40% ICE BofA 1-3 U.S Treasury Index, 10% 1-3 High Grade Corporate Index, 40% ICE BofA 3-5 U.S Treasury Index, 10% ICE BofA 3-5 High Grade Corporate Index. Source: Bloomberg Financial LP.*

# Accrual Basis Earnings - SAN MATEO COUNTY TRANS DIST RESERVE




| Accrual Basis Earnings | 3 Months | 1 Year | 3 Years | 5 Year | Since Inception[1] |
|---|---|---|---|---|---|
| Interest Earned[2] | $1,550,439 | $5,903,241 | $12,801,688 | $16,800,563 | $23,781,804 |
| Realized Gains / (Losses)[3] | ($12,588) | ($85,426) | ($642,508) | ($328,720) | ($615,790) |
| Change in Amortized Cost | $207,664 | $825,448 | $768,898 | $423,210 | $676,555 |
| **Total Earnings** | **$1,745,516** | **$6,643,264** | **$12,928,079** | **$16,895,053** | **$23,842,569** |

*1. The lesser of 10 years or since inception is shown. Performance inception date is March 31, 2015.*
*2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.*
*3. Realized gains / (losses) are shown on an amortized cost basis.*

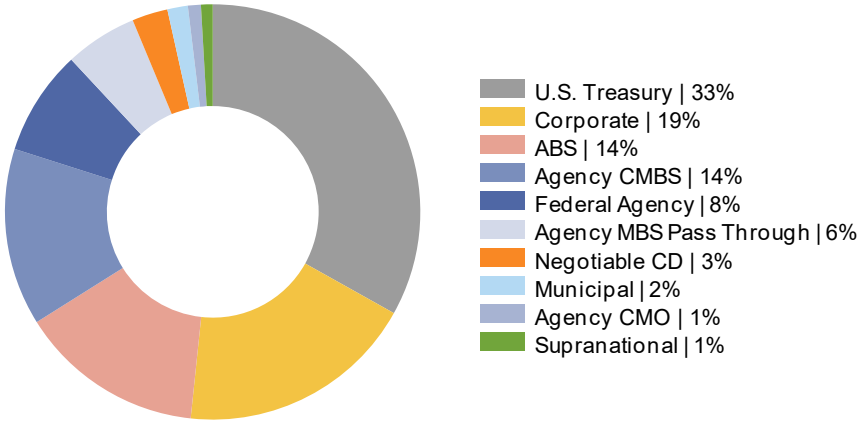
# Portfolio Review:
# SAN MATEO COUNTY TRANS DIST PARATRANSIT

# Portfolio Snapshot - SAN MATEO COUNTY TRANS DIST PARATRANSIT[1]

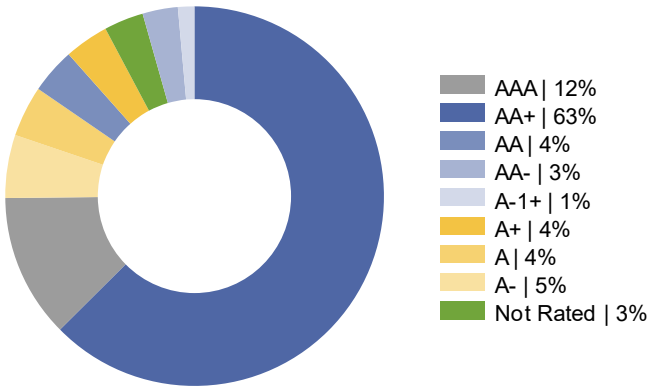
## Portfolio Statistics

| | |
|---|---|
| **Total Market Value** | $29,891,504.35 |
| *Securities Sub-Total* | *$28,855,554.30* |
| *Accrued Interest* | *$150,311.28* |
| *Cash* | *$885,638.77* |
| **Portfolio Effective Duration** | 2.13 years |
| **Benchmark Effective Duration** | 2.04 years |
| **Yield At Cost** | 3.69% |
| **Yield At Market** | 4.27% |
| **Portfolio Credit Quality** | AA |

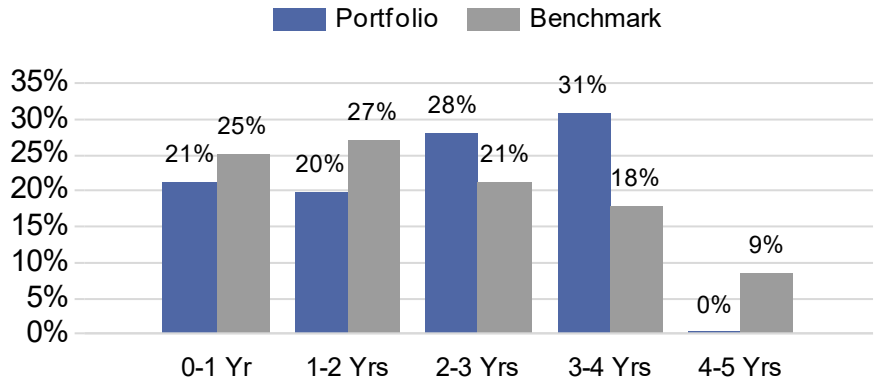
## Sector Allocation




## Credit Quality - S&P



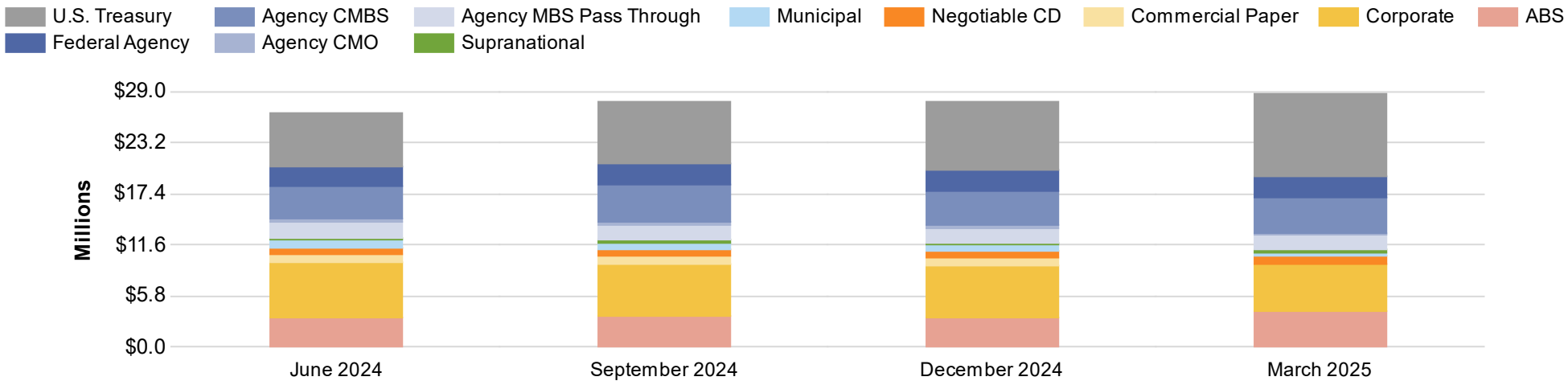

## Duration Distribution




1. *Yield and duration calculations exclude cash and cash equivalents. Sector allocation includes market values and accrued interest.*
*The portfolio's benchmark is currently the ICE BofA 0-5 Year U.S Treasury Index. Prior to 6/30/16 it was 40% ICE BofA 1-3 U.S Treasury Index, 10% 1-3 High Grade Corporate Index, 40% ICE BofA 3-5 U.S Treasury Index, 10% ICE BofA 3-5 High Grade Corporate Index. Source: Bloomberg Financial LP.*
*An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.*

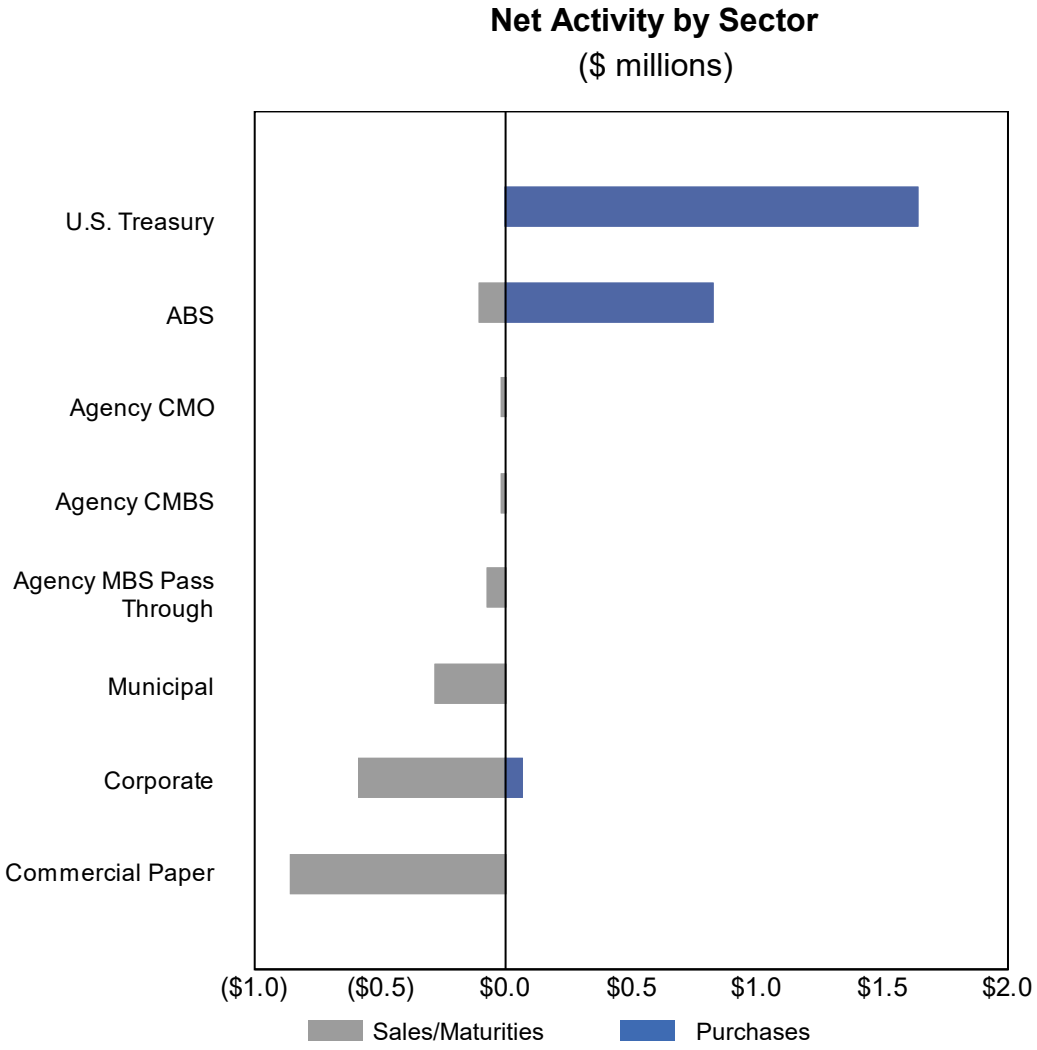
# Sector Allocation Review - SAN MATEO COUNTY TRANS DIST PARATRANSIT

| Security Type | Jun-24 | % of Total | Sep-24 | % of Total | Dec-24 | % of Total | Mar-25 | % of Total |
|---|---|---|---|---|---|---|---|---|
| U.S. Treasury | $6.0 | 22.5% | $7.0 | 25.2% | $7.8 | 27.9% | $9.5 | 33.1% |
| Federal Agency | $2.3 | 8.6% | $2.3 | 8.3% | $2.3 | 8.4% | $2.4 | 8.2% |
| Agency CMBS | $3.7 | 14.0% | $4.3 | 15.3% | $4.0 | 14.2% | $4.0 | 13.8% |
| Agency CMO | $0.3 | 1.2% | $0.3 | 1.1% | $0.3 | 1.0% | $0.3 | 1.0% |
| Agency MBS Pass Through | $1.8 | 6.8% | $1.8 | 6.4% | $1.7 | 5.9% | $1.6 | 5.6% |
| Supranational | $0.3 | 1.0% | $0.3 | 1.0% | $0.3 | 1.0% | $0.3 | 0.9% |
| Municipal | $0.9 | 3.4% | $0.7 | 2.6% | $0.7 | 2.6% | $0.5 | 1.6% |
| Negotiable CD | $0.8 | 3.0% | $0.8 | 2.9% | $0.8 | 2.9% | $0.8 | 2.8% |
| Commercial Paper | $0.8 | 3.0% | $0.8 | 3.0% | $0.8 | 3.0% | $0.0 | 0.0% |
| Corporate | $6.3 | 23.6% | $5.9 | 21.2% | $5.8 | 20.9% | $5.4 | 18.6% |
| ABS | $3.4 | 12.9% | $3.6 | 13.0% | $3.4 | 12.2% | $4.2 | 14.4% |
| **Total** | **$26.5** | **100.0%** | **$27.9** | **100.0%** | **$28.0** | **100.0%** | **$28.9** | **100.0%** |




*Market values, excluding accrued interest. Only includes fixed-income securities held within the separately managed account(s) and LGIPs managed by PFMAM. Detail may not add to total due to rounding.*

# Portfolio Activity - SAN MATEO COUNTY TRANS DIST PARATRANSIT

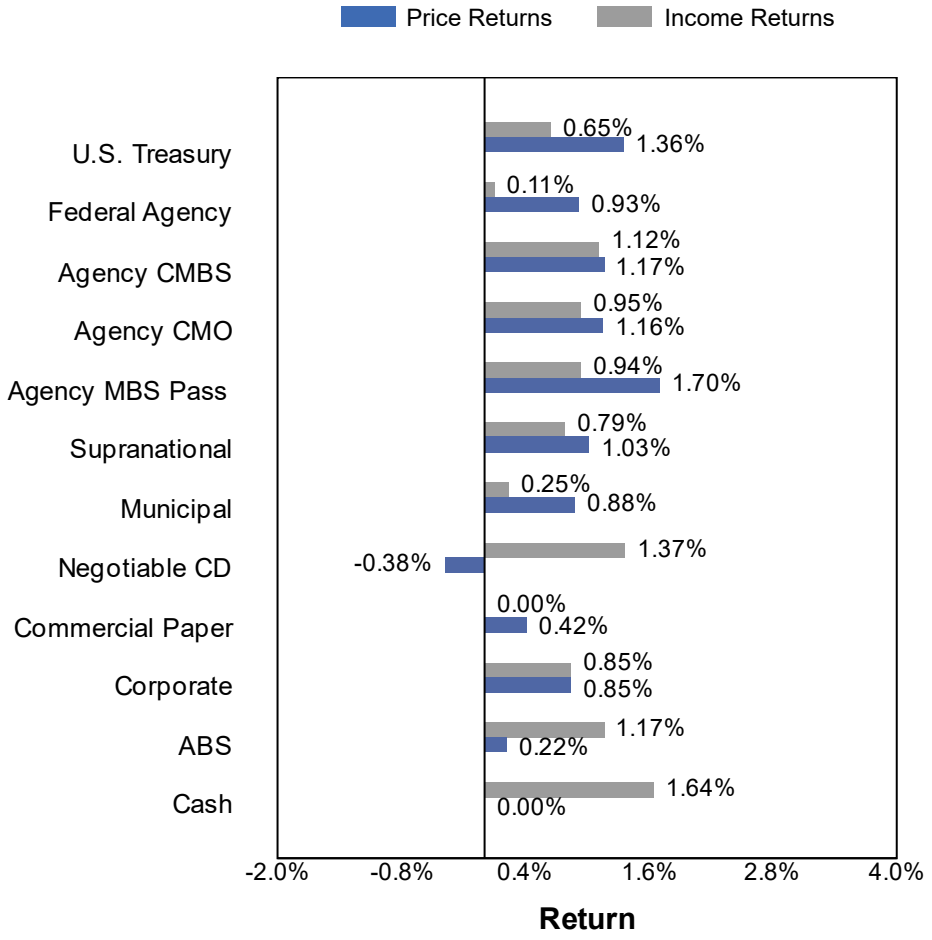



| Sector | Net Activity |
|---|---|
| U.S. Treasury | $1,639,463 |
| ABS | $729,896 |
| Agency CMO | ($14,194) |
| Agency CMBS | ($15,802) |
| Agency MBS Pass Through | ($68,498) |
| Municipal | ($275,000) |
| Corporate | ($520,070) |
| Commercial Paper | ($850,000) |
| **Total Net Activity** | **$625,794** |

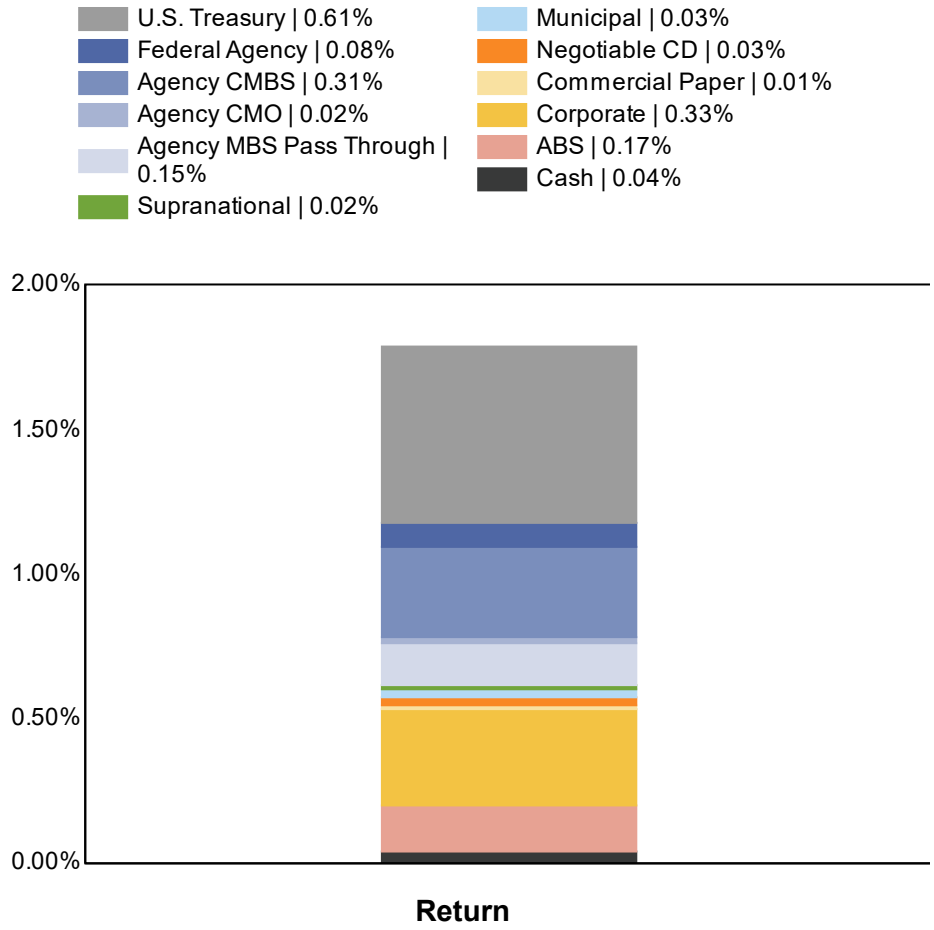
*Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.*

# Quarterly Sector Performance - SAN MATEO COUNTY TRANS DIST PARATRANSIT

## Total Return by Sector

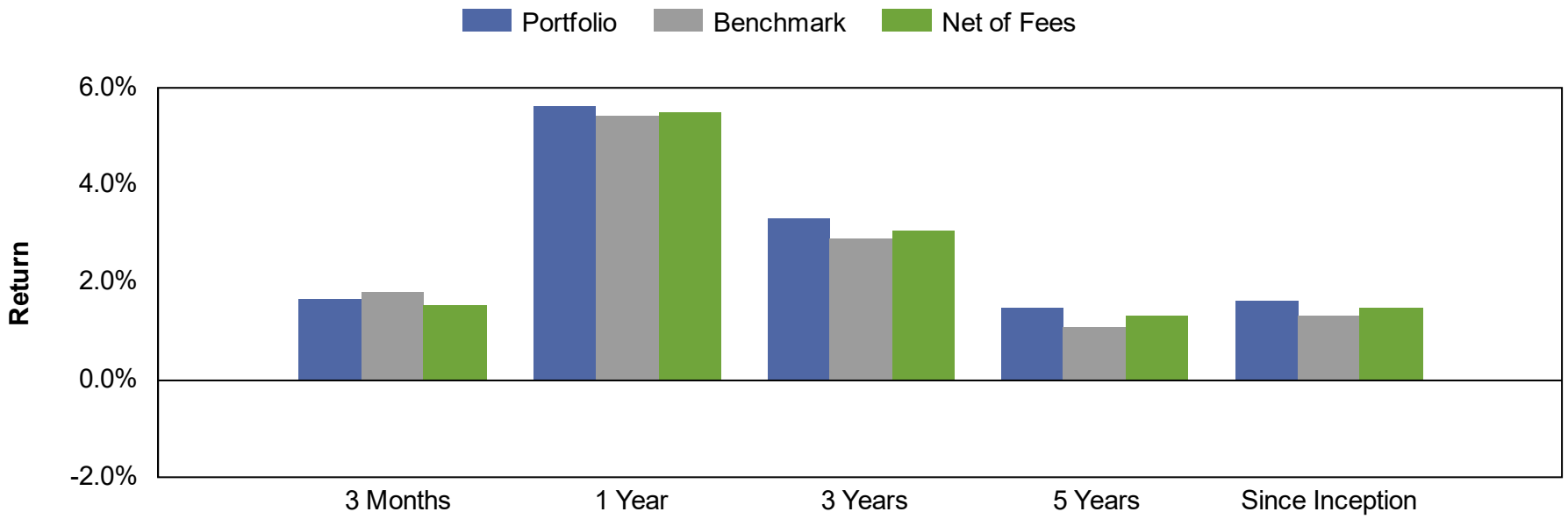



## Contribution to Total Return




1. *Performance on trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).*
2. *Income returns calculated as interest earned on investments during the period.*
3. *Price returns calculated as the change in market value of each security for the period.*
4. *Returns are presented on a periodic basis.*

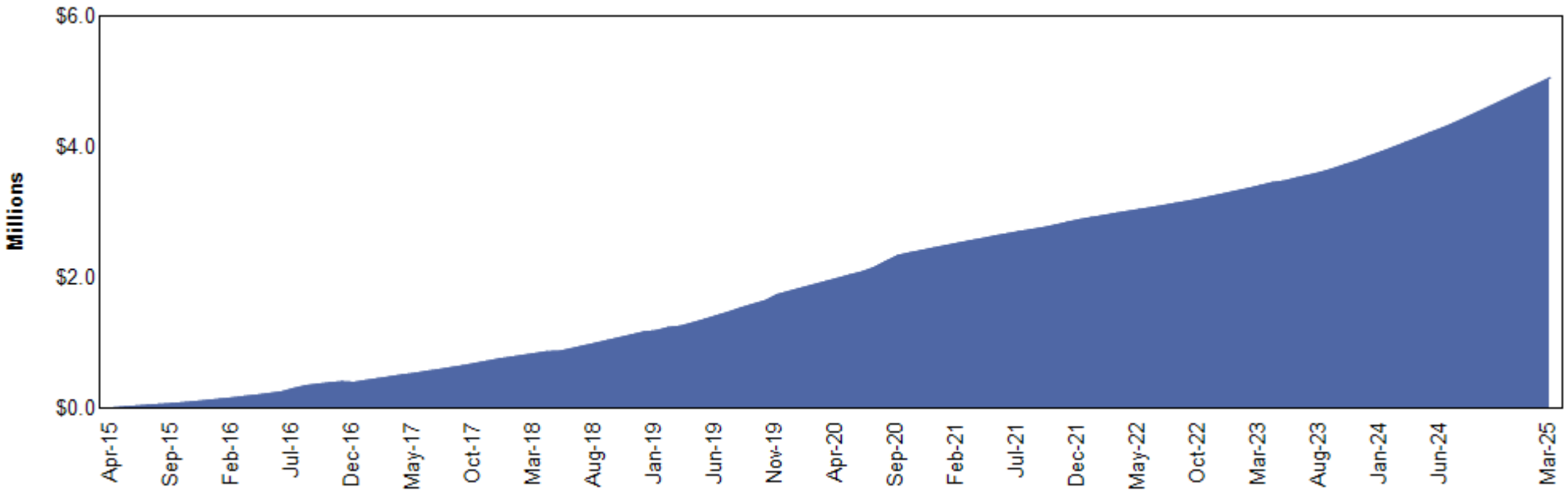
## Portfolio Performance - SAN MATEO COUNTY TRANS DIST PARATRANSIT




| Market Value Basis Earnings | 3 Months | 1 Year | 3 Years | 5 Years | Since Inception[1] |
|---|---|---|---|---|---|
| Interest Earned[2] | $239,109 | $899,681 | $2,033,466 | $2,903,441 | $4,877,005 |
| Change in Market Value | $285,435 | $699,972 | $691,849 | ($604,757) | $3,583 |
| **Total Dollar Return** | **$524,544** | **$1,599,653** | **$2,725,315** | **$2,298,684** | **$4,880,588** |
| **Total Return[3]** | | | | | |
| Portfolio | 1.79% | 5.65% | 3.23% | 1.62% | 1.80% |
| Benchmark[4] | 1.81% | 5.43% | 2.87% | 1.09% | 1.65% |
| **Basis Point Fee** | 0.01% | 0.05% | 0.05% | 0.04% | 0.05% |
| **Net of Fee Return** | 1.78% | 5.60% | 3.18% | 1.58% | 1.75% |

1. *The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is March 31, 2015.*
2. *Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.*
3. *Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.*
4. *The portfolio's benchmark is currently the ICE BofA 0-5 Year U.S Treasury Index. Prior to 6/30/16 it was 40% ICE BofA 1-3 U.S Treasury Index, 10% 1-3 High Grade Corporate Index, 40% ICE BofA 3-5 U.S Treasury Index, 10% ICE BofA 3-5 High Grade Corporate Index.. Source: Bloomberg Financial LP.*

## Accrual Basis Earnings - SAN MATEO COUNTY TRANS DIST PARATRANSIT




| Accrual Basis Earnings | 3 Months | 1 Year | 3 Years | 5 Year | Since Inception[1] |
|---|---|---|---|---|---|
| Interest Earned[2] | $239,109 | $899,681 | $2,033,466 | $2,903,441 | $4,877,005 |
| Realized Gains / (Losses)[3] | ($2,165) | ($18,996) | ($69,072) | $100,857 | $13,760 |
| Change in Amortized Cost | $27,073 | $112,069 | $110,078 | $113,971 | $170,343 |
| **Total Earnings** | **$264,018** | **$992,754** | **$2,074,472** | **$3,118,270** | **$5,061,108** |

*1. The lesser of 10 years or since inception is shown. Performance inception date is March 31, 2015.*
*2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.*
*3. Realized gains / (losses) are shown on an amortized cost basis.*

# Important Disclosures

This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation, as it was prepared without regard to any specific objectives or financial circumstances.

PFMAM professionals have exercised reasonable professional care in the preparation of this performance report. Information in this report is obtained from sources external to PFMAM and is generally believed to be reliable and available to the public; however, we cannot guarantee its accuracy, completeness or suitability. We rely on the client's custodian for security holdings and market values. Transaction dates reported by the custodian may differ from money manager statements. While efforts are made to ensure the data contained herein is accurate and complete, we disclaim all responsibility for any errors that may occur. References to particular issuers are for illustrative purposes only and are not intended to be recommendations or advice regarding such issuers. Fixed income manager and index characteristics are gathered from external sources. When average credit quality is not available, it is estimated by taking the market value weights of individual credit tiers on the portion of the strategy rated by a NRSRO.

It is not possible to invest directly in an index. The index returns shown throughout this material do not represent the results of actual trading of investor assets. Third-party providers maintain the indices shown and calculate the index levels and performance shown or discussed. Index returns do not reflect payment of any sales charges or fees an investor would pay to purchase the securities they represent. The imposition of these fees and charges would cause investment performance to be lower than the performance shown.

The views expressed within this material constitute the perspective and judgment of PFMAM at the time of distribution and are subject to change. Any forecast, projection, or prediction of the market, the economy, economic trends, and equity or fixed-income markets are based upon certain assumptions and current opinion as of the date of issue and are also subject to change. Some, but not all assumptions are noted in the report. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Opinions and data presented are not necessarily indicative of future events or expected performance.

PFM Asset Management serves clients in the public sector and is a division of U.S. Bancorp Asset Management, Inc., which is the legal entity providing investment advisory services. U.S. Bancorp Asset Management, Inc. is a registered investment adviser, a direct subsidiary of U.S. Bank N.A. and an indirect subsidiary of U.S. Bancorp. U.S. Bank N.A. is not responsible for and does not guarantee the products, services, or performance of U.S. Bancorp Asset Management, Inc. The information contained is not an offer to purchase or sell any securities. Additional applicable regulatory information is available upon request.

For more information regarding PFMAM's services or entities, please visit www.pfmam.com.

Further distribution is not permitted without prior written consent.

# Important Disclosures

- Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services. There may be differences in the values shown for investments due to accrued but uncollected income and the use of differing valuation sources and methods. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.

- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. **Past performance is not indicative of future returns.**

- ICE Bank of America Indices provided by Bloomberg Financial Markets.

- Money market fund/cash balances are included in performance and duration computations.

- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.

- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.

- MBS maturities are represented by expected average life.

# Glossary

- Accrued Interest: Interest that is due on a bond or other fixed income security since the last interest payment was made.
- Agencies: Federal agency securities and/or Government-sponsored enterprises.
- Amortized Cost: The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- Asset-Backed Security: A financial instrument collateralized by an underlying pool of assets – usually ones that generate a cash flow from debt, such as loans, leases, credit card balances, and receivables.
- Bankers' Acceptance: A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- Commercial Paper: An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- Contribution to Total Return: The weight of each individual security multiplied by its return, then summed for each sector to determine how much each sector added or subtracted from the overall portfolio performance.
- Effective Duration: A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- Effective Yield: The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- FDIC: Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- Interest Rate: Interest per year divided by principal amount and expressed as a percentage.
- Market Value: The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- Maturity: The date upon which the principal or stated value of an investment becomes due and payable.
- Negotiable Certificates of Deposit: A CD with a very large denomination, usually $1 million or more, that can be traded in secondary markets.
- Par Value: The nominal dollar face amount of a security.
- Pass-through Security: A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.

# Glossary

- Repurchase Agreements: A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- Settle Date: The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- Supranational: A multinational union or association in which member countries cede authority and sovereignty on at least some internal matters to the group, whose decisions are binding on its members.
- Trade Date: The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- Unsettled Trade: A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- U.S. Treasury: The department of the U.S. government that issues Treasury securities.
- Yield: The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- YTM at Cost: The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- YTM at Market: The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.

**San Mateo County Transit District**
**Staff Report**

| | |
|---|---|
| To: | Board of Directors |
| Through: | April Chan, General Manager/CEO |
| From: | David Olmeda, Chief Operating Officer, Bus |
| Subject: | **Accept Capital Projects Quarterly Status Report for Fiscal Year 2025 Quarter 3** |

## 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 to 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: Nasser Haghtalab Project Controls Manager 650-622-7828

samTrans

San Mateo County Transit District

# Capital Program




## Quarterly Status Report

and DBE Status Report




## 3rd Quarter Fiscal Year 2025

**(January to March 2025)**

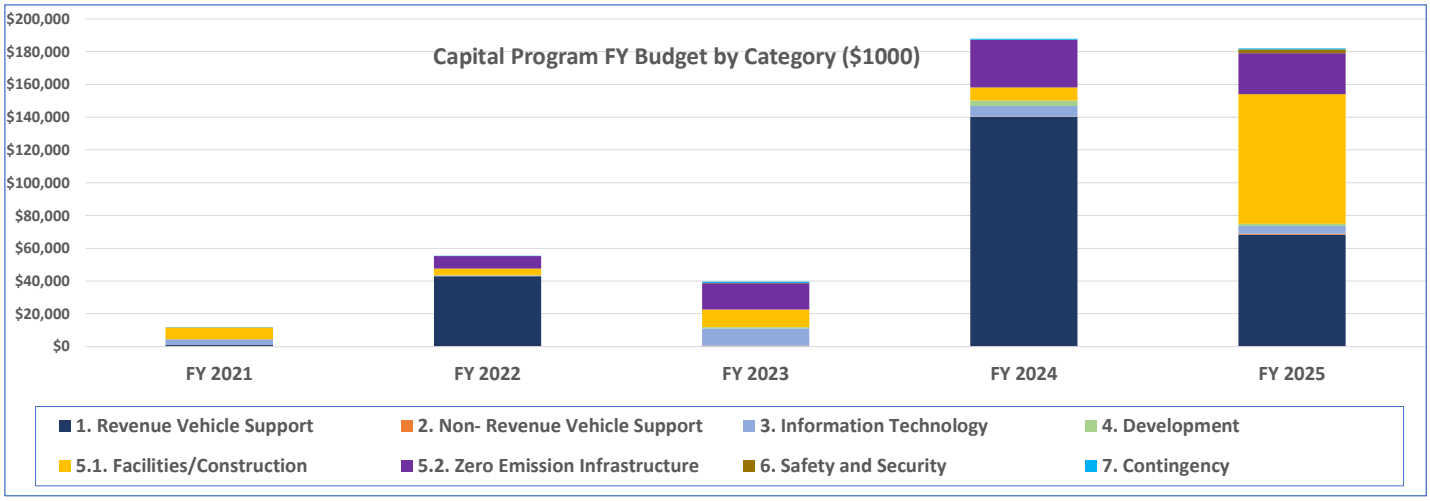
Prepared for the May 07, 2025 SamTrans Board Meeting

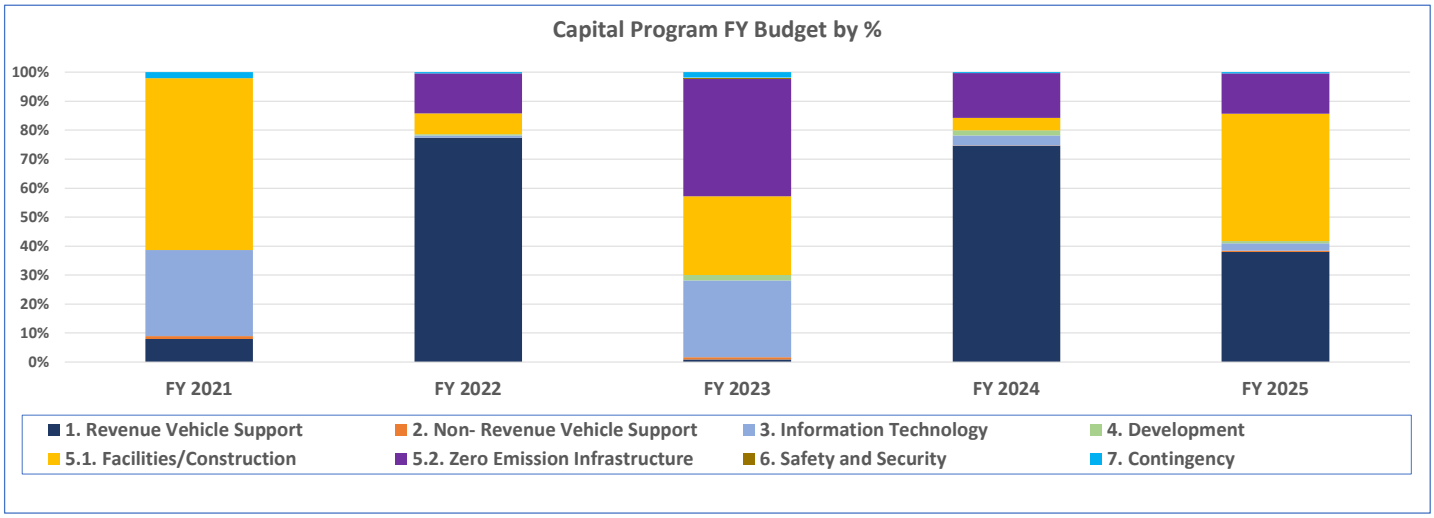
# Capital Program Budget Status Summary ($1000)

| Programs | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 |
|---|---|---|---|---|---|
| 1. Revenue Vehicle Support | $952 | $42,955 | $359 | $140,237 | $68,415 |
| 2. Non- Revenue Vehicle Support | $117 | $0 | $285 | $245 | $588 |
| 3. Information Technology | $3,529 | $431 | $10,488 | $6,388 | $4,663 |
| 4. Development | $0 | $250 | $741 | $3,370 | $1,430 |
| 5.1. Facilities/Construction | $7,052 | $4,007 | $10,782 | $7,959 | $78,939 |
| 5.2. Zero Emission Infrastructure | $0 | $7,626 | $16,070 | $28,977 | $25,050 |
| 6. Safety and Security | $0 | $0 | $114 | $0 | $2,241 |
| 7. Contingency | $250 | $250 | $750 | $750 | $750 |
| **Total Board Approved Budget by FY*** | **$11,899** | **$55,520** | **$39,588** | **$187,926** | **$182,076** |

**Note**

* 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.



## Project Performance Status Light Criteria

| Sections | On Target (Green) | Moderate Risk (Yellow) | High Risk (Red) |
|---|---|---|---|
| 1. Budget* | (a) Estimate at Completion forecast is within plus /minus 3% of the Current Approved Budget,<br><br>(b) Incurred expenditures during the report This Period is consistent with the cost baseline (+/- 3%) | (a) Estimate at Completion forecast exceeds Current Approved Budget between 3% to 10%<br><br>(b) Incurred expenditures during the report This Period is higher than the cost baseline by 3% to 10% | (a) Estimate at Completion forecast exceeds Current Approved Budget by more than 10%<br><br>(b) Incurred expenditures during the report This Period is higher than the cost baseline by more than 10% |
| 2.Schedule** | (a) Project started not later than one year after funded<br><br>(b) Project milestones/critical path are within plus/minus 5% of the duration of the approved baseline schedule, or less than 15 days late.<br>(c) Physical progress during the report This Period is consistent with the baseline schedule .<br><br>(d) Schedule is baselined. | a) Project milestones / critical path show slippage. Critical milestones are late between 5% to 10% of the approved baseline but not more than 30 days late.<br><br>(b) Physical progress during the report This Period is not consistent with the baseline schedule .<br><br>(c) Schedule has not been baselined. | (a) Project started later than one year after funded<br><br>(b) Project milestones / critical path show slippage. The delay is more than 10% of the baselined schecule or 30 days |
| 3.Funding* | (a) Expenditure is consistent with Available Funding.<br><br>(b) All funding has been secured or available for scheduled work. | (a) Expenditure reaches 80% of Available Funding, where remaining funding is NOT yet available.<br><br>(b) NOT all funding is secured or available for scheduled work. | (a) Expenditure reaches 90% of Available Funding, where remaining funding is NOT yet available.<br><br>(b) No funding is secured or available for scheduled work. |

**Notes:**

* If more than one event is triggered, the worst performing light will be shown.

** Light color is based on the worst performing pending milestone (completed milestones are not considered).

sam Trans

# Capital Programs Quarterly Progress Report

Project Controls

## SamTrans Capital Projects Summary Report - FY25Q3

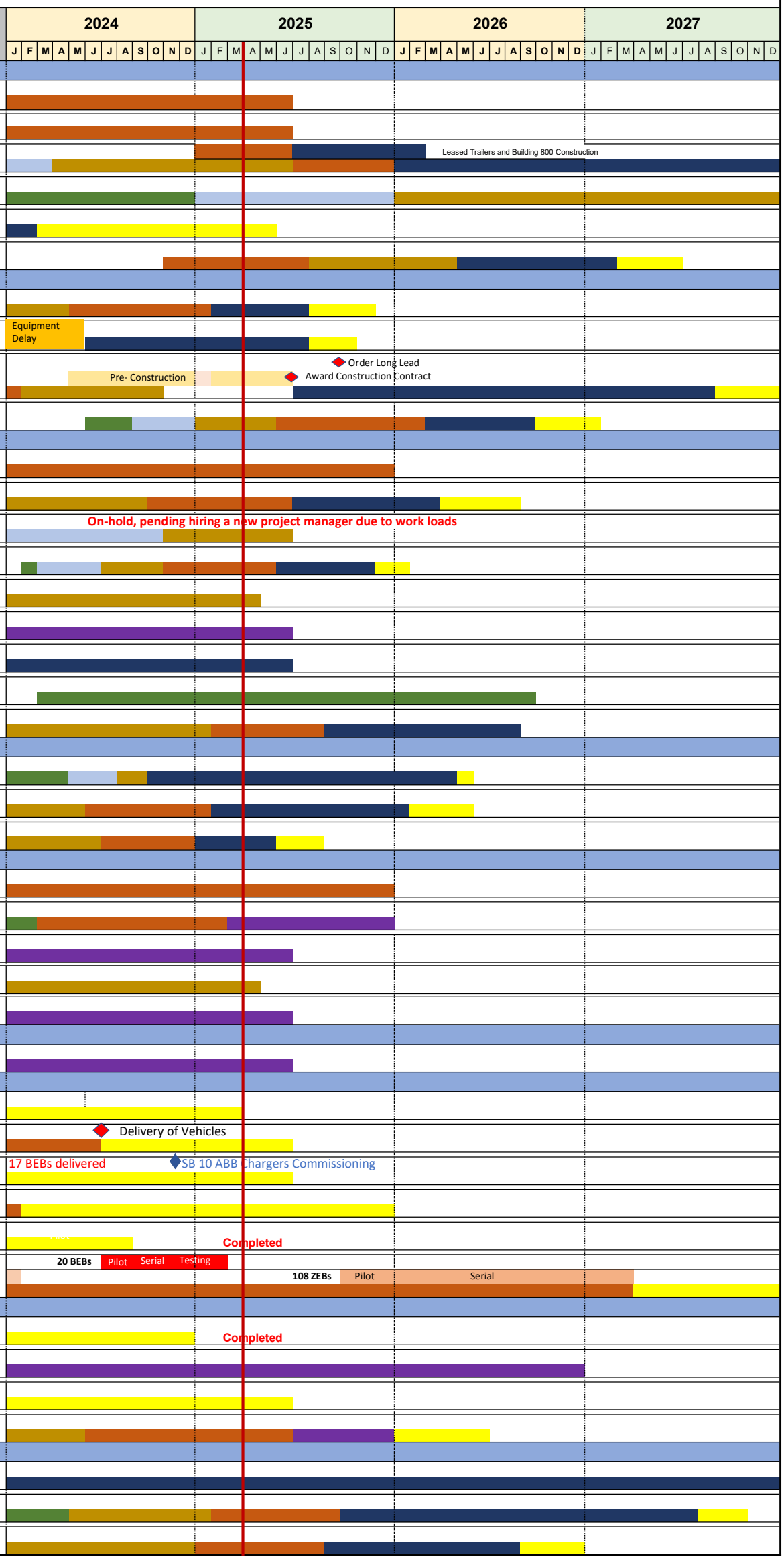
| Project ID | Project Name | Project Manager | Schedule | | Budget | | Funding | | Page |
|---|---|---|---|---|---|---|---|---|---|
| | | | Dec-24 | Mar-25 | Dec-24 | Mar-25 | Dec-24 | Mar-25 | |
| **Revenue Vehicle Support Projects** | | | | | | | | | |
| 021502 | Major Bus Components | Joe Almondia | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 8 |
| 100353 | FY19 Maintenance Support Equipment | David Harbour | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 10 |
| 100585 | Purchase 17 Battery Electric Bus | David Harbour | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 12 |
| 100633 | Purchase (21) Paratransit Cutaway | David Harbour | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 14 |
| 100635 | Replace (135) 2009 Gillig Buses | David Harbour | 🔴 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 16 |
| **Non-Revenue Vehicle Support** | | | | | | | | | |
| 100462 | Replacement Non-Rev Toyota Priuses | Juan Villanueva | 🔴 | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 18 |
| 100549 | Replacement Non-Rev Vehicles | Juan Villanueva | 🔴 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 20 |
| **Information Technology Projects** | | | | | | | | | |
| 021505 | Technology Refresh Project | Michael Salazar | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 22 |
| 100016 | Mobile View (Wi-Fi) Enhancement | Karambir Cheema | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 24 |
| 100248 | FY18 EPM Replacement | Mike Torres | 🔴 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 26 |
| 100463 | SPEAR System Improvement | David Harbour | 🔴 | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 28 |
| 100534 | Onboard Wi-Fi | Karambir Cheema | 🔴 | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 30 |
| 100546 | Automating Daily Dispatch | Jonathan Steketee | 🔴 | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 32 |
| 100628 | APC Validation | Jonathan Steketee | 🟢 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 34 |
| 100706 | Intelligent Transportation System (ITS) | Karambir Cheema | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 36 |
| 100707 | Cybersecurity Program | Michael Salazar | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 38 |
| 100708 | Paratransit Scheduling Software | Tina Dubost | 🟢 | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 40 |
| 100715 | Multi Platform Upgrades | Michael Salazar | 🟡 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 42 |
| **Facilities/Construction Projects** | | | | | | | | | |
| 021507 | Facilities Smaller Projects | Ron Robertson | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 44 |
| 100466 | Remodel North and South Base Employee Areas | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 46 |
| 100468 | NB SB Bus Vacuum Replacement | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 48 |
| 100472 | samTrans HQ Tenant Improvements | Kris McGee | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 51 |
| 100473 | Central Building Various Site Improvements | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 54 |
| 100474 | SB Bus Washer Walls | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 56 |
| 100475 | ADA Study & Phase 1 Retrofits | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 59 |
| 100476 | North and South Base Exterior Painting | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 61 |
| 100538 | NB / SB Front Entrance Modifications | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 63 |
| 100548 | North Base 200 Transportation Bldg. | Yoko Watanabe | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 65 |
| 100629 | EV Chargers Non-Rev Vehicles | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 68 |
| 100710 | South Base Water Utility Lines Replacement | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 70 |
| 100711 | Bus Shelter Upgrades and Replacements | Jeffrey Thomas | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 72 |
| 100763 | Interim Workspace Enhancement | Ron Robertson | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 74 |
| 100768 | North Base and South Base Condition & Needs Assessment | Lisha Mai | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 76 |
| 100769 | Bus Stop Improvement Plan | George Gamoney | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 78 |
| 100770 | Bus Operator Restroom Access Improvements | George Gamoney | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 80 |
| **Zero Emission Infrastructure Projects** | | | | | | | | | |
| 100547 | SB Switchgear Replacement and Charger Installation | Jeffrey Shu | 🔴 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 82 |
| 100631 | SB 37 BEB Charger Infrastructure | Anthony Tejada | 🟡 | 🟡 | 🟢 | 🟢 | 🟢 | 🟢 | 86 |
| 100712 | North Base Sea Level Rise and Erosion Mitigation | Lisha Mai | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 89 |
| 100723-02 | North Base H2 Fueling Station for 10 FCEBs (Interim Solution) | Liria Larano | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 91 |
| 100723-03 | North Base Permanent Hydrogen Station for FCEBs | Zhiming Fan | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 94 |
| **Planning and Development** | | | | | | | | | |
| 100773 | El Camino Real Transit Capital Improvement Fund | Cassie Halls | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 96 |
| 100775 | SamTrans Operating Facilities Assessment | Millie Tolesson | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 🟢 | 98 |

**samTrans** | **Capital Programs Quarterly Progress Report** | **Project Controls**

## SamTrans Capital Projects Master Schedule

**Legend:** Planning | Preliminary Design | Final Design | Right of Way | Procurement | Construction | Implementation | Close out

| Prj. ID | Project Name |
|---|---|
| | **North Base Projects** |
| 021502 | Major Bus Components (Maintenance) |
| 100353 | FY19 Maintenance Support Equipment (Maintenance) |
| 100548 | North Base 200 Transportation Building |
| 100712 | North Base Sea Level Rise and Erosion Mitigation |
| 100723-02 | North Base Hydrogen Fueling Station for 10 FCEBs |
| 100723-03 | North Base Permanent Hydrogen Station for FCEBs |
| | **South Base Projects** |
| 100474 | SB Bus Washer Walls |
| 100547 | South Base Switchgear Replacement and Charger Installation |
| 100631 | SB 37 BEB Charger Infrastructure |
| 100710 | South Base Water Utility Lines Replacement |
| | **North Base and South Base Projects** |
| 021507 | Facilities Smaller Projects |
| 100466 | Remodel North and South Base Employee Areas |
| 100468 | NB & SB Bus Vacuum Replacement |
| 100476 | North and South Base Exterior Painting |
| 100538 | NB / SB Front Entrance Modifications |
| 100546 | Automating Daily Dispatch |
| 100763 | Interim Workspace Enhancement |
| 100768 | North Base and South Base Condition Assessment |
| 100770 | Bus Operator Restroom Access Improvements |
| | **Central Building Projects** |
| 100472 | samTrans HQ Non -Tenant Improvements |
| 100473 | Central Building Various Site Improvements |
| 100629 | EV Chargers Non-Rev Vehicles at Central Garage |
| | **System Wide Information Technology Projects** |
| 021505 | Technology Refresh Project |
| 100248 | FY18 Enterprise Performance Management Replacement |
| 100707 | Cybersecurity Program |
| 100708 | Paratransit Scheduling Software |
| 100715 | Multi Platform Upgrades |
| | **System Wide Development and Study** |
| 100628 | APC Validation |
| | **Vehicle Procurement Projects** |
| 100462 | Replace Non-Rev Toyota Priuses |
| 100549 | Replacement Non-Rev Vehicles |
| 100585 | Purchase 17 Battery Electric Bus |
| 100633 | Purchase (21) Paratransit Cutaway |
| 100634 | Replace (10) 2017 RW Minivans |
| 100635 | Replace (135) 2009 Gillig Buses |
| | **Vehicle Support Projects** |
| 100016 | Mobile View (Wi-Fi) Enhancement |
| 100463 | SPEAR System Improvement |
| 100534 | Onboard Wi-Fi |
| 100706 | Intelligent Transportation System (ITS) |
| | **Location Projects within Cities of San Mateo County** |
| 100475 | ADA Study & Phase 1 Retrofits |
| 100769 | Bus Stop Improvement Plan |
| 100711 | Bus Shelter Upgrades and Replacements |



## Projects Completed Within FY21 - FY25

| Prj. ID | Project Name | Budget |
|---|---|---|
| 020112 | North & South Base IW Line to Brake Pit Replacement | $ 21,432 |
| 100511 | South Base Natural Gas Line Replacement | $ 466,832 |
| 100354 | Purchase a New Bus Simulator | $ 515,216 |
| 100461 | Replace 13 Paratransit Cutaway | $ 1,991,203 |
| 100176 | SamTrans Visioning | $ 988,000 |
| 100350 | Central Office Sanitary Sewer Pump Replacement | $ 139,388 |
| 100247 | FY18 Tech Refresh Project | $ 887,586 |
| 021201 | Major Bus Components - FY2012 | $ 985,004 |
| 021501 | Replacement of 55 - 2002 NABI Buses Project | $ 48,983,433 |
| 100113 | Procurement of 10 Electric Buses Project | $ 2,403,353 |
| 100348 | Upgrade District Website | $ 950,000 |
| 100058 | FY16 Facilities Smaller Projects | $ 2,924,125 |
| 100477 | Intranet Solution Replacement | $ 131,000 |
| 100630 | TAM Maturity and Develop Assess | $ 67,343 |
| 100631-01 | North Base Interim Charger Installation | $ 784,000 |
| 100469 | NB Washer Replacement | $ 935,000 |
| 100018 | LED Lighting Upgrade, Phase-2 at North Base & South Base Facilities | $ 3,209,701 |
| 100723-01 | North Base Facility Modifications for FCEBs (Interim Modifications) | $ 2,180,000 |
| 100634 | Replacement (10) 2017 RW Minivans | $ 1,093,876 |
| 100016 | Wi-Fi Bases for Video Review | $ 690,499 |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Major Bus Components** **Period: FY25 Q3** **Prj. ID: 021502**

**Project Manager:** Joe Almondia

**SCOPE Summary**

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 $5,000 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.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 8,104,887 | 98% | 93.5% | $ 8,104,887 |

**Schedule**

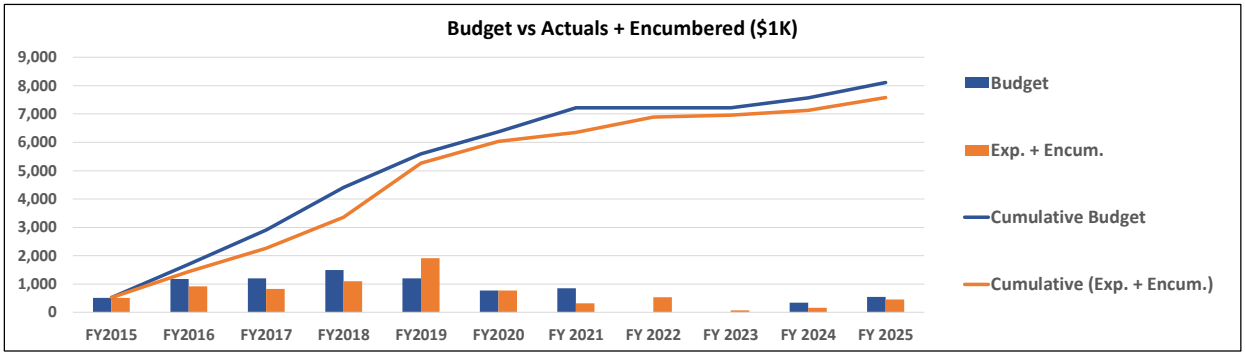
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Project Start | 07/01/15 | 07/01/15 | | | 0 | 0 | |
| Project Finish | | | 06/30/25 | 06/30/25 | 0 | 0 | Duration is expanded to the end of FY25 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 8,105 | | 8,105 | 54 | 8,105 | 0 | 186 | 7,525 | 7,579 | 526 |
| Totals | 8,105 | 0 | 8,105 | 54 | 8,105 | 0 | 186 | 7,525 | 7,579 | 526 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2015 | 517 | | 517 | | | | | 517 | 517 | 0 |
| FY2016 | 1,183 | | 1,183 | 133 | | | | 786 | 919 | 264 |
| FY2017 | 1,202 | | 1,202 | -103 | | | | 923 | 821 | 646 |
| FY2018 | 1,497 | | 1,497 | 87 | | | | 1,011 | 1,098 | 1,044 |
| FY2019 | 1,198 | | 1,198 | 494 | | | | 1,416 | 1,909 | 333 |
| FY2020 | 772 | | 772 | -499 | | | | 1,274 | 775 | 331 |
| FY 2021 | 852 | | 852 | | | | | 314 | 314 | 868 |
| FY 2022 | | | 0 | -107 | | | | 643 | 536 | 332 |
| FY 2023 | | | 0 | -6 | | | | 74 | 68 | 264 |
| FY 2024 | 341 | | 341 | 74 | | | | 89 | 163 | 442 |
| FY 2025 | 542 | | 542 | -20 | | | 186 | 479 | 458 | 526 |
| Totals | 8,105 | 0 | 8,105 | 54 | 8,105 | 0 | 186 | 7,525 | 7,579 | 526 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Major Bus Components** **Period: FY25 Q3** **Project ID: 021502**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Undefined | | -2 | 0 | | -2 | -2 | 0 | |
| General Capital Fund (01050) | Local | 6,877 | 0 | | 6,877 | 6,877 | 0 | |
| FY19 STA-State of Good Repair (03122) | State | 1,230 | 0 | | 1,230 | 1,230 | 0 | |
| Totals | | 8,105 | 0 | 0 | 8,105 | 8,105 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| 1. Continue to purchase major bus components and replacement parts, as needed. |
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Maintenance Support Equipment** **Period: FY25 Q3** **Prj. ID: 100353**

**Project Manager:** Juan Villanueva

**SCOPE Summary**

Equipment used to support day-to-day shop activities.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,524,246 | 95.8% | 45.7% | $ 1,524,246 |

**Schedule**

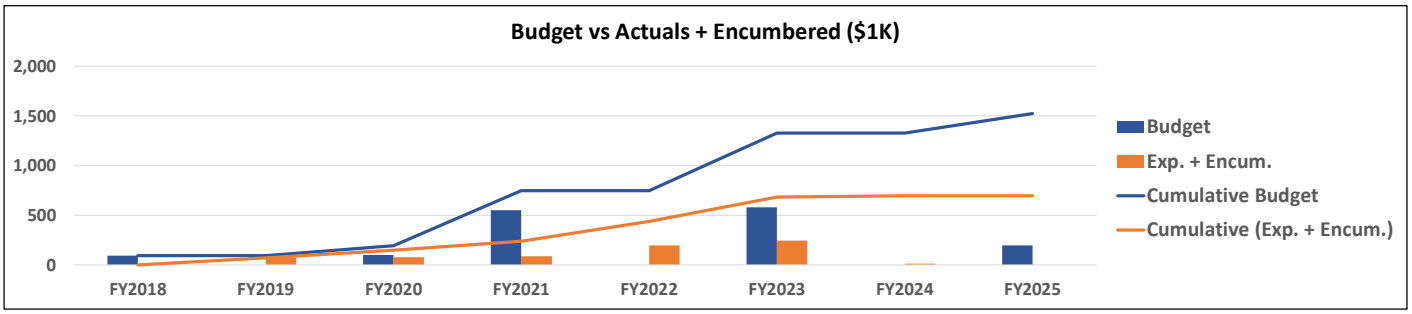
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 07/01/19 | 07/01/19 | | | 0 | 0 | |
| Finish | | | 06/30/25 | 06/30/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 1,524 | | 1,524 | 8 | 1,524 | 0 | | 690 | 697 | 827 |
| **Totals** | 1,524 | 0 | 1,524 | 8 | 1,524 | 0 | 0 | 690 | 697 | 827 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2018 | 94 | | 94 | | | | | 0 | 0 | 94 |
| FY2019 | | | 0 | | | | | 72 | 72 | 22 |
| FY2020 | 101 | | 101 | 2 | | | | 76 | 79 | 44 |
| FY2021 | 551 | | 551 | 65 | | | | 23 | 88 | 507 |
| FY2022 | 0 | | 0 | 83 | | | | 116 | 199 | 308 |
| FY2023 | 580 | | 580 | -66 | | | | 312 | 246 | 642 |
| FY2024 | | | 0 | -77 | | | | 90 | 13 | 629 |
| FY2025 | 198 | | 198 | | | | | | 0 | 827 |
| **Totals** | 1,524 | 0 | 1,524 | 8 | 1,524 | 0 | 0 | 690 | 697 | 827 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Maintenance Support Equipment** **Period: FY25 Q3** **Prj. ID: 100353**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,524 | 0 | | 1,524 | 1,524 | 0 | |
| Totals | | 1,524 | 0 | 0 | 1,524 | 1,524 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Express Bus - BEB (Purchase 17 Battery Electr Bus)** **Period: FY25 Q3** **Prj. ID: 100585**

**Project Manager:** David Harbour

**SCOPE Summary**

To purchase 7 battery electric heavy-duty, low-floor, 40-foot buses (BEBs) that will be used for the Express Bus Pilot Program and 10 battery electric buses will be replacing the ten 2003 Gillig that were scheduled for replacements with the initial 10 pilot battery electric buses. There will also be 20 ABB depot chargers included in this procurement.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 22,744,216 | 98% | 93.9% | $ 22,744,216 |

Project Mana David Harbour

**Schedule**

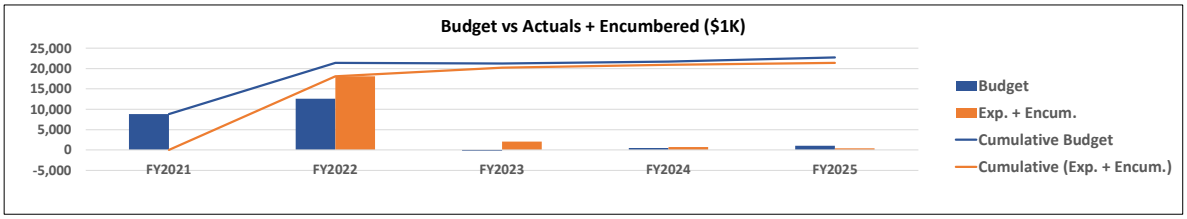
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Research bus type and COOP purchasing | 01/01/21 | 01/01/21 | 03/05/21 | 03/05/21 | 0 | 0 | Initial 7 BEB as Expansion; Add 10 BEB to replace Proterras |
| Procurement: Staff Report/Reso, BOD, Agreement, Amendment, PO | 03/05/21 | 03/05/21 | 04/20/22 | 04/20/22 | 0 | 0 | Agreement signed 6/30/21; Amendment signed 4/20/22 |
| Pre-Production Meetings, Bus Configurations | 06/04/21 | 06/04/21 | 06/23/22 | 06/23/22 | | | |
| Production, Inspection, Quality Control | 07/01/22 | 07/01/22 | 04/24/23 | 04/24/23 | 0 | 0 | Pilot Bus delayed by 2 month. Supply chain caused delay at New Flyer Plant. |
| **NB 2 ABB Temporary Chargers**: Delivery to North Base; Payment; Commissioning | 08/08/22 | 08/08/22 | 09/15/22 | 12/12/22 | 0 | -88 | 2 Temp Chargers delivered 8/8/22; started commissioning 11/29/22 and completed 12/12/22. |
| **1 Pilot Bus**: Delivery, Acceptance, Payments, In-Service | 09/12/22 | 11/14/22 | 10/12/22 | 01/13/23 | -63 | -93 | Pilot Bus delivered on 11/14/22; conditional acceptance 1/13/23 |
| **NB 8 ABB Chargers**: Delivery to North Base; Payment; Commissioning | 11/28/22 | 12/23/22 | 12/28/22 | 06/30/23 | -25 | -184 | 8 NB chargers delivered 12/21/22; ancillary parts received and ready for installation; 2 NB chargers de-energized for installation at permanent location with the other 8 chargers. 9 chargers fully commissioned in May. #6 charger is defective, needs part replacement; pending service. |
| **16 Serial Buses**: Delivery, Acceptance, Payments, In-Service | 02/10/23 | 07/21/23 | 06/09/23 | 01/30/24 | -161 | -235 | Serial Buses; expecting delay to production schedule with door controller/annunciator shortages; ESS recall retrofit |
| **SB 10 ABB Chargers**: Delivery to South Base; Payment; Commissioning | 09/15/23 | 09/15/23 | 05/01/25 | 05/01/25 | 0 | 0 | Received 10/11/23; Commissioning will be 1 year later Est. 11/1/2024; Delayed until April 2025 |
| Post Delivery | 05/02/25 | 05/02/25 | 05/30/25 | 05/30/25 | 0 | 0 | Drive Motor Retrofit; requires estimated 1 year for completion |
| Close-out | 06/03/24 | 06/03/24 | 06/28/26 | 06/28/26 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 15 -Procurement | 22,744 | | 22,744 | 1,474 | 22,744 | | | 19,885 | 21,359 | 1,385 |
| **Totals** | 22,744 | 0 | 22,744 | 1,474 | 22,744 | 0 | 0 | 19,885 | 21,359 | 1,385 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2021 | 8,803 | | 8,803 | | | | | 1 | 1 | 8,802 |
| FY2022 | 12,631 | | 12,631 | 16,431 | | | | 1,694 | 18,125 | 3,309 |
| FY2023 | -200 | | -200 | 1,088 | | | | 979 | 2,067 | 1,042 |
| FY2024 | 474 | | 474 | -15,037 | | | | 15,764 | 728 | 788 |
| FY2025 | 1,036 | | 1,036 | -1,008 | | | 0 | 1,448 | 439 | 1,385 |
| **Totals** | 22,744 | 0 | 22,744 | 1,474 | 22,744 | 0 | 0 | 19,885 | 21,359 | 1,385 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Express Bus - BEB (Purchase 17 Battery Electr Bus)** **Period: FY25 Q3** **Prj. ID: 100585**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 5,571 | 0 | | 5,571 | 5,571 | 0 | |
| Sec 5307 Grant (02182) | Federal | 4,939 | 0 | | 4,939 | 4,939 | 0 | |
| FTA 1671 (02186) | Federal | 1,976 | 0 | | 1,976 | 1,976 | 0 | |
| SOGR FY18 (03120) | State | 117 | 0 | | 117 | 117 | 0 | |
| Prop 1B PTMISEA (03618) | State | | 0 | | 0 | 0 | 0 | |
| LCTOP - FY16 Electric Buses (03933) | State | 950 | 0 | | 950 | 950 | 0 | |
| LCTOP - FY17 Electric Buses (03934) | State | 309 | 0 | | 309 | 309 | 0 | |
| LCTOP - FY18 Express Buses (03940) | State | 1,133 | 0 | | 1,133 | 1,133 | 0 | |
| LCTOP - FY19 Express Buses Pilot (03942) | State | 1,717 | 0 | | 1,717 | 1,717 | 0 | |
| LCTOP Program - FY20 (03944) | State | 1,703 | 0 | | 1,703 | 1,703 | 0 | |
| SB1 LLP-Express Bus Project (03947) | State | 2,000 | 0 | | 2,000 | 2,000 | 0 | |
| AHSC - Express Bus Project (04429) | Federal | 2,250 | 0 | | 2,250 | 2,250 | 0 | |
| BAAQMD - 16HDZ005 Electric Bus (04209) | Federal | 474 | 0 | | 474 | 474 | 0 | |
| FY17 AB664 (04116) | Federal | 106 | 0 | | 106 | 106 | 0 | |
| Totals | | 23,244 | 0 | 0 | 23,244 | 23,244 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Price increases for bus price | Increase budget |
| Delayed Infrastructure: chargers, etc. | Service delay is expected |
| Training Delays; Will affect operators/maintenance driving and working on buses, cannot put in service | Delay in service is expected |
| Post-Delivery support by Manufacturer; Labor shortages: FSRs are not available due to COVID or any other issues | Delay in service is expected |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Price increased by Mfg. | Negotiated price increase with Mfg.; signed Amendment 2 |
| Supply Chain issues: Vapor controller and voice annunciator | Delayed parts for production and delivery of buses: Parts delayed until mid-2023 |
| Delayed production of buses | Received revised schedule from New Flyer regarding remaining 16 BEB on 5/19/23 |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| In-Service Buses: All buses in service |
| PEM22 Retrofit: Amendment 5 fully executed 6/28/24; Estimated time frame for the retrofit to begin taking place is aprox 7 – 8 months ; pending schedule |
| North Base - 10 chargers ready for use |
| South Base - 10 ABB chargers delivery in March 2024; purchased extended warranty; Amendment 3 signed 8/24/23; install July 2024, commissioning April 2025 |
| Issued POs for Door mounts for Retrofit of Driver Barrier Doors on 17 BEBs and 55 Artics, scheduled Pilot door install in week 4/7/25 |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| PEM22 Retrofit: Estimated time frame for the retrofit to begin taking place is aprox 7 – 8 months; pending schedule |
| North Base - 10 chargers ready for use |
| South Base - 10 ABB chargers delivery in March 2024; purchased extended warranty; Amendment 3 signed 8/24/23; install July 2024, commissioning April 2025 |
| Complete Pilot Retrofit install on 4/8/25 |
| Order remaining parts for 17 BEBs and 55 Artics |

**Project Notes**

**Purchase (21) Paratransit Cutaway** **Period: FY25 Q3** **Prj. ID: 100633**

**Project Manager:** David Harbour

**SCOPE Summary**

This project plan is for the replacement of twenty one (21) Revenue Para Transit Vehicles. This procurement will replace twenty (21) 2015 Eldorado Aerotech Cut-Aways, Units 219 to 239. These vehicles went into revenue service in 2014.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 4,806,900 | 79% | 59.5% | $ 4,806,900 |

**Schedule**

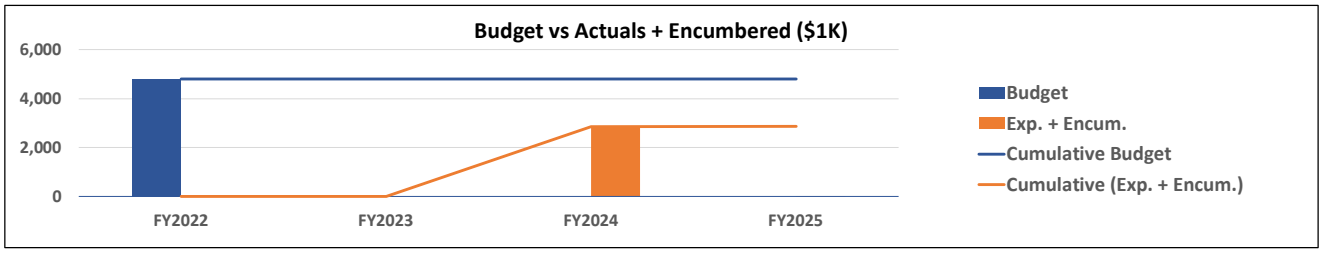
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Research bus type and COOP purchasing | 11/01/21 | 11/01/21 | 10/31/22 | 01/30/23 | 0 | -91 | El Dorado Aerotechs are no longer available for purchase; Supply chain delays |
| Procurement: Staff Report/Reso, BOD, Agreement, PO | 11/01/22 | 02/01/23 | 05/17/23 | 12/30/23 | -92 | -227 | Supply Chain and increased chassis costs delaying procurement process; start date unknown |
| Pre-Production Meetings, Bus Configurations | 12/07/22 | 06/07/23 | 12/07/23 | 10/08/24 | -182 | -306 | Requested BOM list to verify specifications on vans |
| Production, Inspection, Quality Control | 12/07/23 | 04/17/25 | 03/15/24 | 05/09/25 | -497 | -420 | |
| Post-Delivery: Acceptance, Payments, In-Service | 03/18/24 | 06/15/25 | 02/28/25 | 07/15/25 | -454 | -137 | Re-baselined |
| Close-out | 12/02/24 | 12/31/25 | 12/31/25 | 12/31/25 | -394 | 0 | Re-baselined |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 15 - Procurement | 4,807 | | 4,807 | 2,858 | 4,807 | 0 | | 4 | 2,862 | 1,945 |
| **Totals** | 4,807 | 0 | 4,807 | 2,858 | 4,807 | 0 | 0 | 4 | 2,862 | 1,945 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2022 | 4,807 | | 4,807 | | | | | | 0 | 4,807 |
| FY2023 | | | 0 | | | | | | 0 | 4,807 |
| FY2024 | | | 0 | 2,845 | | | | 2 | 2,847 | 1,959 |
| FY2025 | | | 0 | 13 | | | 0 | 1 | 14 | 4,793 |
| **Totals** | 4,807 | 0 | 4,807 | 2,858 | 4,807 | 0 | 0 | 4 | 2,861 | 1,945 |



**Purchase (21) Paratransit Cutaway** **Period: FY25 Q3** **Prj. ID: 100633**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 101 | 0 | | 101 | 101 | 0 | |
| Sec5307 FY 21/22 (03639) | Fed | 3,846 | 0 | | 3,846 | 3,846 | 0 | |
| Prob-1B-FY11 PTMISAE SAMTR (03618) | State | 178 | 0 | | 178 | 178 | 0 | |
| Prop 1B PTMISEA FY14 (03639) | State | 211 | 0 | | 211 | 211 | 0 | |
| FY22 MTC AB664 Brdg Toll SAMTR (04126) | Local | 471 | 0 | | 471 | 471 | 0 | |
| Totals | | 4,807 | 0 | 0 | 4,807 | 4,807 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Price increases for bus price | Increase budget |
| Delayed Infrastructure: chargers, etc. | Service delay is expected |
| Training Delays | Service delay is expected |
| Post-Delivery support by Manufacturer; Labor shortages: FSRs are not available due to COVID or any other issues | Service delay is expected |
| Lack of Internal Support; C&P, Legal, IT, Budgets, etc. | Ask for management support |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Price increases being reviewed by CalAct | CalAct amended their contract with price increases |
| Supply Chain issues affecting ability to order buses | Dealers are slow providing quotes due to price increase and availability |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Modification Schedule delayed due to antennas, in April 2025 |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Expect to receive vans for acceptance |
| Prepare to receive, inspect, accept transit vans |
| |
| |
| |

**Project Notes**

Buy America audits: 1) Required if there is any federal funds and 2) order is 10 quantity or more. Pre-Award must be done before any PO or agreement with Dealer/Mfg.

**samTrans** Capital Programs Quarterly Progress Report — Project Controls

**Replace (135) 2009 Gillig Buses** Period: FY25 Q3 Prj. ID: 100635

**Project Manager:** David Harbour

**SCOPE Summary**

This project will replace (135) 2009 model-year heavy duty diesel buses that will be beyond their useful, with a combination of Battery Electric buses (BEB) and Hydrogen Fuel Cell buses. There will be multiple phases for this replacement project. Phase 1 will be the purchase of 20 BEB and 10 Hydrogen Fuel Cell buses. Subsequent phases are yet to be determined with the breakdown of type of buses and quantities. Subsequent phases would replace the remaining (105) 2009 diesel buses.

**STATUS Summary** Phase: Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | 🟡 | 🟢 | 🟢 |
| Previous | 🔴 | 🟢 | 🟢 |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 181,951,510 | 72.9% | 112.5% | $ 181,951,510 |

**Schedule**

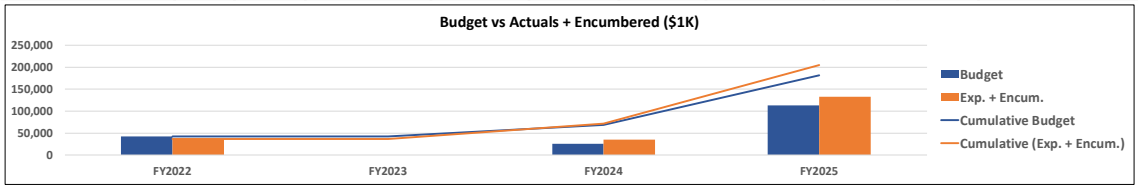
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| **PHASE 1: 30 ZERO EMISSION BUSES** | | | | | | | |
| Research bus type and COOP purchasing | 04/01/22 | 04/01/22 | 05/03/22 | 05/03/22 | 0 | 0 | |
| Procurement: Staff Report/Reso, BOD, Agreement, PO | 05/02/22 | 05/02/22 | 09/30/22 | 09/30/22 | 0 | 0 | |
| Gillig (20 BEB): Pre-Production Meetings, Bus Configurations | 10/17/22 | 10/24/22 | 07/21/23 | 07/21/23 | -7 | 0 | |
| Gillig (20 BEB): Production, Inspection, Quality Control | 07/24/23 | 05/10/24 | 11/10/23 | 11/24/24 | -291 | -380 | |
| **Gillig (1 Pilot BEB)**: Delivery, Acceptance, Payments, In-Service | 08/01/23 | 06/27/24 | 10/02/23 | 07/15/24 | -331 | -287 | Schedule changed; supply chain delay; 60 day testing of Pilot Bus |
| **Gillig (19 BEB)**: Delivery, Acceptance, Payments, In-Service | 09/01/23 | 08/26/24 | 02/05/24 | 02/26/25 | -360 | -387 | 30 day testing of Serial Buses |
| New Flyer (10 FCEB): Pre-Production Meetings, Bus Configurations | 11/01/22 | 10/12/22 | 07/31/23 | 07/31/23 | 20 | 0 | |
| New Flyer (10 FCEB): Production, Inspection, Quality Control | 04/10/23 | 04/17/23 | 09/01/23 | 01/15/24 | -7 | -136 | |
| **New Flyer (1 Pilot FCEB)**: Delivery, Acceptance, Payments, In-Service | 06/12/23 | 09/08/23 | 08/14/23 | 10/09/23 | -88 | -56 | Pilot delivered 9/08/23; 60 day testing of Pilot Bus; Conditionally accepted 3/28/24; Not in-service |
| **New Flyer (9 FCEB):** Delivery, Acceptance, Payments, In-Service | 07/14/23 | 12/29/23 | 11/03/23 | 02/10/25 | -168 | -465 | 30 day testing of Serial Buses |
| **PHASE 2: 108 ZERO EMISSION BUSES** | | | | | | | |
| Research bus type and COOP purchasing | 01/09/23 | 01/09/23 | 01/31/23 | 09/28/23 | 0 | -240 | Completed selection analysis 9/28/23 |
| Procurement: Staff Report/Reso, BOD, Agreement, PO | 02/01/23 | 02/01/23 | 06/30/23 | 06/30/24 | 0 | -366 | Board in December 2023; LOI issued 12/19/23; Agreement signed 6/26/24 |
| Pre-Production Meetings, Bus Configurations | 07/01/24 | 09/04/24 | 03/01/27 | 03/01/27 | -65 | 0 | |
| Production, Inspection, Quality Control | 09/01/25 | 03/31/25 | 04/01/27 | 04/01/27 | 154 | 0 | March 31, 2025, Pilot Bus line-entry; ETA Pilot Bus delivery July 21, 2025 |
| **1 Pilot-Delivery**: Acceptance, Payments, In-Service | 10/01/25 | 07/21/25 | 12/30/25 | 12/30/25 | 72 | 0 | 60 day testing of Pilot Bus |
| **107-Serial Buses:** Delivery: Acceptance, Payments, In-Service | 01/30/26 | 12/08/25 | 04/01/27 | 04/01/27 | 53 | 0 | 30 day testing of Serial Buses |
| Post delivery | 04/02/27 | 04/02/27 | 12/30/27 | 12/30/27 | 0 | 0 | |
| Project Close-out | 06/01/28 | 06/01/28 | 06/01/28 | 06/01/28 | 0 | 0 | Project Close-out of 100635 (All Phases) |

**PROJECT BUDGET vs Actuals & Encumbrance**

| Activity | Budget Original (A) | Budget Changes (B) | Budget Current (C=A+B) | Budget Committed (D) | Estimate at Completion E | Variance (F=C-E) | Expended This Period | Expended To Date | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| 15 - Procurement | 181,952 | | 181,952 | 186,176 | 181,952 | 0 | 5,693 | 18,606 | 204,783 | -22,831 |
| **Totals** | 181,952 | 0 | 181,952 | 186,176 | 181,952 | 0 | 5,693 | 18,606 | 204,783 | -22,831 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget Original (A) | Budget Changes (B) | Budget Current (C=A+B) | Budget Committed (D) | Estimate at Completion E | Variance (F=C-E) | Expended This Period | Expended To Date | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| FY2022 | 42,584 | | 42,584 | 36,540 | | | | 1 | 36,541 | 6,043 |
| FY2023 | | | 0 | -11 | | | | 116 | 105 | 5,938 |
| FY2024 | 25,998 | | 25,998 | 24,009 | | | | 11,202 | 35,211 | -3,275 |
| FY2025 | 113,370 | | 113,370 | 125,639 | | | 5,693 | 7,287 | 132,926 | -22,831 |
| **Totals** | 181,952 | 0 | 181,952 | 186,176 | 181,952 | 0 | 5,693 | 18,606 | 204,783 | -22,831 |



**samTrans** Capital Programs Quarterly Progress Report Project Controls

**Replace (135) 2009 Gillig Buses** Period: FY25 Q3 Prj. ID: 100635

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved Original (A) | Board Approved Changes (B) | Transferred (C) | Current (D=A+B+C) | Activated Funding (E) | Nonactivated Funding (F=E-D) | Comments |
|---|---|---|---|---|---|---|---|---|
| Measure W Sales Tax (01024) | Local | 3,761 | 0 | | 3,761 | 3,761 | 0 | |
| Sect 5339 Repl 2009 Gillig Bus (02754) | Federal | 811 | 0 | | 811 | 811 | 0 | |
| Sec5307 FY 21/22 (02908) | Federal | 25,731 | | | 25,731 | 25,731 | 0 | |
| Sec5307 FY 22/23 (02909) | Federal | 46,502 | | | 46,502 | 46,502 | 0 | |
| Prop 1B PTMISEA FY14 (03954) | State | 9,160 | | | 9,160 | 9,160 | 0 | |
| AHSC FCEBs and Route 251 (04442) | Federal | 3,000 | | | 3,000 | 3,000 | 0 | |
| FY24 STA SOGR SamTrans (03142) | State | 929 | | | 929 | 929 | 0 | |
| SAMTR - FY21 LCTOP (03955) | State | 1,043 | | | 1,043 | 1,043 | 0 | |
| SAMTR FY22 LCTOP (03955) | State | 2,448 | | | 2,448 | 2,448 | 0 | |
| SAMTR FY23 LCTOP (03964) | State | 2,450 | | | 2,450 | 2,450 | 0 | |
| FY24 LCTOP SAMTR Fuel Cell Bu (03970) | State | 2,627 | | | 2,627 | 2,627 | 0 | |
| FY24 FTA Sec 5307 SamTrans (02911) | Federal | 66,976 | | | 66,976 | 66,976 | 0 | |
| FY23/24 TIRCP SamTrans Bus Rep (03969) | State | 15,000 | | | 15,000 | 15,000 | 0 | |
| State SB1 LPP-F SamTrans (03971) | State | 1,515 | | | 1,515 | 1,515 | 0 | |
| Totals | | ########## | 0 | 0 | 180,437 | 180,437 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk Title | Mitigation |
|---|---|
| Price increases for bus price | Increase budget |
| Delayed Infrastructure: chargers, etc. | Service delay is expected |
| Training Delays | Service delay is expected |
| Post-Delivery support by Manufacturer; Labor shortages: FSRs are not | Service delay is expected |
| Lack of Internal Support; C&P, Legal, IT, Budgets, etc. | Ask for management support |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue Title | Status |
|---|---|
| Delayed production of buses | Received revised schedule from New Flyer regarding FCEB on 5/29/23 |
| Delayed production of buses | Received revised schedule from Gillig regarding BEB on 3/3/23 |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

Phase 1 (10 NF FCEB): Gradeability issue identified for New Flyer FCEB; solution found; retrofit 1 pilot completed; swap 9 on production line; Amendment #1
Phase 1 (10 NF FCEB): Amendment 1 signed 8/24/23; Amendment 2 signed 12/7/23; Amendment 3 signed 8/2/24
Phase 1 (10 NF FCEB): Delivered 10 Buses-3000 - 3009; Conditionally Accepted 10 Buses; Invoice Paid
Phase 1 (10 NF FCEB): Refueler fully commissioned; 2/10/25, released for in-service of all buses except for PILOT with PEM 22 Retrofit; pending part for replacement on PILOT
Phase 1 (20 Gillig BEB): Delivered pilot bus 6/27/24; pilot bus accepted 9/25/24; production of remaining 19 BEBs to start 9/16/24 through 11/25/24; seats defects delaying delivery
Phase 1 (20 Gillig BEB): Amendment 1 signed 5/11/23
Phase 1 (20 Gillig BEB): Parts Shortage, Delayed delivery; Delivered: 18, except 5013 and 5019; Accepted: 5003, 5004, 5005, 5006, 5007, 5009
Phase 2 (108 NF FCEB): Agreement for Purchase of up to 108 FCEB to New Flyer FE 6/26/24; PO issued for all 108 buses
Phase 2 (108 NF FCEB): PreProduction for Anninston, AL - week of 9/23/24; finalize bus configurations/specifications
Phase 2 (108 NF FCEB): Tentative schedule: Pilot Line Entry - March 31, 2025; Pilot Delivery - June 23, 2025; Serial Buses Line Entry - Oct. 6, 2025; Delivery - Dec 5, 2025 through Jan 29, 2027
Phase 2 (108 NF FCEB): Inspection for 1 Pilot completed; Pending RFP for 107 FCEBs Inspection Services/Post Delivery Buy America Audit - with C&P for 4 months

**KEY ACTIVITIES - Next Reporting Month** (top 5)

Phase 1 (10 NF FCEB): Gradeability issue identified for New Flyer FCEB; solution found; retrofit 1 pilot completed; swap 9 on production line; Amendment #1
Phase 1 (10 NF FCEB): Amendment 1 signed 8/24/23; Amendment 2 signed 12/7/23; Amendment 3 signed 8/2/24
Phase 1 (10 NF FCEB): Delivered 10 Buses-3000 - 3009; Conditionally Accepted 10 Buses; Invoice Paid
Phase 1 (10 NF FCEB): Refueler fully commissioned; 2/10/25, released for in-service of all buses except for PILOT with PEM 22 Retrofit; pending part for replacement on PILOT
Phase 1 (20 Gillig BEB): Delivered pilot bus 6/27/24; pilot bus accepted 9/25/24; production of remaining 19 BEBs to start 9/16/24 through 11/25/24; seats defects delaying delivery
Phase 1 (20 Gillig BEB): Amendment 1 signed 5/11/23
Phase 1 (20 Gillig BEB): Parts Shortage, Delayed delivery; Expect Delivery of remaining buses; Expect to Accept additional buses; Pay Invoices on Accepted Buses
Phase 2 (108 NF FCEB): Agreement for Purchase of up to 108 FCEB to New Flyer FE 6/26/24; PO issued for all 108 buses
Phase 2 (108 NF FCEB): Tentative schedule: Pilot Line Entry - March 31, 2025; Pilot Delivery - June 23, 2025; Serial Buses Line Entry - Oct. 6, 2025; Delivery - Dec 5, 2025 through Jan 29, 2027
Phase 2 (108 NF FCEB): Pending RFP for 107 FCEBs Inspection Services/Post Delivery Buy America Audit - with C&P for 4 months

**Project Notes**

Multiple Phases procurement and different zero emission technology buses

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Replace Non-Rev Toyota Priuses** **Period: FY25 Q3** **Prj. ID: 100462**

**Project Manager:** Juan Villanueva

**SCOPE Summary**

FY19 This project Plan is for the procurement will replace nineteen 2009 Toyota Priuses and back fill one Prius operations pool vehicle that was reassigned as a relief-vehicle, two 2010 Ford Escape hybrid, one 2012 Ford Escape Hybrid and three 2010 Ford Focus. All vehicles have exceeded their useful life expectancy.

FY20 This project plan is for the replacement of twenty-three Non-Revenue Service Support Vehicles. This procurement will replace eighteen 2009 Toyota Priuses and back fill one Prius operations pool vehicle that was reassigned as a relief-vehicle, two 2010 Ford Escape Hybrid, one 2012 Ford Escape Hybrid, and two electric carts. All vehicles have exceeded their useful life expectancy.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | 🔴 | 🟢 | 🟢 |
| Previous | 🔴 | 🟢 | 🟢 |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 744,455 | 75% | 91% | $ 744,455 |

**Schedule**

| Summary Activities | | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|---|
| Research Available Cooperative Purchasing | FY19 Class 10001 | 07/01/18 | 07/01/18 | 07/01/18 | 07/01/18 | 0 | 0 | Availability and Late Delivery |
| Requisition submission, Issue PO, Place Orders (12 vehicles) | FY19 Class 10001 | 06/02/20 | 06/02/20 | 06/02/20 | 06/02/20 | 0 | 0 | |
| Delivery | FY19 Class 10001 | 04/09/19 | 04/09/19 | 04/09/19 | 04/09/19 | 0 | 0 | |
| Acceptance | FY19 Class 10001 | 01/02/20 | 01/02/20 | 12/10/20 | 12/10/20 | 0 | 0 | |
| Research Available Cooperative Purchasing | FY19 Class 10001 | 12/11/19 | 12/11/19 | 12/11/19 | 12/11/19 | 0 | 0 | |
| Requisition submission, Issue PO, Place Orders (9 vehicles) | FY19 Class 10001 | 06/02/20 | 06/02/20 | 07/14/20 | 07/14/20 | 0 | 0 | |
| Delivery | FY19 Class 10001 | 12/09/20 | 12/09/20 | 12/09/20 | 12/09/20 | 0 | 0 | |
| Acceptance | FY19 Class 10001 | 12/11/20 | 12/11/20 | 12/11/20 | 12/11/20 | 0 | 0 | |
| Close-out | FY19 Class 10001 | 12/11/20 | 12/11/20 | 12/11/20 | 12/11/20 | 0 | 0 | |
| Research Available Cooperative Purchasing | FY20 Class 10020 | 12/15/21 | 12/15/21 | | | 0 | 0 | |
| Research Modification/Price Adjustment based on availability | FY20 Class 10020 | 08/15/22 | 08/15/22 | | | 0 | 0 | |
| Requisition submission, Issue PO, Place Orders (3 vehicles) | FY20 Class 10020 | 10/31/22 | 10/31/22 | | | 0 | 0 | |
| Delivery | FY20 Class 10020 | 05/01/23 | 12/31/23 | | | -244 | 0 | |
| Acceptance | FY20 Class 10020 | 05/15/23 | 01/15/24 | | | -245 | 0 | |
| Close-out | FY20 Class 10020 | 05/31/23 | 03/31/25 | | | -670 | 0 | |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

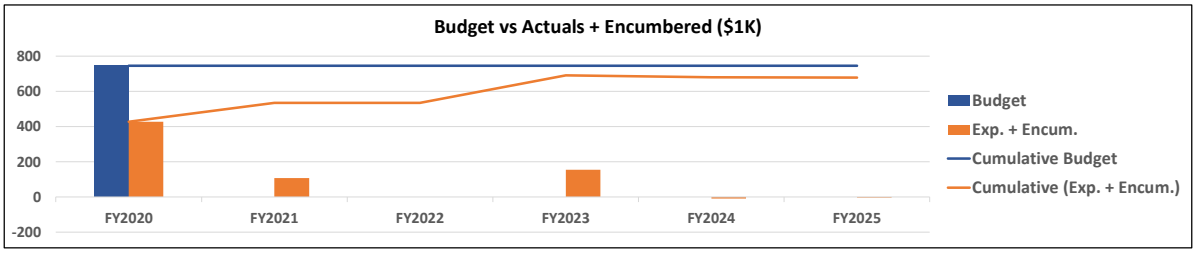
**Replace Non-Rev Toyota Priuses** **Period: FY25 Q3** **Prj. ID: 100462**

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 744 | | 744 | 1 | 744 | 0 | | 677 | 678 | 67 |
| **Totals** | 744 | 0 | 744 | 1 | 744 | 0 | 0 | 677 | 678 | 67 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 744 | | 744 | 428 | | | | 0 | 428 | 316 |
| FY2021 | 0 | | 0 | -426 | | | | 533 | 107 | 210 |
| FY2022 | 0 | | 0 | | | | | | 0 | 210 |
| FY2023 | 0 | | 0 | 76 | | | | 79 | 155 | 55 |
| FY2024 | 0 | | 0 | -74 | | | | 65 | -9 | 64 |
| FY2025 | | | 0 | -3 | | | 0 | | -3 | 67 |
| **Totals** | 744 | 0 | 744 | 1 | 744 | 0 | 0 | 677 | 678 | 67 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 744 | 0 | | 744 | 744 | 0 | |
| Totals | | 744 | 0 | 0 | 744 | 744 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| No estimated or confirmed delivery dates due to supply chain issues | |
| Due to Pandemic, Employee/driver home isolation orders leads to LTD miles stops | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Price increased by Mfg. | |
| Late deliveries due to supply chain issues | |
| Order cancelation due to availability | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Re-assess vehicle replacement demands |
| Redistribution of project funds |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Quote requests |
| Availability |
| |
| |
| |

**Project Notes**

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Replacement Non-Rev Vehicles** **Period: FY25 Q3** **Prj. ID: 100549**

**Project Manager:** Juan Villanueva

**SCOPE Summary**

FY21 This Project Plan is for the Procurement of four Non-Revenue District Pool Vehicles. This Procurement will replace two 2010 Ford Escape Hybrid, one 2012 Ford E250 Van, and one 2011 Ford Focus. All vehicles have exceeded their useful life expectancy.

FY23 This Project Plan is for the Procurement of eight Non-Revenue District Pool Vehicles. This Procurement will replace two 2009 Toyota Prius, one 2010 Ford F-150, three 2010 Ford Escape Hybrid and two 2016 Ford Fusions. All vehicles have high mileage and six vehicles have exceeded their useful life expectancy.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,289,010 | 56.7% | 32.0% | $ 1,289,010 |

**Schedule**

| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Research Available Cooperative Purchasing - Class 10001 | 12/15/20 | 12/15/20 | 12/31/20 | 12/31/20 | 0 | 0 | Availability and Late Delivery |
| Research Available Cooperative Purchasing - Class 23001 | 12/15/21 | 12/15/21 | 12/31/21 | 12/31/21 | 0 | 0 | |
| Research Modification/Price Adjustment based on availability - Class 10001 | 08/15/22 | 08/15/22 | | | 0 | 0 | |
| Research Modification/Price Adjustment based on availability - Class 23001 | 08/15/22 | 08/15/22 | | | 0 | 0 | |
| Requisition submission, Issue PO, Place Orders (2 vehicles) - Class 10001 | 10/31/22 | 10/31/22 | | | 0 | 0 | |
| Requisition submission, Issue PO, Place Orders (3 vehicles) - Class 23001 | 10/31/22 | 10/31/22 | | | 0 | 0 | Start of Covid Pandemic |
| Delivery - Class 10001 | 05/01/23 | 06/30/24 | | | -426 | 0 | |
| Delivery - Class 23001 | 05/01/23 | 06/30/24 | | | -426 | 0 | |
| Acceptance - Class 10001 | 05/15/23 | 06/30/24 | | | -412 | 0 | |
| Acceptance - Class 23001 | 05/15/23 | 06/30/24 | | | -412 | 0 | |
| Close-out - Class 10001 | 06/30/24 | 06/30/24 | | | 0 | 0 | |
| Close-out - Class 23001 | 06/30/25 | 06/30/25 | | | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

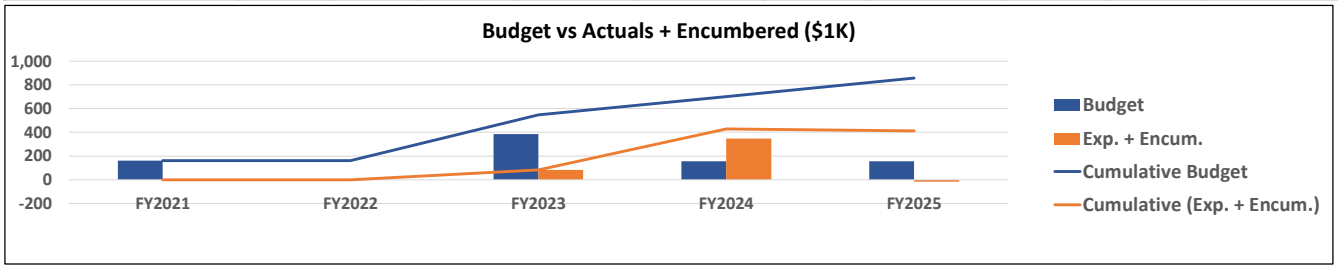
| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 1,289 | | 1,289 | | 1,289 | 0 | | 412 | 412 | 877 |
| **Totals** | 1,289 | 0 | 1,289 | 0 | 1,289 | 0 | 0 | 412 | 412 | 877 |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Replacement Non-Rev Vehicles** **Period: FY25 Q3** **Prj. ID: 100549**

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2021 | 162 | | 162 | | | | | | 0 | 162 |
| FY2023 | 385 | | 385 | 42 | | | | 40 | 82 | 465 |
| FY2024 | 154 | | 154 | -25 | | | | 372 | 347 | 272 |
| FY2025 | 156 | | 588 | -16 | | | 0 | | -16 | 877 |
| Totals | 856 | 0 | 1,289 | 0 | 1,289 | 0 | 0 | 412 | 412 | 877 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 856 | 0 | | 856 | 856 | 0 | |
| Totals | | 856 | 0 | 0 | 856 | 856 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| No estimated or confirmed delivery dates due to supply chain issues | |
| Partial telecommuting Policy, lower estimated usage, low LTD miles, slower cycle replacement | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Price increased by Mfg. | |
| Late deliveries due to supply chain issues | |
| Order cancelation due to availability | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Verify quotes and availability This Periodically |
| High mileage and usage life vehicle replacements only |
| High wear and tear vehicle replacements |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Quote requests |
| Availability |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Replace & Upgrade Servers & Out of Warranty Equipment** **Period: FY25 Q3** **Prj. ID: 021505**

**Project Manager:** Michael Salazar

**SCOPE Summary**

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.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 7,485,421 | 93.5% | 83.1% | $ 7,485,421 |

**Schedule**

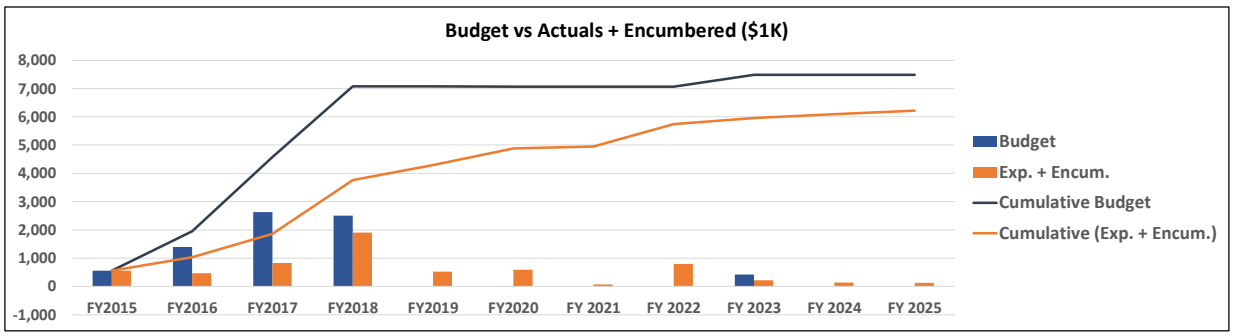
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 07/01/14 | 07/01/14 | | | 0 | 0 | This project will span multiple years. Procurements will occur as needed throughout the project lifecycle. |
| Finish | | | 12/31/25 | 12/31/25 | 0 | 0 | The project will very likely be extended beyond the end of FY24. |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 7,485 | | 7,485 | 260 | 7,485 | 0 | 8 | 5,961 | 6,221 | 1,264 |
| **Totals** | 7,485 | 0 | 7,485 | 260 | 7,485 | 0 | 8 | 5,961 | 6,221 | 1,264 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2015 | 555 | | 555 | 0 | | | | 555 | 555 | 0 |
| FY2016 | 1,397 | | 1,397 | 232 | | | | 238 | 471 | 926 |
| FY2017 | 2,627 | | 2,627 | -188 | | | | 1,023 | 835 | 2,718 |
| FY2018 | 2,500 | | 2,500 | 652 | | | | 1,251 | 1,903 | 3,316 |
| FY2019 | 0 | | 0 | -304 | | | | 829 | 525 | 2,791 |
| FY2020 | -9 | | -9 | -160 | | | | 755 | 595 | 2,187 |
| FY2021 | 0 | | 0 | -118 | | | | 188 | 69 | 2,118 |
| FY2022 | 0 | | 0 | 253 | | | | 539 | 792 | 1,325 |
| FY2023 | 416 | | 416 | -31 | | | | 242 | 212 | 1,530 |
| FY2024 | | | 0 | -73 | | | | 212 | 139 | 1,391 |
| FY2025 | | | 0 | -3 | | | 8 | 129 | 126 | 1,264 |
| **Totals** | 7,485 | 0 | 7,485 | 260 | 7,485 | 0 | 8 | 5,961 | 6,221 | 1,264 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Replace & Upgrade Servers & Out of Warranty Equipment** **Period: FY25 Q3** **Prj. ID: 021505**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved Original (A) | Board Approved Changes (B) | Transferred (C) | Current (D=A+B+C) | Activated Funding (E) | Nonactivated Funding (F=E-D) | Comments |
|---|---|---|---|---|---|---|---|---|
| General Capital Fund (01050) | Local | 7,485 | 0 | | 7,485 | 7,485 | 0 | |
| Totals | | 7,485 | 0 | 0 | 7,485 | 7,485 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. Continued replacement of District's IT equipment on an as needed basis.
2. Work with IT management on prioritizing remaining funds.
3. End date adjusted to end of FY 24 as need will continue in the current fiscal year.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Continued replacement of District's IT equipment on an as needed basis.
2. Continue programming replacement priorities.

**Project Notes**

This project funds a number of equipment purchases throughout the year. Many of these purchases are not planned as they are for equipment that has failed. There were no purchases made during this reporting This Period.

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Wi-Fi Bases for Video Review** **Period: FY25 Q3** **Prj. ID: 100016**

**Project Manager:** Karambir Cheema

**SCOPE Summary**

**Project is Completed**

The project scope will primarily be as follows:
1. Install and test Wi-Fi 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 Wi-Fi equipped DVRs to communicate with the application server.
6. Purchase, install and test Wi-Fi equipment at MV San Francisco CUB and Brewster locations.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 690,499 | 100% | 94.4% | $ 690,499 |

**Schedule**

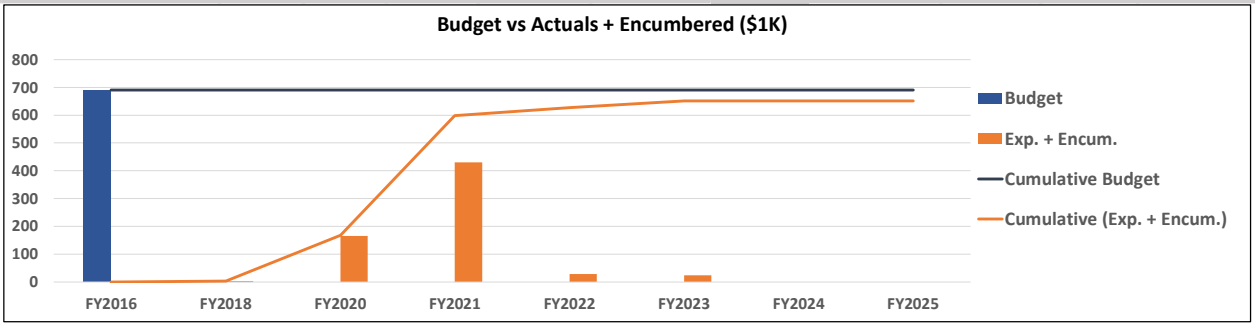
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Funding Released | | | 03/26/17 | 03/26/18 | 0 | -365 | |
| Procurement of hardware and Base infrastructure installation | 03/01/19 | 03/01/19 | 12/31/19 | 12/31/19 | 0 | 0 | |
| Integration | 08/01/19 | 08/01/19 | 12/31/19 | 12/31/19 | 0 | 0 | |
| Testing | 01/01/20 | 01/01/20 | 12/31/22 | 12/31/22 | 0 | 0 | |
| Finish | | | 01/30/25 | 01/30/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning | 19 | | 19 | 0 | 19 | 0 | | 0 | 0 | 19 |
| 16 - Construction | 671 | | 671 | 5 | 671 | 0 | | 646 | 652 | 19 |
| Totals | 690 | 0 | 690 | 5 | 690 | 0 | 0 | 646 | 652 | 39 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2016 | 690 | | 690 | 0 | | | | | 0 | 690 |
| FY2018 | 0 | | 0 | 0 | | | | 3 | 3 | 688 |
| FY2020 | 0 | | 0 | 153 | | | | 12 | 165 | 522 |
| FY2021 | 0 | | 0 | -148 | | | | 579 | 430 | 92 |
| FY2022 | 0 | | 0 | 2 | | | | 27 | 29 | 63 |
| FY2023 | 0 | | 0 | -2 | | | | 26 | 24 | 39 |
| FY2024 | | | 0 | | | | | | 0 | 39 |
| FY2025 | | | 0 | | | | 0 | | 0 | 39 |
| Totals | 690 | 0 | 690 | 5 | 690 | 0 | 0 | 646 | 652 | 39 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Wi-Fi Bases for Video Review** **Period: FY25 Q3** **Prj. ID: 100016**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 690 | 0 | | 690 | 690 | 0 | |
| Totals | | 690 | 0 | 0 | 690 | 690 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Heat map - coverage in the bus yards | IT is working on fixing the issue |
| Bandwidth - connectivity (number of vehicles connecting) | Monitoring |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Project Schedule Delay | PM extended the finish date to fund any procurements required to complete the project. |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| 1. Configure, test, and implement network equipment. |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| 1. IT/ITS schedule to continue inspecting the system |
| 2. Testing CUB/Brewster site performance |
| |
| |
| |

**Project Notes**

1. PM is extending the forecasted finish date to fund any procurements required to complete this project. Project completion is now estimated at June 30, 2024.

**samTrans** | **Capital Programs Quarterly Progress Report**

**FY18 EPM Replacement** | **Period: FY25 Q3** | **Prj. ID: 100248**

**Project Manager:** Jeannie Chen/Mike Torres

**SCOPE Summary**

The current functionality of PeopleSoft EPM fails to provide the District with a solution to meet all Budgeting, Planning and Reporting requirements.
This project will identify and procure a replacement solution that is supported and meets a minimum of 90% of the districts requirements.
Scope
1. Develop Strategy for Budgets and Planning Tool solution
2. Planning & Needs Assessment
   A. Define Business Requirements
   B. Develop high level implementation plan including Staff resources
   C. Identify COT's applications that meet requirements (A) and to be included as a minimum in RFP (Procurement)
4. Procurement
5. Implementation

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 2,300,000 | 35.3% | 5.1% | $ 2,300,000 |

**Schedule**

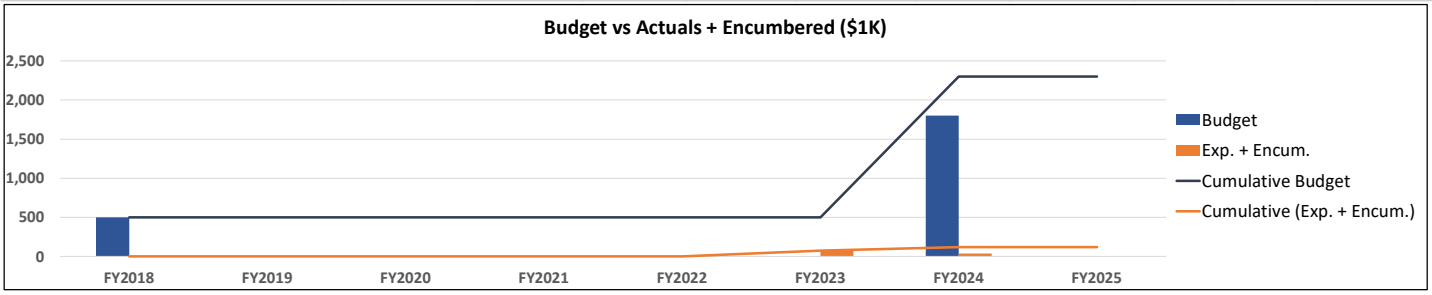
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Phase 0: Project Planning and Management | 7/1/2019 | 7/25/2022 | 12/9/2022 | 12/9/2022 | -1120 | 0 | |
| Phase 1: Needs Assessment | 8/29/2022 | 8/29/2022 | 8/29/2022 | 11/4/2022 | 0 | -67 | |
| Phase 2: Business Process Analysis | 9/26/2022 | 9/26/2022 | 9/26/2022 | 1/13/2023 | 0 | -109 | |
| Phase 3: Development of RFP | 11/1/2022 | 11/1/2022 | 11/11/2022 | 3/9/2023 | 0 | -118 | |
| Phase 4: High Level Recommendations | 12/15/2022 | 12/15/2022 | 2/10/2023 | 2/22/2023 | 0 | -12 | |
| Phase 5: Issue RFP , Select Vendor | | | 02/28/24 | 02/28/24 | 0 | 0 | |
| Phase 6: Select Vendor | 02/29/24 | 02/29/24 | 02/28/25 | 02/28/25 | 0 | 0 | |
| Phase 7: Implementation | 03/01/25 | 03/01/25 | 12/31/25 | 12/31/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 2,300 | | 2,300 | 16 | 2,300 | 0 | | 103 | 118 | 2,182 |
| Totals | 2,300 | 0 | 2,300 | 16 | 2,300 | 0 | 0 | 103 | 118 | 2,182 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2018 | 500 | | 500 | | | | | | 0 | 500 |
| FY2019 | | | 0 | | | | | | 0 | 500 |
| FY2020 | | | 0 | | | | | | 0 | 500 |
| FY2021 | | | 0 | | | | | | 0 | 500 |
| FY2022 | | | 0 | | | | | | 0 | 500 |
| FY2023 | | | 0 | | | | | 78 | 78 | 422 |
| FY2024 | 1,800 | | 1,800 | 16 | | | | 25 | 41 | 2,259 |
| FY2025 | | | 0 | | | | 0 | | 0 | 422 |
| Totals | 2,300 | 0 | 2,300 | 16 | 2,300 | 0 | 0 | 103 | 118 | 2,182 |



**samTrans**

# Capital Programs Quarterly Progress Report

**FY18 EPM Replacement** **Period: FY25 Q3** **Prj. ID: 100248**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 2,300 | 0 | | 2,300 | 2,300 | 0 | |
| Totals | | 2,300 | 0 | 0 | 2,300 | 2,300 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| The needs Assessment Phase completion will determine a more accurate cost & schedule for actual | Identified |
| implementation. | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Lack of IT resources | Identified |
| Competing projects such as HCM, Trapeze, EAM, New Intranet, Hastus, Training, Shared Drives Migration | Identified |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Procurement for Needs Assessment completed. |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**Project Notes**

The outcome of Phase I of the project will determine the actual cost and schedule for Phase II.

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**SPEAR System Improvement** **Period: FY25 Q3** **Prj. ID: 100463**

**Project Manager:** David Harbour

**SCOPE Summary**

The Agency intends to purchase an Enterprise Asset Management (EAM) system to replace its current system, SPEAR. The EAM will be used primarily by Agency's departments to include fleet maintenance, facilities, and infrastructure management. The system will interface into Agency's enterprise applications, including legacy systems, for integrated functionality.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 5,644,352 | 46% | 60.9% | $ 5,644,352 |

**Schedule**

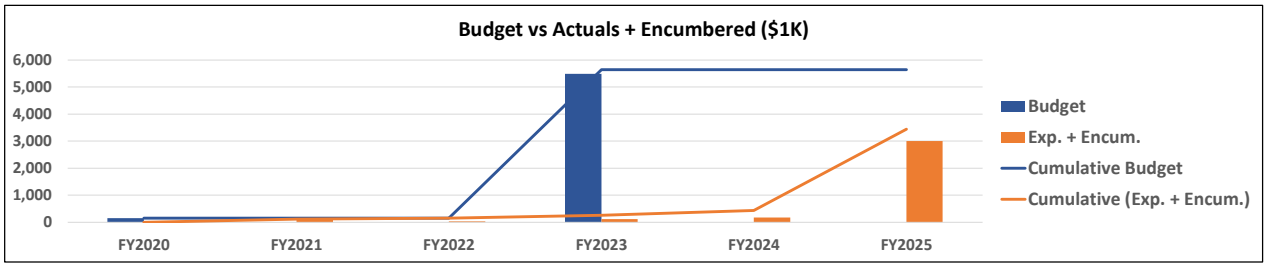
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Procurement | 09/01/21 | 09/01/21 | 06/01/23 | 07/01/24 | 0 | -396 | April '24 BOD; negotiations delay award |
| Kick-off Implementation | 06/02/23 | 04/01/24 | 06/02/23 | 08/06/24 | -304 | -431 | This could be moved up if no delay in awarding |
| Complete System Implementation; Go Live | 06/02/23 | 10/01/26 | 06/02/25 | 11/01/26 | -1217 | -517 | Est. 2 year implementation |
| Complete Training | 06/02/25 | 08/01/26 | 06/01/26 | 11/01/26 | -425 | -153 | Estimate only |
| Transition to IT - First Year Maintenance | 06/02/25 | 11/01/26 | 06/02/26 | 12/01/26 | -517 | -182 | |
| Close-out (10 Year Project) | 12/01/26 | 12/01/26 | 12/01/26 | 12/01/26 | 0 | 0 | Once Transitioned over to IT as Maintenance then can close out project. |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 15 - Procurement | 5,644 | | 5,644 | 2,426 | 5,644 | 0 | 85 | 1,010 | 3,436 | 2,208 |
| Totals | 5,644 | 0 | 5,644 | 2,426 | 5,644 | 0 | 85 | 1,010 | 3,436 | 2,208 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2020 | 150 | | 150 | 0 | | | | 0 | 0 | 150 |
| FY2021 | 0 | | 0 | 39 | | | | 79 | 118 | 32 |
| FY2022 | 0 | | 0 | -3 | | | | 34 | 32 | 0 |
| FY2023 | 5,494 | | 5,494 | -27 | | | | 137 | 110 | 5,385 |
| FY2024 | | | 0 | -8 | | | | 177 | 170 | -170 |
| FY2025 | | | 0 | 2,424 | | | 85 | 583 | 3,007 | 2,378 |
| Totals | 5,644 | 0 | 5,644 | 2,426 | 0 | 0 | 85 | 1,010 | 3,436 | 2,208 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**SPEAR System Improvement** **Period: FY25 Q3** **Prj. ID: 100463**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 5,337 | 0 | | 5,337 | 5,337 | 0 | |
| Measure W Sales Tax (01024) | Local | 308 | 0 | | 308 | 308 | 0 | |
| Totals | | 5,644 | 0 | 0 | 5,644 | 5,644 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Price increases due to parts shortages or other reasons | Increase budget |
| Supply chain issues delaying implementation | Delay progress with implementation |
| Labor shortages supporting implementation | Delay progress with implementation |
| Lack of Internal Support; C&P, Legal, IT, Budgets, etc. | Ask for Management support |
| Vendor gets acquired, dissolved or reorganized | Increase budget and extend schedule |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Trapeze to finalize BPA report for review and sign-off |
| Continue data loading efforts |
| Change Management assessment and report post interviews and assessments |
| Monthly governance meeting |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Continue data loading efforts |
| Change Management assessment and report post interviews and assessments |
| Monthly governance meeting |
| |
| |

**Project Notes**

| |
|---|
| Agreement executed 8/5/24, Kick-off 8/6/24, Implementation will take 28 months to system Go-Live |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Onboard Wi-Fi Equipment Retrofit for 225 buses** **Period: FY25 Q3** **Prj. ID: 100534**

**Project Manager:** Cheema Karambir

**SCOPE Summary**

This project will include the cost of procuring and installing onboard Wi-Fi equipment on 225 buses. This project will also cover the cost of the CAD/AVL backend configuration, hardware installation and a patch for the buses that will allow for the cellular connection to provide a real-time feed.

**STATUS Summary** **Phase:** Implementation

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,765,991 | 98% | 69% | $ 1,765,991 |

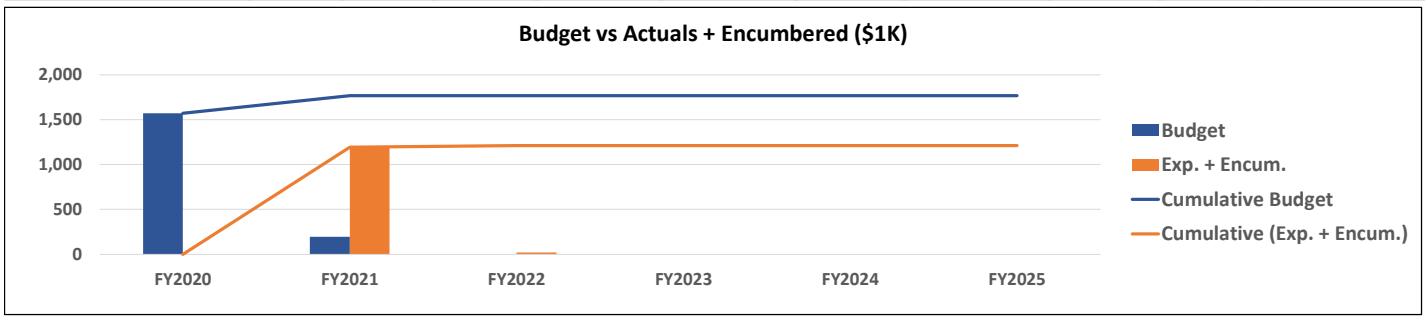
**Schedule**

| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Project Assigned to ITS | | | 01/01/21 | 01/01/21 | 0 | 0 | |
| Procurement of hardware | 01/01/21 | 01/01/21 | 02/28/21 | 02/28/21 | 0 | 0 | |
| Installation | 05/01/21 | 05/01/21 | 06/14/21 | 06/14/21 | 0 | 0 | |
| Testing | 02/01/22 | 02/01/22 | 03/10/22 | 03/10/22 | 0 | 0 | |
| Close out | 03/11/22 | 08/30/22 | 08/30/22 | 06/30/25 | -172 | -1035 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 15 - Procurement | 1,766 | | 1,766 | 3 | 1,766 | 0 | | 1,209 | 1,212 | 554 |
| **Totals** | 1,766 | 0 | 1,766 | 3 | 1,766 | 0 | 0 | 1,209 | 1,212 | 554 |

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2020 | 1,572 | | 1,572 | 0 | | | | | 0 | 1,572 |
| FY2021 | 194 | | 194 | 153 | | | | 1,040 | 1,193 | 573 |
| FY2022 | | | 0 | -149 | | | | 169 | 20 | 554 |
| FY2023 | | | 0 | | | | | | 0 | 554 |
| FY2024 | | | 0 | | | | | | 0 | 554 |
| FY2025 | | | 0 | | | | 0 | | 0 | 554 |
| **Totals** | 1,766 | 0 | 1,766 | 3 | 1,766 | 0 | 0 | 1,209 | 1,212 | 554 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Onboard Wi-Fi Equipment Retrofit for 225 buses** **Period: FY25 Q3** **Prj. ID: 100534**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 267 | 0 | | 267 | 267 | 0 | |
| FY21 STA -SOGR (03130) | State | 1,499 | | | 1,499 | 1,499 | | |
| Totals | | 1,766 | 0 | 0 | 1,766 | 1,766 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Router configuration, integration with back end CAD system | Monitoring firewall issues |
| SIM card network coverage | Monitoring |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | |
|---|---|
| Interface with CVAD/AVL configuration | CVAD/AVL which is tied to this project due to configuration and using one SIM card for |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. Inspect, configure and test the routers for connectivity and uploading data to the central server.
2. Passenger Wi-Fi Connectivity to monitor uptime/downtime
3. Passenger Wi-Fi Security to monitor blocked sites/activities

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Cradle Point Router operating system update (version 7.22.40)

**Project Notes**

Project close out extended to June 30, 2024.

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Automating Daily Dispatch** **Period: FY25 Q3** **Prj. ID: 100546**

**Project Manager:** Jonathan Steketee

**SCOPE Summary**

Procure and implement HastusDaily and BidWeb and move Hastus software suite to Cloud Services. The two programs are additional modules to our planning software HastusScheduling. With implementation, scheduling, operations, and back end process (payroll, etc.) will be integrated together to make a seamless transition from plan to daily operation.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,750,424 | 40% | 68.8% | $ 1,750,424 |

**Schedule**

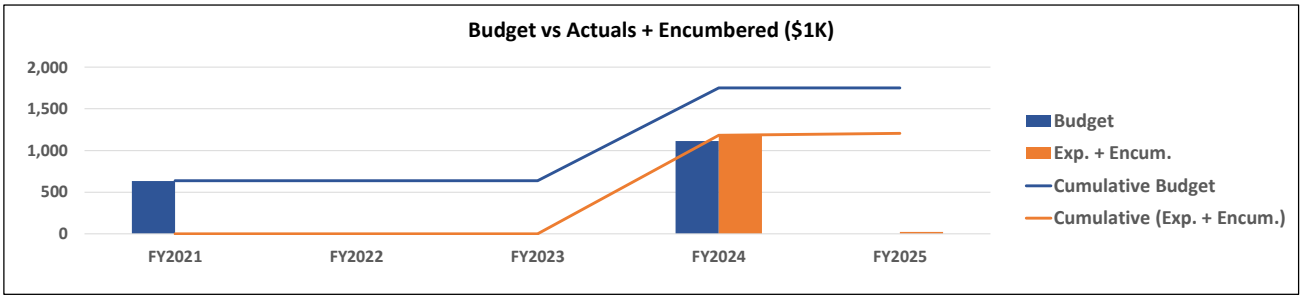
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Scope operational needs for software | 06/01/20 | 06/01/20 | 01/30/21 | 12/15/20 | 0 | 46 | Complete |
| Determine Cloud best location | 10/01/20 | 10/01/20 | 01/01/21 | 09/30/22 | 0 | -637 | Complete |
| Software Procurement | 12/15/21 | 12/15/21 | 04/01/21 | 12/01/22 | 0 | -609 | Complete |
| Software Implementation | 06/01/24 | 06/01/24 | 06/01/25 | 06/01/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 15 - Procurement | 1,750 | | 1,750 | 335 | 1,750 | 0 | 129 | 870 | 1,205 | 546 |
| **Totals** | 1,750 | 0 | 1,750 | 335 | 1,750 | 0 | 129 | 870 | 1,205 | 546 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2021 | 635 | | 635 | 0 | | | | 0 | 0 | 635 |
| FY2022 | | | 0 | 0 | | | | 0 | 0 | 635 |
| FY2023 | | | 0 | 0 | | | | 0 | 0 | 635 |
| FY2024 | 1,115 | | 1,115 | 489 | | | | 695 | 1,183 | 567 |
| FY2025 | | | 0 | -153 | | | 129 | 175 | 21 | 546 |
| **Totals** | 1,750 | 0 | 1,750 | 335 | 1,750 | 0 | 129 | 870 | 1,205 | 546 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Automating Daily Dispatch** **Period: FY25 Q3** **Prj. ID: 100546**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,750 | 0 | | 1,750 | 1,750 | 0 | |
| Totals | | 1,750 | 0 | 0 | 1,750 | 1,750 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Payroll not being able to complete testing until Thanksgiving | Discussing with dept. |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Delay in choice for who should host software | Complete |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Installed BidWeb & Hastus Daily Base (Vanilla release) does not include site customizations |
| Site visit from software provider to go over operational specifications and customizations |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Site Visit for payroll customizations |
| Training for end users for BidWeb |
| Vanilla version testing |
| |
| |

**Project Notes**

| |
|---|
| Project is moving smoothly with addition of project manager from IT, Barjinder. |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**APC Validation** **Period: FY25 Q3** **Prj. ID: 100628**

**Project Manager:** Jonathan Steketee

**SCOPE Summary**

The purpose of this project is to procure a system that can aggregate, verify, summarize, and report data collected by Automatic Passenger Counter (APC) units on 322 bus vehicles for analysis. Currently, the Federal Transit Administration (FTA) requires the agency to conduct ride checks (physically riding the bus) in order to spot-check the data produced by the APC units. A new system could replace the manual process of riding the bus, increasing staff productivity and saving the agency time and money. Approximately 7 hours per week

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 431,250 | 58.3% | 41.4% | $ 431,250 |

**Schedule**

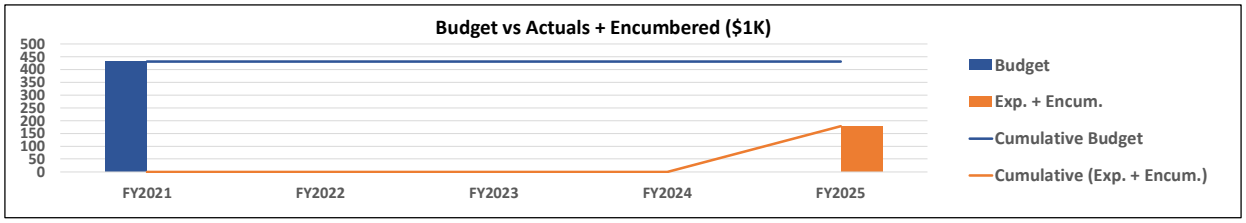
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Conduct Initial Ride Checks | 04/01/22 | 04/01/22 | 06/30/22 | 05/28/22 | 0 | 33 | |
| Analysis Initial Ride Checks | 07/01/22 | 07/01/22 | 09/30/22 | 09/30/22 | 0 | 0 | |
| Conduct Secondary Ride Checks | 10/01/22 | 10/01/22 | 01/30/23 | 01/30/23 | 0 | 0 | |
| Analysis Secondary Ride Checks | 02/01/23 | 02/01/23 | 04/30/23 | 04/30/23 | 0 | 0 | |
| Development of Parameters for Data Cleansing software | 05/01/23 | 05/01/23 | 05/30/23 | 05/30/23 | 0 | 0 | |
| Issue RFP | 08/01/23 | 08/01/23 | | | 0 | 0 | |
| Procure Software | 10/01/23 | 10/01/23 | 12/30/23 | 12/30/23 | 0 | 0 | |
| Implement Software | 01/01/24 | 01/01/24 | 06/30/24 | 06/30/25 | 0 | -365 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 431 | | 431 | 179 | 431 | 0 | | | 179 | 253 |
| Totals | 431 | 0 | 431 | 179 | 431 | 0 | 0 | 0 | 179 | 253 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2021 | 431 | | 431 | | | | | | 0 | 431 |
| FY2022 | | | 0 | | | | | | 0 | 431 |
| FY2023 | | | 0 | | | | | | 0 | 431 |
| FY2024 | | | 0 | | | | | | 0 | 431 |
| FY2025 | | | 0 | 179 | | | 0 | | 179 | 253 |
| Totals | 431 | 0 | 431 | 179 | 431 | 0 | 0 | 0 | 179 | 253 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**APC Validation** **Period: FY25 Q3** **Prj. ID: 100628**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 431 | 0 | | 431 | 431 | 0 | |
| Totals | | 431 | 0 | 0 | 431 | 431 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Poor result from second ride checks | |
| Trouble finding software meeting our parameters | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Random ride check schedule created for January. |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Ride check schedule will be created. |
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Intelligent Transportation System (ITS)** **Period: FY25 Q3** **Prj. ID: 100706**

**Project Manager:** Karambir Cheema

**SCOPE Summary**

The objective of this project is to seek subject matter expertise, and qualified consulting and guidance in order to develop a detailed scope for replacement or refresh of the current Intelligent Transportation System (ITS) which includes, but not limited to, ACS/Orbital CAD/AVL system and Automated Passenger Counter (APC) on District's current fleet.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 228,000 | 1% | 0.0% | $ 228,000 |

**Schedule**

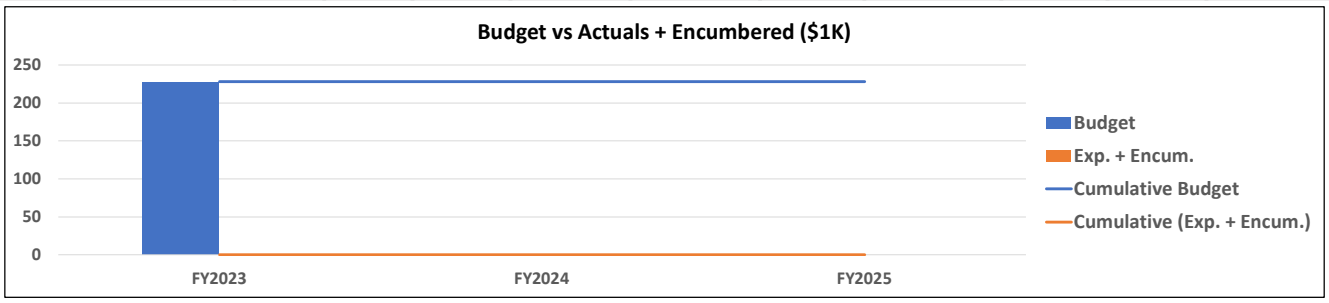
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Internal discussion to evaluate the current system and identify ares of improvement | 12/01/22 | 12/01/22 | 12/31/23 | 12/31/23 | 0 | 0 | |
| Reviewing the scope with stake holders and inter-department discussions | 01/01/24 | 01/01/24 | 06/30/24 | 06/30/24 | 0 | 0 | |
| Finding a consulting service or upgrade the ITS systems | 07/01/24 | 07/01/24 | 06/30/25 | 06/30/25 | 0 | 0 | |
| Implementation | 07/01/25 | 07/01/25 | 12/31/25 | 12/31/25 | 0 | 0 | |
| Testing & Closing | 01/01/26 | 01/01/26 | 06/30/26 | 06/30/26 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15- Procurement | 228 | | 228 | | 228 | 0 | 0 | 0 | 0 | 228 |
| **Totals** | 228 | 0 | 228 | 0 | 228 | 0 | 0 | 0 | 0 | 228 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2023 | 228 | | 228 | | | | | | 0 | 228 |
| FY2024 | | | 0 | | | | | | 0 | 228 |
| FY2025 | | | | | | | 0 | | 0 | 228 |
| **Totals** | 228 | 0 | 228 | 0 | 228 | 0 | 0 | 0 | 0 | 228 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Intelligent Transportation System (ITS)** **Period: FY25 Q3** **Prj. ID: 100706**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 228 | 0 | | 228 | 228 | 0 | |
| | | | | | | | | |
| | | | | | | | | |
| Totals | | 228 | 0 | 0 | 228 | 228 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Finding the experienced consulting service | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Current contract with the OrbCAD system | The new contract will expire 12/31/2027 |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

**KEY ACTIVITIES - Next Reporting Month** (top 5)

**Project Notes**

# SamTrans

## Capital Programs Quarterly Progress Report

**Project Controls**

**Cybersecurity Program** **Period: FY25 Q3** **Prj. ID: 100707**

**Project Manager:** Michael Salazar

**SCOPE Summary**

The funds will cover the development of mandated policies, assessments, initial scoping of needed improvements, acquisition and implementation of several cybersecurity tools including hardware, software and professional services.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 2,311,500 | 91.7% | 13.4% | $ 2,311,500 |

**Schedule**

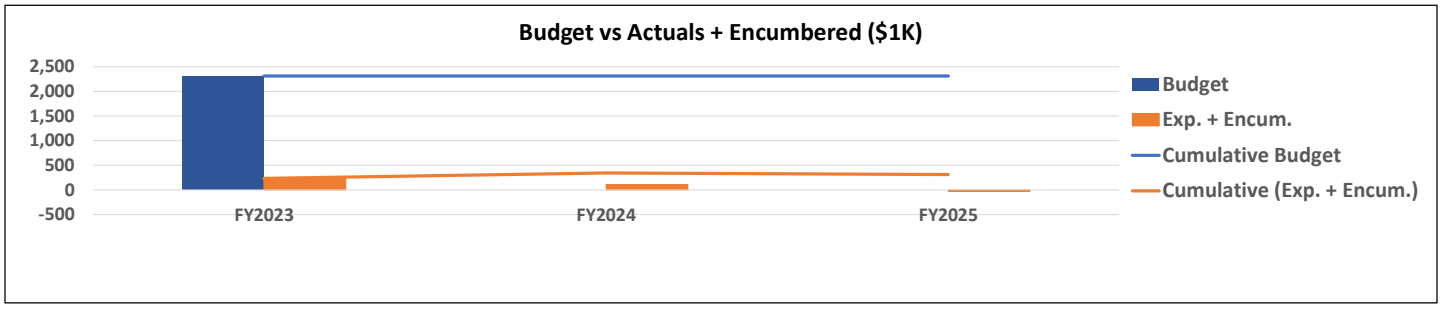
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Cybersecurity Program | 07/01/22 | 07/01/22 | 06/30/25 | 06/30/25 | 0 | 0 | This is a multi-year program |

**PROJECT BUDGET vs Actuals & Encumbrance**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 11 - Planning | 2,312 | | 2,312 | 4 | 2,312 | 0 | 0 | 306.52 | 311 | 2,001 |
| **Totals** | 2,312 | 0 | 2,312 | 4 | 2,312 | 0 | 0 | 307 | 311 | 2,001 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2023 | 2,312 | | 2,312 | | | | | 232 | 232 | 2,079 |
| FY2024 | | | 0 | 30 | | | | 80 | 110 | 1,969 |
| FY2025 | | | 0 | -26 | | | 0 | -6 | -31 | 2,001 |
| **Totals** | 2,312 | 0 | 2,312 | 4 | 2,312 | 0 | 0 | 307 | 311 | 2,001 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Cybersecurity Program** **Period: FY25 Q3** **Prj. ID: 100707**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 92 | 0 | | 92 | 92 | 0 | |
| General Capital Fund (01050) | Local | 2,220 | 0 | | 2,220 | 2,220 | 0 | |
| Totals | | 2,312 | 0 | 0 | 2,312 | 2,312 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| None | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| None | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. Continue planning of remediation work. (no change this period)
2. Continue work on finalizing the spending plan for the year.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Continue planning of remediation work.
2. Continue work on finalizing the spending plan for the year.

**Project Notes**

# samTrans

## Capital Programs Quarterly Progress Report

**Paratransit Scheduling Software** **Period: FY25 Q3** **Prj. ID: 100708**

**Project Manager:** Tina Dubost

**SCOPE Summary**

New paratransit scheduling software will improve the efficiency of paratransit service and will allow new service features.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | | | |
| Previous | | | |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 570,000 | 51.3% | 86.4% | $ 570,000 |

**Schedule**

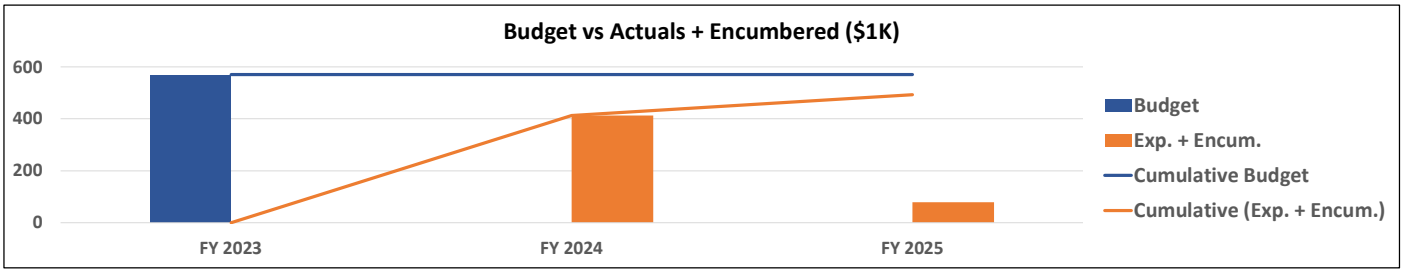
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Design/customize software | 09/28/22 | 09/28/22 | 04/01/23 | 04/01/23 | 0 | 0 | |
| User acceptance testing | 04/02/23 | 04/02/23 | 08/30/23 | 08/30/23 | 0 | 0 | |
| Phase 1 Install & implement | 01/09/23 | 01/09/23 | 07/01/23 | 07/01/23 | 0 | 0 | |
| Phase 2 - adding more functionalities | 05/15/23 | 05/15/23 | 10/31/23 | 02/28/25 | 0 | -486 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 570 | | 570 | 1 | 570 | 0 | 136 | 492 | 493 | 77 |
| Totals | 570 | 0 | 570 | 1 | 570 | 0 | 136 | 492 | 493 | 77 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY 2023 | 570 | | 570 | | | | | | 0 | 570 |
| FY 2024 | | | 0 | 136 | | | | 277 | 413 | 157 |
| FY 2025 | | | 0 | -135 | | | 136 | 215 | 79 | 77 |
| Totals | 570 | 0 | 570 | 1 | 570 | 0 | 136 | 492 | 493 | 77 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax - Capital (01024) | Local | 570 | 0 | | 570 | 570 | 0 | |
| Totals | | 570 | 0 | 0 | 570 | 570 | 0 | |

**samTrans** Capital Programs Quarterly Progress Report

**Paratransit Scheduling Software** **Period: FY25 Q3** **Prj. ID: 100708**

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Vendor delays | Continuing to work with the vendor |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Difficulty getting software to interface with other products | In process |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Continuing to test Driver Mate. |
| Continuing testing with interface with other systems |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Continuing testing with interface with other systems |

| |
|---|
| |
| |
| |
| |

**Project Notes**

| |
|---|
| None |

**samTrans** # Capital Programs Quarterly Progress Report — Project Controls

**Multi-Platform Upgrades** **Period: FY25 Q3** **Prj. ID: 100715**

**Project Manager:** Michael Salazar

**SCOPE Summary**

The project will fund the needs assessment, evaluation, planning and implementation of several aging systems throughout the district. The projects will span 18 to 24 months in durations and address the following systems: Service Management, Disaster Recovery, Telephony, Learning Management, SharePoint, CAD-AVL, Resource Planning, Contact Management and Enterprise Software purchases.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 3,083,700 | 48.8% | 50.9% | $ 3,083,700 |

**Schedule**

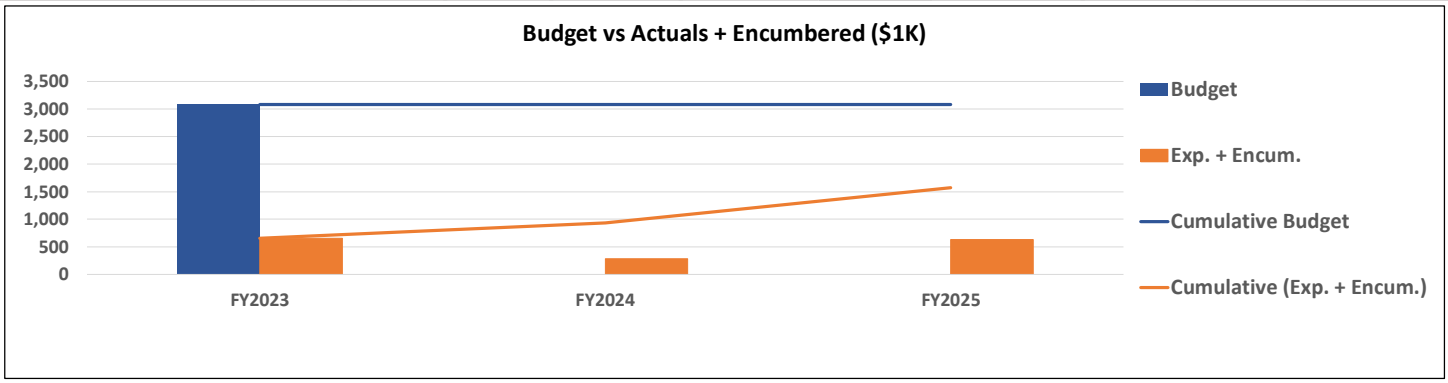
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| ITSM | 07/01/22 | 07/01/22 | 12/30/22 | 08/30/23 | 0 | -243 | Several delays due to resource |
| SharePoint | 07/01/22 | 07/01/22 | 06/30/23 | 06/30/23 | 0 | 0 | |
| Others | 07/01/22 | 07/01/22 | 06/30/24 | 06/30/25 | 0 | -365 | |

**PROJECT BUDGET vs Actuals & Encumbrance**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning | 3,084 | | 3,084 | 133 | 3,084 | 0 | 139 | 1,437 | 1,570 | 1,513 |
| **Totals** | 3,084 | 0 | 3,084 | 133 | 3,084 | 0 | 139 | 1,437 | 1,570 | 1,513 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2023 | 3,084 | | 3,084 | 109 | | | | 548 | 657 | 2,427 |
| FY2024 | | | 0 | 38 | | | | 242 | 281 | -281 |
| FY2025 | | | 0 | -14 | | | 139 | 646 | 632 | 1,794 |
| **Totals** | 3,084 | 0 | 3,084 | 133 | 3,084 | 0 | 139 | 1,437 | 1,570 | 1,513 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Multi-Platform Upgrades** **Period: FY25 Q3** **Prj. ID: 100715**

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved Original (A) | Board Approved Changes (B) | Transferred (C) | Current (D=A+B+C) | Activated Funding (E) | Nonactivated Funding (F=E-D) | Comments |
|---|---|---|---|---|---|---|---|---|
| General Capital Fund (01050) | Local | 3,084 | 0 | | 3,084 | 3,084 | 0 | |
| Totals | | 3,084 | 0 | 0 | 3,084 | 3,084 | 0 | |

| Risk | Mitigation |
|---|---|
| None | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| None | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. Continue prioritizing other project tasks. (no change this period)

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Continue prioritizing remaining project tasks.
2

**Project Notes**

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Facility Smaller Projects** **Period: FY25 Q3** **Prj. ID: 021507**

**Project Manager:** Ron Robertson

**SCOPE Summary**

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.

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 5,310,228 | 93% | 86.1% | $ 5,310,228 |

**Schedule**

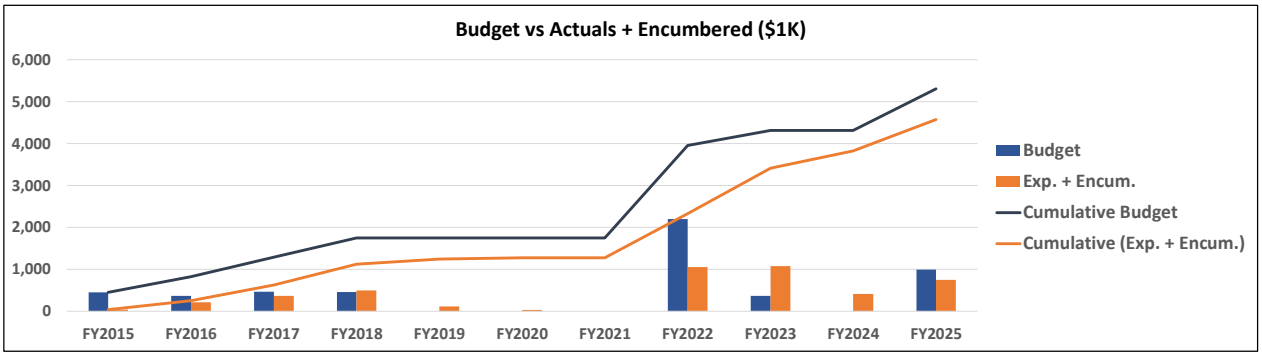
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 07/01/15 | 07/01/15 | | | 0 | 0 | |
| Finish | | | 12/31/25 | 12/31/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 15 - Procurement | 1,691 | | 1,691 | 22 | 1,691 | 0 | | 1,269 | 1,291 | 400 |
| 16 - Construction | 3,619 | | 3,619 | 160 | 3,619 | 0 | 315 | 3,121 | 3,281 | 338 |
| **Totals** | 5,310 | 0 | 5,310 | 182 | 5,310 | 0 | 315 | 4,390 | 4,572 | 738 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2015 | 454.47 | | 454 | 0 | | | | 41 | 41 | 414 |
| FY2016 | 368.91 | | 369 | 79 | | | | 135 | 214 | 569 |
| FY2017 | 467.81 | | 468 | 28 | | | | 344 | 372 | 665 |
| FY2018 | 459.65 | | 460 | 67 | | | | 432 | 499 | 625 |
| FY2019 | | | 0 | -117 | | | | 236 | 119 | 506 |
| FY2020 | | | 0 | -25 | | | | 55 | 30 | 476 |
| FY2021 | | | 0 | 0 | | | | 2 | 2 | 474 |
| FY2022 | 2,202 | | 2,202 | 88 | | | | 966 | 1,055 | 1,622 |
| FY2023 | 366 | | 366 | 75 | | | | 1,004 | 1,080 | 908 |
| FY2024 | | | 0 | -108 | | | | 524 | 416 | 492 |
| FY2025 | 992 | | 992 | 93 | | | 315 | 652 | 745 | 738 |
| **Totals** | 5,310 | 0 | 5,310 | 182 | 5,310 | 0 | 315 | 4,390 | 4,572 | 738 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Facility Smaller Projects** **Period: FY25 Q3** **Prj. ID: 021507**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 5,310 | 0 | | 5,310 | 5,310 | 0 | |
| Totals | | 5,310 | 0 | 0 | 5,310 | 5,310 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Remodel North and South Base Employee Areas** **Period: FY25 Q3** **Prj. ID: 100466**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project with reconfigure and modernize four (4) existing employee breakrooms at North/South Bases. The project will remove worn cabinets/carpeting and fixtures after 30+ years usage. Improvements will include staff/users participating in new room layout and equipment selection; increased seating capacity and greater comfort to users.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,261,000 | 20.8% | 25.3% | $ 1,261,000 |

**Schedule**

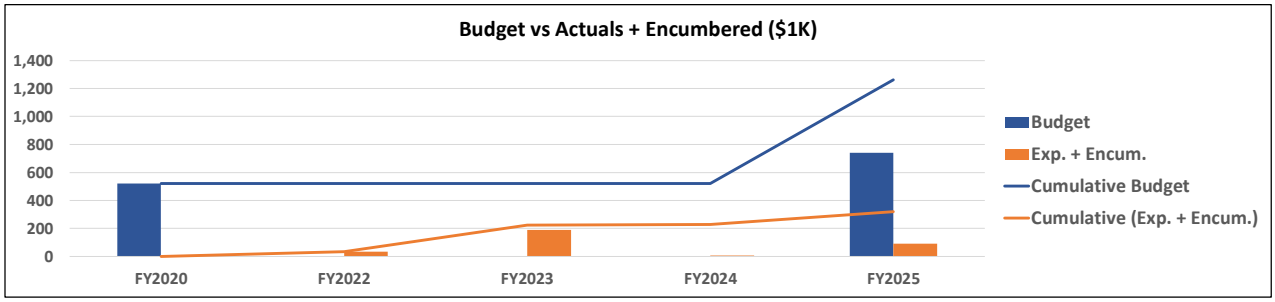
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Start | 07/01/20 | 06/01/22 | 10/31/22 | 10/31/22 | -700 | 0 | Schedule re-baselined in March 2024 |
| PE/Env/PSE (Preliminary Design) | 08/01/22 | 08/01/22 | 04/30/23 | 04/30/23 | 0 | 0 | |
| Final Design | 05/01/23 | 05/01/23 | 08/30/24 | 08/30/24 | 0 | 0 | |
| Procurement | 10/01/24 | 10/01/24 | 05/31/25 | 05/31/25 | 0 | 0 | |
| Construction | 07/01/25 | 07/01/25 | 03/31/26 | 03/31/26 | 0 | 0 | |
| Close out | 04/01/26 | 04/01/26 | 08/01/26 | 08/01/26 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning/CD/Env | 40 | | 40 | 4 | 40 | 0 | | 36 | 40 | 0 |
| 12- PE/Env/PSE | 50 | | 50 | 3 | 50 | 0 | | 47 | 50 | 0 |
| 13 - Final Design | 100 | | 100 | 28 | 100 | 0 | 36 | 75 | 103 | -3 |
| 15 - Procurement | 20 | | 20 | 7 | 20 | 0 | | 1 | 8 | 12 |
| 16 - Construction | 1,041 | | 1,041 | 21 | 1,041 | 0 | | 97 | 118 | 923 |
| 19 - Closeout | 10 | | 10 | 0 | 10 | 0 | | | 0 | 10 |
| **Totals** | 1,261 | 0 | 1,261 | 62 | 1,261 | 0 | 36 | 257 | 319 | 942 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY2020 | 520 | | 520 | 0 | | | | | 0 | 520 |
| FY2022 | | | 0 | 0 | | | | 33 | 33 | 487 |
| FY2023 | | | 0 | 80 | | | | 109 | 190 | 297 |
| FY2024 | | | 0 | -50 | | | | 55 | 5 | 291 |
| FY2025 | 741 | | 741 | 31 | | | 36 | 59 | 90 | 942 |
| **Totals** | 1,261 | 0 | 1,261 | 62 | 1,261 | 0 | 36 | 257 | 319 | 942 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Remodel North and South Base Employee Areas** **Period: FY25 Q3** **Prj. ID: 100466**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,261 | 0 | | 1,261 | 1,261 | 0 | |
| Totals | | 1,261 | 0 | 0 | 1,261 | 1,261 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Conflicting interests by stakeholders | Stakeholders and Design Team have assesses and prioritized for usable space |
| Space constraints within existing floorspace | Stakeholders and Design Team will operate within existing building structure |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Work elements expanding beyond current scope and budget | Select building improvements as requested present large-scale and long-term structural consideration. Facilities will propose an FY24 Capital Project to address these larger issues. |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Design team provided 95% design in March'25 for District's review |
| Facilities reviewed/accepted the 95% plan set and approved creation of the 100% plan set |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Facilities to receive and review final specifications and modify as needed for bidding cycle |
| Detailed stakeholder review is anticipated in April '25 |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB SB Bus Vacuum Replacement** **Period: FY25 Q3** **Prj. ID: 100468**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project is focused to assess/design viable methods of bus interior vacuuming/cleaning. The existing North Base cyclonic vacuum is 35-yrs worn and non-functional. South Base uses mixed cleaning methods. Initially cyclonic vacuums were assessed but found lacking in performance; Backpack vacuums were tested by staff/users in late 2022 and also found insufficient. The project will refocus on compressed air technology as the best and most viable cleaning method. Plans will now include both a technical design and a safety assessment for users.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 150,000 | 45% | 31.9% | $ 150,000 |

**Schedule**

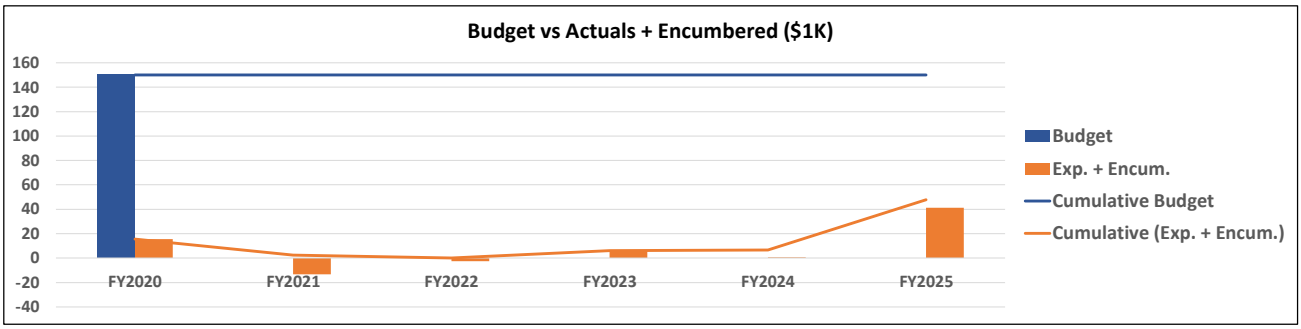
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Preliminary Assessment | 08/01/22 | 08/01/22 | 07/31/23 | 07/31/23 | 0 | 0 | Cyclonic units do not meet District needs |
| Interim back-pack | 10/01/23 | 10/01/23 | 05/01/24 | 05/01/24 | 0 | 0 | Interim back-packs do not meet needs |
| Rescope to air compressor usage | 08/01/24 | 08/01/24 | 06/30/25 | 06/30/25 | 0 | 0 | Work in progress |
| | | | | | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 12 - PE/Env/PSE | 150 | | 150 | 32 | 150 | 0 | 9 | 16 | 48 | 102 |
| Totals | 150 | 0 | 150 | 32 | 150 | 0 | 9 | 16 | 48 | 102 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 150 | | 150 | 16 | | | | | 16 | 134 |
| FY2021 | 0 | | 0 | -13 | | | | | -13 | 148 |
| FY2022 | 0 | | 0 | -2 | | | | | -2 | 150 |
| FY2023 | | | 0 | | | | | 6 | 6 | 144 |
| FY2024 | | | 0 | | | | | 1 | 1 | 143 |
| FY2025 | | | | 32 | | | 9 | 9 | 41 | 102 |
| Totals | 150 | 0 | 150 | 32 | 150 | 0 | 9 | 16 | 48 | 102 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**NB SB Bus Vacuum Replacement** **Period: FY25 Q3** **Prj. ID: 100468**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| SOGR FY20 (03126) | State | 150 | 0 | | 150 | 150 | 0 | |
| Totals | | 150 | 0 | 0 | 150 | 150 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Evolving cleaning technology | Consultants advise that heavy vacuum system infrastructure is no longer practical |
| Evolving cleaning technology | Staff tested backpack vacuums for 60 days but found performance lacking. |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| New alternative -- compressed air lines | Bases have used compress air lines for cleaning and report favorably |
| Safety issues for compress air line usage | Design will proceed with parallel input by a Safety Engineer or Industrial Hygienist |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

Design team has furnished a proposal and District has reviewed for revisions consistent with original scope

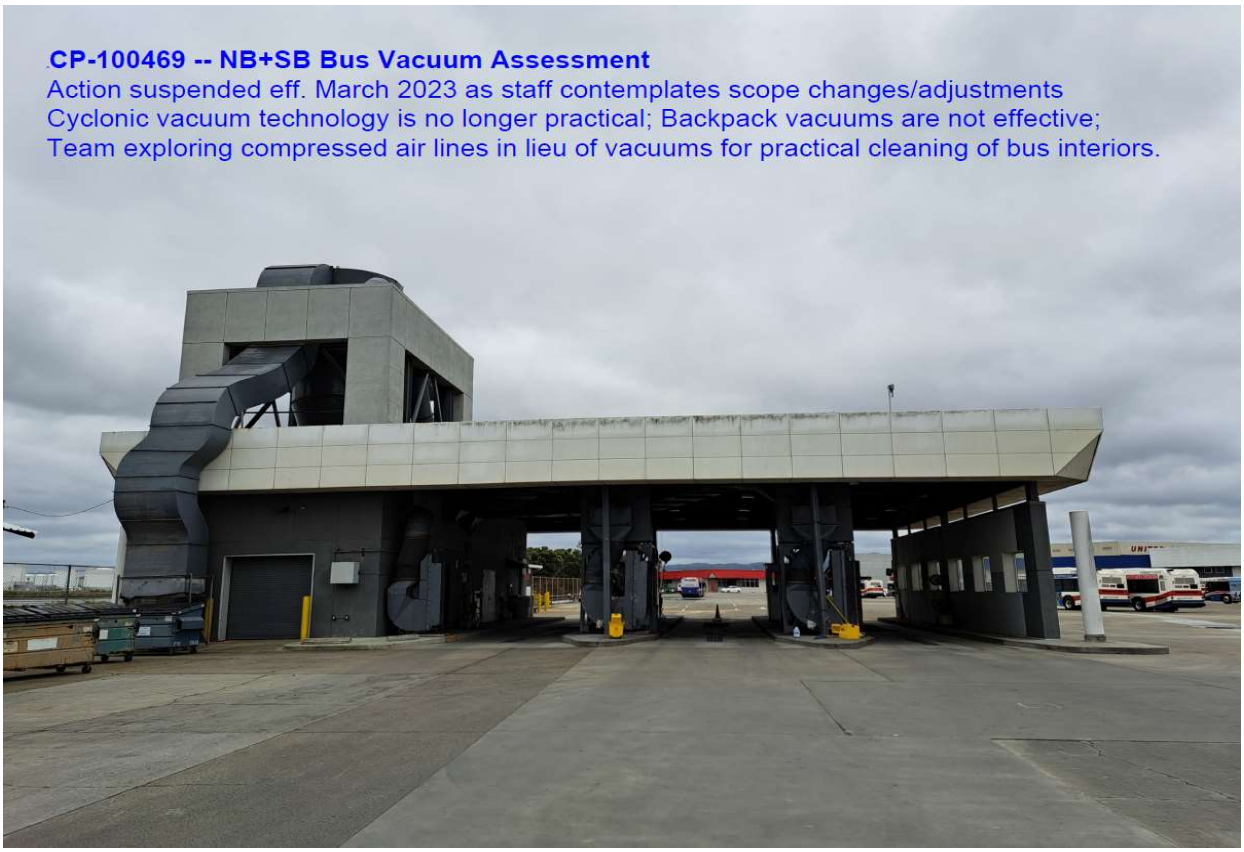
**KEY ACTIVITIES - Next Reporting Month** (top 5)

Facilities has drafted a new scope to better reflect District's operational needs

A new proposal is anticipated in April'25

**Project Notes**

A new baseline for schedule and budget are forthcoming


CP-100469 -- NB+SB Bus Vacuum Assessment
Action suspended eff. March 2023 as staff contemplates scope changes/adjustments
Cyclonic vacuum technology is no longer practical; Backpack vacuums are not effective;
Team exploring compressed air lines in lieu of vacuums for practical cleaning of bus interiors.

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**samTrans HQ Tenant Improvement** **Period: FY25 Q3** **Prj. ID: 100472**

**Project Manager:** Kris McGee

**SCOPE Summary**

On December 18, 2023, through a lease-to-purchase agreement, the SamTrans Board of Directors approved the acquisition of a 180,000-square-foot (SF) "cold" Core & Shell structure located in Millbrae, CA (next to Millbrae BART and Caltrain Stations) to serve as its new headquarters office building. The Tenant Improvement (TI) Build-Out of this Core & Shell structure will unfold over the next 12-15 months; all SamTrans, TA, and shared services employees will be relocated to the new headquarters office

**STATUS Summary** **Phase:** Design

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 74,437,093 | 11% | 7.3% | $ 74,437,093 |

**Schedule**

| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| TI, 100%CDs + Value Engineering Drawings | | | 01/23/25 | 01/23/25 | 0 | 0 | on time |
| TI, Subcontractor Bidding and Pricing Schedule Review | 01/24/25 | 01/24/25 | 04/02/25 | 04/02/25 | 0 | 0 | on time |
| TI, Execute GMP | | | 04/02/25 | 04/02/25 | 0 | 0 | |
| TI, Submit for Permit / Permit Approval (2 rounds) | 01/24/25 | 01/24/25 | 04/28/25 | 04/28/25 | 0 | 0 | |
| TI, Construction Mobilization and Buildout: Level 1, 5, 4, 6 | 04/18/25 | 04/18/25 | 01/02/26 | 01/02/26 | 0 | 0 | |
| TI, Final Inspections | 10/07/25 | 10/07/25 | 01/05/26 | 01/05/26 | 0 | 0 | |
| TI, Substantial Completion / Lease Commencement | | | 01/05/26 | 01/05/26 | 0 | 0 | |
| TI, Closeout | 01/05/26 | 01/05/26 | 01/28/26 | 01/28/26 | 0 | 0 | |
| Non - TI FF&E, Design Approval | | | 01/21/25 | 01/21/25 | 0 | 0 | |
| Non - TI FF&E, Contract Procurement | 01/21/25 | 01/21/25 | 05/06/25 | 05/06/25 | 0 | 0 | |
| Non - TI FF&E, Contract for Board Approval | | | 05/07/25 | 05/07/25 | 0 | 0 | Board Approval |
| Non - TI FF&E, Procurement | 04/18/25 | 04/18/25 | 01/02/26 | 01/02/26 | 0 | 0 | |
| Non - TI FF&E, Installation | 01/05/26 | 01/05/26 | 04/24/26 | 04/24/26 | 0 | 0 | |
| Non - TI GC, Design | 01/24/25 | 01/24/25 | 03/31/25 | 03/31/25 | 0 | 0 | |
| Non - TI GC, Contract Procurement | 04/01/25 | 04/01/25 | 10/01/25 | 10/01/25 | 0 | 0 | |
| Non - TI GC, General Contract for Board Approval | | | 10/01/25 | 10/01/25 | 0 | 0 | Board Approval |
| Non - TI GC, Permit Approval | 10/02/25 | 10/02/25 | 01/05/26 | 01/05/26 | 0 | 0 | |
| Non - TI GC, GC Mobilization / Buildout | 01/06/26 | 01/06/26 | 05/05/26 | 05/05/26 | 0 | 0 | |
| Non - TI Move, Complete Questionnaires and Name Ambassadors | 03/03/25 | 03/03/25 | 04/07/25 | 04/07/25 | 0 | 0 | |
| Non - TI Move, Finalize RFP and Contract Procurement | 04/08/25 | 04/08/25 | 10/31/25 | 10/31/25 | 0 | 0 | |
| Non - TI Move, Move Services Contract for Board Approve | | | 11/05/25 | 11/05/25 | 0 | 0 | Board Approval |
| Non - TI Move, Move Services Contract Award | 11/17/25 | 11/17/25 | 11/21/25 | 11/21/25 | 0 | 0 | |
| Non - TI Move, Moving Process | 12/01/25 | 12/01/25 | 05/30/26 | 05/30/26 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

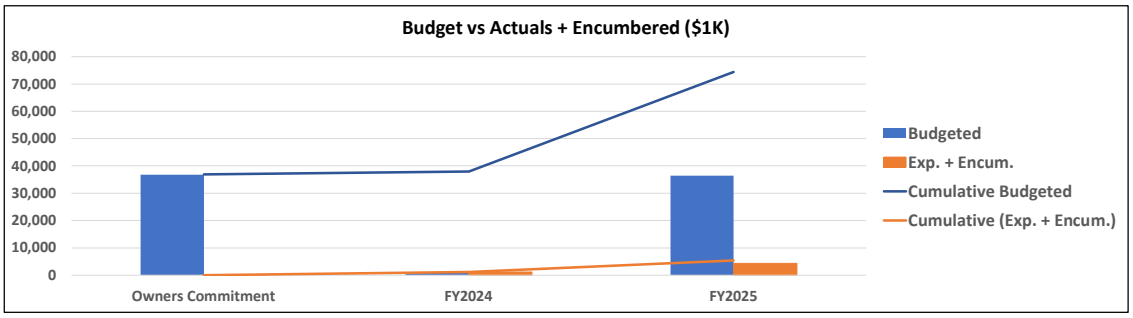
| Activity | Budget Approved (A) | Budget Committed (B) | Estimate at Completion C | Variance (D=A-C) | Expended This Period | Expended To Date | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|
| Furniture, Fixtures, & Equipment (FF&E), and Auxiliary Equipment | 9,380 | 115 | 9,380 | 0 | 98 | 259 | 374 | 9,006 |
| Information, Communications, & Technology (ICT), Data Servers, and Building Management System | 6,794 | 115 | 6,794 | 0 | 98 | 259 | 374 | 6,420 |
| Parking Garage Fencing, EV Charging, Ticket Booth & Fare Storage, and Owner Paid Permit Fees | 1,735 | | 1,735 | 0 | | 0 | 0 | 1,735 |
| Moving Services, Move Management, Digitization, Equipment & Furniture Disposal, and Document Disposal | 1,793 | 462 | 1,793 | 0 | 38 | 38 | 500 | 1,293 |
| Project Management, Construction Management, Change Management, Procurement, and Legal Services | 3,790 | 860 | 3,790 | 0 | 81 | 802 | 1,662 | 2,128 |
| Architectural & Engineering Design | 2,625 | 2,516 | 2,625 | 0 | | 0 | 2,516 | 109 |
| HQ Tenant Improvement (TI) | 11,469 | 0 | 11,469 | 0 | | 0 | 0 | 11,469 |
| Owner Commitment for TI Work | 36,851 | | 36,851 | 0 | | | 0 | 36,851 |
| **Totals** | 74,437 | 4,068 | 74,437 | 0 | 315 | 1,359 | 5,427 | 69,010 |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**samTrans HQ Tenant Improvement** **Period: FY25 Q3** **Prj. ID: 100472**

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|
| | Budgeted | Changes | Committed | | | This Period | To Date | | |
| | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| Owners Commitment | 36,851 | | 0 | 36,851 | 0 | | | 0 | 36,851 |
| FY2024 | 1,100 | | 229 | 1,100 | 0 | | 904 | 1,133 | 36,818 |
| FY2025 | 36,486 | | 3,839 | 36,486 | 0 | 315 | 455 | 4,294 | 69,010 |
| Totals | 74,437 | 0 | 4,068 | 74,437 | 0 | 315 | 1,359 | 5,427 | 69,010 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 37,586 | 0 | | 37,586 | 10,731 | 26,855 | |
| Owner Commitment | | 36,851 | 0 | | 36,851 | 36,851 | 0 | |
| Totals | | 74,437 | 0 | 0 | 74,437 | 47,582 | 26,855 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Budget: Tarrifs are imposed by the federal government. | SamTrans leadership has proactively secured volatile market pricing items and long-lead materials through early release. This approach includes potential storage solutions to expedite overseas procurement and mitigate cost risks. While tariffs remain a pricing threat, these measures help minimize exposure. |
| Schedule: City of Millbrae requires more rounds of drawing review than schedule anticipates to obtain permit. | The Architect and SamTrans have met with the City to discuss outstanding occupancy comment to assist in its resolve. |
| Budget and Schedule: Landlord issues a Pricing Schedule that SamTrans finds unacceptable, leading to multiple review cycles and potentially delaying the Contractor's release. Contributing factors may include tariffs on goods. | Resolved. Pricing Schedule has been mutually agreed upon and within Board-Approved budget. |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Budget: Skyline's pricing to 90%CDs came in higher than originally budgeted | Resolved. The Project's Pricing Schedule is within the Board-Approved budget. |
| Budget and Schedule: Landlord will not carry non-TI contractors on behalf of SamTrans (ie. Communications/Cabling, Signage & Branding) | Resolved. SamTrans is going through C&P to procure trades needed to complete work outside Landlord's responsibilities. |

| samTrans HQ Tenant Improvement | Period: FY25 Q3 | Prj. ID: 100472 |
|---|---|---|

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| Tenant Improvement | Move management |
|---|---|
| Continued to compile procurement documents for SamTrans Non-TI Work | Distributed Cal-Train Questionnaire |
| Reviewed Landlord's Pricing Schedule and provided comments. Pricing Schedule was mutually agreed upon. | Continued Discussions with People and Culture and IT |
| Architect (Stantec) generated drawings for Non-TI GC scope of work | Continued Discussions with Procurement |
| FF&E scope was bid and proposals received. Recommended Vendor will be presented to the Board in May. | Continued Discussions with Facilities |
| Project granted early release of volatile trades to mitigate cost/tariff risks and addressed long lead items | Continued Move RFP Edits |
| | |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| Tenant Improvement | Move management |
|---|---|
| Warm Shell improvements will begin. | Incorporate Stakeholder Surveys |
| The drawings will be resubmitted to City for permit. | Develop Move Management Schedule |
| Processing project submittals and RFIs will begin. | Finalize Colored Floor Plans by Department |
| Landlord will finalize GMP with GC based on the approved Pricing Schedule | Finalize Move SOW based on coordination |
| Continue to compile procurement documents for SamTrans Non-TI Project | Develop Seating Assignment Launch Docs |

**Project Notes**



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Central Building Various Site Improvements** **Period: FY25 Q3** **Prj. ID: 100473**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project includes 20+ building improvements of various size/nature for the Central Office and Garage. Work in 2020-22 focused on office painting, carpeting, window blinds and water fountains. Effective in 2022, project work was directed toward refurbishing 4 elevators that are worn beyond their expected life -- 3 lobby elevators and 1 in the parking garage. Plans are to upgrade elevator motor assemblies (office units), hydraulic system (garage) and related controllers, control switches, door operators/locks, brake pads, clutches, motion sensors and safety features.

**STATUS Summary** **Phase:** Design

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,849,200 | 26% | 38% | $ 1,849,200 |

**Schedule**

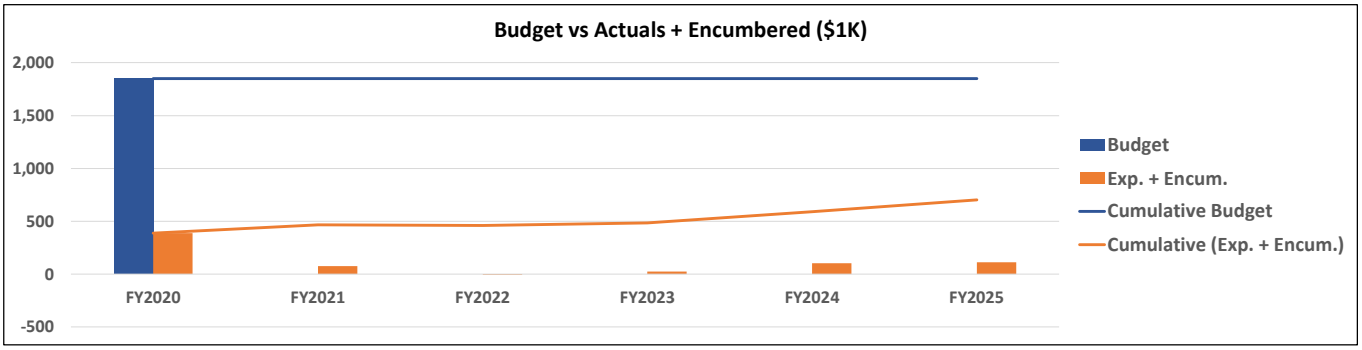
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 07/01/20 | 07/01/20 | | | 0 | 0 | Initial work for carpets, blinds, ceiling tile, modular furniture |
| Design | 03/01/23 | 03/01/24 | 04/30/24 | 05/30/24 | -366 | -30 | Initial elevator design began March'23 |
| Procurement | 06/17/24 | 06/17/24 | 08/01/25 | 08/01/25 | 0 | 0 | |
| Construction | 08/01/25 | 08/01/25 | 10/01/25 | 10/01/25 | 0 | 0 | Units 2 and 1 in non-overlapping sequence |
| Closing | 03/03/26 | 03/03/26 | 06/30/26 | 06/30/26 | 0 | 0 | District option for the third elevator |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 16 - Construction | 1,849 | | 1,849 | 23 | 1,849 | | 75 | 680 | 703 | 1,146 |
| **Totals** | 1,849 | 0 | 1,849 | 23 | 1,849 | 0 | 75 | 680 | 703 | 1,146 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 1,849 | | 1,849 | 247 | | | | 142 | 389 | 1,460 |
| FY2021 | | | 0 | -207 | | | | 284 | 77 | 1,383 |
| FY2022 | 0 | | 0 | -39 | | | | 32 | -7 | 1,389 |
| FY2023 | 0 | | 0 | 16 | | | | 9 | 26 | 1,364 |
| FY2024 | 0 | | 0 | 27 | | | | 78 | 105 | 1,284 |
| FY2025 | 0 | | 0 | -21 | | | 75 | 134 | 113 | 1,251 |
| **Totals** | 1,849 | 0 | 1,849 | 23 | 1,849 | 0 | 75 | 680 | 703 | 1,146 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Central Building Various Site Improvements** **Period: FY25 Q3** **Prj. ID: 100473**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,849 | 0 | | 1,849 | 1,849 | 0 | |
| Totals | | 1,849 | 0 | 0 | 1,849 | 1,849 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk Title | Mitigation |
|---|---|
| Project work is focused to rehab of existing elevators | Modernize sensors/controls to code compliance; replace traction motors |
| Project may encounter delay for specialized OEM parts/services | Project planning will provide for lead time and adjustment over the project lifecycle |
| Project scope will modernize select elements of cars/system | Design team has an experienced consultant for construction support |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue Title | Status |
|---|---|
| Rehab work must carry minimum impact to building occupants | Facilities will coordinate for minimal interruption to building occupants and operations |
| Each car/shaft will get modernized in sequence | Work to be phased that only one machine is out-of-service at a time. |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| District's elevator modernization project reached Contracts & Procurement in June'24; draft bid/RFP is in final review. |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| District will finalized the bid timeframe with Contracts & Procurement in April'25 |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**South Base Bus Washer Walls Rehab** **Period: FY25 Q3** **Prj. ID: 100474**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

The project will replace the structural walls of the South Base bus washer. Extensive water damage has caused the walls to become unstable and require replacement. Significant section of the walls will be reconstructed and the new design will include waterproofing and/or drainage features. The new wall structure will include 'load capacity' to allow for a future rain canopy (NIC).

**STATUS Summary** **Phase:** Final Design

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 358,613 | 62.3% | 83.7% | $ 358,613 |

**Schedule**

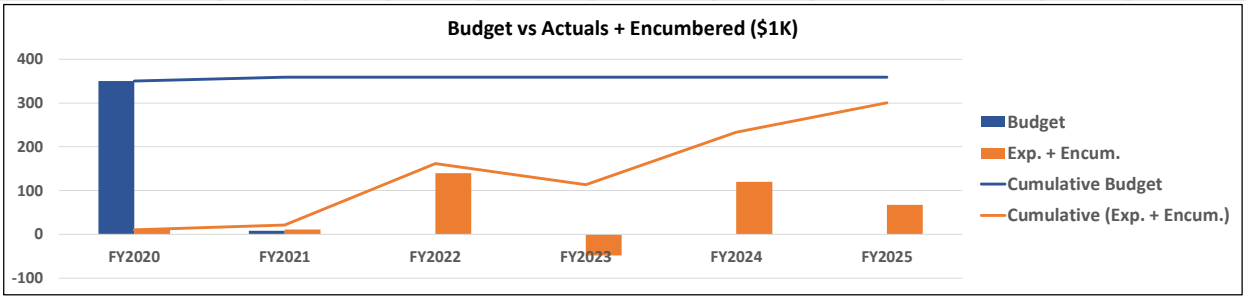
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 11/01/20 | 11/01/20 | 03/31/21 | 03/31/21 | 0 | 0 | Schedule is re-baselined in March 2024 |
| Final Design | 12/01/21 | 12/01/21 | 05/31/24 | 05/31/24 | 0 | 0 | Design #2 is 95% complete |
| Procurement | 06/01/24 | 06/01/24 | 01/31/25 | 01/31/25 | 0 | 0 | |
| Construction | 02/01/25 | 02/01/25 | 07/30/25 | 07/30/25 | 0 | 0 | |
| Closing | 08/01/25 | 08/01/25 | 11/31/2025 | 11/31/2025 | 0 | 0 | |

**PROJECT BUDGET vs Actuals & Encumbrance**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 11- Planning | 20 | | 20 | 0 | 20 | | | 10 | 10 | 10 |
| 12- PE/Env/PSE | 50 | | 50 | 3 | 50 | | | 35 | 39 | 11 |
| 13 - Final Design | 83 | | 83 | 7 | 83 | | | 108 | 115 | -32 |
| 15 -Procurement | 20 | | 20 | | 20 | | 5 | 8 | 8 | 12 |
| 16 - Construction | 166 | | 166 | 49 | 166 | | 41 | 64 | 113 | 52 |
| 19 - Closeout | 20 | | 20 | 3 | 20 | | | 12 | 15 | 5 |
| **Totals** | 359 | 0 | 359 | 63 | 359 | 0 | 46 | 237 | 300 | 58 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 350 | | 350 | 10 | | | | 0 | 10 | 340 |
| FY2021 | 9 | | 9 | 0 | | | | 11 | 11 | 337 |
| FY2022 | 0 | | 0 | 79 | | | | 61 | 140 | 197 |
| FY2023 | 0 | | 0 | -89 | | | | 41 | -48 | 246 |
| FY2024 | 0 | | 0 | 45 | | | | 75 | 120 | 126 |
| FY2025 | 0 | | 0 | 18 | | | 46 | 49 | 67 | 58 |
| **Totals** | 359 | 0 | 359 | 63 | 359 | 0 | 46 | 237 | 300 | 58 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**South Base Bus Washer Walls Rehab** **Period: FY25 Q3** **Prj. ID: 100474**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 50 | 0 | | 50 | 50 | 0 | |
| SOGR FY20 (03126) | State | 309 | 0 | | 309 | 309 | 0 | |
| Totals | | 359 | 0 | 0 | 359 | 359 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Unforeseen damage | Project Team has inspected work area to the extent feasible for assessment of damages |
| Hidden damage upon subsequent discovery | District will identify add/alternate bid items to address events upon demolition |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Construction plans, specifications and support documents were furnished to C&P in mid-Oct'24 |
| Procurement staff implemented changes to the bid document package in late Jan'25 for use by District staff |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Facilities is now is receipt of a new Procurement bid template and will coordinate with Procurement staff for final draft. |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |


Wall #2
Provide 1' x 1' cut out to expose panels
Aug 7, 2020 at 10:09:26 AM
N 37° 30' 57", W 122° 15' 7"
San Carlos, CA 94070

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**ADA Study & Phase 1 Retrofits** **Period: FY25 Q3** **Prj. ID: 100475**

**Project Manager:** Jeff Thomas

**SCOPE Summary**

This project is 'interim' ADA site improvements while the Title II ADA self-evaluation and Transition plan/policy are developed and formally adopted by the Board. This project facilitates interim planning and construction work to remove/improve access to/around District facilities and bus stops as prioritized by staff/Counsel.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 2,137,000 | 6.7% | 26.9% | $ 2,137,000 |

**Schedule**

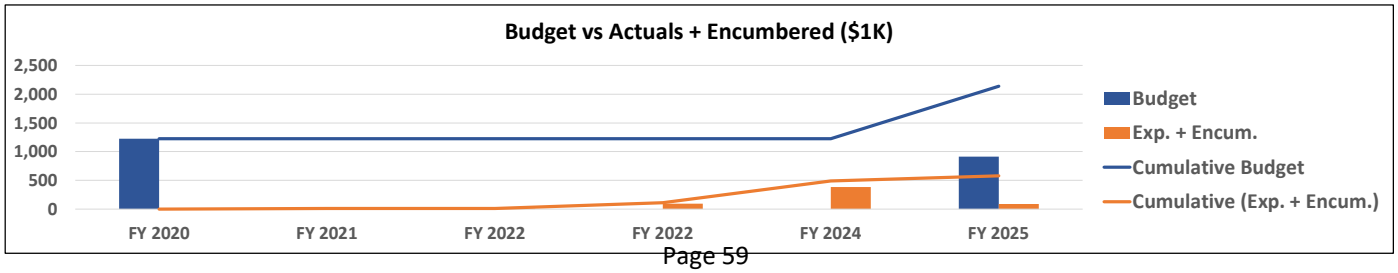
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Planning & Development | 07/01/22 | 10/01/22 | 06/30/28 | 06/30/28 | -92 | 0 | Schedule re-baselined |
| Final Design | 03/01/23 | 03/01/23 | 08/31/27 | 08/31/27 | | | |
| Procurement | 07/01/23 | 07/01/23 | 11/31/27 | 11/31/27 | | | |
| Construction | 09/20/23 | 09/20/23 | 03/30/28 | 03/30/28 | | | |
| Close out | 04/01/28 | 04/01/28 | 08/31/28 | 08/31/28 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning/CD/Env | 200 | | 200 | 20 | 200 | 0 | | 130 | 150 | 50 |
| 13 - Final Design | 100 | | 100 | 31 | 100 | 0 | | 57 | 89 | 11 |
| 15 - Procurement | 25 | | 25 | 0 | 25 | 0 | | 0 | 0 | 25 |
| 16 - Construction | 1,812 | | 1,812 | 43 | 1,812 | 0 | 59 | 294 | 337 | 1,475 |
| **Totals** | 2,137 | 0 | 2,137 | 94 | 2,137 | 0 | 59 | 481 | 575 | 1,562 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2020 | 1,225 | | 1,225 | | | | | 0 | 0 | 1,225 |
| FY 2021 | | | 0 | 11 | | | | 0 | 11 | 1,214 |
| FY 2022 | | | 0 | -11 | | | | 12 | 1 | 1,212 |
| FY 2023 | | | 0 | 22 | | | | 72 | 94 | 1,118 |
| FY 2024 | | | 0 | 82 | | | | 301 | 383 | 829 |
| FY 2025 | 912 | | 912 | -11 | | | 59 | 96 | 85 | 1,945 |
| **Totals** | 2,137 | 0 | 2,137 | 94 | 2,137 | 0 | 59 | 481 | 575 | 1,562 |



**samTrans** Capital Programs Quarterly Progress Report

**ADA Self Eval Plan** **Period: FY25 Q3** **Prj. ID: 100475**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 1,225 | 0 | | 1,225 | 1,225 | 0 | |
| Totals | | 1,225 | 0 | 0 | 1,225 | 1,225 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Active and potential litigation from site construction prior to ADA standards | Ongoing site work to c. 1,800 existing bus stops/buildings |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| District will conduct public hearing on the draft ADA Transition Plan before implementation | District staff are currently reviewing the Draft ADA Transition Plan |
| Phased construction work herein is collaborative with SamTrans/Caltrain staff, Counsel and 20+ local agencies | Construction work is incremental in nature; as 1-4 individual sites are designed and construction in phases. |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| ADA Transition Plan allows for select construction during plan development/implementation |
| Bidding & construction of select bus stop improvements at various sites will be recurrent throughout this program. |
| Work is recurring and cyclical to design, bid and construct in progressive phases; |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| |

| |
|---|
| |
| |
| |

**Project Notes**

| |
|---|
| Note that ADA improvements may occur by separate action for site-specific work; see also CP-100711 |
| This is summary data only; specific job sites are not identified herein as they pertain to potential/pending/active litigation. |
| A new baseline for schedule and budget are forthcoming |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**North and South Base Exterior Painting** **Period: FY25 Q3** **Prj. ID: 100476**

**Project Manager:** Jeff Thomas

**SCOPE Summary**

This is a State of Good Repair project to paint the building exteriors at North and South Base facilities; 14 buildings total. Scope include pressure washing, priming and painting of stucco surfaces, bay roll-up doors, pedestrian/safety doors and red/blue fascia panels.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 1,140,000 | 1% | 11% | $ 1,140,000 |

**Schedule**

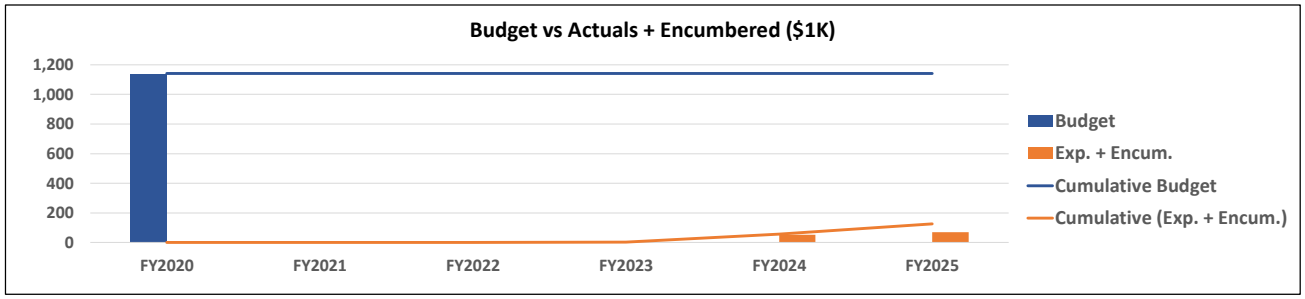
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 02/01/24 | 02/01/24 | 07/31/24 | 07/31/24 | 0 | 0 | Schedule re-baselined |
| Preliminary Plans | 03/15/24 | 03/15/24 | 07/31/24 | 07/31/24 | 0 | 0 | |
| Final Plans | 08/01/24 | 08/01/24 | 01/31/25 | 01/31/25 | 0 | 0 | |
| Procurement | 02/01/25 | 02/01/25 | 05/31/25 | 05/31/25 | 0 | 0 | |
| Construction | 06/01/25 | 06/01/25 | 11/31/2025 | 11/31/2025 | 0 | 0 | |
| Closing | 12/01/25 | 12/01/25 | 01/31/26 | 01/31/26 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 11- Planning | 10 | | 10 | 4 | 10 | | 3 | 7 | 10 | 0 |
| 13 - Final Design | 50 | | 50 | 25 | 50 | | 15 | 25 | 50 | 0 |
| 15 -Procurement | 20 | | 20 | 0 | 20 | | | | 0 | 20 |
| 16 - Construction | 1,060 | | 1,060 | 26 | 1,060 | | 39 | 39 | 65 | 995 |
| **Totals** | 1,140 | 0 | 1,140 | 54 | 1,140 | 0 | 57 | 71 | 125 | 1,015 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 1,140 | | 1,140 | | | | | 0 | 0 | 1,140 |
| FY2021 | | | | | | | | 1 | 1 | 1,139 |
| FY2022 | | | | | | | | 0 | 0 | 1,139 |
| FY2023 | | | | | | | | 1 | 1 | 1,137 |
| FY2024 | | | | 46 | | | | 7 | 53 | 1,085 |
| FY2025 | | | | 8 | | | 57 | 61 | 69 | 1,068 |
| **Totals** | 1,140 | 0 | 1,140 | 54 | 1,140 | 0 | 57 | 71 | 125 | 1,015 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**North and South Base Exterior Painting** **Period: FY25 Q3** **Prj. ID: 100476**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 1 | 0 | | 1 | 1 | 0 | |
| General Capital Fund (01050) | Local | 1,139 | 0 | | 1,139 | 1,139 | 0 | |
| Totals | | 1,140 | 0 | 0 | 1,140 | 1,140 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Potential delays for rain/weather | Plans will allow for phased completion of work |
| Painting will uncover 'hidden' defects | Plans will include allowance for differing site conditions |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Staff received and approved the Revised 95% plans in March. |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Design plans at 100% are anticipated in mid-April'25. |
| The procurement cycle is anticipated to begin in May'25. |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB / SB Front Entrance Modification** **Period: FY25 Q3** **PR. ID: 100538**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project is 'design only' to modify the front entrances to North Base and South Base facilities. Both designs will feature new/larger guard shelters of modular, all-weather construction. The South Base guard shelter will relocate onto newly acquired Pico property. Design elements include controlled gate arms for vehicle entry/exit, the main gates becomes motor-driven and concrete/fencing work will improve vehicle/pedestrian traffic flow. Guard shelters will accommodate CCTV equipment which is authorized by a separate project fund. Upon design completion such plans will return for separate action to fund construction.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Comply. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 313,500 | 95.2% | 96% | $ 313,500 |

**Schedule**

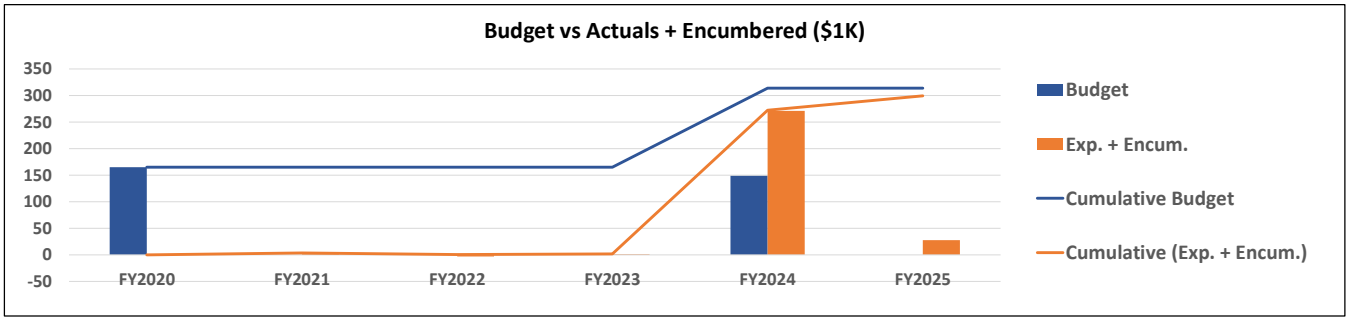
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Start | 11/30/23 | 11/30/23 | 11/30/23 | 11/30/23 | 0 | 0 | Schedule re-baselined |
| Final Design | 12/01/23 | 12/01/23 | 04/30/25 | 04/30/25 | 0 | 0 | Added Scope per multiple departments |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 11 - Planning/CD/Env | 125 | | 125 | 95 | 125 | 0 | 12 | 27 | 122 | 3 |
| 13 - Final Design | 189 | | 189 | 132 | 189 | 0 | 30 | 45 | 177 | 11 |
| Totals | 314 | 0 | 314 | 227 | 314 | 0 | 42 | 72 | 300 | 14 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY2020 | 165 | | 165 | 0 | | | | | 0 | 165 |
| FY2021 | 0 | | 0 | 3 | | | | | 3 | 162 |
| FY2022 | 0 | | 0 | -3 | | | | 0 | -3 | 165 |
| FY2023 | 0 | | 0 | | | | | 1 | 1 | 164 |
| FY2024 | 149 | | 149 | 250 | | | | 20 | 271 | 43 |
| FY2025 | | | 0 | -23 | | | 42 | 50 | 28 | 136 |
| Totals | 314 | 0 | 314 | 227 | 314 | 0 | 42 | 72 | 300 | 14 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**NB / SB Front Entrance Mod** **Period: FY25 Q3** **PR. ID: 100538**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 314 | 0 | | 314 | 314 | 0 | |
| Totals | | 314 | 0 | 0 | 314 | 314 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Impact to other projects within the construction zone | This project is 'design only' at present |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Design work continued at the 95% plan set |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| District anticipates 95% plans and stakeholder presentation from the Design team in April'25 |
| District staff will meet/confer about phased work across FY25-28 to coincide with available capital funding. |
| |
| |
| |

**Project Notes**

| |
|---|
| This CP is 'design only' by Facilities; a separate CP under Security staff will address 'construction' |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**North Base Building 200 Replacement** **Period: FY25 Q3** **Prj. ID: 100548**

**Project Manager:** Yoko Watanabe

**SCOPE Summary**

The scope includes geotechnical site analysis and front-end design services for NB Bldg-200. A separate budget request, tentative for FY24, will seek demolition and new construction, as warranted, for total building replacement. This project will provide geotechnical assessment, functional design solutions, phased scheduling and cost estimates for construction and interim work spaces.

**STATUS Summary** **Phase:** Planning

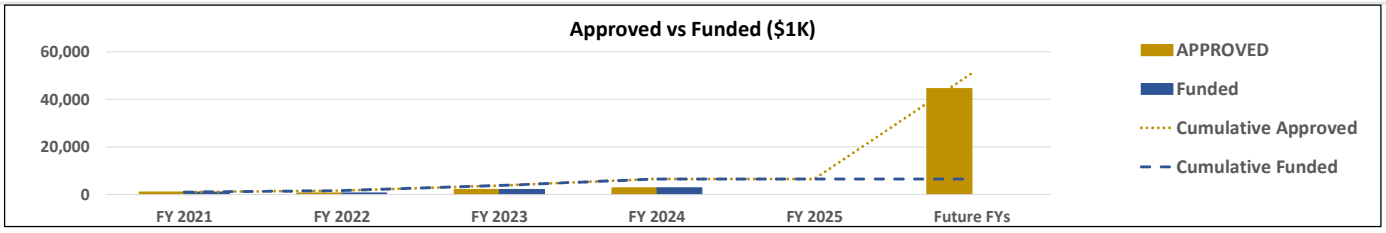
| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $50,999,800 | 6.9% | 6.5% | $ 50,999,800 |

**Schedule**

| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Project Start | 07/01/20 | 07/01/20 | | | 0 | 0 | Initial part of the planning work was done prior to the starting date of the Planning Phase. |
| 11.1- Planning | 04/11/22 | 04/11/22 | 02/19/23 | 02/20/23 | 0 | -1 | The work is moving forward on time according to the update schedule. The geotechnical laboratory test results are expected in January 2023. |
| Concept Design | 02/20/23 | 02/21/23 | 05/14/23 | 03/30/23 | -1 | 45 | |
| PE/Env | 05/15/23 | 05/15/23 | 03/30/24 | 03/30/24 | 0 | 0 | |
| Final Design | 04/01/24 | 04/01/24 | 04/30/25 | 04/30/25 | 0 | 0 | |
| Procurement | 04/01/24 | 04/01/24 | 07/31/25 | 07/31/25 | 0 | 0 | |
| Trailers Installation | 10/01/25 | 10/01/25 | 10/15/25 | 10/15/25 | 0 | 0 | |
| Trailer hookups, FF&E, and Commissioning | 10/16/25 | 10/16/25 | 12/30/25 | 12/30/25 | 0 | 0 | |
| Building 800 Construction | 06/01/25 | 06/01/25 | 03/02/26 | 03/02/26 | 0 | 0 | |
| Building 200 Procurement | 05/01/25 | 05/01/25 | 10/01/25 | 10/01/25 | 0 | 0 | |
| Building 200 Construction | 11/01/25 | 11/01/25 | 01/30/28 | 01/30/28 | 0 | 0 | |
| Closeout | 02/01/28 | 02/01/28 | 09/30/28 | 09/30/28 | 0 | | |

**PROJECT BUDGET Summary (in thousands of $)**




**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

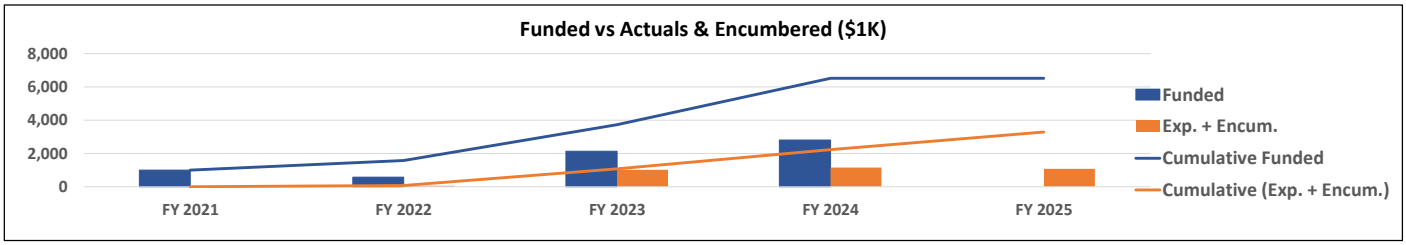
| Activity | Budget | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved (A) | Funded (B) | Committed (C) | D | (F=D-B) | This Period | To Date | | |
| 11 - Planning | 946 | 876 | 1 | 946 | (70) | 8 | 819 | 820 | 56 |
| 12 - PE/Env/PSE | 2,739 | 2,829 | 566 | 2,739 | 90 | 529 | 1,771 | 2,338 | 491 |
| 13 - Final Design | 1,200 | 1,675 | | 1,200 | 475 | 4 | 138 | 138 | 1,537 |
| 15 - Procurement | 1,254 | 134 | | 1,254 | (1,120) | 2 | 2 | 2 | 131 |
| 16 - Construction | 44,861 | 1,000 | | 44,861 | (43,861) | | | 0 | 1,000 |
| Totals | 51,000 | 6,514 | 567 | 51,000 | (44,486) | 543 | 2,730 | 3,298 | 3,216 |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**North Base Building 200 Replacement** **Period: FY25 Q3** **Prj. ID: 100548**

**PROJECT BUDGET vs Actuals & Encumbrance**

| Activity | Budget | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C) | D | (F=D-B) | | | | |
| FY 2021 | 1,000 | 1,000 | 7 | | | | | 7 | 993 |
| FY 2022 | 575 | 575 | -7 | | | | 71 | 64 | 1,504 |
| FY 2023 | 2,143 | 2,143 | 463 | | | | 543 | 1,006 | 2,641 |
| FY 2024 | 2,796 | 2,796 | 151 | | | | 998 | 1,149 | 4,287 |
| FY 2025 | | | -48 | | | 543 | 1,119 | 1,071 | 3,216 |
| Future FYs | 44,486 | | | | | | | | 3,216 |
| Totals | 51,000 | 6,514 | 567 | 51,000 | (44,486) | 543 | 2,730 | 3,298 | 3,216 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding |
|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) |
| Measure W Sales Tax - Capital (01024) | Local | 495 | 0 | | 495 | 495 | 0 |
| General Capital Fund (01050) | Local | 6,019 | | | 6,019 | 6,019 | 0 |
| Totals | | 6,514 | 0 | 0 | 6,514 | 6,514 | 0 |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Inrerruption of the gracious advancement of the Project by the inter departmental requests/statements addressed to stagnate | Keep asking to understand the points to be made in reply. |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| G4's sub-consultant, HDR's bureaucratic procedure stagnates | The issue was solved and the service by HDR has resumed. |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

1. The Modular contract documents are forwarded to the leagal team for review and comment.
2. Relocation of the conountty Radio communicaition system and Motorola entered into contract prepartion process.
3. The design package for the construction of North Base Building 800 and Infrastructre is completed to 95%.
4. North Base Building 200 - Final Design Package was progrssed to 50%.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

1. Design of North Base Building 200 - Temporary Accommodation Program-Civil Contract (North Base Building 800) will be completed and handed over to the Legal team for rev
2. North Base Building 200 - Temporary Accommodation Program - Modular will move forward with completing procurement documents and move on to the solicitation proces
3. PG&E application will be submitted.
4. 75% design progress of the North Base Building 200 Replacement will be achieved.

**Project Notes**









North Base Building 200 Replacement - Underground Utility Survey

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**EV Chargers Non-Rev Vehicles at Central Garage** **Period: FY25 Q3** **Prj. ID: 100629**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

This project follows on the District's move toward a fully zero-emission electric vehicle fleet. The project will allow for design and installation of EV type-2 charging stations at North Base, South Base and the Central Garage. These Type-2 chargers will connect to existing electrical infrastructure and provide charging service to battery-electric and/or plug-in non-revenue vehicles.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 861,000 | 12.7% | 13% | $ 861,000 |

**Schedule**

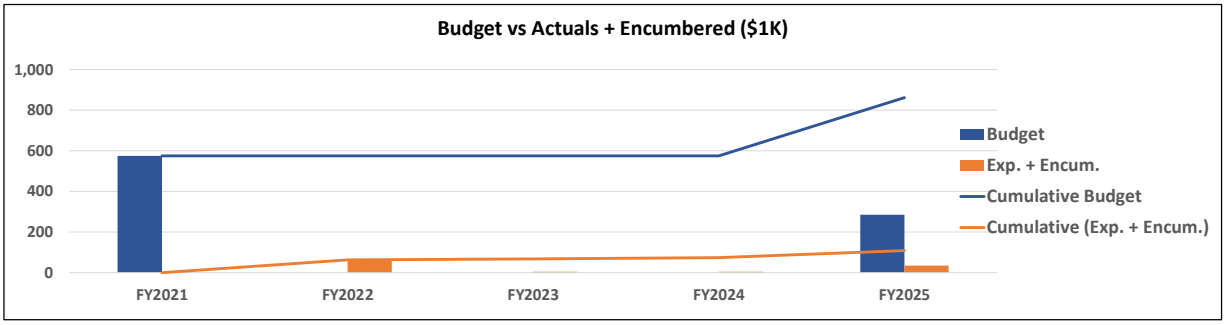
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Start | 11/01/21 | 11/01/21 | | | 0 | 0 | Design #1 was Central |
| Final Design | 08/01/23 | 08/01/23 | 06/30/24 | 06/30/24 | 0 | 0 | Design #2 is for NB+SB |
| Procurement | 07/01/24 | 07/01/24 | 12/31/24 | 12/31/24 | 0 | 0 | |
| Construction | 01/01/25 | 01/01/25 | 05/31/25 | 05/31/25 | 0 | 0 | |
| Close out | 06/01/25 | 06/01/25 | 08/31/25 | 08/31/25 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 12- PE/Env/PSE | 81 | | 81 | 1 | 81 | 0 | 26 | 76 | 77 | 3 |
| 15 - Procurement | 303 | | 303 | 0 | 303 | 0 | | | 0 | 303 |
| 16 - Construction | 460 | | 460 | 13 | 460 | 0 | 19.1 | 19.2 | 32 | 428 |
| 19 - Closeout | 17 | | 17 | 0 | 17 | 0 | | | 0 | 17 |
| **Totals** | 861 | 0 | 861 | 14 | 861 | 0 | 45 | 95 | 109 | 752 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=E-D) | This Period | To Date | | |
| FY2021 | 575 | | 575 | | | | | | 0 | 575 |
| FY2022 | 0 | | 0 | 60 | | | | 2 | 63 | 512 |
| FY2023 | 0 | | 0 | -16 | | | | 21 | 6 | 507 |
| FY2024 | 0 | | 0 | -21 | | | | 27 | 6 | 507 |
| FY2025 | 286 | | 286 | -9 | | | 45 | 45 | 36 | 757 |
| **Totals** | 861 | 0 | 861 | 14 | 861 | 0 | 45 | 95 | 109 | 752 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**EV Chargers Non-Rev Vehicles** **Period: FY25 Q3** **Prj. ID: 100629**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 859 | 0 | | 859 | 859 | 0 | |
| Measure W Sales Tax (01024) | Local | 2 | 0 | | 2 | 2 | 0 | |
| Totals | | 861 | 0 | 0 | 861 | 861 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| District's increased need for Type-2 chargers | Design will allow for phased additional capacity. |
| Impact of ADA codes to charger location/placement | Include ADA assessment for Central, NB and SB |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Facilities anticipates new 95% plans in mid-April |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Design team to provide revised 95% plans in April'25 |
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**South Base Water Utility Lines Replacement** **Period: FY25 Q3** **Prj. ID: 100710**

**Project Manager:** Jeffrey Thomas

**SCOPE Summary**

District staff have determined that existing water utility/distribution lines at the South Base facility have aged/worn beyond their useful life and must be replaced entirely. These utility lines furnish in-coming clean water to support daily operational needs, maintain public health standards and further support fire protection. Design scope and subsequent construction will replace pipes, pumps, valves, meters and related fittings from in-coming city connections up to and including the service connections at six (6) South Base buildings.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 2,946,900 | 0.0% | 6.1% | $ 1,964,000 |

**Schedule**

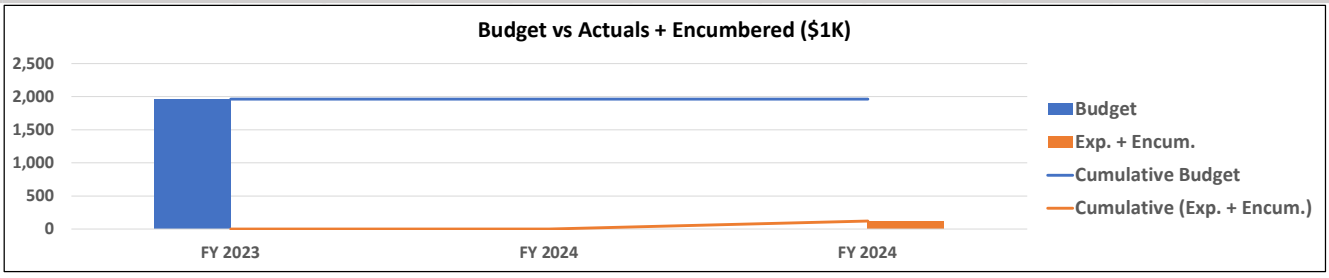
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| 11- Planning | 06/01/24 | 06/01/24 | 08/30/24 | 08/30/24 | 0 | 0 | Schedule re-baselined |
| 12- Preliminary Design | 08/01/24 | 08/01/24 | 01/31/25 | 01/31/25 | 0 | 0 | |
| 13- Final Design | 02/01/25 | 02/01/25 | 06/30/25 | 06/30/25 | 0 | 0 | |
| 15- Procurement | 07/01/25 | 07/01/25 | 02/28/26 | 02/28/26 | 0 | 0 | |
| 16- Construction | 03/01/26 | 03/01/26 | 09/30/26 | 09/30/26 | 0 | 0 | |
| 19- Close out | 10/01/26 | 10/01/26 | 01/30/27 | 01/30/27 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | (E) | (F=C-E) | This Period | To Date | | |
| 11- Planning | 6 | | 6 | | 6 | 0 | 6 | 6 | 6 | 0 |
| 12- Preliminary Design | 6 | | 6 | | 6 | 0 | 6 | 6 | 6 | 0 |
| 13- Final Design | 57 | | 57 | 13 | 57 | 0 | 48 | 48 | 61 | -4 |
| 15- Procurement | 11 | | 11 | 0 | 11 | 0 | | | 0 | 11 |
| 16- Construction | 1,850 | | 1,850 | 28 | 1,850 | 0 | 20 | 20 | 47 | 1,803 |
| 19- Close out | 34 | | 34 | 0 | 34 | 0 | | | 0 | 34 |
| **Totals** | 1,964 | 0 | 1,964 | 40 | 1,964 | 0 | 79 | 80 | 120 | 1,844 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2023 | 1,964 | | 1,964 | | 1,964 | | | | 0 | 1,964 |
| FY 2024 | | | 0 | | 0 | | 0 | | 0 | 1,964 |
| FY 2025 | | | 0 | 40 | 0 | | 79 | 80 | 120 | 1,844 |
| **Totals** | 1,964 | 0 | 1,964 | 40 | 1,964 | 0 | 79 | 80 | 120 | 1,844 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**South Base Water Utility Lines Replacement** **Period: FY25 Q3** **Prj. ID: 100710**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 2,964 | 0 | | 2,964 | 2,964 | 0 | |
| Totals | | 2,964 | 0 | 0 | 2,964 | 2,964 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| South Base water utility lines are largely original construction; there is potential for hidden damage | Allow for contingency |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| South Base must remain fully functional during construction | Plans to allow for non-interruption |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Design team provided raw data from survey and a 35% plan set in March'25 |
| Facilities shared 35% plan set with stakeholders and sought their feedback |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Facilities to compile feedback data and provide further information the Design team in April'25 |
| Design team will proceed directly to the 95% plan set with submittals anticipated in April-May'25 |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Bus Shelter Upgrades and Replacements** **Period: FY25 Q3** **Prj. ID: 100711**

**Project Manager:** Pubudu Padikorallage

**SCOPE Summary**

This is a State of Good Repair project where District will systematically remove and replace 52 bus stop shelters that are worn and beyond their useful life. This project will also provide site improvements to applicable standards of the Americans with Disabilities Act (ADA). Such improvements will be identified to and coordinated with specific City/County agencies for mutual work as applicable.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 2,946,900 | 9.0% | 25.1% | $ 2,946,900 |

**Schedule**

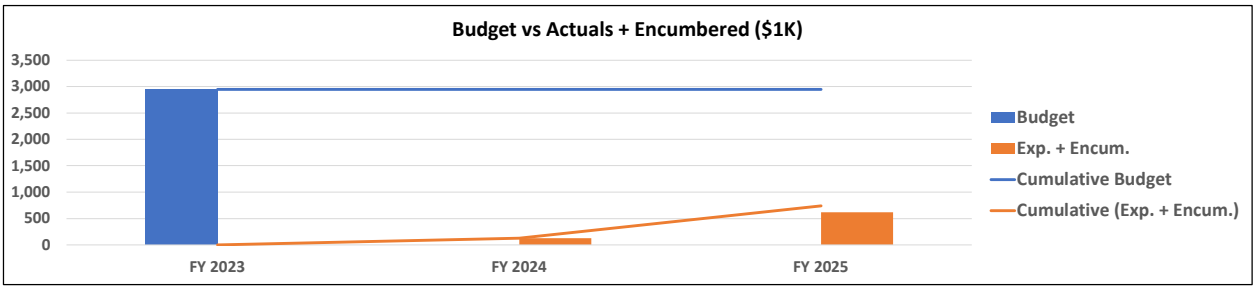
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Planning | 10/01/22 | 10/01/22 | 04/30/24 | 04/30/24 | 0 | 0 | Planning will be phashed to each package |
| Package A - 6 Shelters | 05/01/24 | 05/01/24 | 05/30/25 | 05/30/25 | 0 | 0 | |
| Package B - 11 Shelters | 09/18/24 | 09/18/24 | 03/30/26 | 03/30/26 | 0 | 0 | |
| Package C - 2 Shelters | 02/05/25 | 02/05/25 | 04/30/26 | 04/30/26 | 0 | 0 | |
| Package D - 4 Shelters | 03/05/25 | 03/05/25 | 08/30/26 | 08/30/26 | 0 | 0 | |
| Package E - 9 Shelters | 04/30/25 | 04/30/25 | 03/30/27 | 03/30/27 | 0 | 0 | |
| Package F - 8 Shelters | 08/20/25 | 08/20/25 | 10/30/27 | 10/30/27 | 0 | 0 | |
| Package G - 6 Shelters | 12/10/25 | 12/10/25 | 04/30/28 | 04/30/28 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | (E) | (F=C-E) | This Period | To Date | | |
| 11- Planning | 103 | | 103 | 7 | 103 | 0 | 38 | 43 | 49 | 53 |
| 12- Preliminary Design | 103 | | 103 | 7 | 103 | 0 | 38 | 40 | 47 | 55 |
| 13- Final Design | 137 | | 137 | 6 | 137 | 0 | 39 | 40 | 46 | 91 |
| 15- Procurement | 40 | | 40 | | 40 | 0 | 3 | 3 | 3 | 37 |
| 16- Construction | 2,508 | | 2,508 | 333 | 2,508 | 0 | 44 | 263 | 596 | 1,912 |
| 19- Close out | 57 | | 57 | 0 | 57 | 0 | | | 0 | 57 |
| **Totals** | 2,947 | 0 | 2,947 | 353 | 2,947 | 0 | 161 | 388 | 741 | 2,206 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2023 | 2,947 | | 2,947 | | 2,947 | | | | 0 | 2,947 |
| FY 2024 | | | 0 | 116 | 0 | | | 9 | 125 | 2,822 |
| FY 2025 | | | 0 | 237 | 0 | | 161 | 380 | 617 | 2,206 |
| **Totals** | 2,947 | 0 | 2,947 | 353 | 2,947 | 0 | 161 | 388 | 741 | 2,206 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Bus Shelter Upgrades and Replacements** **Period: FY25 Q3** **Prj. ID: 100711**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original (A) | Changes (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| | | | | | 0 | | 0 | |
| | | | | | 0 | | 0 | |
| Totals | | 2,947 | 0 | 0 | 2,947 | 2,947 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Package A1 was awarded; pre-construction submittals were received and approved; work pending on changes as requested by City. |
| Package A2 was awarded; pre-construction submittals are work in progress. |
| Package A3 was awarded; pre-construction submittals are work in progress. |
| Package B1 was posted for bidders |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Packages A1, A2 and A3 should clear city permits and field work begins |
| Package B1 should continue through public bidding. |
| Packages B2 and B3 should reach Contracts & Procurement. |
| Package C should begin design within Facilities |
| |

**Project Notes**

| |
|---|
| Site plans and ADA requirements are developed by District staff on a phased basis; see chart below. |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Interim Workspace Enhancement** **Period: FY25 Q3** **Project ID: 100763**

**Project Manager:** Ron Robertson

**SCOPE Summary**

Replace carpet as needed, repaint as needed, re-arrange and or replace cubicles as needed at District buildings.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 1,500,000 | 87.5% | 17.5% | $ 1,500,000 |

**Schedule**

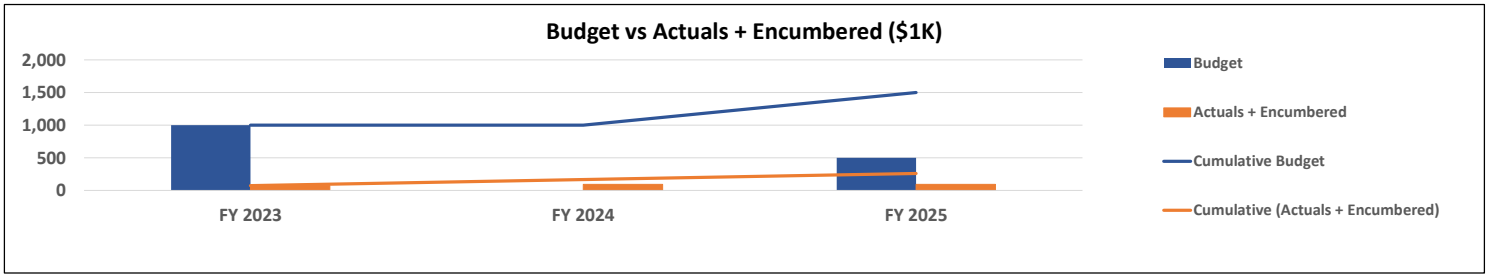
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| 16- Construction | 7/1/2023 | 7/1/2023 | 6/30/2025 | 6/30/2025 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 16 - Construction | 1,500 | | 1,500 | 65 | 1,500 | 0 | 52 | 197 | 262 | 1,238 |
| **Totals** | 1,500 | 0 | 1,500 | 65 | 1,500 | 0 | 52 | 197 | 262 | 1,238 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2023 | 1,000 | | 1,000 | 35 | | | | 38 | 72 | 928 |
| FY 2024 | | | 0 | 10 | | | | 87 | 96 | 831 |
| FY 2025 | 500 | | 500 | 21 | | | 52 | 72 | 93 | 1,238 |
| Totals | 1,500 | 0 | 1,500 | 65 | 1,500 | 0 | 52 | 197 | 262 | 1,238 |



**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**Interim Workspace Enhancement** **Period: FY25 Q3** **Project ID: 100763**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,000 | | | 1,000 | 1,000 | 0 | |
| Totals | | 1,000 | 0 | 0 | 1,000 | 1,000 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**North Base and South Base Condition & Needs Assessment** **Period: FY25 Q3** **Project ID: 100768**

**Project Manager:** Lisha Mai

**SCOPE Summary**

Evaluate the current physical conditions of operations and maintenance facilities at North Base and South Base to plan and develop recommendations for repair, modification, and/or replacement of facilities based on their condition and the District's requirements. Recommendations will account for assessment results of current and future operating needs and requirements related to ridership and service growth, perform by the Planning Department.

**STATUS Summary** **Phase:** Planning

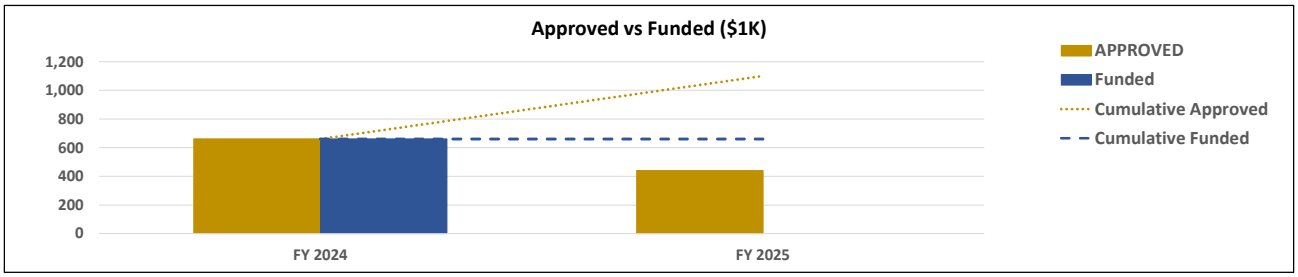
| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 1,100,000 | 0.0% | 54.1% | $ 1,100,000 |

**Schedule**

| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Stakeholder Collaboration | 3/1/2024 | 3/1/2024 | 6/30/2026 | 6/30/2026 | 0 | 0 | |
| Baseline Condition | 11/4/2024 | 11/4/2024 | 6/30/2025 | 6/30/2025 | 0 | 0 | Baseline reassessed and adjusted. |
| Needs Assessment | 7/1/2025 | 7/1/2025 | 12/31/2025 | 12/31/2025 | 0 | 0 | |
| Recommendations | 1/1/2026 | 1/1/2026 | 9/30/2026 | 9/30/2026 | 0 | 0 | |

**PROJECT BUDGET Summary (in thousands of $)**




**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

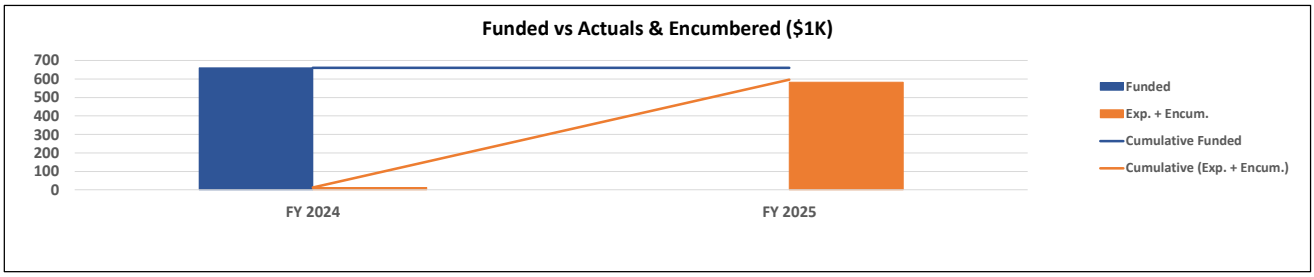
| Activity | Budget | | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Approved | Funded | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C) | (D) | E | (F=C-B) | | | | |
| 11 - Planning | 1,100 | 1,100 | 660 | 494 | 1,100 | (440) | 55 | 101 | 595 | 65 |
| 12 - PE/Env/PSE | | 0 | | | 0 | 0 | | | 0 | 0 |
| 13 - Final Design | | 0 | | | 0 | 0 | | | 0 | 0 |
| 15 - Procurement | | 0 | | | 0 | 0 | | | 0 | 0 |
| 16 - Construction | | 0 | | | 0 | 0 | | | 0 | 0 |
| 19 - Closeout | | 0 | | | 0 | 0 | | | 0 | 0 |
| **Totals** | 1,100 | 1,100 | 660 | 494 | 1,100 | (440) | 55 | 101 | 595 | 65 |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**North Base and South Base Condition & Needs Assessment** **Period: FY25 Q3** **Project ID: 100768**

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Approved | Funded | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C) | (D) | E | (F=C-B) | | | | |
| FY 2024 | 660 | 660 | 660 | | | | | 13 | 13 | 647 |
| FY 2025 | 440 | 440 | 0 | 494 | | | 55 | 89 | 583 | 65 |
| Totals | 1,100 | 1,100 | 660 | 494 | 1,100 | (440) | 55 | 101 | 595 | 65 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 1,100 | | | 1,100 | 660 | (440) | |
| Totals | | 1,100 | 0 | 0 | 1,100 | 660 | (440) | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| | |
|---|---|
| None at this time | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| None at this time | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Conducted onsite assessment at North Base and South Base |
| Continue to engage and take part in internal stakeholder discussions, including Planning's upcoming Operations Facility Assessment |
| |

| |
|---|
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Review data collected during onsite |
| Develop list of questions for internal interview and schedule interviews based on onsite assessment |
| Begin drafting conditions memo |
| |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Bus Stop Improvement Plan** **Period: FY25 Q3** **Project ID: 100769**

**Project Manager:** George Gamoney

**SCOPE Summary**

District has launched the Bus Stop Improvement Plan (BSIP) in 2022 with the goal of improving the bus stop experience for all SamTrans customers through enhanced bus stop amenities and facilities. The total number of bus stops is approx. 1,866 sites, of which 225 bus stop locations are prioritized to get "near term improvements" and implemented in four Phase . These planned improvements will be designed and constructed in multiple phases as prioritized by District staff.
The first phase of the project will focus on 22 bus stop locations identified as Near Term with priority 7 score (Phase BSIP-01).
Improvements can include new bus shelters, new benches, new shades, Paper cast display panels, Bus Pulls/Loading islands, Marquee Real Time Display and a QR Code feature.

**STATUS Summary** **Phase:** Design

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 3,848,000 | 8.0% | 9% | $ 3,848,000 |

**Schedule**

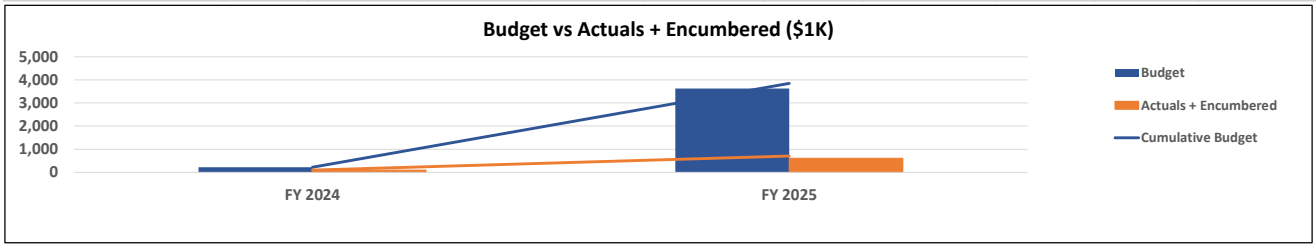
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| 11 - Planning/Funding | 9/1/2022 | 9/1/2022 | 4/30/2024 | 4/30/2024 | 0 | 0 | |
| 13 - Final Design ( 4 Phases) | 5/1/2024 | 5/1/2024 | 7/14/2026 | 7/14/2026 | 0 | 0 | Design will be implemented in Phases |
| 15 - Procurement | 2/26/2025 | 2/26/2025 | 1/26/2027 | 1/26/2027 | 0 | 0 | Procurement in Phases |
| 16 - Construction | 9/10/2025 | 9/10/2025 | 7/13/2027 | 7/13/2027 | | | Construction in Phases |
| 19 - Closeout | 2/25/2026 | 2/25/2026 | 9/7/2027 | 9/7/2027 | 0 | 0 | Closeout for each Phase |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning | 285 | | 285 | 243 | 285 | 0 | 30 | 30 | 273 | 12 |
| 13 - Final Design | 420 | | 420 | 93 | 420 | 0 | 124 | 248 | 341 | 79 |
| 15 - Procurement | 50 | | 50 | | 50 | 0 | | | 0 | 50 |
| 16 - Construction | 3,093 | | 3,093 | | 3,093 | 0 | 88 | 88 | 88 | 3,005 |
| **Totals** | 3,848 | 0 | 3,848 | 337 | 3,848 | 0 | 241 | 365 | 702 | 3,146 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2024 | 220 | | 220 | 12 | | | | 81 | 93 | 127 |
| FY 2025 | 3,628 | | 3,628 | 324 | | | 241 | 285 | 609 | 3,146 |
| Totals | 3,848 | 0 | 3,848 | 337 | 3,848 | 0 | 241 | 365 | 702 | 3,146 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Bus Stop Improvement Plan** **Period: FY25 Q3** **Project ID: 100769**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (E=C-D) | |
| Measure W Sales Tax - Capital (01024) | Local | 770 | | | 770 | 770 | 0 | |
| Totals | | 770 | 0 | 0 | 770 | 770 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| Current District design guidelines need to be updated | Facilities team is conducting collaboration meetings with Strategic Planning |
| Caltrans future El Camino Real improvements are highly collaborative with other agencies; the details are yet evolving | Strategic Planning is conducting discussions with SM County City Agencies & Caltrans |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Facilities was short-staffed up to May'24 | Facilities is developing site plans from existing staff/resources to complete timely work on prioritized sites. |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

- Phase 1 -- 17 Bus Stops (8 are located on the ECR); 5 stops were elimated by District staff for practicality reasons.
- Phase 1 -- Review comments from the Cities of San Mateo, So. San Francisco, San Francisco and Daly City returned to the design team.
- Phase 2 -- 26 Bus Stops; none on the ECR
- Phase 2 -- design work directive issued to design consultant

**KEY ACTIVITIES - Next Reporting Month** (top 5)

- District will engage internal staff and other agencies to plan construction/implementation in advance of bidding.
- District will engage Caltrans as well for system-wide means/methods located on the El Camino.
- District expects to recieve further comments from East Palo Alto and San Bruno, but select sites pending on property owner review as well.
- District expects the Design team to complete 100% design for City of San Mateo, San Francisco and Daly City in April '25.

**Project Notes**

| NEAR TERM SUMMARY | | Total Stops | Shelters | Pole & Sign | Shade | Bench | Rt Info- Color | Rt info- Mar | Bus Pull/ Loa | Paper Cast |
|---|---|---|---|---|---|---|---|---|---|---|
| Priority Score | 7 | 23 | 22 | 2 | 0 | 0 | 18 | 0 | 11 | 4 |
| Priority Score | 6 | 56 | 52 | 1 | 0 | 0 | 35 | 7 | 25 | 0 |
| Priority Score | 5 | 110 | 92 | 3 | 8 | 4 | 11 | 51 | 40 | 38 |
| Priority Score | 4 | 14 | 5 | 0 | 5 | 5 | 0 | 0 | 0 | 10 |
| Priority Score | 3 | 9 | 3 | 0 | 5 | 4 | 0 | 0 | 0 | 8 |
| Priority Score | 2 | 11 | 0 | 0 | 8 | 8 | 0 | 0 | 0 | 8 |
| Priority Score | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 1 |
| Priority Score | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Near Term Subtotal | | 225 | 175 | 6 | 27 | 22 | 64 | 58 | 76 | 70 |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Bus Operator Restroom Access Improvements** **Period: FY25 Q3** **Project ID: 100770**

**Project Manager:** George Gamoney

**SCOPE Summary**

The project is to design and construct dedicated bus operator restroom facilities, as recommended in the SamTrans Operator Restroom Facility & Site Assessments Study (2023).
FY24 funds are requested to design and construct 2 initial restroom facilities at priority layover or end of line locations, as recommended by the 2023 study referenced above. FY25 funds requested are to design and construct an additional 4 restroom facilities as a Pilot project.
The restrooms will be located at Daly City BART upper parking lot, near El Camino Real/ University Avenue ramp on Stanford University Property, and at San Mateo Hillsdale Mall overflow parking lot and at Wells Fargo bank parking lot.

**STATUS Summary** **Phase:** Design

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 2,937,000 | 8.0% | 5.8% | $ 2,937,000 |

**Schedule**

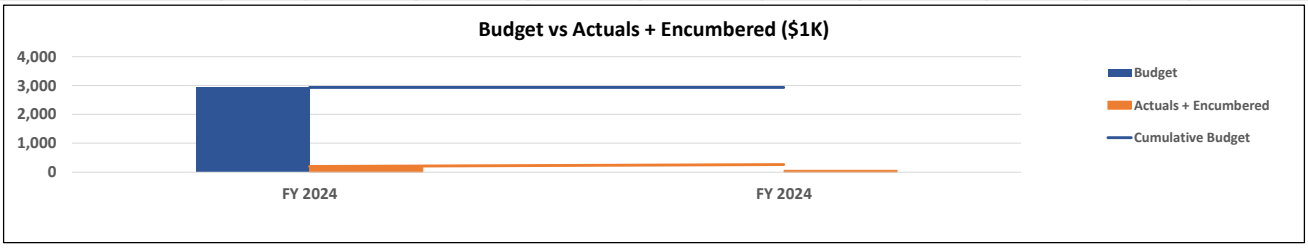
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| 11 - Planning/ Funding | 7/1/2021 | 7/1/2021 | 1/31/2024 | 1/31/2024 | 0 | 0 | |
| 13 - Final Design | 2/2/2024 | 2/2/2024 | 1/23/2025 | 1/23/2025 | 0 | 0 | |
| 15 - Procurement | 1/24/2025 | 1/24/2025 | 8/21/2025 | 8/21/2025 | 0 | 0 | |
| 16 - Construction | 8/22/2025 | 8/22/2025 | 7/9/2026 | 7/9/2026 | 0 | 0 | |
| 19 - Closeout | 7/10/2026 | 7/10/2026 | 8/20/2026 | 8/20/2026 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 12 - PE/Env/PSE | 149 | | 149 | 47 | 149 | 0 | 53 | 81 | 128 | 21 |
| 13 - Final Design | 149 | | 149 | 44 | 149 | 0 | 6 | 28 | 71 | 77 |
| 15 - Procurement | 1,320 | | 1,320 | | 1,320 | 0 | | | 0 | 1,320 |
| 16 - Construction | 1,320 | | 1,320 | | 1,320 | 0 | | 60 | 60 | 1,260 |
| **Totals** | 2,937 | 0 | 2,937 | 90 | 2,937 | 0 | 59 | 169 | 260 | 2,677 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2024 | 2,937 | | 2,937 | 107 | | | | 91 | 197 | 2,740 |
| FY 2025 | | | 0 | -16 | | | 59 | 78 | 62 | 2,677 |
| Totals | 2,937 | 0 | 2,937 | 90 | 2,937 | 0 | 59 | 169 | 260 | 2,677 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**Bus Operator Restroom Access Improvements** **Period: FY25 Q3** **Project ID: 100770**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (E=C-D) | |
| Measure W Sales Tax - Capital (01024) | Local | 2,937 | | | 2,937 | 2,937 | 0 | |
| Totals | | 2,937 | 0 | 0 | 2,937 | 2,937 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| District is yet to confirm property owner acceptance | Facilities team is collaborating with Strategic Planning and Real Estate to address ASAP |
| Permanent Power from PG&E could delay the Project | Facilities team to address with the design team in future coordination meetings |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Restrooms will require permanent utility hook up for water, sewer and power. | Facilities team will review design plans and address with the design team |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Conceptual plans were shared with Strategic Planning & Real Estate Teams in Oct'24; District staff approached property owners for their feedback |
| Staff from Facilities, Planning and Real Estate met and are working to strategize approach to property owners for District's goals |
| District staff (Planning, Facilities and Real Estate) discussed alternate plans and/or modular restrooms. |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| District staff will engage with the Executive Team for guidance on the current pilot sites (4) and future sites. |
| |
| |
| |
| |

**Project Notes**

| |
|---|
| |

# samTrans — Capital Programs Quarterly Progress Report — Project Controls

**South Base Switchgear Replacement & BEB Chargers Installation** **Period: FY25 Q3** **Prj. ID: 100547**

**Project Manager:** Jeffrey Shu

**SCOPE Summary**

FY2021- The scope of the project is to replace the following:
1) Primary 1200 A (existing) switchgear replacement
2) Replacement of three (3) building switchboards
3) Replacement of conduit and feeders serving the switchgear
---
FY2022- The scope of the Project was expanded to support the additional work required for BEB charging infrastructure and power delivery for the new BEBs. The additional scope includes:
1) Increasing the capacity of the existing switchgear from 1200 to 3000 Amps,
2) Installation of power distribution infrastructure, power cable networks, and concrete islands,
3) Installation of new BEB chargers that the District will procure through a separate

**STATUS Summary** **Phase:** Construction

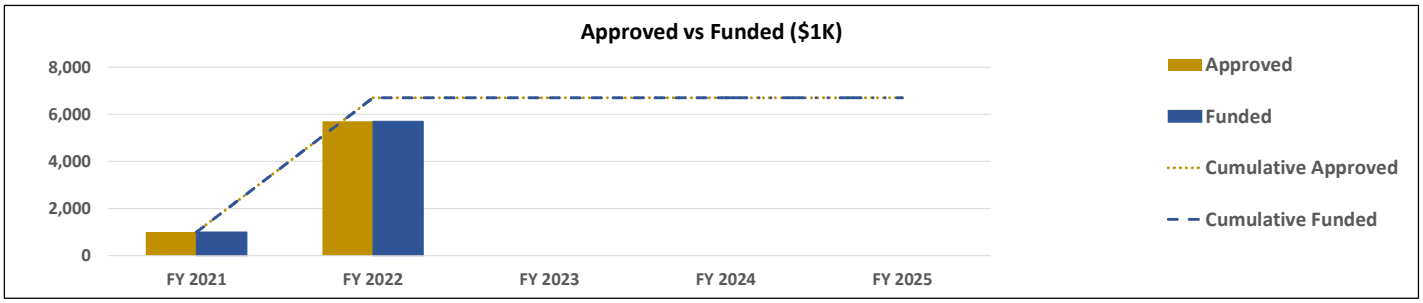
| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 6,699,999 | 86.3% | 74.7% | $ 6,699,999 |

**Schedule**

| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Project Start | 10/01/19 | 10/01/19 | 10/01/19 | 10/01/19 | 0 | 0 | Scehdule is re-baselined |
| 13 - Final Design | 04/01/22 | 04/01/22 | 10/20/22 | 10/20/22 | 0 | 0 | completed |
| 15 - Procurement | 10/20/22 | 10/20/22 | 03/20/23 | 03/20/23 | 0 | 0 | completed |
| 16 - Construction | 01/02/23 | 01/23/23 | 07/20/25 | 07/20/25 | -21 | 0 | -PG&E's work dates confirmed 4/16 - 4/18/2025. SamTrans and Jeffrey are attempting to escalate for earlier work dates<br>-ABB will expedite commissioning. ABB techs will arrive week of 4/21/2025, provided PGE completes their work on time<br>-mobile generator from Herc arrived onsite on 3/31/2025 |
| 19 - Closeout | 07/21/25 | 07/21/25 | 10/19/25 | 10/19/25 | 0 | 0 | |

**PROJECT BUDGET Summary (in thousands of $)**




**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

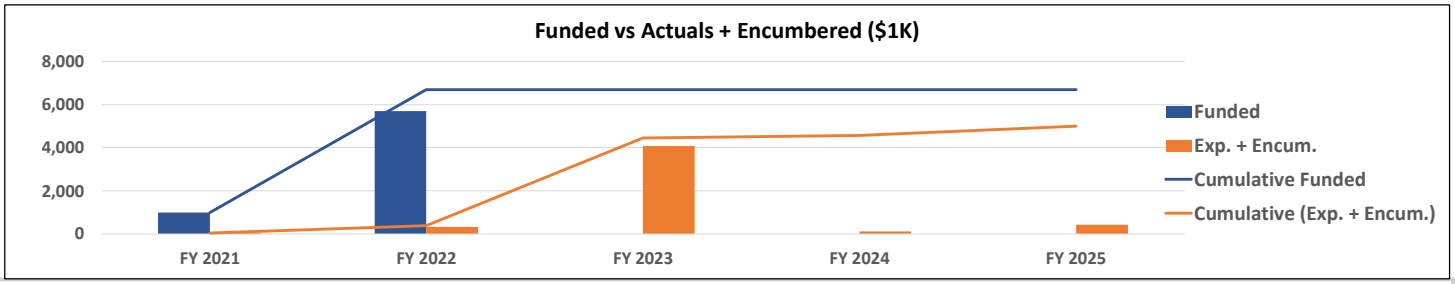
| Activity | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved (B) | Funded (C) | Committed (D) | E | (F=C-B) | This Period | To Date | | |
| 12 - PE/Env, PSE Preliminary Design | 122 | 122 | | 122 | 0 | | 122 | 122 | 0 |
| 13- Final Design | 257 | 257 | | 257 | 0 | | 256 | 256 | 2 |
| 15 - Procurement | 144 | 144 | | 144 | 0 | 2 | 124 | 124 | 20 |
| 16 - Construction | 5,977 | 5,977 | 559 | 5,977 | 0 | 250 | 3,943 | 4,502 | 1,475 |
| 19 - Closeout | 200 | 200 | | 200 | 0 | | | 0 | 200 |
| Totals | 6,700 | 6,700 | 559.18 | 6,700 | 0 | 252 | 4,444 | 5,004 | 1,696 |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**South Base Switchgear Replacement & BEB Chargers Installation** **Period: FY25 Q3** **Prj. ID: 100547**

## PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)

| FY | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| FY 2021 | 1,000 | 1,000 | 25 | | | | 24 | 49 | 951 |
| FY 2022 | 5,700 | 5,700 | 140 | | | | 193 | 333 | 6,318 |
| FY 2023 | | | 3,305 | | | | 770 | 4,075 | 2,243 |
| FY 2024 | | | -2,171 | | | | 2,285 | 115 | 6,204 |
| FY 2025 | | | -740 | | | 252 | 1,172 | 432 | 1,811 |
| Totals | 6,700 | 6,700 | 559 | 6,700 | 0 | 252 | 4,444 | 5,004 | 1,696 |




## FUNDING (in thousands of $)

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax -(01024) | Local | 5,917 | 0 | | 5,917 | 5,917 | 0 | |
| General Capital Fund (01050) | Local | 783 | 0 | | 783 | 783 | 0 | |
| Totals | | 6,700 | 0 | 0 | 6,700 | 6,700 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| defective components on the switchboards MDPO-1, MDPO-2, and/or EBD could delay the critical path. | -SamTrans PM to prioritize these issues for quick resolution. Include Engineer of Record & the appropriate manufacturer on any issues.<br>-Escalate if anybody is non-responsive. |
| PGE's work dates may cause an additional delay to the project | Resident Engineer and Contractor shall keep PGE informed of status. Resident Engineer and Contractor shall notify PG&E of the updated target energization date and schedule all required inspections.<br>-Escalate within PG&E to accelerate their work date |
| Defective components within the ABB chargers may cause delay of substantial completion | -Resident Engineer to have Contractor address known issues, in-advance of ABB commissioning<br>-Resident Engineer to prioritize communications and quickly respond to ABB-related troubleshooting<br>-Resident Engineer to prepare the "State-of-Readiness" report in real-time and engage ABB to start their review. |
| Generator Power issues will leave the base without power during the power cutover | -establish an emergency backup plan in the event of a diesel generator & mobile generator malfunction. Include emergency contacts, technicians, backup sources of power. |
| | |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**South Base Switchgear Replacement & BEB Chargers Installation** **Period: FY25 Q3** **Prj. ID: 100547**

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Substantial Completion date is beyond contractual duration. | PG&E energization date is estimated to be 4/16/2025 - 4/18/2025 and is on the critical path. ABB Crews are arriving the week of 4/21/2025 to begin charger commissioning, provided PG&E completes their work. Anvil's switchgear replacement will commence in-parallel with ABB's work. The targeted Substantial Completion date is mid-May 2025 |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| PG&E confirmed the work dates of 4/16/2025 through 4/18/2025. The existing meter will be removed on 4/18/2025. |
| Anvil Power made progress on preparations for the power cutover |
| mobile generator arrived on site 3/31/2025 |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| PG&E completes their work by 4/18/2025 COB. |
| ABB will begin commissioining their chargers |
| Anvil Power will start demolishing the existing switchgear and electrical infrastructure |
| Anvil Power will start replacing the switchgear |
| |
| |

**Project Notes**

| |
|---|
| |

**South Base Switchgear Replacement & BEB Chargers Installation** **Period: FY25 Q3** **Prj. ID: 100547**




The mobile generator arrived onsite and is parked in the employee parking lot




Anvil Power pulled mule-tape in-preparation for PG&E's power cutover.

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**ZEB Implementation and Deployment** **Period: FY25 Q3** **Prj. ID: 100631**

**Project Manager:** Anthony Tejada

**SCOPE Summary**

This FY22 Budget Request will provide comprehensive site analysis/design work to plan detailed construction documents for subsequent bidding. Construction of power infrastructure in phases to coincide w/bus deliveries through 2038; the front-end design must anticipate for system-wide new power feeds (PG&E substation), master control panels, smart energy management, excavation, cabling for power distribution, concrete islands for charging units, overhead canopies for final power delivery and panels for solar collection.
The FY22 Budget requests reflects the Design Phase only. Total estimated Project reflects design and construction for the overall embus Infrastructure Upgrade plus asphalt replaced with engineered concrete for South Base (critical for the Master Infrastructure).

**STATUS Summary** **Phase:** Design

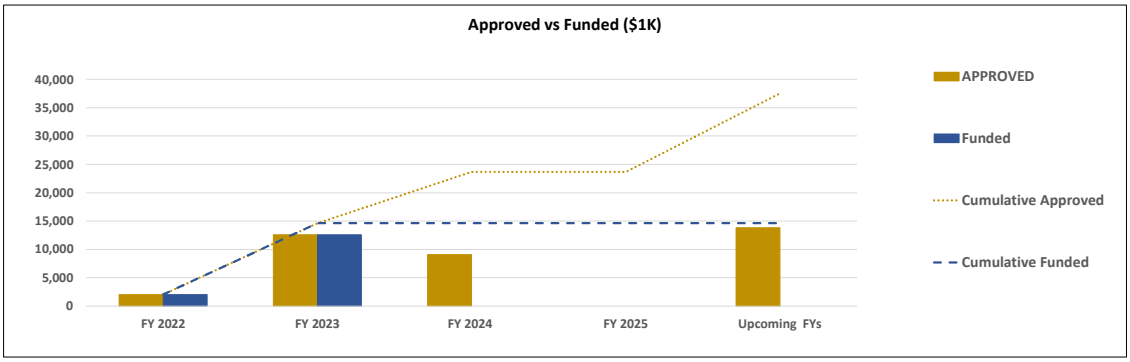
| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 37,507,000 | 16.5% | 23.6% | $ 37,507,000 |

**Schedule**

| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Project Start | 7/1/2021 | 07/01/21 | | | 0 | 0 | |
| 30% Design | 07/01/21 | 07/01/21 | 04/30/22 | 04/30/22 | 0 | 0 | Completed |
| End Environmental Phase | | | 01/31/23 | 05/30/23 | 0 | -119 | CEQA obtained in Dec 2022- NEPA obtained allows to proceed with Final Design |
| Solicitation for Final Design for Charging Infrastructure in SB | 07/01/23 | 07/01/23 | 10/30/23 | 02/23/24 | 0 | -116 | Selected STV. |
| Final Design for Permanent Charging Infrastructure in SB | 11/01/23 | 02/28/24 | 09/30/24 | 09/30/24 | -119 | 0 | |
| CMGC Solicitation | 09/01/23 | 09/01/23 | 04/30/24 | 04/03/24 | 0 | 27 | Award of contract 4/3/24. NTP 4/22/2024 |
| Grant Requirements | 02/01/24 | 02/01/24 | 09/30/25 | 09/30/25 | 0 | 0 | |
| Pre Construction Phase for Charging Infrastructure in SB | 06/01/24 | 06/01/24 | 03/30/25 | 03/30/25 | 0 | 0 | |
| Long Lead Equipment Procurement for Charging Infrastructure in SB | 05/02/25 | 05/02/25 | 11/30/26 | 11/30/26 | 0 | 0 | |
| Construction of Permanent Charging Infrastructure in SB | 08/01/25 | 08/01/25 | 06/10/27 | 06/10/27 | 0 | 0 | |
| Close out | 06/10/27 | 06/10/27 | 08/06/27 | 08/06/27 | 0 | 0 | |

**PROJECT BUDGET Summary (in thousands of $)**




**PROJECT Approved BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

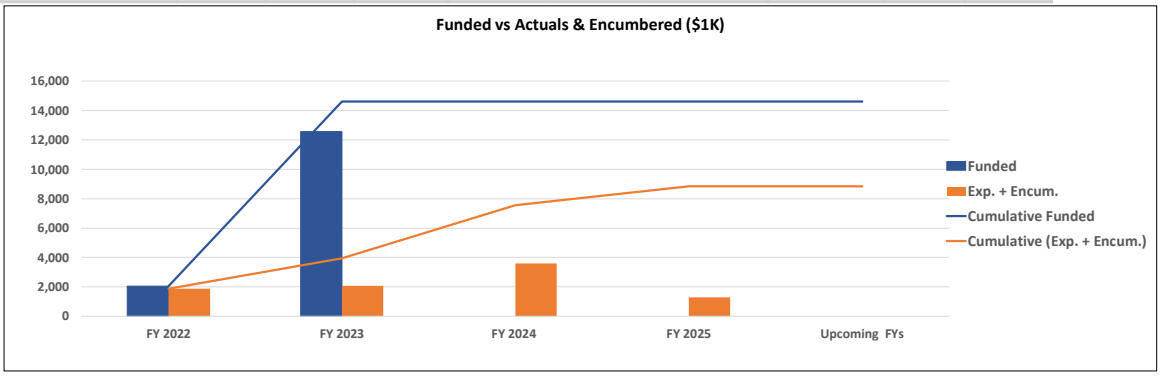
| Activity | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved (B) | Funded (C) | Committed (D) | E | (F=C-B) | This Period | To Date | | |
| 11 - Planning/CD/Env | 1,007 | 1,007 | 21 | 1,007 | 0 | | 920 | 941 | 66 |
| 12 - PE/Env/PSE | 3,687 | 3,667 | 287 | 3,687 | (20) | 841 | 2,934 | 3,221 | 445 |
| 13 - Final Design | 4,042 | 4,054 | 398 | 4,042 | 12 | 505 | 3,164 | 3,562 | 492 |
| 15 - Procurement | 99 | 119 | 0 | 99 | 20 | 8 | 110 | 110 | 9 |
| 16 - Construction | 28,308 | 5,743 | 153 | 28,308 | (22,565) | 63 | 847 | 1,000 | 4,744 |
| 19 - Closeout | 365 | 23 | 0 | 365 | (342) | | 0 | 0 | 23 |
| Totals | 37,507 | 14,612 | 859 | 37,507 | -22,895 | 1,417 | 7,974 | 8,833 | 5,779 |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**ZEB Implementation and Deployment** **Period: FY25 Q3** **Prj. ID: 100631**

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| Activity | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| FY 2022 | 2,046 | 2,046 | 869 | | 0 | | 1,009 | 1,878 | 168 |
| FY 2023 | 12,566 | 12,566 | -126 | | 0 | | 2,201 | 2,076 | 10,658 |
| FY 2024 | 9,052 | | 2,020 | | -9,052 | | 1,577 | 3,598 | 7,061 |
| FY 2025 | | | -1,905 | | 0 | 1,417 | 3,187 | 1,282 | 5,779 |
| Upcoming FYs | 13,843 | | | | -13,843 | | | 0 | 5,779 |
| Totals | 37,507 | 14,612 | 859 | 37,507 | -22,895 | 1,417 | 7,974 | 8,833 | 5,779 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax - (01024) | Local | 8,674 | 0 | | 8,674 | 8,674 | 0 | |
| FY22-71 ROW Repayment LCTOP (03958) | Fed. | 4,600 | | | 4,600 | 4,600 | | |
| Prop 1B PTMISEA Interest (03636) | State | 229 | | | 229 | 229 | 0 | |
| Prop 1B PTMISEA FY14 (03639) | State | 840 | | | 840 | 840 | 0 | |
| Prob-1B- PTMISAE FY15 (03643) | State | 223 | | | 223 | 223 | 0 | |
| Lifeline PTMISEA for NAB (03646) | State | 46 | | | 46 | 46 | 0 | |
| TBD | TBD | 22,895 | | | 22,895 | | 22,895 | Pending Grant |
| Totals | | 37,507 | 0 | 0 | 37,507 | 14,612 | 22,895 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| PG&E design schedule is unknown and could impact the overall delivery of the project. | A revised service application was submitted to PG&E at the end of January 2025 for just the project's Phase 1 upgrades and its 1.7MW electrical load. STV compiling design details for single line information to be transmitted to PG&E, supplemental to the Phase 1 service application. |
| The lead times for manufacturing electrical equipment have increased significantly and could impact the project schedule. | Decision dealt to combine the Early Works Package (long-lead items) with the overall Project Design for Phase 1 - this approach aligns with Caltrans' funding allocation parameters. Clark is obtaining vendor 'premium' pricing quotes to hold to original lead-times for electrical equipment, while also developing a revised project schedule reflecting current market-driven lead times. True-up efforts for electrical equipment (long-lead items) are underway and ongoing by the CMGC's electrical subcontractor's bidding the Phase 1 construction package. |
| Design inconsistencies and quality concerns detected with the 95% design deliverable and now with the 100% design deliverable. | A Delta 3 Conformed Set of the Phase 1 100% Design was provided by STV on 2/24/2025. Several QA/QC issues were again flagged, a QA/QC review call was conducted on 2/28/25 - for STV's immediate action and resolution, SamTrans will provide STV with a complete matrix listing of all QA/QC comments by COB on 3/4/25. |
| Preliminary CMGC pricing against the 95% design has come in ~2X the Engineer's Estimate obtained at 30% design. | Somewhat of a cause and effect scenario to quality of design, CMGC pricing has come in much higher than anticipated. To aide in finalizing the TCP Estimate, an "advance copy design set" of the 100% design deliverable package was issued on 12/24/2024 that considered and addressed Value Engineering innovations, QA/QC measures for cost-sensitive scope, and constructability efficiencies flagged by the CMGC. The 100% TCP Read 02 Estimate was submitted on 01/24/2025. The project team is in active communication with SamTrans legal counsel and SamTrans Contracts & Procurement to mitigate the CMGC's Qualifications / Assumptions, where possible, in hopes of reducing the CMGC's TCP Estimate as presented with Read 02.<br><br>--> Project Team discussions with SamTrans legal counsel and SamTrans Contracts & Procurement resulted in contract amendment updates incorporated by why of the Part 5 - Supplemental General Conditions (SGC's) to mitigate all of the CMGC's Assumption (Risks). An initial Risk / Contingency factor of 5% of the TCP has now been mitigated to 1.22% . |
| Progression of design has not kept pace with the timeline of Clark's active CMGC Pre-Construction Services contract. | A third and final no cost change order was issued to extend the time only of Clark's Pre-Construction Services contract by an additional 1 month in order to finalize TCP negotiations for a fair and reasonable cost to SamTrans. Clark's Pre-Construction Services contract will now be expiring on 3/31/2025. |

**samTrans** Capital Programs Quarterly Progress Report **Project Controls**

**ZEB Implementation and Deployment** **Period: FY25 Q3** **Prj. ID: 100631**

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| PG&E to initiate a large load study, to determine how much power they can supply to the site for Phase 2 Improvements. | PG&E confirmed that payment was processed end of June 2024 for the Large Load Study (LLS). PG&E provided a Preliminary Engineering study (PES) Plan on 11/1/24 that describes the timeline and scope for them to complete the LLS. As presented, the PES Plan cannot be executed since it would commit SamTrans to Phase 2 and its 5.7MW load / associated PG&E upgrades.<br><br>Decision dealt to not proceed with the Large Load Study (LLS) for Phase 2, as this would commit SamTrans to PG&E's service upgrade costs for an additional load of 5.7MW. A new service application was submitted in January 2025 to PG&E for Phase 1 and its 1.7MW electrical load only - STV is following up with PG&E on review status and next steps. |
| Overhead fire suppression design and approach to putting out a bus fire - a concern that surfaced post STV and Clark contract awards. | A secondary fire flow test was performed considering an adjacent fire hydrant to support the most efficient and economical design option selected. STV met with the Fire Department / Fire Marshal who conveyed to them that an overhead fire suppression system and/or standpipe design is not required - a submittal package has been submitted to the AHJ for site wide fire hydrants.<br><br>The Fire Department / Fire Marshal's review completed and resulted in the addition of (1) fire hydrant within the northeast boundary of the South Base footprint, this has been captured in design and the CMGC is pricing accordingly. |
| The project PLA must be established prior to start of construction. | Clark, SamTrans' PM/CM Owner Representative, SamTrans' PLA attorney, and Union Counsel met throughout the month of October. The results yielded a consensus in terms of scope and agreed upon language inclusive to the PLA - a final version of the PLA was issued by Union Counsel on 11/8/24 to SamTrans' PLA attorney for signature routing and agendizing the matter for Board approval. Clark has issued the PLA and its requirements to all subcontractors submitting proposals for project specific bid packages - their pricing acknowledges receipt and conformance to the PLA prescribed contracting requirements.<br><br>--> PLA Board approval will occur concurrent to Phase 1 construction contract award to Clark (tentative for 07/02/2025), should an agreement to a fair and reasonable TCP Estimate be reached. |
| Caltrans funding changed from a dual allocation to a single allocation. | Decision dealt to align the project schedule such that the Early Works Procurement Package is consolidated within the overall Project Design for Phase 1, to support a single allocation approach. Caltrans CTC Grant funding allocation request confirmed for 1/30-31/25.<br><br>--> BAAD Grant Application funding being pursued to offset the delta from available CTC funding, Board recommendation for CMGC contract amendment of Phase 1 construction now tracking to 7/2/25. |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| The Jacobs Independent Cost Estimate (ICE) "Crosswalk" spreadsheet was provided on 3/4/25. The "Crosswalk" spreadsheet tracks Bid Item Group category pricing trends from the 95% Design Read 03 TCP Estimate through 100% Design Read 04 TCP Estimate submission. To be used as a leveraging document for best and final TCP negotiations with the CMGC. |
| Internal SamTrans and external (including Clark) "Crosswalk" spreadsheet review meetings held on 3/5/25 and on 3/12/25; 3/12/25 double as an-in person meeting with SamTrans, ICE, and Clark to resume Final TCP Estimate negotiations. |
| The 100% Read 04A Total Contract Price (TCP) Estimate was submitted on 3/17/25, pricing has come down by ~$200K when compared to the 100% Read 04 TCP Estimate. |
| After internal SamTrans QA/QC reviews, the Delta 3 100% Conformed Set design package was issued by STV on 3/17/2025; additional QA/QC issues triggered the need for a Delta 4 issuance of the 100% Conformed Set design package on 3/28/25 - both were transmitted to the ICE team and Clark for final true-up TCP Estimate pricing. |
| A third and final no cost change order extending the time only of Clark's Pre-Construction Services contract by 1 additional month through 3/31/25 was issued. |
| The project team assisted the SamTrans Grants & Application Team with compiling submission criteria / components tied to the BAAQMD BAAD Grant Application, formal submission tracking to occur on 4/1/25. |

**KEY ACTIVITIES - Next Reporting Month**

| |
|---|
| The project team will remain in active communication with SamTrans legal counsel and SamTrans Contracts & Procurement to review all final Phase 1 Contract Amendment modifications that have been included with Part 5 - Supplemental General Conditions to mitigate the CMGC's Qualifications / Assumptions (risks). |
| Ongoing schedule optimization reviews with Clark to emphasize LNTP issuance for submittals and procurement of long-lead items followed by a strategic NTP issuance so as to stagger in CMGC support staff closer to NTP / mobilization (intent is to lower Clark's overall Indirect Costs). |
| The Final 100% TCP Read 05 Basis of Estimate and Variance Report will be submitted by the ICE team on 4/4/25; Clark's Final 100% TCP Red 05 Estimate will be submitted on 4/10/25. Best and Final TCP Estimate negotiations tracking to resume the week of 4/14/25, with the goal being to come to terms on a fair and reasonable negotiated Final TCP Estimate by the end of April 2025. |
| The project team will review the level of effort required to incorporate the South Base Site Hardening scope within the South Base BEB Phase 1 construction timeline. SamTrans Facilities anticipates that the 95% plans will be available week beginning 4/7/25; the 95% plans and program schedule will be provided to Clark for review and pricing efforts - this will be carried as an Allowance item to the Final TCP Estimate. |
| Schedule constraints of the BAAD Grant Application to be reviewed and discussed with Clark, RE: BAAD Grant requires that the chargers be operational and data reported within 2-years of grant funding allocation issuance. |

**Project Notes**

# SamTrans

## Capital Programs Quarterly Progress Report

**Project Controls**

**North Base - Sea Level Rise and Erosion Mitigation** **Period: FY25 Q3** **Project ID: 100712**

**Project Manager:** Lisha Mai

**SCOPE Summary**

The project will perform a feasibility study of long-term sea level rise adaptation and erosion mitigation alternatives for North Base. The project will conduct the necessary planning and predesign to develop mitigation solutions to protect North Base and SamTrans' ability to operate from the impacts of intensifying sea level rise and erosion. Alternatives to be evaluated under the feasibility study include a flexible levee and a tide gate barrier. Evaluation of recommended alternatives will involve collaboration and coordination with internal and external stakeholders. The feasibility study will recommend a preferred alternative to advance for environmental clearance, design, and construction.

**STATUS Summary** **Phase:** Planning

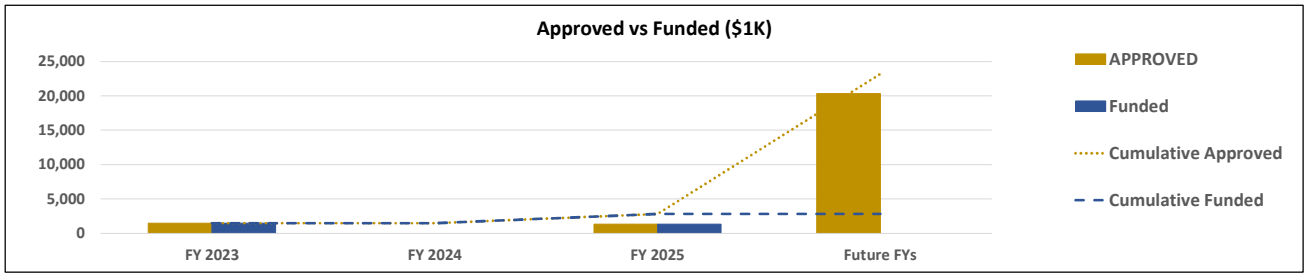
| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Approved Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 23,183,400 | 5.5% | 8.8% | $ 23,183,400 |

**Schedule**

| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Stakeholder and Public Engagement and Alternatives Analysis | 7/1/2023 | 7/1/2023 | 12/31/2023 | 12/31/2023 | 0 | 0 | |
| PEL Study and Selection of Preferred Alternative | 1/1/2024 | 1/1/2024 | 4/2/2025 | 4/2/2025 | 0 | 0 | Baseline reassed and adjusted for longer ext. stakeholder engagment and permitting agency consultation. This step is vital to assessment of |
| 35% Design for the Preferred Alternative | 4/3/2025 | 4/3/2025 | 6/30/2025 | 6/30/2025 | 0 | 0 | |
| Detailed Impact and Mitigation Analysis Based on the 35% Design | 7/1/2025 | 7/1/2025 | 12/31/2025 | 12/31/2025 | 0 | 0 | |
| NEPA and CEQA Clearance | 1/1/2026 | 1/1/2026 | 12/31/2026 | 12/31/2026 | 0 | 0 | |

**PROJECT BUDGET Summary (in thousands of $)**




**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

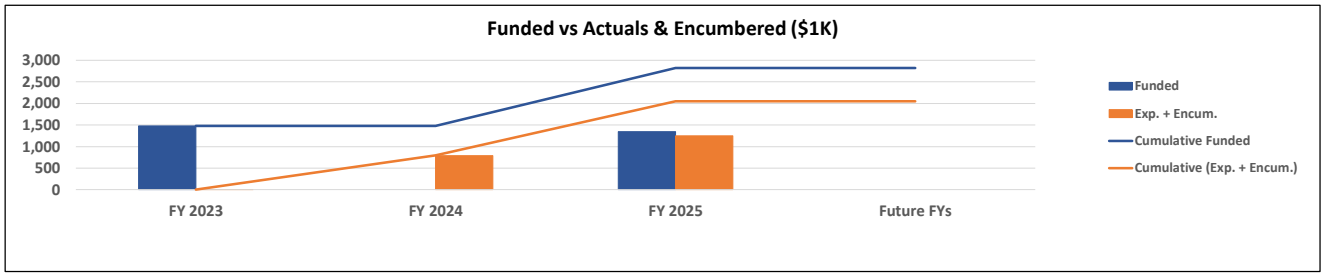
| Activity | Budget | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| 11 - Planning | 1,482 | 1,482 | 1 | 1,482 | 0 | 115 | 1,099 | 1,100 | 382 |
| 12 - PE/Env/PSE | 1,343 | 1,343 | 642 | 1,343 | 0 | 216 | 309 | 951 | 393 |
| 13 - Final Design | 1,379 | | | 1,379 | (1,379) | | | 0 | 0 |
| 15 - Procurement | 829 | | | 829 | (829) | | | 0 | 0 |
| 16 - Construction | 18,150 | | | 18,150 | (18,150) | | | 0 | 0 |
| **Totals** | 23,183 | 2,825 | 643 | 23,183 | (20,358) | 331 | 1,407 | 2,050 | 775 |

**SamTrans** Capital Programs Quarterly Progress Report Project Controls

**North Base - Sea Level Rise and Erosion Mitigation** Period: FY25 Q3 Project ID: 100712

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| Activity | Budget | | | Estimate at Completion | Inactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| FY 2023 | 1,482 | 1,482 | | | | | 6 | 6 | 1,476 |
| FY 2024 | 0 | | 234 | | | | 557 | 791 | 686 |
| FY 2025 | 1,343 | 1,343 | 409 | | | 331 | 845 | 1,254 | 775 |
| Future FYs | 20,358 | 0 | | | | | | 0 | 775 |
| Totals | 23,183 | 2,825 | 643 | 23,183 | (20,358) | 331 | 1,407 | 2,050 | 775 |




**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| General Capital Fund (01050) | Local | 2,825 | | | 2,825 | 2,825 | 0 | |
| TBD | | 20,358 | | | 20,358 | | 20,358 | |
| Totals | | 23,184 | 0 | 0 | 23,184 | 2,825 | 20,358 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| None at this phase | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| None a this phase | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

- Meet and present project to the USACE and BCDC
- Continue to coordinate with Government Affairs on outreach to stakeholders that would benefit from a regional solution.
- Continue coordination with SSF and OneShoreline
- Coordianted with SFO on aligning project timeline

**KEY ACTIVITIES - Next Reporting Month** (top 5)

- Draft Perferred Alternative Memo
- Develop presentation for Executive meeting
- Develop near-term flood protection options

**Project Notes**

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB H2 Fueling Station for 10 FCEBs** **Period: FY25 Q3** **Prj. ID: 100723-02**

**Project Manager:** Liria Larano

**SCOPE Summary**

The District is working towards transitioning the SamTrans fleet of 319 fixed-route vehicles to zero-emission technologies by 2034. In pursuit of this goal, SamTrans developed a transition plan that replaces diesel buses with battery-electric buses (BEBs). As the zero-emission bus (ZEB) market has matured, hydrogen fuel cell electric buses (FCEBs) have become more prevalent in the industry because FCEBs have longer driving ranges and shorter fueling times than the range and charging time of BEBs. Because of the operational advantages of FCEBs, SamTrans has purchased ten FCEBs for a demonstration program. This Project will provide hydrogen fuel (Services) and/or design and construction services for the Interim Hydrogen Fueling Solution.*
* The cost of Hydrogen Fuel will be part of Operations budget

**STATUS Summary** **Phase:** Construction

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 5,335,263 | 90.5% | 51.8% | $5,335,263 |

**Schedule**

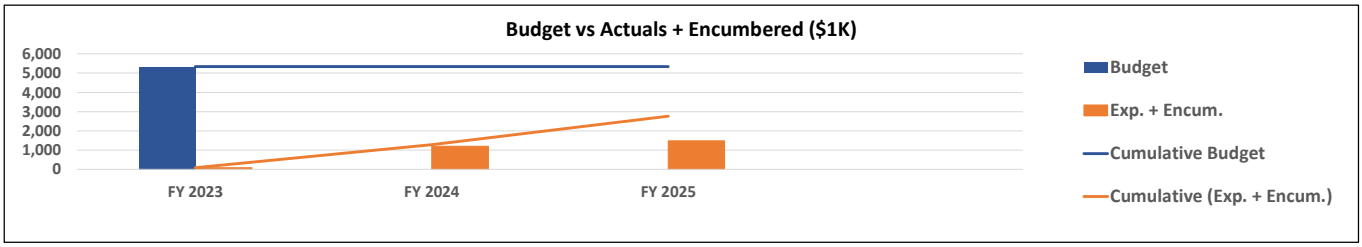
| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Solicitation for H2 services contract | 10/1/2022 | 10/1/2022 | 5/15/2023 | 5/15/2023 | 0 | 0 | Contract awarded to Plug Power |
| Design Manufacturing H2 mobile station | 5/16/2023 | 5/16/2023 | 1/31/2024 | 1/31/2024 | 0 | 0 | |
| Testing and Commissioning | 2/1/2024 | 2/1/2024 | 3/1/2024 | 7/31/2024 | 0 | -152 | Refueler delivery week of 6/17, testing and commissioning will take 2 months. |
| Training | 2/1/2024 | 2/1/2024 | 8/1/2024 | 9/1/2024 | 0 | -31 | Tiers 1-3 for staff, first responder training will be with tier 1 staff. |
| Closeout | 9/1/2024 | 9/1/2024 | 11/1/2024 | 11/1/2024 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| 11 - Planning | 58 | | 58 | 0 | 58 | 0 | | 0 | 0 | 58 |
| 12 - PE/Env/PSE | 10 | | 10 | 0 | 10 | 0 | | 10 | 10 | 0 |
| 13 - Final Design | 429 | | 429 | 22 | 429 | 0 | | 178 | 200 | 228 |
| 15 - Procurement | 19 | | 19 | 0 | 19 | 0 | | 0 | 0 | 19 |
| 16 - Construction | 4,819 | | 4,819 | 643 | 4,819 | 0 | 8 | 1,910 | 2,553 | 2,266 |
| **Totals** | 5,335 | 0 | 5,335 | 665 | 5,335 | 0 | 8 | 2,098 | 2,764 | 2,572 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original | Changes | Current | Committed | | | This Period | To Date | | |
| | (A) | (B) | (C=A+B) | (D) | E | (F=C-E) | | | | |
| FY 2023 | 5,335 | | 5,335 | | | | | 80 | 80 | 5,255 |
| FY 2024 | | | 0 | | | | | 1,202 | 1,202 | 4,053 |
| FY 2025 | | | | 665 | | | 8 | 816 | 1,481 | 2,572 |
| Totals | 5,335 | 0 | 5,335 | 665 | 5,335 | 0 | 8 | 2,098 | 2,763 | 2,572 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB H2 Fueling Station for 10 FCEBs** **Period: FY25 Q3** **Prj. ID: 100723-02**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 5,335 | | | 5,335 | 5,335 | 0 | |
| Totals | | 5,335 | 0 | 0 | 5,335 | 5,335 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| Delay in delivering the Mobile Hydrogen Refueler from Houston to SamTrans | Ongoing coordination with manufacturer |
| Commissioning may take longer than anticipated | Advanced planning of commissioning activities |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Refueler arrived at SamTrans Maintenance Yard on 3/8/24. A leak was discovered and a screen was damaged in route, so the refueler had to be sent back to Houston for repair | Delivery of refueler expected the week of June 17, 2024 |
| Commissioning for second nozzle on the refueler (not originally part of the approved design) is required. | SamTrans will pay for the commissioning of the extra nozzle. |
| MGFH2 terminated fueler lease agreement with SamTrans and Plug Power | Working with legal and finance to sign a contract with Plug Power for buying the Fueler from them. |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

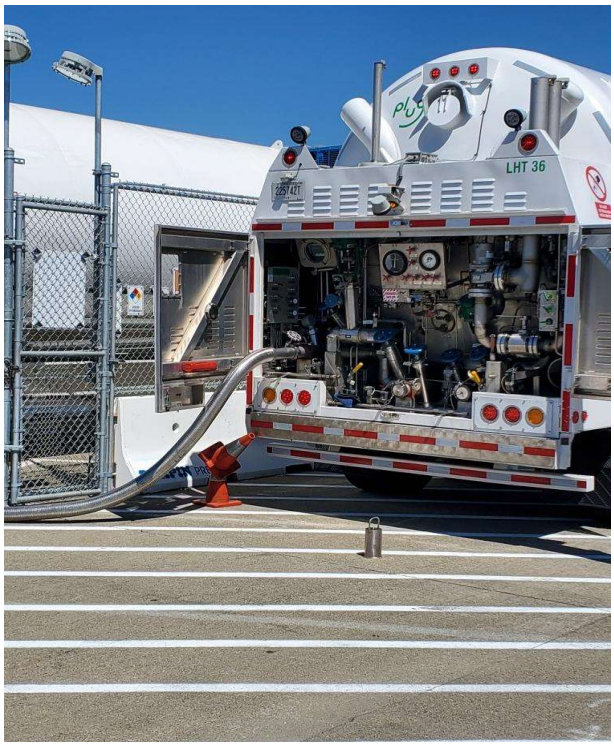
UCI's contract for completing Plug Power's scope awarded.

**KEY ACTIVITIES - Next Reporting Month** (top 5)

Safety and Workforce training to be continued.

**Project Notes**




LHT 36


NO PARKING

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB H2 Permanent Fueling Station for FCEBs** **Period: FY25 Q3** **Prj. ID: 100723-03**

**Project Manager:** Zhiming Fan

**SCOPE Summary**

The District is working towards transitioning the SamTrans fleet of 319 fixed-route vehicles to zero-emission technologies by 2034. In pursuit of this goal, SamTrans developed a transition plan that replaces diesel buses with battery-electric buses (BEBs). As the zero-emission bus (ZEB) market has matured, hydrogen fuel cell electric buses (FCEBs) have become more prevalent in the industry because FCEBs have longer driving ranges and shorter fueling times than the range and charging time of BEBs. This Project will provide hydrogen fuel (Services) and/or design and construction services (Design - Build) for the Permanent Hydrogen Fueling Solution for more than 100 FCEBs.*
* The cost of Hydrogen Fuel will be part of Operations budget

**STATUS Summary** **Phase:** Procurement

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

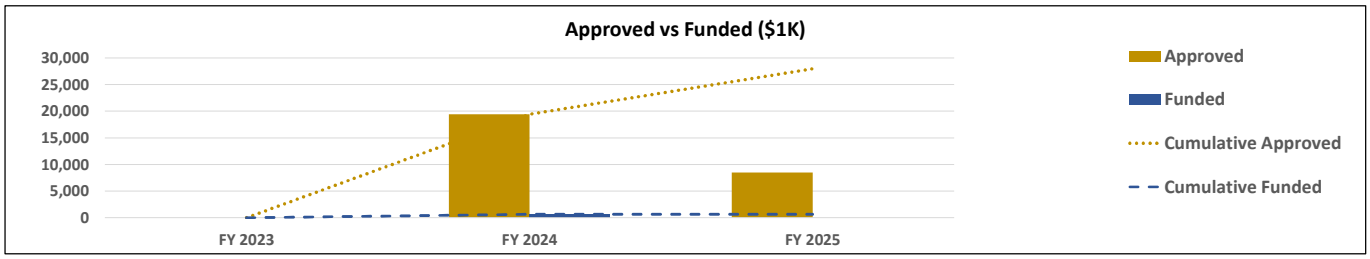
| Approved Budget | Schedule % Compl. | Exp. + Encum. (%) | Estimate At Completion |
|---|---|---|---|
| $ 27,963,686 | 3.5% | 1.7% | $27,963,686 |

**Schedule**

| Summary Activities | Baseline Start | Est. or Act. Start | Baseline Completion | Est. or Act. Completion | Start Variance (Days) | Completion Variance (Days) | Comments |
|---|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | (E= A-B) | (F= C-D) | |
| Solicitation for Design Build contract | 11/1/2024 | 11/1/2024 | 5/31/2025 | 5/31/2025 | 0 | 0 | |
| Design, Manufacturing, and Construction | 6/1/2025 | 6/1/2025 | 12/31/2026 | 12/31/2026 | 0 | 0 | |
| Testing and Commissioning | 10/1/2026 | 10/1/2026 | 12/31/2026 | 12/31/2026 | 0 | 0 | |
| Training | 1/1/2027 | 1/1/2027 | 3/30/2027 | 3/30/2027 | 0 | 0 | |
| Closeout | 4/1/2027 | 4/1/2027 | 5/30/2027 | 5/30/2027 | 0 | 0 | |

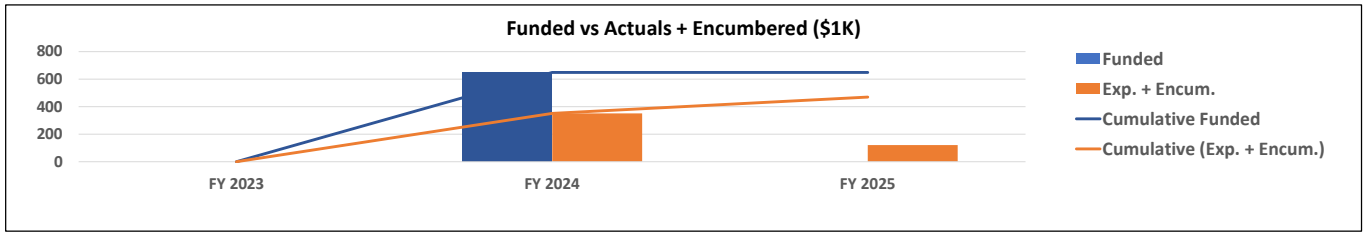
**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| 13- Final Design | 4,291 | | | 4,291 | -4,291 | | | 0 | 0 |
| 15 - Procurement | | | | 0 | 0 | | | 0 | 0 |
| 16 - Construction | 23,000 | 648 | 70 | 23,000 | -22,352 | 191 | 400 | 470 | 178 |
| 19 - Closeout | 673 | | | 673 | -673 | | | 0 | 0 |
| Totals | 27,964 | 648 | 70 | 27,964 | -27,316 | 191 | 400 | 470 | 178 |




**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | Estimate at Completion | Nonactivated Funding | Expended | | Exp. + Encum. | Cumulative Available Funds |
|---|---|---|---|---|---|---|---|---|---|
| | Approved | Funded | Committed | | | This Period | To Date | | |
| | (B) | (C) | (D) | E | (F=C-B) | | | | |
| FY 2023 | | | | | | | | 0 | 0 |
| FY 2024 | 19,439 | 648 | 70 | | | | 280 | 350 | 298 |
| FY 2025 | 8,525 | | | | | 191 | 120 | 120 | 178 |
| Totals | 27,964 | 648 | 70 | 27,964 | -27,316 | 191 | 400 | 470 | 178 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**NB H2 Permanent Fueling Station for FCEBs** **Period: FY25 Q3** **Prj. ID: 100723-03**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Nonactivated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (F=E-D) | |
| Measure W Sales Tax (01024) | Local | 387 | | | 387 | 387 | -27,577 | |
| Totals | | 387 | 0 | 0 | 387 | 387 | -27,577 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Mitigation |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

Ongoing RFP work
Ongoing work for updating North Base NEPA

**KEY ACTIVITIES - Next Reporting Month** (top 5)

Ongoing work for updating NEPA

**Project Notes**

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**El Camino Real (ECR) Transit Priority Program Fund** **Period: FY25 Q3** **Project ID: 100773**

**Project Manager:** Cassie Halls

**SCOPE Summary**

This project will establish a dedicated Transit Capital Improvement Fund to integrate transit improvements into Caltrans-led projects or advance transit improvements through the Caltrans design and permitting process along the El Camino Real corridor. Caltrans is active in implementing small-scale improvements along the corridor via the State Highway Operation and Protection Program (SHOPP). Currently, funding limitations often prevent Caltrans from implementing transit-specific improvements in its projects. The Capital Improvement Fund would let SamTrans lead projects on El Camino Real and leverage Caltrans-led projects to implement transit-specific improvement measures by providing supplemental funding.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 3,300,000 | 4.5% | 27% | $ 3,300,000 |

**Schedule**

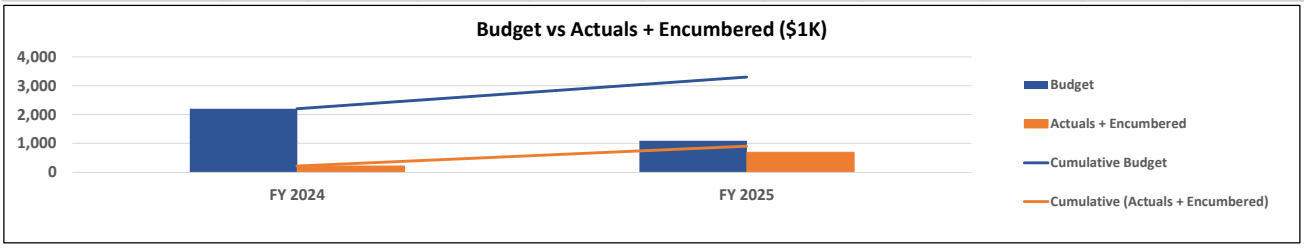
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Supplemental Funds for Central ECR Transit and Multimodal Plan | 12/1/2024 | 12/1/2024 | 8/1/2026 | 8/1/2026 | 0 | 0 | |
| Supplemental Funds for ECR Project Initiation Document | 12/1/2024 | 12/1/2024 | 12/1/2026 | 12/1/2026 | 0 | 0 | |
| ECR Consultant PM Support | 4/1/2024 | 4/1/2024 | 12/1/2026 | 12/1/2026 | 0 | 0 | |
| Local Match on SHOPP, other projects | 12/1/2024 | 12/1/2024 | 12/1/2026 | 12/1/2026 | 0 | 0 | |
| Grand Boulevard Initiative Supplemental Funds | 4/1/2024 | 4/1/2024 | 12/1/2026 | 12/1/2026 | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning | 3,300 | | 3,300 | 704 | 3,300 | 0 | 41 | 202 | 906 | 2,394 |
| **Totals** | 3,300 | 0 | 3,300 | 704 | 3,300 | 0 | 41 | 202 | 906 | 2,394 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2024 | 2,200 | | 2,200 | 156 | | | | 58 | 214 | 1,986 |
| FY 2025 | 1,100 | | 1,100 | 548 | | | 41 | 144 | 692 | 2,394 |
| Totals | 3,300 | 0 | 3,300 | 704 | 3,300 | 0 | 41 | 202 | 906 | 2,394 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**El Camino Real (ECR) Transit Priority Program Fund** **Period: FY25 Q3** **Project ID: 100773**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Un-activated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (E=C-D) | |
| Measure W Sales Tax - Capital (01024) | Local | 3,300 | | | 3,300 | 3,300 | 0 | |
| Totals | | 3,300 | 0 | 0 | 3,300 | 3,300 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| Cost of maintaining capital improvements over time | Seek clarification from Caltrans on what requires local maintenance |
| Coordination with Caltrans/Cities | Established an interagency forum to coordinate with Caltrans and Cities |
| Lack of coordination with cities | Established an interagency forum to coordinate with Caltrans and cities |
| SamTrans staff capacity for project management | Developing a staffing plan for the next fiscal year |
| City staff capacity for project management | Grant to provide technical assistance to cities |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| Funding delays for GBI grant due to PEPRA issues | PEPRA issue resolved, funding transfer submitted to FTA |
| Funding uncertainty due to Federal Govt | Govt and Comm Affairs is tracking the issue |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Presented to the Board of Directors on the Central El Camino Real Plan |
| Hosted Working Group meeting in late March 2025 |
| |
| |

**KEY ACTIVITIES - Next Reporting Month** (top 5)

| |
|---|
| Preparing to initiate outreach in May 2025 for the Central El Camino Real Plan |
| Completing needs assessment for the GBI Action Plan |
| Hosting GBI Task Force stakeholder workshop for GBI |
| Preparing for GBI Task Force meeting in May 2025 |
| |

**Project Notes**

| |
|---|
| |

**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**SamTrans Operating Facilities Assessment** **Period: FY25 Q3** **Project ID: 100775**

**Project Manager:** Millie Tolesson

**SCOPE Summary**

The SOFA project is about ensuring our facilities are aligned with SamTrans' long-term strategic goals. This includes adapting to operational changes like transitioning to zero-emission vehicles, accommodating anticipated service growth, and evaluating how our facilities can best support evolving community and agency needs.

**STATUS Summary** **Phase:** Planning

| Month | Schedule | Budget | Funding |
|---|---|---|---|
| Current | ● | ● | ● |
| Previous | ● | ● | ● |

| Budget | Schedule Progress | Expended % | Estimate At Completion |
|---|---|---|---|
| $ 500,000 | 28.9% | 100.5% | $ 500,000 |

**Schedule**

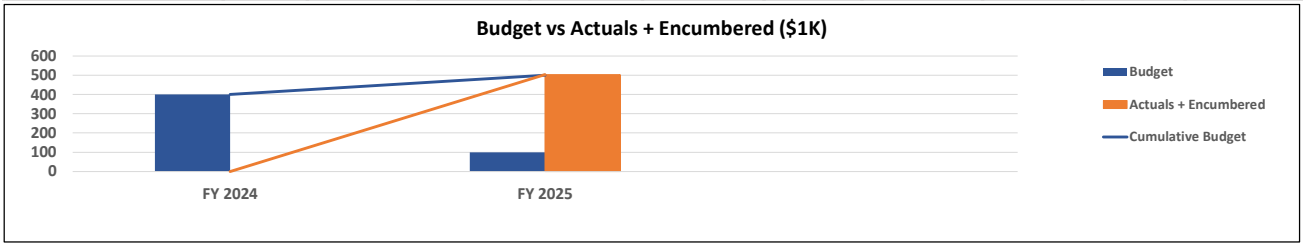
| Summary Activities | Baseline Start (A) | Est. or Act. Start (B) | Baseline Completion (C) | Est. or Act. Completion (D) | Start Variance (Days) (E= A-B) | Completion Variance (Days) (F= C-D) | Comments |
|---|---|---|---|---|---|---|---|
| Project Management | 11/24/2024 | 12/9/2024 | 12/31/2025 | 12/31/2025 | -15 | 0 | |
| Establish Future Condition Assumptions and Develop Future Scenarios | | | | | 0 | 0 | |
| Identify NEEDS and GAPS | | | | | 0 | 0 | |
| Explore OPPORTUNITIES for New Satellite | | | | | 0 | 0 | |
| Recommendations and Implementation | | | | | 0 | 0 | |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Details (in thousands of $)**

| Activity | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| 11 - Planning | 500 | | 500 | 472 | 500 | 0 | 27 | 31 | 503 | -3 |
| Totals | 500 | 0 | 500 | 472 | 500 | 0 | 27 | 31 | 503 | -3 |

**PROJECT BUDGET / ESTIMATE AT COMPLETION / COSTS Summary (in thousands of $)**

| FY | Budget | | | | Estimate at Completion | Variance | Expended | | Exp. + Encum. | Cumulative Available Balance |
|---|---|---|---|---|---|---|---|---|---|---|
| | Original (A) | Changes (B) | Current (C=A+B) | Committed (D) | E | (F=C-E) | This Period | To Date | | |
| FY 2024 | 400 | | 400 | | | | | | 0 | 400 |
| FY 2025 | 100 | | 100 | 472 | | | 27 | 31 | 503 | -3 |
| Totals | 500 | 0 | 500 | 472 | 500 | 0 | 27 | 31 | 503 | -3 |



**samTrans** **Capital Programs Quarterly Progress Report** **Project Controls**

**SamTrans Operating Facilities Needs Assessment** **Period: FY25 Q3** **Project ID: 100775**

**FUNDING (in thousands of $)**

| Fund Source | Type | Board Approved | | Transferred | Current | Activated Funding | Un-activated Funding | Comments |
|---|---|---|---|---|---|---|---|---|
| | | Original | Changes | | | | | |
| | | (A) | (B) | (C) | (D=A+B+C) | (E) | (E=C-D) | |
| Measure W Sales Tax - Capital (01024) | Local | 500 | | | 500 | 500 | 0 | |
| Totals | | 500 | 0 | 0 | 500 | 500 | 0 | |

**RISKs** (events that could happen and have a negative impact on the project cost/schedule, in order of priority)

| Risk | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**ISSUES** (Risks that are materialized, in order of priority)

| Issue | Status |
|---|---|
| | |
| | |
| | |
| | |
| | |

**KEY ACTIVITIES - Current Reporting Month** (top 5)

| |
|---|
| Refined Stakeholder Interview Summary |
| |
| |
| |
| |

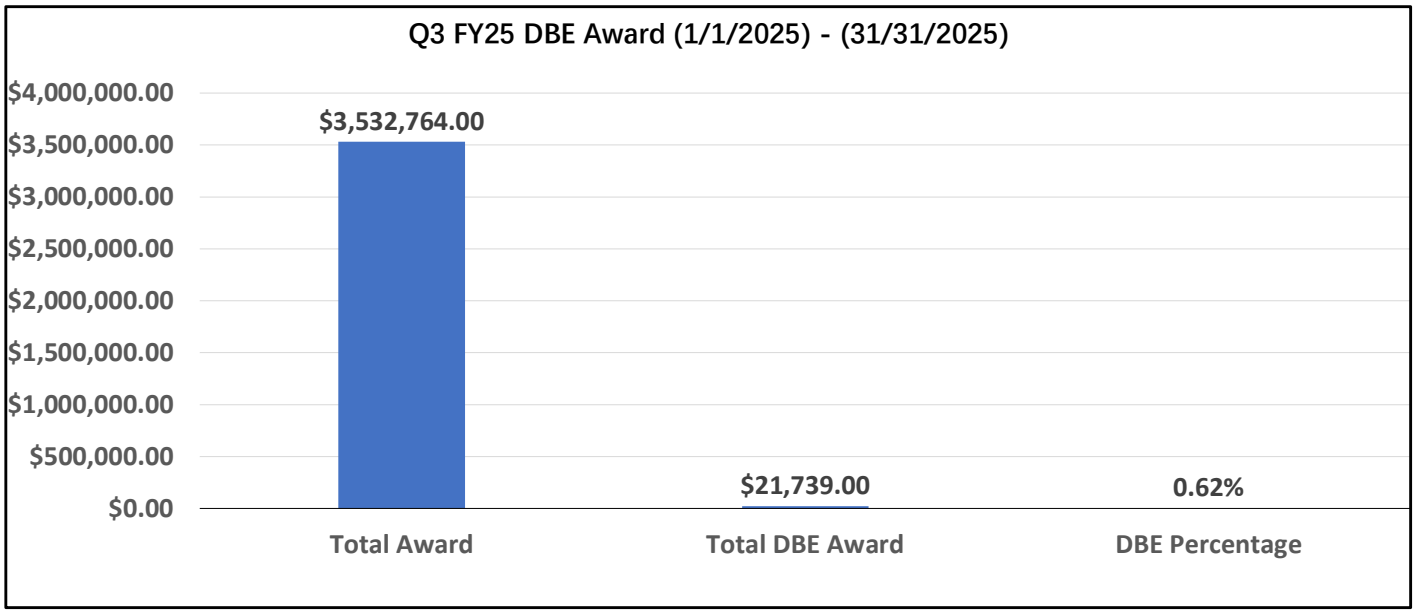
**KEY ACTIVITIES - Next Reporting Month** (top 5)

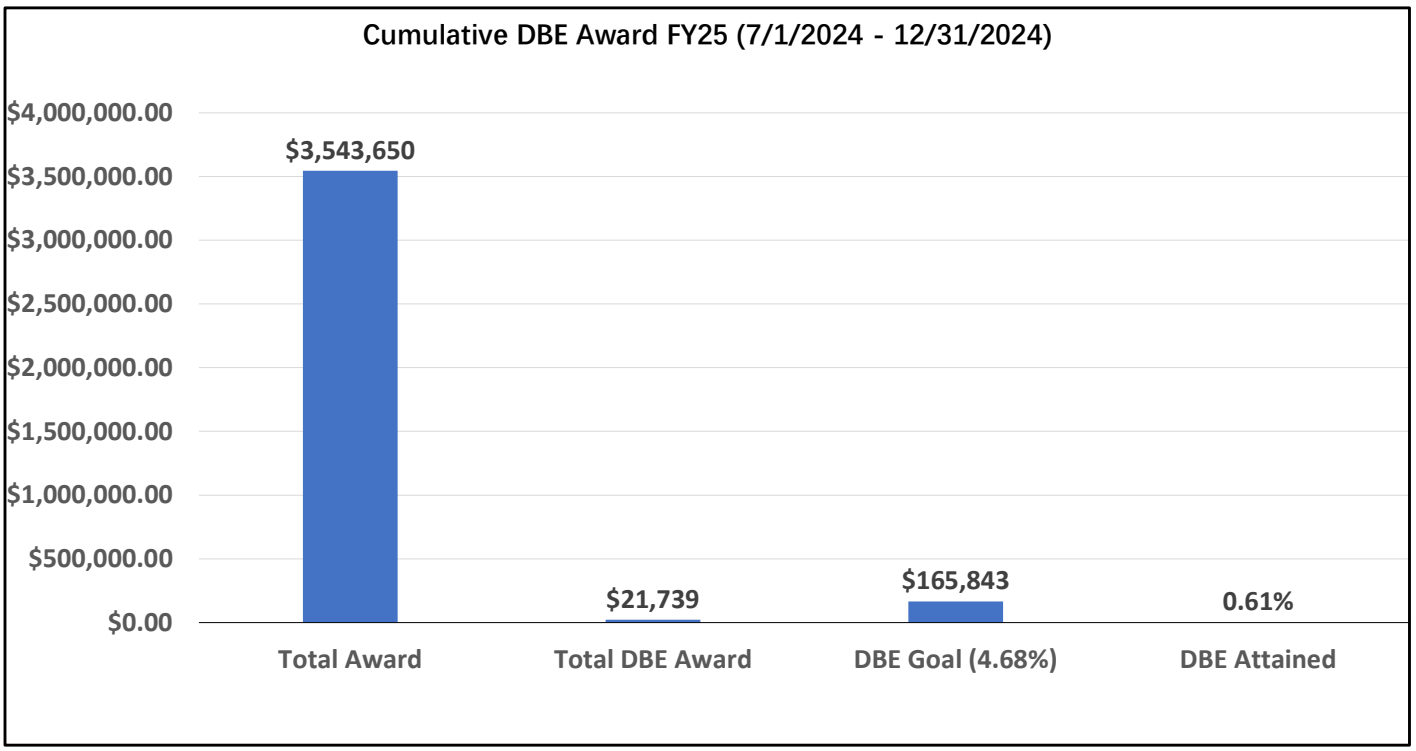
| |
|---|
| Finalize Task 2 Existing Conditions Report |
| Working Group Meeting |
| |
| |
| |

**Project Notes**

| |
|---|
| |

# SamTrans Award




Note: The overall triennial DBE goal for Federal Fiscal Year 2023-25 is 4.68%
There was one reportable FTA award with no DBE attainment in FY2025 Q2.

## Appendix B - Definition of Terms

**Accruals**
An estimated or known cost for the work performed, equipment, or materials received, through the current reporting period that hasn't been recorded in the financial system as expended.

**Activated Funding (in Funding)**
The portion of the total approved project funding that is available and ready to be expended. See Un-activated Amount and Board Approved.

**Allocated Contingency**
Portion of the project contingency budget allocated to contracts or specific types of work for identified project risks. See Contingency and Unallocated Contingency.

**Baseline**
The currently approved plan that includes the project scope, budget and schedule. Performance indicators are calculated by comparing the current progress against the planned progress according to the baseline.

**Baseline Completion (in Milestone Schedule)**
The milestone planned date of completion in the currently assigned project baseline.

**Board Approved (in Funding)**
The funding approved by the Board for the completion of the project. It includes approved current and previous years capital budgets and capital budget amendments.

**Board Authorized (in Major Contracts)**
The budget amount approved by the Board of Directors for a particular contract. Includes contingency.

**Budget Changes (in Project Budget/Estimate at Completion)**
Changes to the original budget that have been approved by management through the change management process.

**Budget Original (in Project Budget/Estimate at Completion)**
The budget approved in the first or original project baseline.

**Committed**
The amount of authorized contracts, P.O.s, agreements, settlements, or other instruments that obligate the District to expend project funds.

**Completion (in Milestone Schedule)**
The current estimated or actual date of completion for a milestone.

**Contingency**
An estimated amount based on the uncertainty and risk to cover unforeseen events during the course of the project. See Unallocated and Allocated Contingency.

**Contract Change Orders (CCOs)**
Contract budget changes approved through the change management process.

**Current Contract Amount**
This is the original contract amount plus any approved Contract Change Orders (CCOs). The current contract amount is the approved obligation to the construction contractor. Does not include any contingency approved for the contract.

**Expended + Accruals**
The project or contract costs that have been recorded in the financial system plus the accrual cost for the work performed through the current period. See Accruals.

**High Likelihood Risks (in Contingency)**
Project risks that have a high likelihood to result in changes.

**In-Process CCOs (In-Process Contract Change Orders)**
Contract Change Orders pending approval.

**In-Process Changes**
Project Change Orders pending approval. Includes CCOs.

**Interfaces**
Refers to points of connection to other projects, programs, or other entities that if not managed may lead to conflicts and issues.

**Issues**
Events that are occurring or have already occurred that have negative consequences for a project, that are recoverable or can be mitigated in some way.

**Key Activities**
Lists activities performed in the current month and activities anticipated for next month.

**Milestone Schedule**
Lists the project's significant events or important achievements in the project lifecycle. It is considered a high level summary schedule for the project.

**Notable Issues**
Most important project issues that are currently affecting the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Notable Risks**
Most important project risks that may impact the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Phase**
Refers to the current project phase. For the Capital Program, the project phases are: Planning, Preliminary Design, Final Design, Procurement, Construction, Closing, Closed.

**Potential and In-Process Changes**
Change Orders where impacts are being evaluated or determined, or Change Orders in process for approval. Includes Contract Change Orders.

**Resolution Date (in Notable Issues)**
The latest date an issue needs to be resolved before it begins to affect the objectives, scope, schedule, budget and/or the adequate funding of the project.

**Risks**
Events or uncertain conditions that, if they occur, have a negative or positive impact in the project's objectives.

**Safety Incidents**
Reported safety incidents related to the execution of project work, that occurred during the reporting period.

**Scope Summary**
High level description of the objectives and principal deliverables of the project.

**Type I Incidents (in Safety)**
Near Miss or incident requiring written report based on contract requirements.

**Type II Incidents (in Safety)**
Injury of worker or passenger requiring a report to the Federal Railroad Administration.

**Type of Work**
Categories defined for classifying project costs.

**Un-activated Amount (in Funding)**
Portion of the Board Approved funding for the project that has not been Activated. See Activated Funding.

**Unallocated Contingency**
Portion of total project contingency budget to account for Unknown Risks.

**Unknown Risks**
Unidentified risks that have not been accounted for and are included in the Unallocated Contingency budget.

**San Mateo County Transit District**
**Staff Report**

To: Board of Directors

Through: April Chan, General Manager/CEO

From: Kate Jordan Steiner, Chief Financial Officer

Subject: **Accept Contracts and Procurement Quarterly Report of Technology Purchases for Third Quarter of Fiscal Year 2025**

## Action

Staff recommends that the Board of Directors (Board) of the San Mateo County Transit District (District) accept the attached Contracts and Procurement (C&P) Quarterly Report of Technology Purchases for Third Quarter of Fiscal Year 2025.

## Significance

Pursuant to Resolution No. 2024-26, the Board directed staff to provide a report to the Board on a quarterly basis advising of actions taken pursuant to the authority conferred by this Resolution.

## Budget Impact

Accepting this report has no impact to the budget**.**

## Background

Pursuant to Resolution No. 2024-26, the Board authorized the General Manager/CEO or designee to execute contracts and amendments exceeding $250,000 for:

a. Technology systems equipment and related services through District-approved cooperative purchasing programs and piggyback contracts to meet the District's technology equipment and services requirements, pursuant to the terms and conditions of each cooperative purchasing program vendor agreement or piggyback agreement, and to the extent that each cooperative purchasing program, each vendor agreement, and each piggyback contract fully complies with the District's statutory procurement authority and procurement policy;

b. New or additional software licenses or license renewals, maintenance, product support, or related professional services through original equipment manufacturers, product licensors, or their authorized distributors or consultants to permit continued effective use and upkeep of District-owned information technology, hardware, and software;

c. Professional and staff augmentation services for information technology, pursuant to the District's procurement authority and policy; and

d. Expansion or modification of previously competitively procured proprietary software from an original provider when the original provider is the only source of such software and/or related services.

Prepared By: Danielle Rodriguez Procurement Support Specialist 650-551-6185

**C&P Quarterly Report of Technology Purchases for Third Quarter of FY2025**

**SAMTRANS**

The purchases listed below are for Information Technology Licenses, License Renewal fees, Maintenance Service, and Professional Services

**Resolution #2024-26**
**Total Board Approved Authority**
**$8,000,000.00**

**July 1, 2024 - September 30, 2024** — **1st Quarter**

| PO or Contract Date | Contract # or PO# | Vendor | PO or Contract Description | PO or Contract Amount | Remaining Authority |
|---|---|---|---|---|---|
| 9/5/2024 | 25-S-L-035 | Carahsoft Technology | ComplianceQuest Safety Information Management System Software for Five-Years | $ 755,444.95 | |
| 9/5/20/24 | 22-S-L-078/SAMTR-0000021247 | Darktrace | Add 750 mailboxes to the Darktrace Cybersecurity monitoring software for $31,605 with a cumulative contract amount of $689,732. | $ 689,732.00 | |
| 9/5/2024 | 24-S-T-023 | Sybyte Technology | IT Staff Augmentation Services:Database Architect. Added $250,010 with a cumulative contract amount of $500,000. | $ 500,000.00 | |
| 6/5/2024 | SAMTR-19334F | Triune Infomatics | IT Helpdesk Support Contractor | $ 181,000.00 | |
| | | | | | |
| | | | **SubTotal** | $ 2,126,176.95 | $ 5,873,823.05 |

**October 1, 2024 - December 31, 2024** — **2nd Quarter**

| PO or Contract Date | Contract # or PO# | Vendor | PO or Contract Description | PO Amount | Remaining Authority |
|---|---|---|---|---|---|
| 12/24/2024 | 25-S-L-063 | SHI International | Hopthru Software-as-a-Service (Saas) | $ 529,194.72 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | SubTotal | $ 529,194.72 | $ 5,344,628.33 |

**January 1, 2025 - March 31, 2025** — **3rd Quarter**

| PO or Contract Date | Contract # or PO# | Vendor | PO or Contract Description | | Remaining Authority |
|---|---|---|---|---|---|
| 2/24/2025 | 21-S-L-026/SAMTR-0000021669 | CDT | Microsoft Statewide M365 GCC | $ 473,789.84 | |
| | | | | | |
| | | | SubTotal | $ 473,789.84 | $ 4,870,838.49 |

**April 1, 2025 - June 30, 2025** — **4th Quarter**

| PO or Contract Date | Contract # or PO# | Vendor | PO or Contract Description | PO Amount | Remaining Authority |
|---|---|---|---|---|---|
| | 22-S-L-083 | Crayon Software Experts, LLC | Add $300,000 to contract to pay for Feb-June 2025 invoices. | $300,000.00 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | $300,000.00 | $ 4,570,838.49 |
| | | | | | |
| | | | **TOTAL CONTRACT & PO AMT TO DATE** | **$ 3,429,161.51** | **$ 4,570,838.49** |

**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Board of Directors | |
| Through: | April Chan, General Manager/CEO | |
| From: | Kate Jordan Steiner<br>Chief Financial Officer | Nate Kramer<br>Chief People Officer |
| Subject: | **Awarding Contracts to AppleOne, Inc.; SearchPros Staffing, LLC; and Tellus Solutions, Inc. for On-Call Temporary Staffing Services for an Aggregate Not-to-Exceed Amount of $2.5 Million for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for an Aggregate Not-to-Exceed Amount of $1 Million** | |

## Action

Staff recommends the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Award contracts to AppleOne, Inc. of Glendale, California (AppleOne); SearchPros Staffing, LLC of Sacramento, California (SearchPros); and Tellus Solutions, Inc. of Santa Clara, California (Tellus) to provide On-Call Temporary Staffing Services (Services) on an as-needed basis for an aggregate not-to-exceed amount of $2.5 million for a five-year base term, with two additional one-year option terms for an aggregate not-to-exceed amount of $1 million.
2. Authorize the General Manager/CEO or designee to execute professional services contracts on behalf of the District with AppleOne, SearchPros, and Tellus consistent with the requirements of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.
3. Authorize the General Manager/CEO or designee to exercise up to two additional one-year option terms on each contract, if in the best interest of the District.

## Significance

Award of these contracts for the Services will provide the District with a bench of qualified and experienced firms to support the District's ongoing need for highly skilled and experienced administrative and professional personnel to meet a variety of administrative, financial, information technology, and light industrial business needs. Also, these contracts will address the District's needs for: (1) a bench of temporary staffing firms from which to select assistance; (2) temporary staffing services that were not anticipated the last time the Services were solicited, and (3) sufficient contract capacity to accommodate the projected level of temporary staffing support required for the duration of the contract term. Work provided under these contracts will be defined through specific Work Directives for each assignment.

**Budget Impact**

Funds to support these contracts are and will be included in the District's current and future approved budgets. When the Services are needed, the costs generally will be covered by savings from vacant positions**.**

**Background**

On July 17, 2024, the District, the Peninsula Corridor Joint Powers Board, and the San Mateo County Transportation Authority (collectively referred to as the "Agencies") issued a joint Request for Proposals (RFP) 25-S-J-T-P-014 for the Services. The RFP was advertised on the Agencies' eProcurement website. In response to the RFP, the Agencies received 21 proposals, 14 of which were found to be responsive, and seven of which were found to be non-responsive to the requirements of the solicitation documents. A Selection Committee (Committee) composed of staff from the Agencies reviewed and evaluated the proposals in accordance with the evaluation criteria set forth in the RFP.

| Evaluation Criteria | Maximum Points |
|---|---|
| Qualifications and Experience of Firm | 20 |
| Qualifications and Experience of Management Team Key Personnel | 30 |
| Approach to Scope of Services | 20 |
| Cost Proposal | 30 |
| Small Business Enterprise (SBE) Preference | 5 |
| TOTAL | 105 |

The Committee then scored and ranked the 14 responsive proposals, determining that AppleOne, SearchPros, and Tellus were the highest-ranked firms. All three firms possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. Of these three firms, Tellus Solutions, a certified SBE, received five points for SBE Preference. AppleOne and SearchPros did not claim the points for SBE Preference.

Staff successfully negotiated contract terms, including prices, with each of the three highest-ranked firms. Staff performed a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those charged for similar work in the Bay Area.
Staff will issue Work Directives for specific needs during the contract term on an as-needed basis and pursuant to a competitive selection process as further described in the RFP. There is no guarantee of any amount of work or level of effort that will be ordered from or allocated to, or total compensation to be paid to, any of the firms under the awarded contracts.

| | | | |
|---|---|---|---|
| Prepared By: | Pooja Mehra | Procurement Administrator II | 650-730-8325 |
| | Julia Horiuchi | Human Resources Manager | 650-508-6465 |

21682141.2

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Awarding Contracts to AppleOne, Inc.; SearchPros Staffing, LLC; and Tellus Solutions, Inc. for On-Call Temporary Staffing Services for an Aggregate Total Not-to-Exceed Amount of $2.5 Million for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for an Aggregate Not-to-Exceed Amount of $1 Million**

**Whereas**, on July 17, 2024, the San Mateo County Transit District (District), the Peninsula Corridor Joint Powers Board, and the San Mateo County Transportation Authority (collectively referred to as the "Agencies") issued joint Request for Proposals (RFP) 25-S-J-T-P-014 for On-Call Temporary Staffing Services (Services) to establish a bench of firms to provide the Services on an as-needed basis; and

**Whereas**, in response to the RFP, the Agencies received 21 proposals, of which staff found 14 proposals to be responsive to the requirements of the RFP; and

**Whereas**, a Selection Committee (Committee) composed of staff from the Agencies reviewed, evaluated, scored and ranked the proposals in accordance with the evaluation criteria set forth in the RFP, and determined the following three firms to be the highest-ranked:

- AppleOne, Inc. of Glendale, California (AppleOne),
- SearchPros Staffing, LLC of Sacramento, California (SearchPros), and
- Tellus Solutions, Inc. of Santa Clara, California (Tellus); and

**Whereas**, the Committee determined that the three highest-ranked firms possess the requisite experience and qualifications required to successfully perform the Services; and

**Whereas**, staff successfully negotiated contract terms, including prices, with each of these three highest-ranked firms; and

**Whereas**, staff performed a price analysis and determined the prices to be fair, reasonable, and consistent with those charged for similar work in the Bay Area; and

**Whereas**, staff recommends that the Board of Directors (Board) award contracts to a bench of firms that consists of AppleOne, SearchPros, and Tellus to provide the Services for an aggregate not-to-exceed amount of $2.5 million for a five-year base term, and up to two one-year option terms for an aggregate not-to-exceed amount of $1 million.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby awards contracts to:

- AppleOne, Inc. of Glendale, California,
- SearchPros Staffing, LLC of Sacramento, California, and
- Tellus Solutions, Inc. of Santa Clara, California

to provide On-Call Temporary Staffing Services for an aggregate not-to-exceed amount of $2.5 million for a five-year base term, and up to two additional one-year option terms for an aggregate not-to-exceed amount of $1 million; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute contracts on behalf of the District with AppleOne, SearchPros, and Tellus in full conformity with the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute up to two additional one-year option terms, if in the best interest of the District.

Regularly passed and adopted this 7th day of May, 2025 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: | April Chan, General Manager/CEO | |
| From: | Kate Jordan Steiner<br>Chief Financial Officer | Nate Kramer<br>Chief People Officer |
| Subject: | **Awarding Contracts to Cooperative Personnel Services, gothamCulture LLC, and The Consulting Team LLC for On-Call Coaching and Leadership Development Services for an Aggregate Not-to-Exceed Amount of $700,000 for a Five-Year Base Term, with up to Two Additional One-year Option Terms for an Aggregate Not-to-Exceed Amount of $280,000** | |

## Action

Staff recommends that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Award contracts to Cooperative Personnel Services of Sacramento, California (CPS), gothamCulture LLC of New York, New York (gotham), and The Consulting Team LLC of Mountain View, California (Consulting Team) to provide On-Call Coaching and Leadership Development Services (Services) on an as-needed basis for an aggregate not-to-exceed amount of $700,000 for a five-year base term, with up to two additional one-year option terms for an aggregate not-to-exceed amount of $280,000.
2. Authorize the General Manager/CEO or designee to execute professional services contracts on behalf of the District with CPS, gotham, and Consulting Team in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.
3. Authorize the General Manager/CEO or designee to exercise up to two additional one-year option terms, if in the best interest of the District.

## Significance

The award of these proposed contracts will provide the District with a bench of qualified and experienced firms to support the District's ongoing need for highly skilled and experienced coaching and leadership development services to meet a variety of professional development, executive mentoring, team building, and organizational effectiveness needs on an as-needed basis.

## Budget Impact

Funds to support these contracts are included in the District’s current operating budget and will be included in the future operating budgets.

**Background**

On July 17, 2024, the District, the Peninsula Corridor Joint Powers Board, and the San Mateo County Transportation Authority (collectively referred to as the "Agencies") issued a joint Request for Proposals (RFP) 25-S-J-T-P-015 for the Services. The RFP was advertised on the Agencies' eProcurement website and 47 potential proposers downloaded the RFP. In response to the RFP, the Agencies received nine proposals; all nine were found to be responsive to the requirements of the solicitation documents.

A Selection Committee (Committee), composed of staff from the Agencies, reviewed and evaluated the proposals in accordance with the evaluation criteria set forth in the RFP.

| Evaluation Criteria | Maximum Points |
|---|---|
| Qualifications and Experience of Firm | 20 |
| Qualifications and Experience of Management Team Key Personnel | 35 |
| Approach to Scope of Services | 20 |
| Cost Proposal | 25 |
| Small Business Enterprise (SBE) Preference | 5 |
| **Total** | **105 Points** |

The Committee then scored and ranked these proposals. The highest-ranked firms were CPS, gotham, and Consulting Team. Staff determined all three firms possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. Of these three firms, gotham claimed the points for SBE Preference, but did not receive them, as the referenced certified subconsultants could not be verified. CPS and Consulting Team did not claim the points for SBE Preference.

Staff successfully negotiated contract terms, including prices, with each of the three highest-ranked firms. Staff conducted a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those paid by other public agencies in the Bay Area for similar services.

Staff will issue Work Directives for specific needs during the contract term on an as-needed basis and pursuant to a competitive selection process as further described in the RFP. There is no guarantee of any amount of work or level of effort that will be ordered from or allocated to, nor total compensation to be paid to, any of the firms under the awarded contracts.

| | | | |
|---|---|---|---|
| Prepared By: | Maria Flores | Procurement Administrator | 650 - 622-7892 |
| | Juliet Nogales-DeGuzman | Director, Human Resources | 650 - 508-6236 |

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Awarding Contracts to Cooperative Personnel Services, gothamCulture LLC, and The Consulting Team LLC for On-Call Coaching and Leadership Development Services for an Aggregate Not-to-Exceed Amount of $700,000 for a Five-Year Base Term, with Two Additional One-Year Option Terms for an Aggregate Not-to-Exceed Amount of $280,000**

**Whereas**, on July 17, 2024, the San Mateo County Transit District (District), the Peninsula Corridor Joint Powers Board, and the San Mateo County Transportation Authority (collectively referred to as the "Agencies") issued joint Request for Proposals (RFP) 25-S-J-T-P-015 for On-Call Coaching and Leadership Development Services (Services) to establish a bench of firms to provide the Services on an as-needed basis; and

**Whereas**, in response to the RFP, the Agencies received nine proposals, of which staff found all nine proposals to be responsive to the requirements of the RFP; and

**Whereas**, a Selection Committee (Committee), composed of staff from the Agencies reviewed, evaluated, scored, and ranked the proposals in accordance with the evaluation criteria set forth in the RFP, and ranked the following three firms highest:

- Cooperative Personnel Services of Sacramento, California (CPS),
- gothamCulture LLC of New York, New York (gotham), and
- The Consulting Team LLC of Mountain View, California (Consulting Team); and

**Whereas**, the Committee determined that the three highest-ranked firms possess the requisite experience and qualifications required to successfully perform the Services; and

**Whereas**, staff successfully negotiated contract terms, including prices, with each of the three highest-ranked firms; and

**Whereas**, staff performed a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those paid by other public agencies in the Bay Area for similar services; and

**Whereas**, staff recommends that the Board of Directors (Board) award a bench of contracts to CPS, gotham, and Consulting Team to provide the Services for an aggregate not-to-exceed amount of $700,000 for a five-year base term, and up to two one-year option terms for an aggregate not-to-exceed amount of $280,000.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby awards contracts to:

- Cooperative Personnel Services of Sacramento, California (CPS),
- gothamCulture LLC of New York, New York (gotham), and
- The Consulting Team LLC of Mountain View, California (Consulting Team)

to provide On-Call Coaching and Leadership Development Services for an aggregate not-to-exceed amount of $700,000 for a five-year base term, with two additional one-year option terms for an aggregate not-to-exceed amount of $280,000; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute contracts on behalf of the District with CPS, gotham, and Consulting Team in full conformity with the terms and conditions of the RFP and negotiated agreements, and in a form approved by legal counsel; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute up to two one-year option terms, if in the best interest of the District.

Regularly passed and adopted this 7th day of May, 2025 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: | April Chan, General Manager/CEO | |
| From: | Kate Jordan Steiner<br>Chief Financial Officer | Nate Kramer<br>Chief People Officer |
| Subject: | **Awarding a Contract to TRISTAR Claims Management Services, Inc. to Provide Workers' Compensation Third-Party Administrator Services for a Total Not-to-Exceed Amount of $1,653,453 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for a Total Not-to-Exceed Amount of $547,688** | |

## Action

Staff recommends that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Authorize the General Manager/CEO or designee to terminate the District's contract with its current third-party workers' compensation program claims administrator, the Cities Group.
2. Award a contract to TRISTAR Claims Management Services, Inc. of Long Beach, California (TRISTAR) to provide Workers' Compensation Third-Party Administrator Services (Services) for a total not to exceed amount of $1,653,453 for a five-year base term, with up to two additional one-year option terms for a total not to exceed amount of $547,688.
3. Authorize the General Manager/CEO or designee to execute a contract on behalf of the District with TRISTAR consistent with the requirements of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
4. Authorize the General Manager/CEO or designee to exercise up to two additional one-year option terms, if in the best interest of the District.

## Significance

The District requires third-party claims administration services for its workers' compensation program, which historically have been provided by the Cities Group joint powers authority. Termination of the existing contract and award of the proposed contract will provide the District with a qualified and experienced firm to provide the Services.

## Budget Impact

Funds to support this contract are included in the current operating budget and will be included in future operating budgets.

**Background**

In light of developing concerns with the manner in which the Cities Group has provided workers compensation claims administration services, staff and legal counsel have determined that it is in the best interest of the District to terminate its contract and transition to a new service provider.

On February 25, 2025, the District issued a Request for Proposals (RFP) 25-S-P-096 for the Services. The RFP was advertised on the District's eProcurement website. In response to the RFP, the District received two proposals, which were found to be responsive to the requirements of the solicitation documents.

A Selection Committee (Committee), composed of District staff, reviewed, evaluated, and scored the proposals in accordance with the evaluation criteria set forth in the RFP.

| Evaluation Criteria | Maximum Points |
|---|---|
| Company Qualifications, Experience and References | 25 |
| Qualifications and Experience of Key Personnel | 25 |
| Understanding of and Response to Proposal Requirements | 30 |
| Reasonableness of Cost | 20 |
| Small Business Enterprise (SBE) Preference | 5 |

The Committee conducted interviews with both firms on April 9, 2025. Following the interviews, the Committee ranked TRISTAR the highest. Staff determined the firm possesses the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. Neither proposer claimed the points for SBE Preference.

Staff successfully negotiated contract terms with TRISTAR, including prices, and determined the negotiated prices are fair, reasonable, and consistent with those charged for similar work in the Bay Area.

Staff conducted reference checks and confirmed that TRISTAR has the qualifications, experience, technology, and personnel necessary to meet the District's needs for the Services. In addition, TRISTAR is known for providing high-quality customer service and being responsive to client needs. The firm currently represents several transit agencies in the Bay Area and nationwide.

| | | | |
|---|---|---|---|
| Prepared By: | Angelina Taylor | Manager, Human Resources | 650-508-6424 |
| | Danielle Sanderson | Contract Administrator | 650-551-6130 |

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Awarding a Contract to TRISTAR Claims Management Services, Inc. to Provide Workers' Compensation Third-Party Administrator Services for a Total Not-to-Exceed Amount of $1,653,453 for a Five-Year Base Term, with up to Two Additional One-Year Option Terms for a Total Not-to-Exceed Amount of $547,688**

**Whereas,** the San Mateo County Transit District (District) requires third-party claims administration services for its workers' compensation program, which historically have been provided by the Cities Group joint powers authority; and

**Whereas,** in light of developing concerns with the manner in which the Cities Group has provided these services, staff and legal counsel have determined it is in the best interest of the District to terminate the existing contract and transition to a new service provider; and

**Whereas**, on February 25, 2025, the District issued a Request for Proposals (RFP) 25-S-P-096 to provide Workers' Compensation Third-Party Administrator Services (Services); and

**Whereas**, in response to the RFP, the District received two proposals, which staff found to be responsive to the solicitation documents; and

**Whereas**, a Selection Committee (Committee), composed of qualified District staff, reviewed, evaluated, and scored the responsive proposals in accordance with the evaluation criteria set forth in the RFP; and

**Whereas**, the Committee then interviewed both proposers and ranked TRISTAR Claims Management Services, Inc. of Long Beach, California (TRISTAR) the highest; and

**Whereas**, staff determined that TRISTAR possesses the necessary experience and qualifications to successfully perform the Services; and

**Whereas**, staff successfully negotiated contract terms, including prices, and determined the negotiated prices are fair, reasonable, and consistent with those charged for similar work in the Bay Area; and

**Whereas**, staff recommends that the Board of Directors (Board) award a contract to TRISTAR to provide the Services for a total not-to-exceed amount of $1,653,453 for a five-year base term, with up to two additional one-year option terms for a total not-to-exceed amount of $547,688.

**Now, Therefore, Be It Resolved**; that the Board of Directors of the San Mateo County Transit District hereby authorizes the General Manager/CEO or designee to terminate the District's contract with its current third-party workers' compensation program claims administrator, the Cities Group; and

**Be It Further Resolved** that the Board awards a contract to TRISTAR Claims Management Services, Inc. to provide Workers' Compensation Third-Party Administrator Services for a total not-to-exceed amount of $1,653,453 for a five-year base term, with up to two additional one-year option terms for a total not-to-exceed amount of $547,688; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute a contract on behalf of the District with TRISTAR in full conformity with 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 Board authorizes the General Manager/CEO or designee to execute up to two additional one-year option terms, if in the best interest of the District.

Regularly passed and adopted this 7th day of May, 2025 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: April Chan, General Manager/CEO

From: Kate Jordan Steiner, Chief Financial Officer

Subject: **Authorizing the Application for and Receipt of Annual Low Carbon Transit Operations Program Funds for the Construction of the Hydrogen Fuel Cell Electric Bus Infrastructure and Fueling Station at North Base**

## Action

Staff recommends the Board of Directors (Board) of San Mateo County Transit District (District) authorize the General Manager/CEO, or designee, to:

1. Apply for and receive $2,576,225 in Fiscal Year (FY) 2025 California Low Carbon Transit Operations Program (LCTOP) funds from the California Department of Transportation (Caltrans) to help fund the construction of the Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure and Fueling Station at North Base; and
2. Take such actions as may be necessary to give effect to this resolution, including filing and executing required annual cap-and-trade funding applications, certifications and assurances, authorized agent forms, related amendments, and any other documentation required for the District to apply for and receive LCTOP funds.

## Significance

LCTOP funding provides capital funding as well as operational assistance for expanding transit service to reduce greenhouse gas emissions and improve mobility. Through the established LCTOP formula, the District is eligible to receive $2,576,225 in FY 2025, which can be used to fund the construction of the FCEB Infrastructure and Fueling Station at North Base.

## Budget Impact

The FY 2025 LCTOP funding of $2,576,225 will be included in the FY 2026 Capital Budget.

## Background

LCTOP is one of several funding programs that are part of a broad-based state effort to invest cap-and-trade auction proceeds to reduce greenhouse gas. These funds are distributed annually on a formula basis to transit agencies and Regional Transportation Planning Agencies, including the Metropolitan Transportation Commission. Transit agencies receive a portion of the LCTOP funds via a formula based on operating revenues. Caltrans is the administering agency for the funds, and it requires eligible funding recipients to submit annual resolutions authorizing agency officer(s) to execute and process the LCTOP application materials. Caltrans also requires applicants to specify the projects to receive the funds within the resolution.

LCTOP is funded annually with 5 percent of the auction proceeds from the State's cap-and-trade program, as required under California's climate action law, Assembly Bill 32 (Division 25.5 of the California Health and Safety Code, sections 38500 et seq.). LCTOP provides operational assistance as well as capital funding for expanded transit service to reduce greenhouse gas emissions and improve mobility.

Prepared By: Heather Salem Manager, Grants & Fund Programming 650-730-8099

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Authorizing the Application for and Receipt of Annual Low Carbon Transit Operations Program Funds for the Construction of the Hydrogen Fuel Cell Electric Bus Infrastructure and Fueling Station at North Base**

**Whereas**, the San Mateo County Transit District (District) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

**Whereas**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**Whereas**, Senate Bill 862 (2014) named the California Department of Transportation as the administrative agency for the LCTOP; and

**Whereas**, the California Department of Transportation has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors, including the District; and

**Whereas,** the District wishes to use Fiscal Year (FY) 2025 LCTOP funds allocated to the District for the construction of the Hydrogen Fuel Cell Electric Bus (FCEB) Infrastructure and Fueling Station at North Base Maintenance and Operations Yard; and

**Whereas**, the construction of the FCEB Infrastructure and Fueling Station at North Base will support the operation of SamTrans's new fleet of FCEBs; and

**Whereas**, the District wishes to delegate authority to the General Manager/CEO, or designee, to:

1. Apply for and receive $2,576,225 in FY 2025 LCTOP funds for capital expenses related to the construction of the new FCEB Infrastructure and Fueling Station at North Base; and
2. Take such actions as may be necessary to give effect to this resolution, including filing and executing annual cap-and-trade funding applications, Certifications and Assurances, authorized agent forms, agreements, related amendments, and any other documents required for the District to apply for and receive LCTOP funding.

**Now, Therefore, Be It Resolved** by the Board of Directors of the San Mateo County Transit District that the General Manager/CEO, or designee, is authorized to:

1. Apply for and receive from the California Department of Transportation $2,576,225 in Fiscal Year 2025 Low-Carbon Transit Operations Program funds for the construction of the Hydrogen Fuel Cell Electric Bus Infrastructure and Fueling Station at North Base, which will support the operation of SamTrans's new fleet of FCEBs; and
2. Take such actions as may be necessary to give effect to this resolution, including filing and executing annual cap-and-trade funding applications, Certifications and Assurances, authorized agent forms, agreements, related amendments, and any other documentation that may be required for the District to apply for and receive LCTOP funds; and
3. Agrees to comply with all conditions and requirements set forth in the annual Certifications and Assurances, authorized agent forms and any applicable statutes, regulations and guidelines for all Low Carbon Transit Operations Program-funded transit projects.

Regularly passed and adopted this 7th day of May, 2025 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

From: Emily Beach, Chief Communications Officer

Subject: **Authorizing Execution of an Intergovernmental Agreement to Fund Regional Sales Tax Measure Polling Activities**

## Action

Staff recommends the Board of Directors (Board) authorize the Deputy General Manager of the San Mateo County Transit District (District) or his designee to:

1. Execute an agreement with the San Mateo County Transportation Authority (TA) for the TA to pay up to $200,000 for polling and consulting services (Services) needed to inform San Mateo County transportation agencies' decision whether to participate in a new potential regional funding measure, and to inform initial work on the Measure A reauthorization process; and
2. Take any additional actions necessary to give effect to the proposed action**.**

## Significance

Staff and leaders of the District and TA Boards of Directors are working together, along with staff and Board leaders of the City/County Association of Governments of San Mateo County (C/CAG), to determine the best path forward for San Mateo County in terms of whether to join a regional funding measure related to transit. Senate Bill (SB) 63, pending in the state legislature, would authorize voters to adopt a new regional transit funding measure for the Bay Area, particularly for agencies facing "fiscal cliffs." As currently drafted, SB 63 would provide the ability for San Mateo County to "opt in" to such a tax measure. Results from the proposed polling will inform the TA, District and C/CAG on San Mateo County voters' appetite to increase local sales taxes to support regional transit.

The proposed polling also will inform decisions related to reauthorization of the TA's Measure A, including a potential change to the Measure A tax rate instead of participating in a SB 63 - enabled regional measure.

As the TA does not have an on-call survey or polling contract at this time, staff proposes that the TA and District work with a firm under contract with the District to conduct the Services.

## Budget Impact

There is no net budget impact associated with this action. The TA's contribution will cover the full cost of the Services.

**Background**

The District and the TA each administer transportation sales taxes in San Mateo County: the District's 1981 half-cent sales tax, the TA's 2004 Measure A and the District's 2018 Measure W. Measure A will expire at the end of 2033 absent voter approval of an extension/renewal. The proposed poll will be used to determine San Mateo County voters' appetite for new and/or renewed taxes for public transit operations, and at what levels.

Prepared By: Jessica Epstein Director of Government and Community 650-622-7863

**Resolution No. 2025**

**Board of Directors, San Mateo County Transit District**

*** * ***

**Authorizing Execution of an Intergovernmental Agreement to Fund Regional Sales Tax Measure Polling Activities**

**Whereas**, Senate Bill (SB) 63, currently pending in the state legislature, would enable voters in a portion of the San Francisco Bay Area to consider approving a new sales tax to fund regional transit needs, particularly for agencies facing "fiscal cliffs"; and

**Whereas,** the San Mateo County Transit District (District) and the San Mateo County Transportation Authority (TA), as well as the City/County Association of Governments of San Mateo County, are working together to decide whether San Mateo County should be included in a potential regional measure that may be authorized by SB 63; and

**Whereas,** polling of San Mateo County residents is needed to better understand voters' attitudes toward additional potential taxes for regional transit needs, as well as how a regional transit measure could influence the success of a county measure to renew the TA's current Measure A, which will expire at the end of 2033; and

**Whereas,** the TA has agreed to provide up to $200,000 to fund the polling and related consulting services, which are being secured through an on-call professional services contract held by the District; and

**Whereas**, staff recommends that the Board of Directors authorize the District's Deputy General Manager or his designee to execute a funding agreement with the Executive Officer of the Transportation Authority, or his designee, to fund the polling and related consulting

services described above, and take any additional actions necessary to give effect to this resolution.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District's Deputy General Manager, or his designee, is authorized to execute an agreement with the San Mateo County Transportation Authority and accept up to $200,000 for polling and related consulting services related to regional and county-wide funding measures, and to take any additional actions necessary to give effect to the proposed action.

Regularly passed and adopted this 7th day of May, 2025 by the following vote:

Ayes:

Noes:

Absent:

_____
Chair, San Mateo County Transit District

Attest:

_____
District Secretary

# Proclamation

## Honoring Asian-American Pacific Islander Heritage Month

**Whereas,** the San Mateo County Transit District (District) pays tribute to the many contributions of generations of Asian-Americans and Pacific Islanders (AAPI) who have enriched the history of the United States; and

**Whereas,** the AAPI community helped develop our nation in countless ways, including those who are recognized, unrecognized, and unrecorded; and

**Whereas,** the District believes every person has the freedom to feel valued and respected and condemns racism in rhetoric and in action.

**Whereas,** the AAPI community is an inherently diverse population, comprised of more than 45 different ethnicities and more than 100 languages; and

**Whereas,** the month of May was selected for Asian-American and Pacific Islander Heritage Month because the first Japanese immigrants arrived in the United States on May 7, 1843, and the first transcontinental railroad was completed on May 10, 1869, with substantial contributions from Chinese immigrants; and

**Whereas,** bus survey results show that Asian-Americans and Pacific Islanders make up 36 percent of SamTrans' ridership; and

**Whereas,** the District will celebrate Asian-American and Pacific Islander heritage, among many other cultures, during National Diversity Day on May 21; and

**Now, Therefore, Be It Resolved,** the San Mateo County Transit District Board of Directors does hereby recognize May as Asian American and Pacific Islander Heritage Month and celebrates the immense contributions that Asian-Americans and Pacific Islanders have made in San Mateo County and the United States.

Regularly passed and adopted this 7th day of May, 2025.

samTrans

_____
Chair, San Mateo County Transit District

BOARD OF DIRECTORS 2025

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# Memorandum

**Date:** April 30, 2025

**To:** SamTrans Board of Directors

**From:** April Chan, General Manager/CEO

**Subject:** Report of the General Manager/CEO

**SamTrans fixed-route bus** ridership achieved a 96.0 percent recovery rate for the eight months ending February 2025 compared to the eight months ending February 2020. This is above the national bus recovery rate of 82.6 percent comparing pre- and post-COVID ridership figures. The local rail ridership recovery continues to be slow. Caltrain has shown improvement in ridership gains since electrification: ridership for the last five months is at 58.1 percent of pre-COVID levels.

| | 8 Months Ended February 2020 | 8 Months Ended February 2025 | Ridership Recovery Rate |
|---|---|---|---|
| **SamTrans** | 7,412,890 | 7,114,972 | **96.0%** |
| **AC Transit** | 36,733,170 | 27,161,287 | 73.9% |
| **SFMTA** | 139,207,651 | 108,307,037 | 77.8% |
| **VTA** | 18,334,323 | 16,242,857 | 88.6% |
| **Dallas** | 25,153,297 | 19,465,988 | 77.4% |
| **Seattle - King** | 80,769,127 | 56,413,039 | 69.8% |
| **Chicago** | 151,913,171 | 120,410,229 | 79.3% |
| **Atlanta** | 34,477,078 | 22,858,423 | 66.3% |
| **New York MTA** | 475,583,216 | 453,534,314 | 95.3% |
| **National Bus** | 3,029,911,473 | 2,530,395,544 | 82.6% |
| **Caltrain** | 12,534,952 | 6,737,899 | 53.8% |
| **BART Extension** | 8.846,296 | 3,981,069 | 45.0% |
| **BART System** | 83,945,611 | 37,709,694 | 44.9% |
| **National Rail** | 3,280,721,136 | 2,318,011,243 | 70.7% |
| **Total NTD Trips** | 6,636,343,227 | 5,099,108,330 | 76.8% |

**Bus Operator Staffing**

| | Approved FTEs | Trainees | No. Bus Operators* |
|---|---|---|---|
| Bus Operators | 348 | 16 | 341 |

* This number excludes the 16 Bus Operator Trainees.

**Miles Between Preventable Accidents**

Below is a table illustrating the miles between accidents performance by mode and location during March 2025.

| | Total Miles | Preventable Accidents | Miles Between Preventable Accidents |
|---|---|---|---|
| North Base | 371,521 | 10 | 37,152 |
| South Base | 253,888 | 5 | 50,778 |
| Trainee | * | 2 | * |
| CUB | 227,672 | 8 | 28,459 |
| Fixed Route Total | 853,081 | 25 | 34,123 |
| | | | |
| ADA | 164,454 | 0 | n/a |
| Micro Transit | 15,363 | 0 | n/a |

*Trainee miles included in North Base and South Base miles.

**Safety Updates**

Safety standdowns were conducted at the San Bruno Bart Station and at the Palo Alto Train Station to address a rise in preventable accidents at these locations. The primary focus was to "Reduce Preventable Accidents" and to enhance operator safety awareness while reinforce safe driving practices.

During the standdowns, staff engaged directly with operators in the field, discussing the recent increase in preventable accidents, focusing on driving defensively and avoiding aggressive driving. Operators are encouraged to share their feedback during these interactive sessions.

A new training video highlighting curb strikes at bus stops was created and shared with the operators (at the bases) on a continuous basis. The video illustrated the proper technique to approach a bus stops with high curbs and avoid striking them. Advisory signs were also installed at bus stops where most curb strikes took place, reminding operators to use caution in those areas.

**Regional/MTC Matters**

Senate Bill (SB) 63 was heard in the Senate Transportation Committee on April 22 and the Senate Revenue and Taxation Committee on April 23. After passing both committees it is now headed to the Appropriations Committee because it is a bill with fiscal impacts. SamTrans, San Mateo County Transportation Authority (TA), and City/County Association of Governments of San Mateo County (C/CAG) submitted a joint letter to the committees' chair and legislative delegation thanking the authors for incorporating many of San Mateo County requests into SB 63. The letter also detailed proposed amendments to the bill focusing on accountability and how the tax should be administered. SB 63 now provides for San Mateo County to opt-in. SamTrans and its relevant county transportation partners and stakeholders are meeting to confer whether to opt-in; no decision on that has been made. Staff are also meeting regularly with the SamTrans and TA Chairs and Vice Chairs to discuss.

**Clipper START Quarterly Ridership Update (January – March 2025)**

Clipper START is a fare-discount pilot program for eligible low-income residents in the Bay Area, offering discounts on single-ride fares and transfers. The program launched in July of 2020 and SamTrans joined in January 2021, providing a 50 percent discount for Clipper START customers. In the third quarter of the fiscal year (January through March 2025), Clipper START ridership on SamTrans increased by 6.41 percent compared to the previous quarter, with a total of 42,485 trips. March 2025 saw the highest total ridership for the quarter with 15,255 trips. January and February 2025 recorded ridership levels of 14,154 and 13,076 trips, respectively. Data continues to indicate that Clipper START contributes positive ridership gains for SamTrans. Staff will continue monitoring the program and providing quarterly ridership updates to the Board of Directors.

**SamTrans Mobile App Update for Quarter 3 Fiscal Year 2025**

The SamTrans mobile app was launched in September 2018 and sells paratransit and most fixed-route bus service products except monthly passes. In the third quarter of Fiscal Year 2025, the app was downloaded 3,383 times, a 36 percent increase over the same quarter of the previous year. A total of 3,051 new accounts were created, making a 24 percent year-over-year growth.

Ticket sales through the app reached 46,331 during this quarter, up 13 percent from the previous year. This generated $98,166 in revenue, a 15 percent increase compared to the same period last year. These gains reflect the broader trend of rising ridership in Fiscal Year 2025. Over the past few quarters, mobile app sales have reliably contributed around 3 percent to SamTrans' overall revenue.

**Employee of the Month (EOM) Recognitions, March 2025**

Bus Operator EOM for North Base is **Michael Capistrano.** This is Michael's first EOM Award during his two years of service with the District.

Bus Operator EOM for South Base is **Anthony Esparza.** This is Anthony's first EOM Award during his nearly four years of service with the District.

Bus Maintenance EOM for North Base is **Raaj Kishan** (Mechanic C). This is Raaj's fifth EOM Award during his nearly 11 years of service with the District.

Bus Maintenance EOM for South Base is **David "Billy" Balderas** (Mechanic A). This is Billy's first EOM Award during his first year of service with the District.

**"I Make a Difference" (IMAD) Award:**

Bus Operator Jose Sanchez was presented with the IMAD Award for helping a cyclist on Hwy 92 on his way to Half Moon Bay. Operator Sanchez followed behind the cyclist at night helping to keep the cyclist visible with his headlights. When the cyclist fell from his bike, Operator Sanchez safely pulled over to assist the cyclist, loaded his bike onto the bike rack, and drove him safely to Half Moon Bay. Operator Sanchez received this award for his thoughtfulness and kind act of humanity.

samTrans

# SamTrans Millbrae Headquarters Project



# EXECUTIVE MONTHLY PROGRESS REPORT
April 2025

samTrans

# TABLE OF CONTENTS

Project Introduction .....3
Section 1: Cost and Budget .....3
Section 2: Progress and Schedule .....4
Section 3: Accomplishments and Upcoming Work .....5
Section 4: Risk Register / Critical Issues .....6

## Project Introduction

On December 18, 2023, the Board approved the acquisition of a 180,000-square-foot headquarters (HQ), consisting of approximately 157,000 square feet of office space and 23,000 square feet of retail space, through a lease-to-purchase agreement. (The original developer has since sold its interest in the HQ building to a new owner/landlord.) The new HQ building is located at the Gateway at Millbrae Station, right next to the Millbrae BART and Caltrain Station, with SamTrans Routes ECR and 292 conveniently close-by. The first three floors of the building include a lobby, retail space, loading facilities, and parking, while the 4th, 5th, and 6th floors consist of office space. As part of this agreement, the District agreed to lease the entirety of the office space, after the landlord completes all necessary tenant improvements, for at least 8 months, with an option to purchase the entire building after 8 months, and before 30 months, for $126M. The building is located on a 99-year ground lease from the Bay Area Rapid Transit District (BART) which requires that prevailing wages be paid for all construction work on site, including tenant improvements.

## Section 1: Cost and Budget

**Tenant Improvement**
Total budget for the tenant improvement is $48,320,294. This is comprised of the Lease's Tenant Improvement Allowance of $36,850,820 (inclusive within the $126M purchase price) and $11,469,474 approved by the Board on December 4, 2024. The total tenant improvement budget includes contingency, which amount will be determined after the Guaranteed Maximum Price (GMP) is executed in April 2025.

**Non-Tenant Improvement**
Total budget for the non – tenant improvement is $26,116,619 inclusive of $4,113,696 / 15.75% Contingency. This contingency will be reported monthly when used.

| Category/Item | Budget (in 1000 of $) | | Expended + Committed % |
|---|---|---|---|
| | Approved | Expended + Committed | |
| Non-TI, Furniture, Fixtures, & Equipment (FF&E), and Auxiliary Equipment | 9,380 | 374 | 3.98% |
| Non-TI, Information, Communications, & Technology (ICT), Data Servers, and Building Management System | 6,794 | 374 | 5.5% |
| Non-TI, Parking Garage Fencing, EV Charging, Ticket Booth & Fare Storage, and Owner Paid Permit Fees | 1,735 | 0 | 0.00% |
| Non-TI, Moving Services, Move Management, Digitization, Equipment & Furniture Disposal, and Document Disposal | 1,793 | 500 | 27.89% |
| Non-TI, Project Management, Construction Management, Change Management, Procurement, and Legal Services | 3,790 | 1662 | 43.85% |

| Category/Item | Budget (in 1000 of $) | | Expended + Committed % |
|---|---|---|---|
| | Approved | Expended + Committed | |
| Non-TI, Architectural & Engineering Design | 2,625 | 2,516 | 95.84% |
| HQ Tenant Improvement (TI) | 11,469 | 0 | 0.00% |
| Owner Allowance for TI | 36,851 | 0 | 0.00% |
| **Total** | **74,437** | **3,496** | **7.29%** |

## Section 2: Progress and Schedule

| Summary Activities | Baseline Start | Est/ Act. Start | Baseline Finish | Est/Act. Finish | Start Var. (Days) | Finish Var. (Days) |
|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | A-B | C-D |
| TI, 100%CDs + Value Engineering Drawings | | | 01/23/25 | 01/23/25 | 0 | 0 |
| TI, Subcontractor Bidding and Pricing Schedule Review | 01/24/25 | 01/24/25 | 04/02/25 | 04/02/25 | 0 | 0 |
| TI, Execute GMP | | | 04/02/25 | 04/02/25 | 0 | 0 |
| TI, Submit for Permit / Permit Approval (2 rounds) | 01/24/25 | 01/24/25 | 04/28/25 | 04/28/25 | 0 | 0 |
| TI, Construction Mobilization and Buildout: Level 1, 5, 4, 6 | 04/18/25 | 04/18/25 | 01/02/26 | 01/02/26 | 0 | 0 |
| TI, Final Inspections | 10/07/25 | 10/07/25 | 01/05/26 | 01/05/26 | 0 | 0 |
| TI, Substantial Completion / Lease Commencement | | | 01/05/26 | 01/05/26 | 0 | 0 |
| TI, Closeout | 01/05/26 | 01/05/26 | 01/28/26 | 01/28/26 | 0 | 0 |
| Non - TI FF&E, Design Approval | | | 01/21/25 | 01/21/25 | 0 | 0 |
| Non - TI FF&E, Contract Procurement | 01/21/25 | 01/21/25 | 05/06/25 | 05/06/25 | 0 | 0 |
| **Non - TI FF&E, Contract for Board Approval** | | | 05/07/25 | 05/07/25 | 0 | 0 |
| Non - TI FF&E, Procurement | 05/08/25 | 05/08/25 | 01/02/26 | 01/02/26 | 0 | 0 |
| Non - TI FF&E, Installation | 01/05/26 | 01/05/26 | 04/24/26 | 04/24/26 | 0 | 0 |
| Non - TI GC, Design | 01/24/25 | 01/24/25 | 03/31/25 | 03/31/25 | 0 | 0 |
| Non - TI GC, Contract Procurement | 04/01/25 | 04/01/25 | 10/01/25 | 10/01/25 | 0 | 0 |
| **Non - TI GC, General Contract for Board Approval** | | | 10/01/25 | 10/01/25 | 0 | 0 |
| Non - TI GC, Permit Approval | 10/02/25 | 10/02/25 | 01/05/26 | 01/05/26 | 0 | 0 |

| Summary Activities | Baseline Start | Est/ Act. Start | Baseline Finish | Est/Act. Finish | Start Var. (Days) | Finish Var. (Days) |
|---|---|---|---|---|---|---|
| | (A) | (B) | (C) | (D) | A-B | C-D |
| Non - TI GC, GC Mobilization / Buildout | 01/06/26 | 01/06/26 | 05/05/26 | 05/05/26 | 0 | 0 |
| Non - TI Move, Complete Questionnaires and Name Ambassadors | 03/03/25 | 03/03/25 | 04/07/25 | 04/07/25 | 0 | 0 |
| Non - TI Move, Finalize RFP and Contract Procurement | 04/08/25 | 04/08/25 | 10/31/25 | 10/31/25 | 0 | 0 |
| **Non - TI Move, Move Services Contract for Board Approval** | | | 11/05/25 | 11/05/25 | 0 | 0 |
| Non - TI Move, Move Services Contract Award | 11/17/25 | 11/17/25 | 11/21/25 | 11/21/25 | 0 | 0 |
| Non - TI Move, Moving Process | 12/01/25 | 12/01/25 | 05/30/26 | 05/30/26 | 0 | 0 |

## Section 3: Accomplishments and Upcoming Work

| **KEY ACTIVITIES - Current Reporting Month** (top 5) | |
|---|---|
| **Tenant Improvement** | **Move management** |
| Continued compiling procurement documents for SamTrans Non-TI Work | Distributed Cal-Train Questionnaire |
| Reviewed Landlord's Pricing Schedule and provided comments. Pricing Schedule was mutually agreed upon. | Continued Discussions with People and Culture and IT |
| Architect (Stantec) generated drawings for Non-TI GC scope of work | Continued Discussions with Procurement |
| FF&E scope was bid and proposals received. Recommended Vendor will be presented to the Board in May. | Continued Discussions with Facilities |
| Project granted early release of volatile trades to mitigate cost/tariff risks and addressed long lead items | Continued Move RFP Edits |

| **KEY ACTIVITIES - Next Reporting Month** (top 5) | |
|---|---|
| **Tenant Improvement** | **Move management** |
| Warm Shell improvements will begin. | Incorporate Stakeholder Surveys |

| | |
|---|---|
| The drawings will be resubmitted to City for permit. | Develop Move Management Schedule |
| Continue to compile procurement documents for SamTrans Non-TI Project | Finalize Colored Floor Plans by Department |
| Processing project submittals and RFIs will begin. | Finalize Move SOW based on coordination |
| Landlord will finalize GMP with GC based on the approved Pricing Schedule | Develop Seating Assignment Launch Docs |

## Section 4: Risk Register / Critical Issues

| Risk | Mitigation |
|---|---|
| Budget: Tariffs are imposed by the federal government. | SamTrans leadership has proactively secured volatile market pricing items and long-lead materials through early release. This approach includes potential storage solutions to expedite overseas procurement and mitigate cost risks. While tariffs remain a pricing threat, these measures help minimize exposure. |
| Schedule: City of Millbrae requires more rounds of drawing review than schedule anticipates obtaining permit. | The Architect is coordinating another meeting with the City to review the drawings before resubmitting for permit approval. The project schedule allows for one more resubmission. |
| Budget and Schedule: Landlord issues a Pricing Schedule that SamTrans finds unacceptable, leading to multiple review cycles and potentially delaying the Contractor's release. Contributing factors may include tariffs on goods. | Resolved. Pricing Schedule has been mutually agreed upon and within Board-Approved budget. |

| Issue | Status |
|---|---|

| | |
|---|---|
| Budget: Skyline's pricing to 90%CDs came in higher than originally budgeted | Resolved. The Project's Pricing Schedule is within the Board-Approved budget. |
| Budget and Schedule: Landlord will not carry non-TI contractors on behalf of SamTrans (ie. Communications/Cabling, Signage & Branding) | SamTrans is going through C&P to procure trades needed to complete work outside Landlord's responsibilities. |

# SamTrans' HQ May Update



# May Agenda

Project Scope

Project Budget

Project Schedule & Milestones

Project Updates through April 2025

Upcoming Activities through May 2025

Risk Register

Anticipated Board Approvals

Furniture Vendor Recommendation

# Project Scope

SamTrans is transforming approximately **157,000 square feet** across three floors at the **Gateway at Millbrae Station** into a modern headquarters.

The buildout includes **office space, Public Hearing Room,** conference and training rooms, specialized areas for **Redi-Wheels** and **Transit Police**, and upgraded amenities such as break rooms, wellness spaces, and market ready suites. With integrated **security**, **audio-visual** and **branding** elements, the new facility will support a dynamic work environment while enhancing operational capabilities.

# Project Budget

Tenant Improvements Budget: $48,320,294

1. $36.8M allowance provided by Owner/Landlord as part of the $126 M building purchase price
2. $11.5M by SamTrans approved by the Board in December 2024

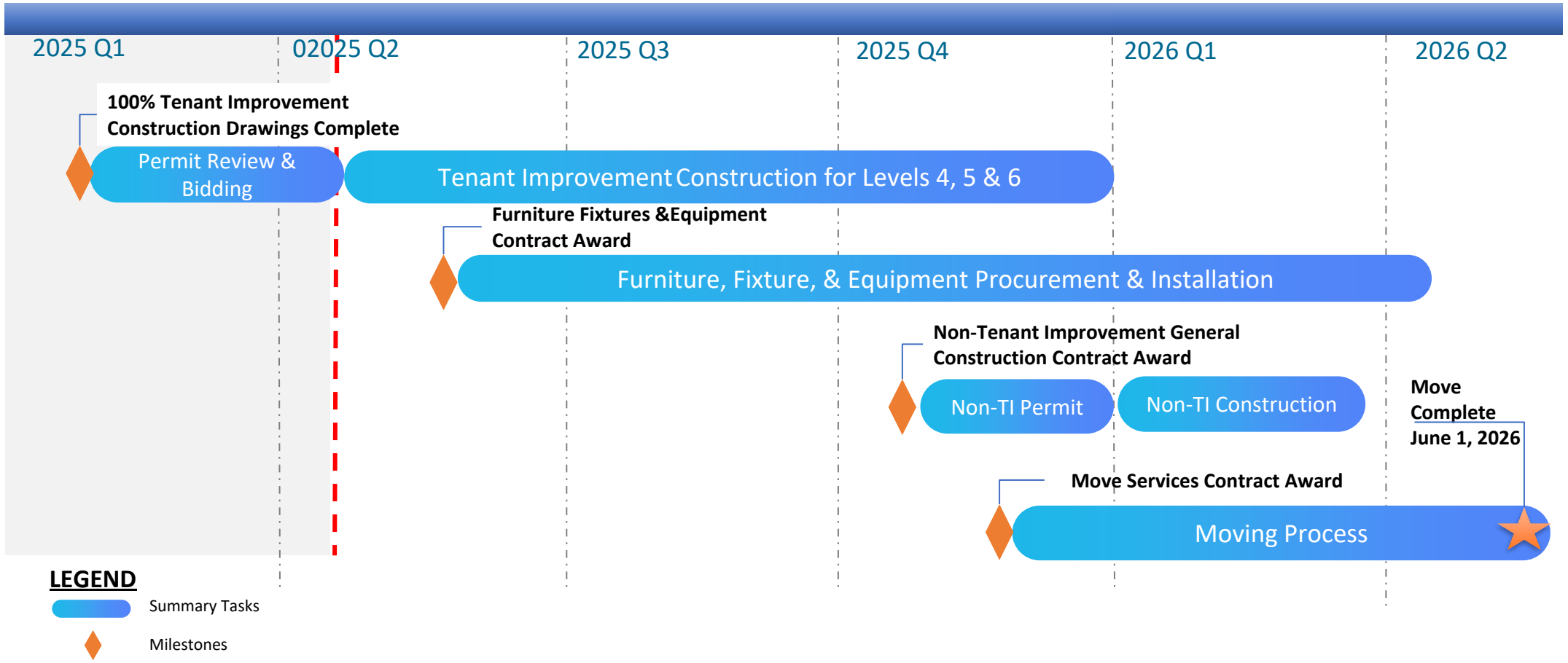
Non-Tenant Improvement Budget: $26.1M

**Total Budget Approved: $74.4M**

# Committed / Percent Complete

| Category/Item | Budget (in 1000 of $) | | Expended + Committed % |
|---|---|---|---|
| | Approved | Expended + Committed | |
| Tenant Improvement (TI) | 48,320 | 0 | 0.00% |
| Non-TI, Furniture, Fixtures, & Equipment (FF&E), and Auxiliary Equipment | 9,380 | 374 | 3.98% |
| Non-TI, Information, Communications, & Technology (ICT), Data Servers, and Building Management System | 6,794 | 374 | 5.50% |
| Non-TI, Parking Garage Fencing, EV Charging, Ticket Booth & Fare Storage, and Owner Paid Permit Fees | 1,735 | 0 | 0.00% |
| Non-TI, Moving Services, Move Management, Digitization, Equipment & Furniture Disposal, and Document Disposal | 1,793 | 500 | 27.89% |
| Non-TI, Project Management, Construction Management, Change Management, Procurement, and Legal Services | 3,790 | 1,662 | 43.85% |
| Non-TI, Architectural & Engineering Design | 2,625 | 2516 | 95.84% |
| **Total** | **74,437** | **5,427** | **7.29%** |

# Project Schedule




ThePhoto by PhotoAuthor is licensed under CCYYSA.

# Project Updates through April 2025

- Owner/Landlord and SamTrans approved the Pricing Schedule
- GC and Subcontractors contracts have been executed
- Owner/Landlord and SamTrans completed early release on long-lead and market-volatile pricing items to mitigate budget risks
- Through the COOP Agreement, selected the recommended Vendor for Furniture, Fixtures, and Equipment procurement and installation
- SamTrans Architect completed design for Non-Tenant Improvement Work
- City of Millbrae Building Permit obtained

# Upcoming Activities in May 2025

Start active construction on the Tenant Improvement project

Process construction submittals for product release

Award Furniture, Fixture, Equipment and Services contract with Board Approval

Continue procurement activities for the Non-Tenant Improvement Work

# Risk Register: Key Items

| Risk | Mitigation |
|---|---|
| Budget: Tariffs are imposed by the federal government. | SamTrans leadership has proactively secured volatile market pricing items and long-lead materials through early release. This approach includes potential storage solutions to expedite overseas procurement and mitigate cost risks. While tariffs remain a pricing threat, these measures help minimize exposure. |
| Schedule: City of Millbrae requires more than two additional rounds of drawing review to obtain permit. | The Architect is coordinating another meeting with the City to review the drawings before resubmitting for permit approval. The project schedule allows for one more resubmission. |
| Budget and Schedule: Landlord issues a Pricing Schedule that SamTrans finds unacceptable, leading to multiple review cycles and potentially delaying the Contractor's release. Contributing factors may include tariffs on goods. | Resolved. Pricing Schedule has been mutually agreed upon and within Board-Approved budget. |

# Anticipated Board Approvals

**May 2025:** Furniture, Fixtures, & Equipment Contract

Summer 2025: Caltrain Lease

October 2025: Non-Tenant Improvement General Construction

November 2025: Move Service Contract

~~Early Fall 2025: Lease Addendum for Rooftop Antenna~~

TBD: Off-Site Agency Vehicle Parking

TBD: Leasing of Market Ready Suites

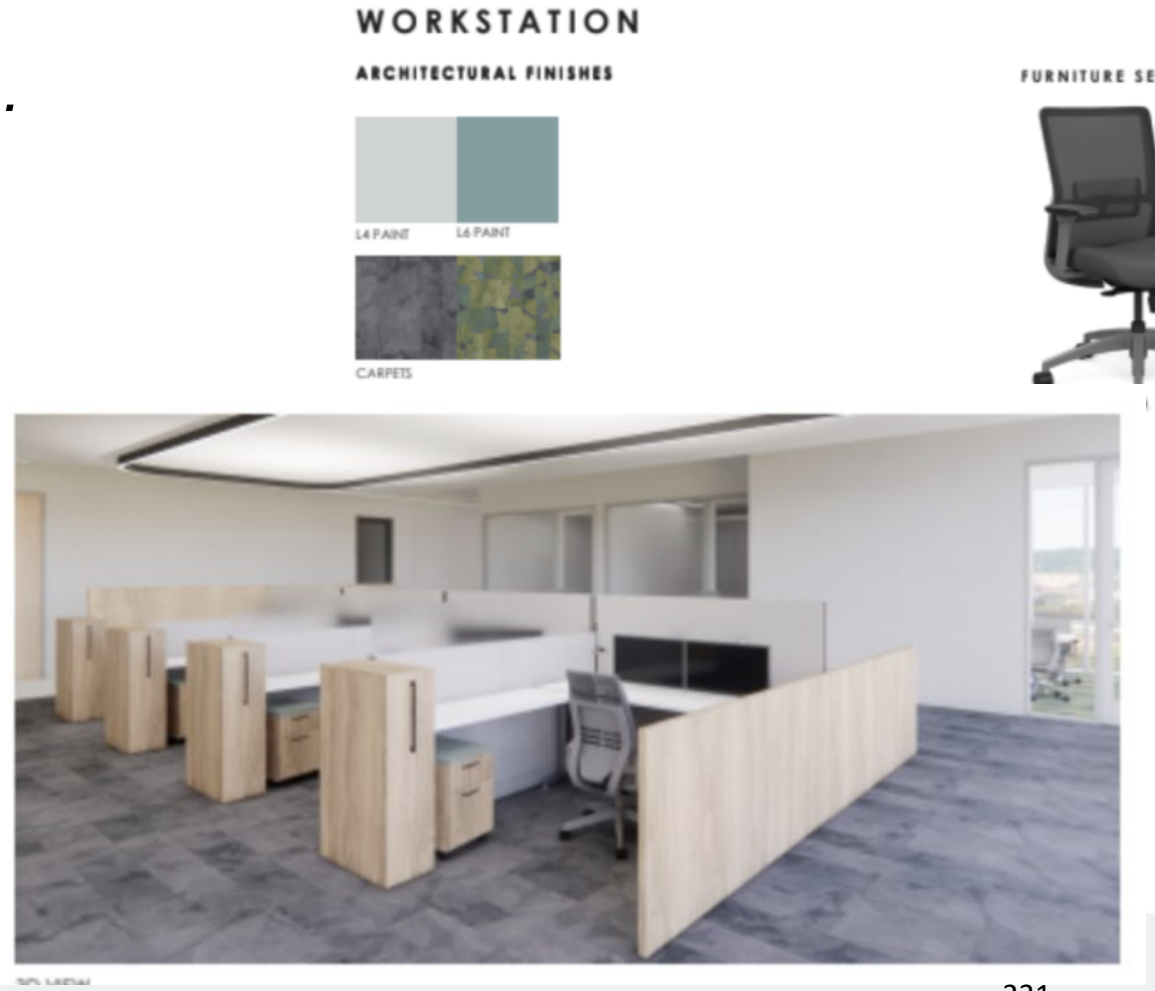
TBD: Leasing of Retail Spaces

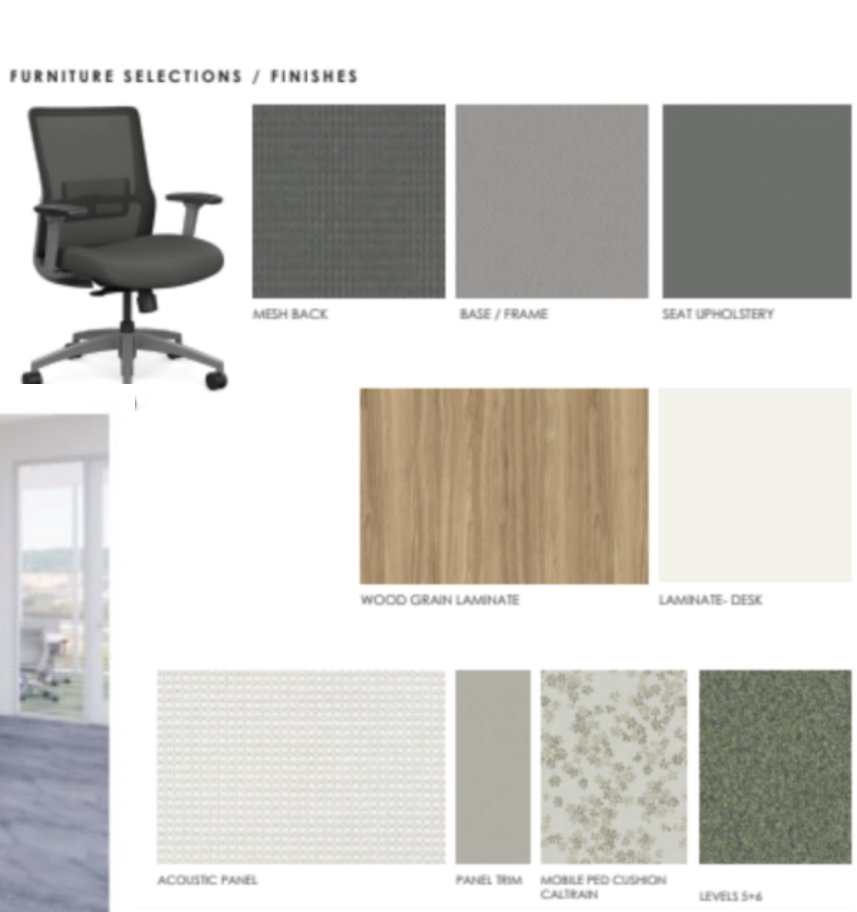
## For Board Consideration and Approval (Finance Committee):

# Furniture, Fixture, and Equipment Vendor Award

- Furniture, fixtures, and equipment design followed a **best value** selection framework
- Conducted a **competitive bid process** through OMNIA
- **Caltrain endorsed** SamTrans' systematic, best-value process
- **Significant cost savings** achieved through competitive pricing
- Recommended vendor will **absorb tariff risk** and **hold pricing through December 2026**
- **Selection Committee** recommends **KBM-Hogue (KBM)**

# Furniture Renderings - Workstations



# Furniture Renderings - Offices

## OFFICE / CONSULT

### ARCHITECTURAL FINISHES



PAINT ACOUSTIC WALL

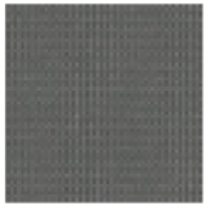


CARPET

### FURNITURE SELECTIONS / FINISHES



TASK CHAIR



MESH BACK



BASE / FRAME



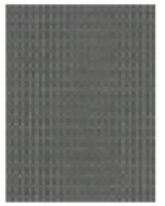
SEAT UPHOLSTERY



WOOD GRAIN LAMINATE



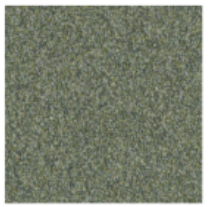
SIDE CHAIR



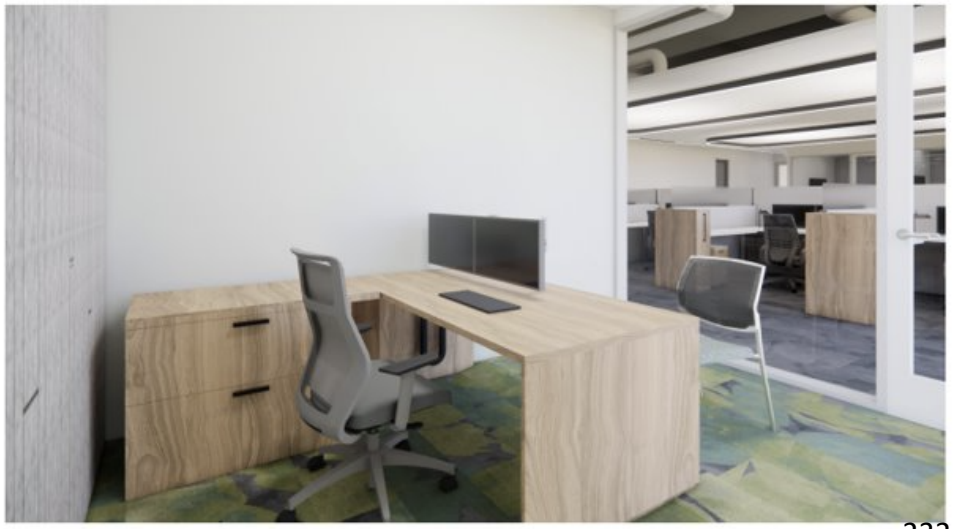
MESH BACK



BASE / FRAME



UPHOLSTERY



3D VIEW

232

# Extra: Peek Inside

*Thoughtful Design for the People Who Use It*

# Headquarters that feels like home

- **Wellness Rooms** support rest and recovery for bus operators and office staff alike.
- **Break Rooms** at building ends offer natural light, views, and space to connect.
- **Interior Offices** allow all workstations access to daylight – promoting equity and comfort.
- **Fitness Area** encourages wellness and boosts the appeal for the leasable market-ready suites.
- **Smart Design** equips staff and leadership with the tools to work effectively.

# Embracing SamTrans' Core Identity

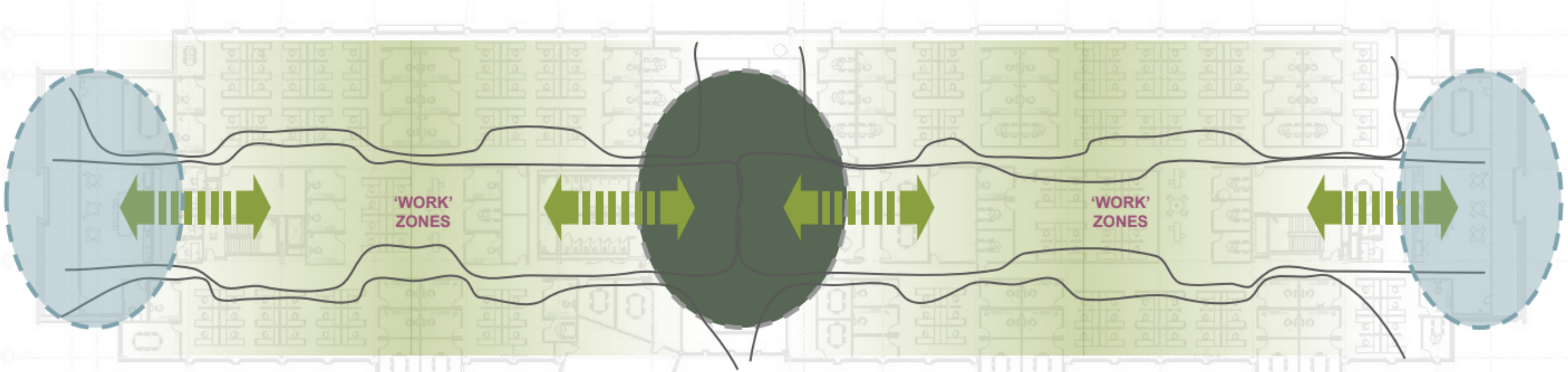
Integrating "bus stops" into the design was a creative solution to embrace SamTrans' brand throughout the office.






Each “stop” is a different experience along route: e.g. photographic journey, art, graphics, natural materials, etc.

# Floor Plan / Block Planning




Linear building required thoughtful spatial planning - louder collaboration zones balanced with quiet work neighborhoods, with Break Rooms at each end for gathering and respite.

# Public Reception

- Elevating the arrival experience
- Opportunity for muralist





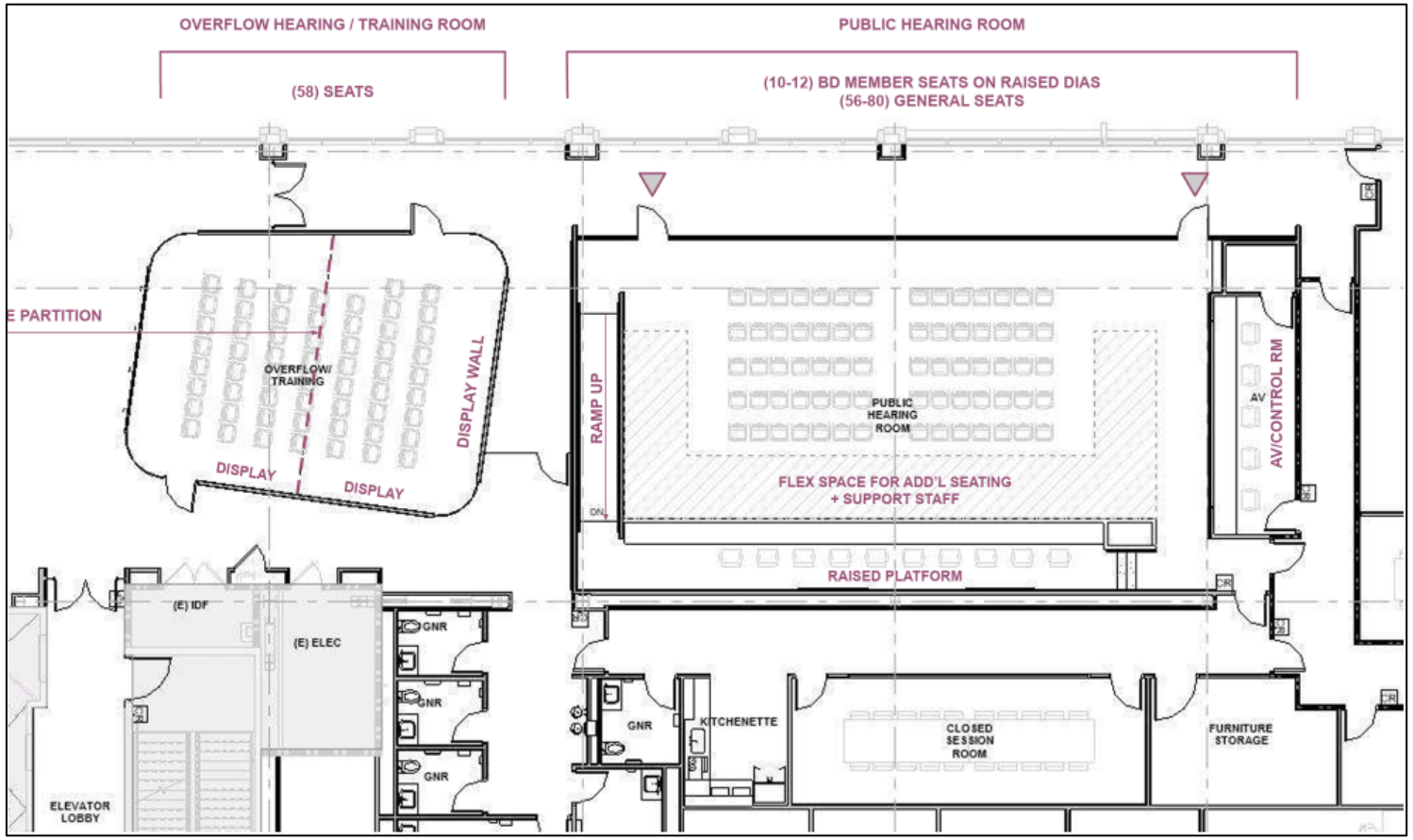
# Break Rooms

- Highly durable products
- Flexible furniture to create a place for group gatherings
- Accent introduced through paint, allowing for easy and cost-effective updates in the future



# Public Hearing Room / Support Spaces

- Movable furniture solutions allowing for maximum flexibility to accommodate different event types
- Updated technology to simplify end-user experience
- Ability to lease out Public Hearing Room to other agencies











# Questions

# 2025
# ART TAKES A BUS RIDE
# WINNERS

*Connecting Our Community with SamTrans*





# 2025 Art Takes A Bus Ride Winners




Christopher S., 1st Grade
Arundel Elementary School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners




Bowen H., 2nd Grade
College Park Elementary School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

## Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners




Mabel N., 3rd Grade
Vallemar Elementary School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners




A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

Minh N., 4th Grade
College Park Elementary School

Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners



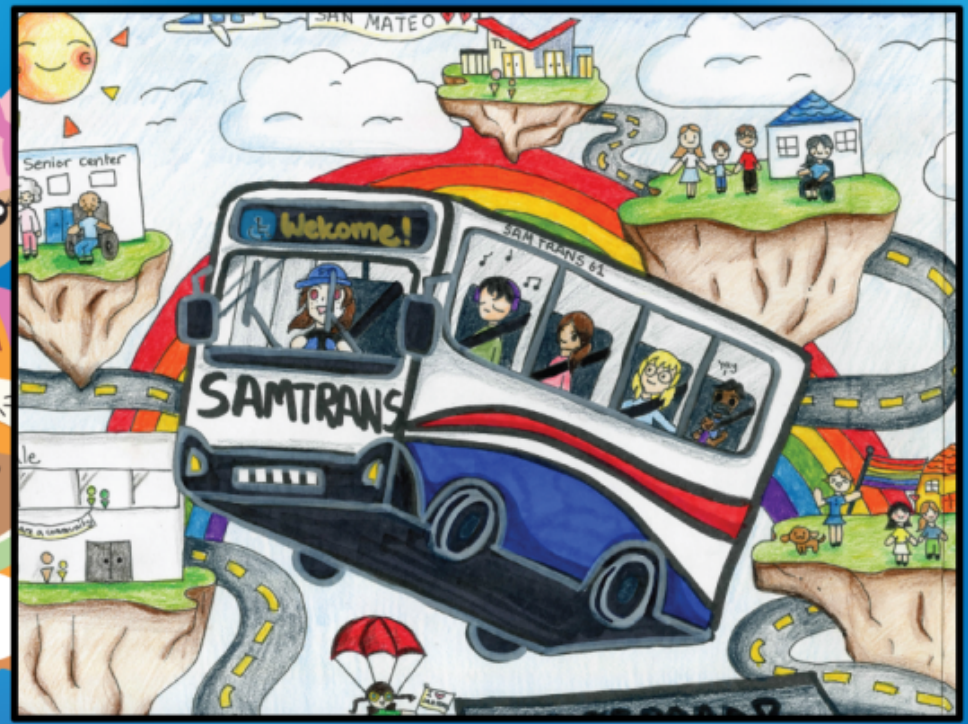

Melody L., 5th Grade
Vallemar Elementary School

Connecting our Community with SamTrans

samTrans

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

# 2025 Art Takes A Bus Ride Winners




Connecting our Community with SamTrans

samTrans

**Audrey C., 6th Grade**
Tierra Linda Middle School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

# 2025 Art Takes A Bus Ride Winners




A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

Bowen w., 6th Grade
Central Middle School

Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners




Sarah W., 7th Grade
Nesbit School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

Connecting our Community with SamTrans

samTrans

# 2025 Art Takes A Bus Ride Winners




Connecting Our Community with SamTrans

samTrans

Mi N., 8th Grade
Bowditch Middle School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

# 2025 Art Takes A Bus Ride Winners



Maeline D., 9th Grade
Design Tech High School

Connecting our Community with SamTrans

samTrans

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

# 2025 Art Takes A Bus Ride Winners




Connecting our Community with SamTrans

samTrans

Courtney Y., 10th Grade
Summit Shasta High School

A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

# Connecting our Community with SamTrans

## 2025 Art Takes A Bus Ride Winners




A competition to encourage art in the classroom. Sponsored by SamTrans and the San Mateo County Office of Education.

**Charmaine M., 11th Grade**
Jefferson High School

samTrans

**BOARD OF DIRECTORS 2025**

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# AGENDA

## San Mateo County Transit District

Community Relations Committee Meeting
Committee of the Whole
(Accessibility, Senior Services, and Community Issues)

May 7, 2025 – 2:30 pm

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

Committee Members: David J. Canepa (Chair), Marina Fraser, Jackie Speier

| | | |
|---|---|---|
| 8.a.1. | Call to Order | |
| 8.a.2. | Approval of Minutes of the Community Relations Committee Meeting of April 2, 2025 | Motion |
| 8.a.3. | Approve Appointment of Allison Chang, Representing the Community, and Reappointments of Mary Adler, Representing Bus Riders, and Dylan Finch, Representing Multimodal Riders, to the Citizens Advisory Committee | Motion |
| 8.a.4. | Accessible Services Update and Proclamation Declaring May as Older Americans Month | Motion |
| 8.a.5. | Citizens Advisory Committee Update | Informational |
| 8.a.6. | Paratransit Advisory Council Update | Informational |
| 8.a.7. | Monthly State of the Service Report \| March 2025 | Informational |

Note:

- This Committee meeting may be attended by Board Members who do not serve 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.

| | | |
|---|---|---|
| 8.a.8. | Receive Update Regarding 2024 SamTrans Triennial Customer Survey and Key Findings | Informational |
| 8.a.9. | Adjourn | |

Note:

- This Committee meeting may be attended by Board Members who do not serve 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**

**Community Relations Committee Meeting / Committee of the Whole**
**DRAFT Minutes of April 2, 2025**

**Members Present (In Person):** D. Canepa (Chair)

**Members Present (Via Teleconference):** M. Fraser

**Members Absent:** J. Speier

**Other Board Members Present Constituting Committee of the Whole:** M. Chuang, B. Esser, J. Gee, R. Medina, J. Powell

**Other Board Members Absent:** P. Ratto

**Staff Present:** J. Cassman, A. Chan, T. Dubost, L. Lumina-Hsu, A. Rivas, J. Steketee, M. Tseng, S. van Hoften

**7.a.1. Call to Order**
Committee Chair Canepa called the meeting to order at 2:39 pm.

**7.a.2. Approval of Minutes of the Community Relations Committee Meeting of March 6, 2025**

Motion/Second: Esser/Medina
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**7.a.3. Accessible Services Update**
Tina Dubost, Manager, Accessible Services, stated the San Mateo Couty Senior Mobility Guide was updated, published, and distributed.

**7.a.4. Citizens Advisory Committee Update**
Max Mautner, CAC member, stated updates for the Dumbarton Corridor electrification, FCX bus stops, and extension of services to other counties.

**7.a.5. Paratransit Advisory Council Update** – Deferred.

**7.a.6. Monthly State of Service Report | February 2025**
Ana Rivas, Director, Bus Transportation, provided the presentation, which included the following:

- Increase in weekday across all modes of 6 percent
- Reached 89.9 percent of pre-pandemic ridership
- Ridership recovery rate year-to-date of 96.2 percent
- Increase in youth ridership of 14.3 percent

DRAFT

**7.a.7. Adjourn** – The meeting adjourned at 2:47 pm.

An audio/video recording of this meeting is available online at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

DRAFT

**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Community Relations Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | David Olmeda, Chief Operating Officer, Bus | Tina Dubost, Manager, Accessible Transit Services |
| Subject: | **Accessible Services Update** | |

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

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

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

The minutes from the PAC and PAL meeting in March 2025 are attached.

## Budget Impact
There is no impact to the budget.

## Background
No additional information.

| | | | |
|---|---|---|---|
| Prepared By: | Lynn Spicer | Accessibility Coordinator | 650-508-6475 |

**SAN MATEO COUNTY**
**PARATRANSIT COORDINATING COUNCIL (PCC)**
Minutes of March 11, 2025, Meeting

**ATTENDANCE:**
Members in person:
Benjamin McMullan, Chair, CID; Tina Dubost, SamTrans; Michele Epstein, OSS; Sandra Lang, Community Member; Kathy Uhl, CoA; Marie Violet, Dignity Health; Larisa Vaserman, Consumer; Susan Capeloto, Dept. of Rehabilitation; Dao Do, Roesner House (Zoom)
(Member in-person attendance = 8/10, Quorum = Yes)

Guests:
Marvin Ranaldson, Nelson\Nygaard (Zoom); Jane Stahl, PAC Staff; Lynn Spicer, SamTrans; Nicole Arshad, SamTrans Gov. Affairs; Kenneth Richardson, TransDev/Redi-Wheels.

Absent: Carmen Santiago, Catholic Charities

**WELCOME/INTRODUCTIONS:**
The meeting was held in person and via Zoom conference call. Introductions were made.

**APPROVAL OF DECEMBER MINUTES:**
Tina Dubost moved to approve the February meeting minutes; Sandra Lang seconded the motion. The minutes were approved.

**PUBLIC COMMENTS:**
None.

**PRESENTATION: Legislative Update, Nicole Arshad, SamTrans Gov't Affairs**
See Attachment A.

**COMMITTEE REPORTS:**
**Policy/Advocacy/Legislative (PAL) – Ben McMullan, Chair**
See page 9.

**Education - Tina Dubost**
SamTrans will have a table at the Belmont Senior Showcase on 3/21/25 and will display PAC information. Marie handed out a flyer for an event sponsored by Sequoia Hospital on Transportation Resources, on 4/14/25 at the Twin Pines Senior Center. Information on the PAC was included in two senior center newsletters. The committee compiled packets of PAC materials to send to 20 senior centers.

The next meeting is on May 6th at 3pm.

**Executive – Ben McMullan**
The committee discussed:

- New member orientation was completed for Larisa and Carmen.
- The ad hoc committee review of the bylaws was held on March 3; it will be continued.
- Upcoming presentations:
    - April, PAC Bylaws
    - May, Mobility Management
- Options were discussed for the 2025 PAC Retreat on October 14, in place of the regular meeting, and will include a guest presenter; suggestions were Kelly Buckland, former disability policy adviser at USDOT, someone from Age-Friendly Cities, AARP, local hospitals.

An ad hoc committee will plan the retreat and open it up to the public. Ben, Tina, Michele, Sandra, Larisa volunteered to be on the committee.

- Jane announced that she will not be renewing her contract with Nelson\Nygaard for 2025/26.

The next Executive Committee meeting will be on April 1, at 2pm.

**OPERATIONAL REPORTS**
None.

**PERFORMANCE REPORT**
Total ridership increased 2.7%; average weekday ridership increased 4%. Ridership has stabilized. Subscription rides remained at 23%; agency trips were 7%; trips on taxis were 7.4%.

Kathy wondered if the various community transportation services have effected Redi-Wheels ridership? Tina didn't know but, as the mobility manager for San Mateo County, SamTrans wants people to know all their transportation options or combination of options. Kathy wondered if the PAC should put together an advocacy group of riders who don't feel comfortable coming to meetings.

**COMMENT STATISTICS REPORT**
Data is similar to previous years. All the compliments came in as consumer comments rather than consumer reports. There was a slight drop in the number of compliments. All complaints are promptly responded to.

**SAFETY REPORT**
Kenneth reported that there was a total of three preventable safety events, and 8 non-preventable safety events in February.

COVID made changes in the applicants they get. They are seeing applicants expecting set shifts, but our location has shift bids and does not guarantee that they will get the same schedule they had prior. They have had employees that start, after a shift bid, realize their new shift does not work for them and leave.

They tried the sign-on bonus and found that most candidates left after receiving the bonus.

**UPDATES AND ITEMS OF INTEREST**
**Agencies – Dao Do & Marie Violet**
Dao thanked Kenneth for his work on a new schedule.

Michele shared the poster for a dementia-friendly movie on March 18th. Also, the Ombudsman organization is rebranding as "Age Up" and will have many new programs and community events.

**Commission on Aging – Kathy Uhl**
The commission held a retreat and will be re-focusing committee responsibilities, looking at priorities and on how to help people live better as they age. The Help at Home guide will continue.

Ben reported that the County Aging and Adult Services has been renamed Aging and Disability Services.

**Commission on Disabilities (CoD) – Ben McMullan**
Six new commissioners were sworn in by the Board of Supervisors.

**Center for Independence (CID) – Ben McMullan**
CID will be having a panel discussion addressing accessibility issues in the County and how to work proactively to encourage accessibility in the workplace. This will take place on April 25th. Jane will circulate the event information.

**Coastside Transportation Committee (CTC) – Tina Dubost**
No update.

**Department of Rehabilitation – Susan Capeloto**
There is new Regional Director, Denise Dorcey. Their district will now include Santa Clara, San Mateo and San Francisco counties to make the districts more equitable in meeting the needs of the community and maximizing resources for clients. There is no change in the Department's mission or staffing.

The Governor announced an executive order for all state workers to return to the office four days a week effective July 1.

**Citizen's Advisory Committee for the San Mateo County Transportation Authority (TA) – Sandra Lang**
The committee met on March 4. The meeting covered:

- Acceptance of the statement of revenue.
- Acceptance of the quarterly capital projects status report.

- An update on grade separation programs, part of Measure W. Rob Bernardo explained the difficulties involved in the Broadway grade separation in Burlingame, including the escalating costs and funding.
- An update on 101 Express Lanes performance. The portion north of SFO is yet to be completed.
- A legislative update.

The next meeting is on April 1, 2025, at 4:30pm.

**Other Business**
None.

The meeting ended at 3:11pm.

The next PAC meeting is on Tuesday, April 8th, 2025, at 1:30pm, in person and remotely via Zoom.

**Minutes of Policy/Advocacy/Legislative (PAL) Meeting – Ben McMullan & Sandra Lang**

The minutes of the February PAL meeting were included in the meeting packet. Tina moved to approved; Sandra seconded. The minutes were approved by roll call.

**Policy Issues**
Kenneth Richardson reported that Vicky Churchill had retired.

Tina reported that Santa Clara VTA bus operators are on strike. Access paratransit services are operating as normal.

**Advocacy**
Sandra encouraged Council members to think about areas of advocacy and to let the PAL committee know about concerns, particularly related to disability claims, etc. Ben commented that the effects of the proposed cuts are unknown, but everyone stay informed. Larisa commented that, in her experience, it's always been difficult to get disability benefits, and this is still the same situation.

Kathy commented that there are many transportation resources in the county, and the Council needs to advocate and encourage others to advocate for themselves. The PAC is fortunate to have access to unbiased information. Tina commented that the time to process Redi-Wheels applications has not changed.

**Legislative**
Ben brought SB239 regarding the Brown Act to the Council's attention. Sandra thought that SB71, California Environmental Quality Act exemption for transit projects, might result in more construction, and, although important, CEQA can hold up projects.

The next PAL meeting will be on April 8, 2025.

Attachment A
**Legislative Update, 3/11/25**
**Nicole Arshad, SamTrans Gov't and Community Affairs Specialist**

**Federal:**
Transportation secretary, Sean Duffy, rescinded two Biden-era policy memoranda, both titled "Policy on Using Bi-Partisan Infrastructure Law Resources to Build a Better America." These set administration policy that guided the award of federal infrastructure dollars by encouraging the inclusion of equity in greenhouse gas emissions provisions in grant applications.
Congress has continued to work through the budget resolution and reconciliation process that will be the vehicle to implement all the President's legislative priorities.
In February, the House passed a $4.5T budget resolution covering tax, defense and immigration policy. This conflicted with the Senate that had previously passed a smaller budget of $340B focusing on immigration, border enforcement, and defense spending. The primary difference was the treatment of extending the 2017 tax cut and jobs act legislation. The House proposal would extend those cuts for eight more years, the Senate would not. The process is expected to take several more months to be resolved.
Congress has until Friday to pass government funding legislation to keep the Federal government open. President Trump and republican leadership have endorsed a continuing resolution which keeps the government funded past the deadline through September 30, providing additional funding for immigration enforcement. House Democrats have announced they would vote against the resolution as it lacks protections that would prevent the Executive Branch from withholding or delaying the release of some appropriated funds.
**State:**
Legislators had until February 21st to introduce bills for consideration during this session. The deadline for policy committees to meet and hear bills with fiscal impact is May 2nd, and those without fiscal impact is May 9th.

The budget committee have started to hold hearings on the Governor's January budget.
SB239 relates to the Brown Act and would allow remote meetings of advisory committees without requiring members to post their home address and make the location open to the public.

SB272, the Job Order Contracting, a pilot program that would give SamTrans the authority to use the job order method of procurement. This is a competitively solicited, fixed price contracting method used for small maintenance and repair work. (Recommended to the SamTrans Board for support.)

SB71, California Environmental Quality Act exemption for transit projects. This removes the sunset date and slightly expands prior legislation providing a statutory CEQA exemption. The bill is also sponsored by the California Transit Association, SPUR, the Bay Area Council, and LA

Metro. Projects that would benefit include transit, pedestrian, and bicycle facilities. (Recommended to the SamTrans Board for support.)

AB394, a transit safety bill co-sponsored by the California Transit Association, the Amalgamated Transit Union, and the Teamsters. The bill would enhance the safety and security of California's transportation systems by strengthening protection for transit operators, employees, and passengers. The bill applies enhanced penalties for assault to all transit employees as well as updated provisions for trespass violations on transit systems. (Recommended to the SamTrans Board for support.)

Questions:
Larisa noted that there are many alternative types of transportation on the roads now that are causing problems, especially for bus drivers, on the roads. Are these included in SB71? How can the roads be safe? Nicole thought SB71 would address all modes of transportation in sidewalks and bike lanes.

Sandra commented it was important to differentiate between a budget access procedure and a continuing resolution. She asked Nicole's opinion on Sean Duffy's memorandum on infrastructure monies. Nicole will have to follow up on this.
Sandra also commented

The Council thanked Nicole for her presentation.

# Proclamation

## Honoring Older Americans Month

**Whereas,** transportation enables individuals to access social and recreational resources, as well as medical and social services; and

**Whereas,** SamTrans supports the need for and provision of transportation to older adults through its fixed-route system and paratransit services (Redi-Wheels and RediCoast) for disabled individuals; and

**Whereas,** it is recognized that access to services and activities enables individuals to preserve their dignity and maximize their mobility, independence and overall wellbeing; and

**Whereas,** SamTrans is committed to providing comprehensive and quality transportation and paratransit services; and

**Whereas,** May has been officially designated as Older Americans Month throughout the United States of America; and

**Now, Therefore, Be It Resolved,** the San Mateo County Transit District Board of Directors and staff of the San Mateo County Transit District salute the older adults in San Mateo County, support their independence and dignity in the provision of service, and do hereby proclaim the month of May as Older Americans Month.

Regularly passed and adopted this 7th day of May, 2025.

samTrans

_____
Chair, San Mateo County Transit District

**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Community Relations Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | Josh Mello, Executive Officer, Planning and Development | David Olmeda, Chief Operating Officer, Bus |
| Subject: | **Monthly State of Service Report \| March 2025** | |

## Action

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

## Significance

**SamTrans:** Average weekday ridership across all four modes (Bus, Paratransit, Shuttles, and Ride Plus) increased by 4.9 percent in March 2025 compared to March 2024. The total monthly ridership increased by 5.5 percent in March 2025 compared to March 2024. (The March 2025 data does not include coastside service that is operated by contractor. Due to contractor staffing issue, the receipt of that data has been delayed. Regardless, ridership totals on the coast represent only a small percentage of the total. Affected data points are shaded in gray in the tables below, where appropriate.)

Post-pandemic SamTrans total fixed-route bus ridership recovery in March 2025 reached 99.6 percent of pre-pandemic total bus ridership in March 2019. The ridership recovery rate for FY25 to date is 96.6 percent of pre-pandemic total bus ridership between July 2019 and March 2020.

**Ride Plus:** Average weekday ridership was 138 trips, and total ridership was 3,721 trips. The average weekday ridership increased 41.5 percent compared to March 2024, and the total ridership increased 38.0 percent compared to March 2024. Staff attributes growth in Ride Plus usage to recent expanded marketing efforts and the introduction of a new and improved app for booking the service.

Of the total ridership, 74.1 percent of trips were taken in East Palo Alto/Belle Haven and 25.9 percent were taken in Half Moon Bay/El Granada.

**Youth Unlimited Pass:** For January 2025, Youth Unlimited Pass usage increased 12.7 percent compared to March 2024.

**Other SamTrans Key Performance Indicators (includes Contracted Urban Bus Service [CUBS]):**

- **Preventable Accidents** – There were 25 preventable accidents in March 2025 (17 from District and 8 from contracted services). The goal is to have one or fewer preventable

accidents per 100,000 miles; SamTrans did not meet its goal with 3.0 accidents per 100,000 miles.

- **Miles Between Service Calls (MBSC) –** There were 30 service calls in March 2025 (22 from District and 8 from contracted services). The goal is to have one or fewer service calls per every 25,000 miles. Fixed-route service met its goal with 0.9 service calls per 25,000 miles.
- **On-Time-Performance (OTP) –** March 2025 systemwide OTP was 82.2 percent, which is below the goal of 85.0 percent.
- **Did Not Operate (DNOs) –** In March 2025, there were 30 DNOs.

**RIDERSHIP (ALL MODES)**

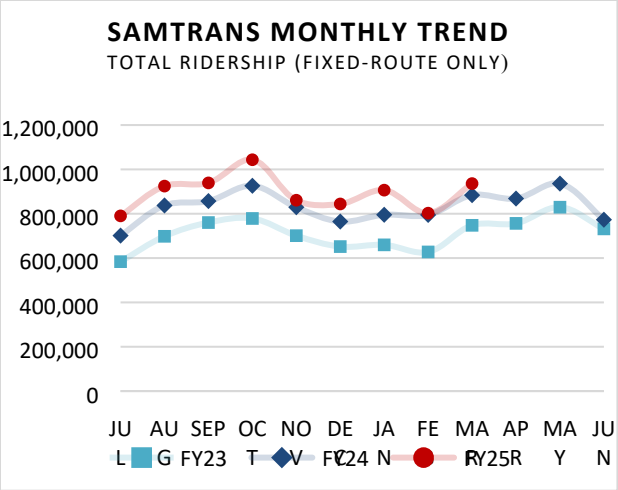
| SAMTRANS \| Average Weekday Ridership | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Bus | 27,392 | 33,672 | 35,494 | 5.4% | 26,498 | 31,359 | 34,192 | 9.0% |
| Paratransit | 667 | 766 | 681 | -11.1% | 645 | 720 | 743 | 3.1% |
| Shuttles | 1,877 | 1,837 | 1,845 | 0.4% | 1,741 | 1,694 | 1,814 | 7.1% |
| Ride Plus | | 98 | 138 | 41.5% | | 110 | 112 | 1.6% |
| **Total** | **29,936** | **36,373** | **38,158** | **4.9%** | **28,884** | **33,884** | **36,861** | **8.8%** |
| **SAMTRANS \| Total Ridership** | | | | | | | | |
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Bus | 747,908 | 884,107 | 936,007 | 5.9% | 6,210,561 | 7,392,565 | 8,050,979 | 8.9% |
| Paratransit | 17,795 | 19,612 | 17,619 | -10.2% | 148,684 | 165,990 | 170,736 | 2.9% |
| Shuttles | 42,717 | 38,049 | 38,701 | 1.7% | 326,786 | 314,591 | 337,436 | 7.3% |
| Ride Plus | | 2,697 | 3,721 | 38.0% | | 27,922 | 27,200 | -2.6% |
| **Total** | **808,420** | **944,465** | **996,048** | **5.5%** | **6,686,031** | **7,901,068** | **8,586,351** | **8.7%** |

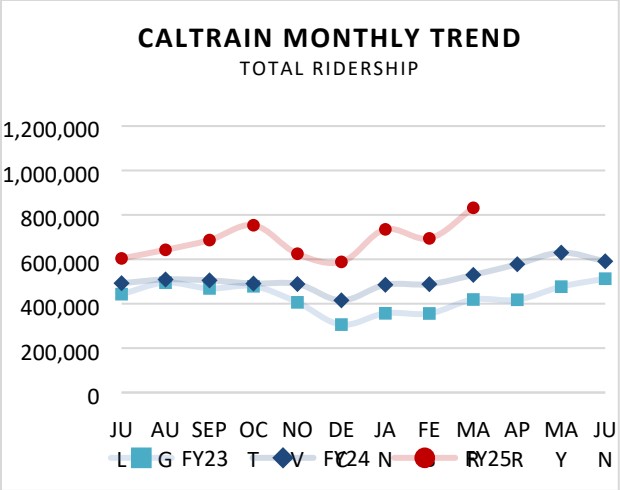
| CALTRAIN \| Average Weekday Ridership | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Caltrain | 16,632 | 21,773 | 32,418 | 48.9% | 16,664 | 20,329 | 27,012 | 32.9% |
| **CALTRAIN \| Total Ridership** | | | | | | | | |
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Caltrain | 418,926 | 529,753 | 831,814 | 57.0% | 3,728,862 | 4,403,942 | 6,160,812 | 39.9% |

| OTHER MODES in San Mateo County \| Average Weekday Ridership | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Dumbarton | 89 | 97 | 94 | -3.1% | 79 | 97 | 92 | -5.0% |
| BART (San Mateo County) | 16,146 | 17,123 | 20,298 | 18.5% | 16,419 | 17,655 | 18,827 | 6.6% |
| **OTHER MODES in San Mateo County \| Total Ridership** | | | | | | | | |
| **Mode** | **Mar-23** | **Mar-24** | **Mar-25** | **%Δ[1]** | **YTD FY23** | **YTD FY24** | **YTD FY25** | **%Δ[2]** |
| Dumbarton | 2,038 | 2,047 | 1,965 | -4.0% | 15,229 | 18,416 | 17,540 | -4.8% |
| BART (San Mateo County) | 449,192 | 461,104 | 509,822 | 10.6% | 4,007,984 | 4,280,397 | 4,490,891 | 4.9% |

***IMPORTANT NOTES:***

*Total row may not add up due to rounding.*
*SamTrans (Bus) ridership includes Fixed-Route service, Coastside 5311, and SamCoast.*
*Shuttle ridership includes SamTrans shuttles, JPB Caltrain shuttles, and other Transportation Authority funded shuttles.*
*BART ridership in San Mateo County does not include Daly City BART Station.*
*%Δ[1] indicates the percentage change for the month, current year to previous year.*
*%Δ[2] indicates the percentage change current year to previous, Year to Date.*




## FARES

| SAMTRANS (BUS) \| Fare Usage | | | |
|---|---|---|---|
| **Fare Type** | **Mar-23** | **Mar-24** | **Mar-25** |
| Adult | 447,848 | 537,860 | 579,525 |
| Eligible Discount | 159,859 | 182,763 | 186,771 |
| Youth | 140,016 | 163,212 | 167,746 |
| *--- Youth Unlimited Pass* | *66,329* | *86,917* | *97,968* |
| **Total** | **747,723** | **883,835** | **934,042** |

This table illustrates the number of riders by fare category (Dumbarton Express and rural demand-response service excluded).

The **Youth Unlimited Pass** number is a subset of the Youth Fare Type. The program started in January 2022.

## KEY PERFORMANCE INDICATORS

| SAMTRANS (BUS) \| Operations Key Performance Indicators | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| On-Time Performance | 78.0% | 82.6% | 82.2% |
| Preventable Accidents | 26 | 19 | 25 |
| *--- District* | *13* | *12* | *17* |
| *--- Contracted Services* | *13* | *7* | *8* |
| Service Calls | 27 | 25 | 30 |
| *--- District* | *17* | *18* | *22* |
| *--- Contracted Services* | *10* | *7* | *8* |
| Trips Scheduled | 38,876 | 41,528 | 49,509 |
| Did Not Operate DNOs | 1 | 7 | 30 |

**SamTrans' OTP goal is 85.0 percent.** On-Time Performance (OTP) is calculated by evaluating time points within the route's schedules across the system for late, early, and on-time arrival and departure. A route is considered late if it exceeds 5 minutes. A route is considered early if it departs 59 seconds ahead of schedule.

**SamTrans' Miles between Preventable Accidents goal is 100,000 miles.** There were 33,381 miles between Preventable Accidents this month.

**SamTrans' Miles between Service Calls goal is 25,000 miles.** There were 27,817 miles between Service Calls this month.

| SAMTRANS (BUS) \| Ride Plus Key Performance Indicators | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| Total Ridership | -- | 2,697 | 3,721 |
| *--- East Palo Alto Trips* | -- | *1,898* | *2,754* |
| *--- Half Moon Bay Trips* | -- | *799* | *967* |
| Active Users | -- | 313 | 316 |
| New Registrations | -- | 130 | 80 |
| Total Downloads | | 292 | 227 |
| *--- iOS Downloads* | -- | *263* | *165* |
| *--- Android Downloads* | -- | *29* | *62* |
| Load Factor | -- | 1.2 | 1.2 |

**Ride Plus** started in June 2023.

**Note:** All KPIs include all SamTrans service operated directly and by contract.

The **load factor** represents the average number of passengers in a vehicle. It is calculated by dividing the total number of passengers by the number of trips in service.

| SAMTRANS (BUS) \| Fleet Key Performance Indicators | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| Revenue Hours (Sched.) | 47,495 | 54,477 | 61,913 |
| Revenue Miles (Sched.) | 504,641 | 533,153 | 598,666 |
| Total Fleet Miles (Actual) | 737,210 | 793,641 | 834,517 |

Sched. = Scheduled, which includes in-service and layover.

| PARATRANSIT \| Operations Key Performance Indicators | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| On-Time Performance (RW) | 90.3% | 88.4% | 87.2% |
| On-Time Performance (RC) | 93.9% | 93.1% | 0.0% |
| Preventable Accidents (RW) | 3 | 6 | 0 |
| Preventable Accidents (RC) | 0 | 0 | 0 |
| Service Calls (RW) | 3 | 1 | 5 |
| Service Calls (RC) | 0 | 3 | 0 |

RW = Redi-Wheels

RC = RediCoast

| PARATRANSIT \| Fleet Key Performance Indicators | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| Revenue Miles (RW) | 150,221 | 162,727 | 166,988 |
| Revenue Miles (RC) | 18,106 | 21,768 | 0 |
| Fleet Miles (RW) | 167,505 | 179,672 | 186,565 |
| Fleet Miles (RC) | 22,888 | 27,666 | 0 |

## PRE-PANDEMIC RIDERSHIP COMPARISON

| SAMTRANS \| Average Weekday Ridership | | | | | |
|---|---|---|---|---|---|
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Bus | 35,805 | 27,392 | 33,672 | 35,494 | 99.1% |
| Paratransit | 1,144 | 667 | 766 | 681 | 59.5% |
| Shuttles | 12,366 | 1,877 | 1,837 | 1,845 | 14.9% |
| Ride Plus | - | - | 98 | 138 | - |
| **Total** | **49,315** | **29,936** | **36,373** | **38,158** | **77.4%** |
| **SAMTRANS \| Total Ridership** | | | | | |
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Bus | 939,858 | 747,908 | 884,107 | 936,007 | 99.6% |
| Paratransit | 28,356 | 17,795 | 19,612 | 17,619 | 62.1% |
| Shuttles | 259,411 | 42,717 | 38,049 | 38,701 | 14.9% |
| Ride Plus | - | 0 | 2,697 | 3,721 | - |
| **Total** | **1,227,625** | **808,420** | **944,465** | **996,048** | **81.1%** |

| CALTRAIN \| Average Weekday Ridership | | | | | |
|---|---|---|---|---|---|
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Caltrain | 65,057 | 16,632 | 21,773 | 32,418 | 49.8% |
| **CALTRAIN \| Total Ridership** | | | | | |
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Caltrain | 1,487,889 | 418,926 | 529,753 | 831,814 | 55.9% |

| OTHER MODES in San Mateo County \| Average Weekday Ridership | | | | | |
|---|---|---|---|---|---|
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Dumbarton | 125 | 89 | 97 | 94 | 75.2% |
| BART (San Mateo County) | 45,014 | 16,146 | 17,123 | 20,298 | 45.1% |
| **OTHER MODES in San Mateo County \| Total Ridership** | | | | | |
| **Mode** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Dumbarton | 2,615 | 2,038 | 2,047 | 1,965 | 75.1% |
| BART (San Mateo County) | 1,113,346 | 449,192 | 461,104 | 509,822 | 45.8% |

The following tables show the change in ridership over the last four years to encompass changes due to the COVID-19 pandemic.

**%[3]** indicates the rate of ridership recovery, current year (FY2024) to pre-pandemic year (FY2019). For example, SamTrans Bus Average Weekday Ridership reached 99.1 percent of pre-pandemic levels (2019) for this month of March 2025.

## PRE-PANDEMIC FARES COMPARISON

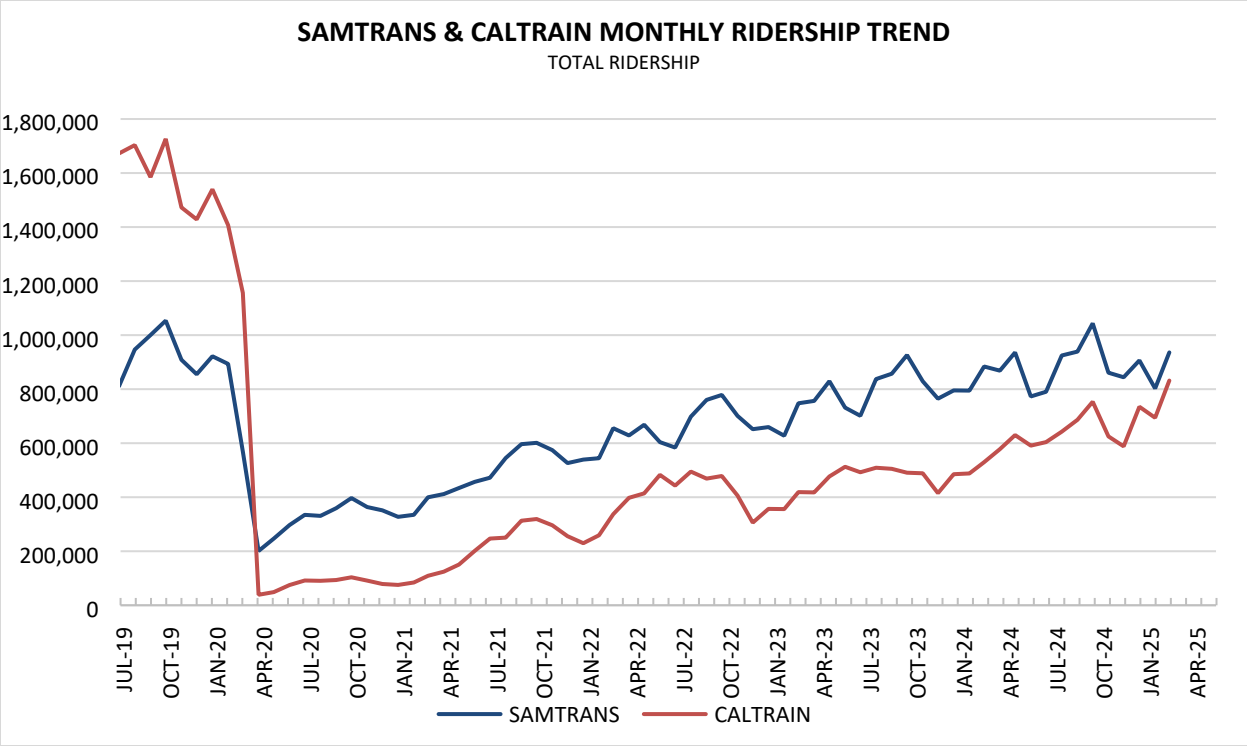
| SAMTRANS (BUS) \| Fare Usage | | | | | |
|---|---|---|---|---|---|
| **Fare Type** | **Mar-19** | **Mar-23** | **Mar-24** | **Mar-25** | **%[3]** |
| Adult | 453,135 | 447,848 | 537,860 | 579,525 | 127.9% |
| Youth | 219,391 | 140,016 | 163,212 | 167,746 | 76.5% |
| Eligible Discount | 236,786 | 159,859 | 182,763 | 186,771 | 78.9% |
| **Total** | **909,312** | **747,723** | **883,835** | **934,042** | 102.7% |

**%[3]** indicates the rate of ridership recovery, current year (FY2024) to pre-pandemic year (FY2019).

Dumbarton and demand-response service are excluded.

***IMPORTANT NOTES:***

*Total row may not add up due to rounding.*
*SamTrans (Bus) ridership includes Fixed-Route service, Coastside 5311, and SamCoast.*
*Shuttle ridership includes SamTrans shuttles, JPB Caltrain shuttles, and other Transportation Authority funded shuttles.*
*BART ridership in San Mateo County does not include Daly City BART Station.*




## CUSTOMER EXPERIENCE

| SAMTRANS (BUS) \| Customer Experience | | | |
|---|---|---|---|
| **KPI** | **Mar-23** | **Mar-24** | **Mar-25** |
| Complaints | 96 | 93 | 95 |
| Accessibility | 9 | 3 | 13 |
| Compliments | 29 | 11 | 9 |
| Service Requests | 51 | 38 | 61 |
| **Reports Total** | **185** | **145** | **178** |

The table is a detailed summary of SamTrans Consumer Reports received by the Customer Experience Department.

The total number of reports for SamTrans increased 22.8% from 145 reports in March 2024 to 178 reports in March 2025.

## COMMUNICATIONS & MARKETING

The following is a list of the Communications Division's marketing and promotional efforts in March 2025.

### SamTrans Monthly Press Releases & Earned Media

**Press Releases and Blogs**:

- The winning formula at SamTrans: How a bold refresh is driving growth

**Article Mentions:**

- Bay Area Rapid Transit (BART) fare gate funding
  - KRON
  - KCBS
  - Hoodline

    - San Mateo Daily Journal
    - Coastside News
- Millbrae Headquarters
    - The Business Journals - “Real Estate Deal of the Year”
- Santa Clara Valley Transportation Authority (VTA) Strike
    - San Jose Mercury News
- Positive spotlight
    - California Public Employees’ Retirement System (CalPERS) - former employee Julie Taylor
- Regional transit measure
    - San Mateo Daily Journal
- Giants season begins
    - Mighty Travels - How to navigate Oracle Park

**Digital Communications Activities**

### Digital Marketing Report

- In honor of Women’s History Month in March, SamTrans recognized the occasion by sharing content that highlighted our operators and staff through photos and video interviews.
- The post-Reimagine Effortless Travel, Endless Possibilities campaign continued with posts showcasing various aspects of our improved service, with a call to action directing traffic to samtrans.com/effortless.
    - Focused on promotion of college routes, Coastside services, and express routes
    - As part of this campaign, a new bus shelter ad was created and redesigned for use on our social platforms to summarize the changes
- Transit Employee Appreciation Day featured live coverage on our social channels, along with a public call to submit compliments for their favorite operators via our website. A follow-up gallery post was shared afterward.
- VTA experienced service disruptions due to labor negotiations—SamTrans shared messaging to notify riders if any of our services were affected.

## Other Digital Marketing Highlights

- Drive With Us Bus Operator Recruitment Campaign
- Gear Up Mechanic Utility Worker Recruitment Campaign
- Ride Plus Microtransit Campaign

**Social Metrics: (Year to Year)**
An impression is anytime our content (post, webpage, Instagram (IG) photo) is seen in a user's feed or browser. Engagement is any action taken, such as a click, like, retweet or comment.

| MARCH 2024 | MARCH 2025 | % Change |
|---|---|---|
| Impressions: 558,360 | Impressions: 182,827 | -67.3% |
| Engagements: 5,502 | Engagements: 11,621 | 111.2% |
| Post Link Clicks: 1,937 | Post Link Clicks: 2,644 | 36.5% |

**Please note this does not include any web metrics*

**Marketing Activity Highlights**

- We are finalizing both printed and digital assets for the new Effortless Travel, Endless Possibilities campaign highlighting post-Reimagine improvements; once complete we will begin the media flights.
- Filming multilingual stories is wrapping up. We are currently in the process of editing multilingual micro-stories to prepare for social media push.
- We will have all bus shelter ads fully installed with new route ads by the end of April with the majority already installed.


| | | | |
|---|---|---|---|
| Prepared By: | Emily Chen | Senior Planner, Operations Planning | 650-551-6127 |
| | Tasha Bartholomew | Manager, Media Relations | 650-508-7927 |

**San Mateo County Transit District**
**Staff Report**

To: Community Relations Committee

Through: April Chan, General Manager/CEO

From: Emily Beach, Chief Communications Officer

Subject: **Receive Update Regarding 2024 Triennial Customer Survey and Key Findings**

## Action

The Triennial Customer Survey provides SamTrans with data to understand current rider demographics, trip characteristics and customer satisfaction ratings. Staff will use the results to guide planning decisions and continue improving the customer experience.

This presentation is for informational purposes only and no Board recommendation/action is required.

## Significance

This update provides the Board with valuable insights into customer usage patterns, service satisfaction and rider demographics for SamTrans. The presentation will also highlight opportunities to better align services with the needs of our customers.

- SamTrans primarily serves low-income individuals, with 94 percent of riders falling into this category.
- A significant majority of riders, 79 percent, do not drive or have access to a car and rely heavily on SamTrans for mobility needs.
- Customer satisfaction remains high; 81 percent of riders express positive feedback and appreciate the service improvements introduced through the Reimagine SamTrans initiative.
- Average ridership frequency has rebounded to pre-pandemic levels; 75 percent ride at least four days per week.

## Budget Impact

No impact on the budget.

Prepared By: Julian Jest Manager, Market Research 650-464-4017

# 2024 SamTrans Triennial Survey




Key Findings | Julian Jest, Manager, Market Research
May 2025

# Executive Summary

- SamTrans serves mostly low-income riders (94% of riders)
- High dependency on SamTrans for mobility: 79% of riders don’t drive/have access to a car
- 81% of riders are satisfied with SamTrans, including with improvements from the Reimagine SamTrans project
- The average rider frequency (4 days/week) has returned to pre-pandemic levels

# Methodology

- Field dates: Sept. 17, 2024 through Nov. 21, 2024
- Survey offered in English, Spanish and Chinese
- 55% of customers approached completed a survey
- Sample size: *N* = 3,248
- Surveys weighted by route according to SamTrans ridership
- Margin of Error (MOE): Overall MOE= +/- 1.63%

# How Riders Use SamTrans

- Nearly one-third of riders (32%) are relatively new to riding SamTrans, having used the service for one year or less
- 74% of riders rely on SamTrans as their primary mode of transportation
- 75% ride at least four days per week
- Nearly two-thirds (63%) of riders use single ride tickets, Clipper cash or day passes
- Riders use SamTrans most often for work trips; this is true across all time periods

# Ticket Type x Frequency

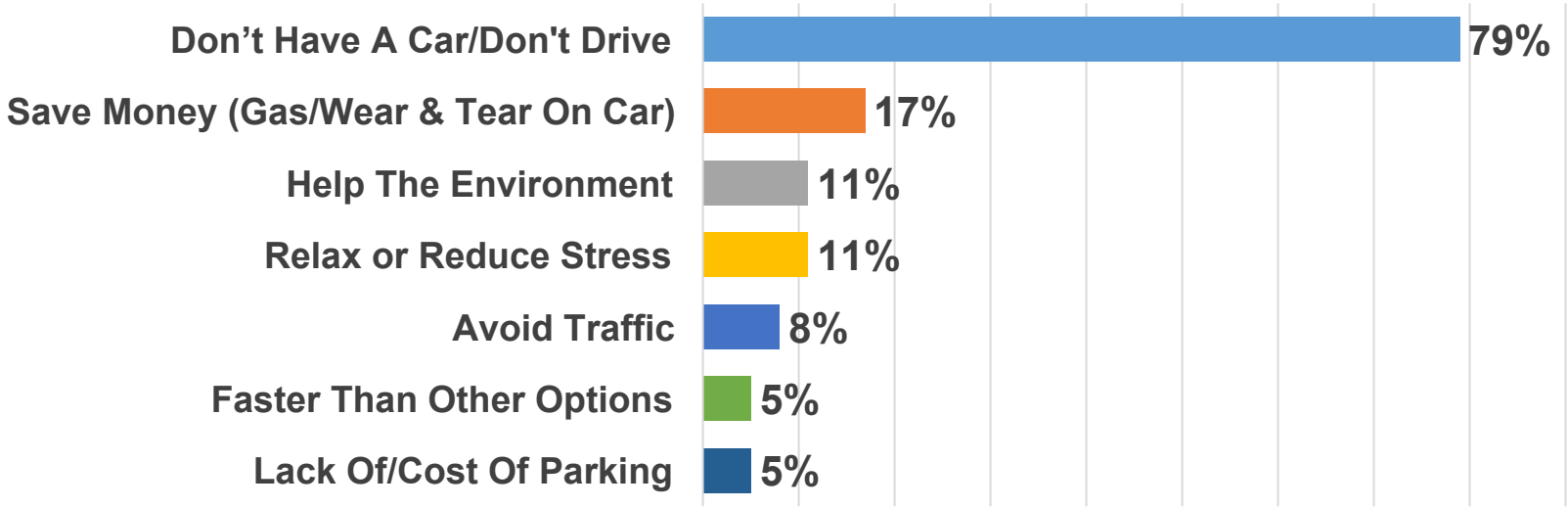
Riders using cash tickets average more than four rides per week – many would save money by switching to a Monthly Pass

| 2024 | | What type of ticket/card did you use (today)? | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Total | **One way ticket/ cash** | **Day Pass/ cash** | **Clipper: Cash** | Clipper: Monthly Pass | Clipper: Way2Go Pass | Youth Unlimited | Other |
| 6-7 days/week | 36% | 35% | 42% | 26% | 47% | 35% | 37% | 34% |
| 5 days/week | 29% | 23% | 23% | 31% | 31% | 26% | 46% | 27% |
| 4 days/week | 10% | 12% | 10% | 11% | 8% | 11% | 5% | 9% |
| 3 days/week or less | 25% | 31% | 25% | 32% | 13% | 28% | 11% | 30% |
| **TOTAL** | **100** | **100** | **100** | **100** | **100** | **100** | **100** | **100** |
| **Mean Days/Week** | **4.58** | **4.35** | **4.66** | **4.24** | **5.19** | **4.49** | **5.13** | **4.37** |

**Opportunity:**
Promote cost-effective tickets/monthly passes for frequent cash ticket riders.

# Reasons for Riding SamTrans

Lack of access to a car/not driving is the primary reason people choose to ride SamTrans

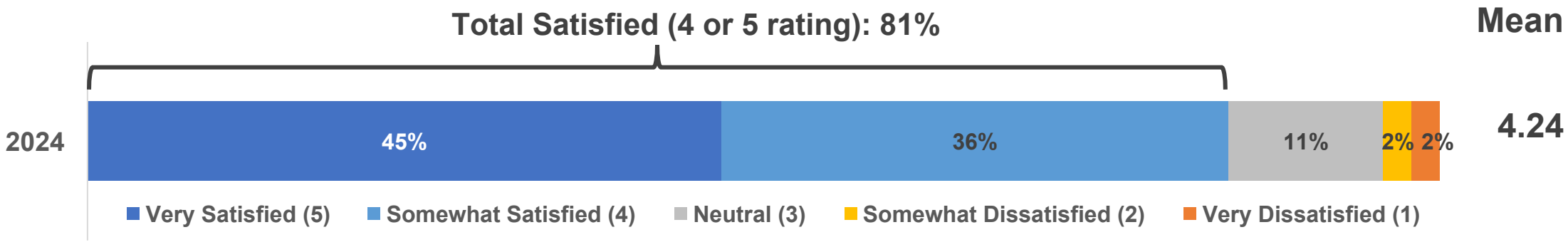



**Key Insight:**
SamTrans is an essential service for thousands of people throughout the County.

“What is your main reason for riding SamTrans?” [multiple responses accepted]

# Overall Satisfaction Rating

- Most SamTrans riders (81%) are satisfied with their overall experience
- Satisfaction levels are consistent for short-term and long-term riders




**Opportunity:**

Leverage satisfied riders as ambassadors who can help promote service and improve perceptions amongst non-riders and new users.

"Please let us know how well SamTrans is meeting your needs by rating each item below. Circle a number from one to five, where 5=Very Satisfied and 1=Very Dissatisfied. If the question does not apply, circle NA for Not Applicable".
"Overall experience with SamTrans?"

# Customer Satisfaction by Service Attribute

Rider satisfaction with all service attributes is improved or unchanged from 2021 ratings except for Communication of Route Changes

| Attribute | 2024 | 2021 | Change | Statistically Significant |
|---|---|---|---|---|
| Overall experience with SamTrans | 4.24 | 4.20 | +0.04 | No |
| Routes Go Where I Want to Go | 4.24 | 4.16 | +0.08 | Yes |
| Helpfulness/Courtesy of Customer Service | 4.09 | 4.09 | 0.00 | n/a |
| On-Time Performance | 4.04 | 3.85 | +0.19 | Yes |
| Communication Of Route Changes | 3.85 | 3.93 | -0.08 | Yes |
| Frequency Of Buses | 3.83 | 3.76 | +0.07 | Yes |

**Key Insight:**

Customers like the Reimagine SamTrans service changes and improvements. We must continue to improve ways to communicate service changes with our customers.

"Please let us know how well SamTrans is meeting your needs by rating each item below. Circle a number from one to five, where 5=Very Satisfied and 1=Very Dissatisfied. If the question does not apply, circle NA for Not Applicable"

# Access to SamTrans Information and Spoken Languages

- Riders are most likely to get trip planning information from digital sources
  - Google Maps (56%), mobile apps (26%), SamTrans website (12%)
- Two in five riders speak a language other than English at home
  - Most common languages: English (59%), Spanish (41%) and Filipino/Tagalog (12%)

**Key Insight:**
Access to SamTrans content across digital platforms in multiple languages is critical for engagement and effective communication with riders.

# Low-Income Ridership Overview

- In the 2024 SamTrans Triennial Survey, the average rider reported a household size of 3.6 and an annual household income of $48,701
- 94% of riders meet the county definition of “low-income,” and 68% are considered “extremely low-income” – both up from 2021
- The percentage of SamTrans riders fitting the “low-income” and “extremely low-income” definition increased since the 2021 Triennial Survey

**Key Insight:**
SamTrans provides mobility services to some of the most economically-disadvantaged communities in the Bay Area.

# Income Demographics

94% of riders meet the county definition of “low-income,” and 68% are considered “extremely low-income” – both up from 2021

| Category | 2024 | 2021 |
|---|---|---|
| Extremely Low Income (30% AMI) | 68% | 67% |
| Very Low Income (50% AMI) | 15% | 16% |
| Low Income (80% AMI) | 11% | 8% |
| Median Income (100% AMI) | 3% | 5% |
| Moderate Income (120% AMI) | 3% | 4% |
| Total | 100% | 100% |
| SamTrans Total Low-Income Ridership | 94% | 91% |

**California State Income Limits for SMC**
Effective 5/9/2024 - Area median Income **$186,600** (based on household of 4)

| | Income Limits by Family Size ($) | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Income Category | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| Extremely Low (30% AMI) * | 41,150 | 47,000 | 52,900 | **58,750** | 63,450 | 68,150 | 72,850 | 77,550 |
| Very Low (50% AMI) * | 68,550 | 78,350 | 88,150 | **97,900** | 105,750 | 113,600 | 121,400 | 129,250 |
| Low (80% AMI) * | 109,700 | 125,350 | 141,000 | **156,650** | 169,200 | 181,750 | 194,250 | 206,800 |
| Median (100% AMI) | 130,600 | 149,300 | 167,950 | **186,600** | 201,550 | 216,450 | 231,400 | 246,300 |
| Moderate (120% AMI) | 156,750 | 179,100 | 201,500 | **223,900** | 241,800 | 259,700 | 277,650 | 295,550 |

[Calculated by cross-referencing HH size and HHI and comparing categories to the CA State definitions of “low-income” for San Mateo County for 2021 and 2024. 2024 shown.]

# Verbatim Comments Overview

- 738 respondents (23%) provided a comment at the end of the survey
- Riders who provided a verbatim comment were more likely to be dissatisfied with SamTrans (an expected pattern)
- The most common topics raised:
    - General Compliment (29%); Schedules and Frequency (20%); On-Time Performance/Reliability (14%); Personnel (11%); and Routes/Additional Stops (7%)

**Key Insight:**
Customer comments provide awareness of potential areas for improvement.

# Sample Verbatim Compliments:

"THANKS FOR ALWAYS BEING THERE FOR ME."

"I LOVE THE MYRIAD OF PLACES I CAN GET TO ON SAMTRANS AND THE ACCURACY OF THE CLIPPER APP."

"I LIKE TO TRAVEL BECAUSE I LIKE THE COMFORT OF SAMTRANS."

"FEELS GREATLY IMPROVED FROM A FEW YEARS AGO."

"THIS PROGRAM IS BENEFITING MY LIFE IN A VERY POSITIVE WAY."

"IT HELPS ME A LOT BECAUSE I DON'T HAVE A CAR."

"YOUR SERVICE ON THE COASTSIDE HAS CHANGED MY LIFE FOR THE BETTER."

"THANK YOU FOR THE BUS SERVICE SO THAT I AM ABLE TO GO TO SCHOOL DAY BY DAY."

"I AM GRATEFUL. THANK YOU, YOU'RE APPRECIATED."

"SAMTRANS IS SUPER GOOD, WIFI, HEATER AND AIR-CON ALL THERE. THANK YOU."

"SAMTRANS IS MY FAVORITE MODE OF PUBLIC TRANSPORTATIO N."

# Sample Verbatims: Schedules, Frequency, and On-Time Service



*"THE ECR IS NEVER ON TIME AND CAUSES ME TO BE LATE TO WORK."*

*"WISH I COULD GET MORE FREQUENT BUSES ESPECIALLY AT NIGHT."*

*"MORE ROUTES TO EAST BAY AND BART!"*

*"LATER TIMES, I WORK LATE."*

*"KINDLY PROVIDE MORE BUSES FOR 112 "*

*"SOMETIMES BUS LEAVES EARLIER THAN SCHEDULED."*

*"I AM VERY HAPPY THAT ECRS ARE ARRIVING MORE FREQUENTLY!"*

*"MORE BUSES AT NIGHT. BUT THEY DO A GREAT JOB... THANKS!"*

*"VERY USEFUL AND I ENJOY USING IT, JUST ANNOYING ABOUT THE CONSTANT DELAYS AND LONG WAIT."*

*"I'D LIKE BUSSES TO COME MORE FREQUENTLY THAN ONCE AN HOUR."*

# Opportunities and Analysis

**Support Low-Income Riders**
Expand promotional efforts and access to monthly or discounted fare options for high frequency, single-ride users.

**Communicate Route Changes**
Assess current communication systems, identify gaps, and implement Customer Relationship Management (CRM) tools to improve communications and engagement.

**Route Coverage is a Strength for SamTrans**
Leverage the broad coverage of the SamTrans network to attract new riders.

# Opportunities and Analysis

**Title VI Analysis**
Data and analysis conducted for the Triennial Title VI Report.

**Effortless Travel, Endless Possibilities Marketing Campaign**
Inform current riders, introduce SamTrans to new populations and strengthen brand identity.

**Reimagine SamTrans Delivery Evaluation**
Support the evaluation of the Reimagine SamTrans project and continue monitoring customer feedback to understand its impact on the rider experience.

# Thank You




Please email jestj@samtrans.com with any questions.

**BOARD OF DIRECTORS 2025**

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# AGENDA

## San Mateo County Transit District

### Finance Committee Meeting
### Committee of the Whole

May 7, 2025 – 2:45 pm

*or immediately following the Community Relations Committee meeting*

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

Committee Members: Brooks Esser (Chair), David J. Canepa, Rico E. Medina

| | | |
|---|---|---|
| 8.b.1. | Call to Order | |
| 8.b.2. | Approval of Minutes of the Finance Committee Meeting of April 2, 2025 | Motion |
| 8.b.3. | Awarding a Contract to K B M Office Equipment, Inc. DBA KBM-Hogue to Provide Furniture, Fixtures, Equipment, and Services for a Two-Year Base Term, with up to Two Additional One-Year Option Terms, for a Total Not-to-Exceed Amount of $5,107,189.62 | Motion |
| 8.b.4. | Awarding a Contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a Total Not-to-Exceed Amount of $1,970,858 for an 18-Month Base Term, with One Additional Option Term of up to 12 Months | Motion |

Note:

- This Committee meeting may be attended by Board Members who do not serve 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.

| | | |
|---|---|---|
| 8.b.5. | Authorizing Execution of a Project Labor Agreement for Phase 1 of South Base Battery Electric Bus Charging Infrastructure Project | Motion |
| 8.b.6. | Receive Quarterly Financial Report Fiscal Year 2025 Quarter 3 Results and Annual Outlook | Informational |
| 8.b.7. | Receive Preliminary Fiscal Year 2026 and Fiscal Year 2027 Operating and Capital Budgets | Informational |
| 8.b.8. | Adjourn | |

Note:

- This Committee meeting may be attended by Board Members who do not serve 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**

**Finance Committee Meeting / Committee of the Whole**
**DRAFT Minutes of April 2, 2025**

**Members Present (In Person):** D. Canepa, R. Medina, B. Esser (Chair)

**Members Absent:** None

**Other Board Members Present Constituting Committee of the Whole:** M. Chuang, J. Gee, J. Powell

**Other Board Members Present Constituting Committee of the Whole (Via Teleconference):** M. Fraser

**Other Board Members Absent:** P. Ratto, J. Speier

**Staff Present:** J. Cassman, A. Chan, H. Chan, L. Lumina-Hsu, M. Tseng, S. van Hoften, K. Yin

**7.b.1. Call to Order**
Committee Chair Esser called the meeting to order at 2:47 pm.

**7.b.2. Approval of Minutes of the Finance Committee Meeting of March 5, 2025**

Motion/Second: Powell/Fraser
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**7.b.3. Authorizing an Amendment to On-Call General Engineering Consultant Design Services Contract to Increase the Amount by $4.7 Million**
Kevin Yin, Director, Contracts and Procurement, and Hubert Chan, Director, Facilities Maintenance, provided the presentation regarding consultant services amendment to increase by $4.7 million to complete time sensitive projects, including design and design services during construction (DSDC) for Building 200.

The Committee Members had a robust discussion and staff provided further clarification in response to the committee comments and questions on North Base Building 200 design and construction phase services include design services and support during construction.

Motion/Second: Canepa/Medina
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**7.b.4. Implementation of Caltrain Governance MOU: Authorizing the General Manager/CEO to Execute a Quitclaim Deed in Favor of the Peninsula Corridor Joint Powers Board to Release Interests in Real Property Acquired as Part of the SFO BART Extension Project**
Joan Cassman, General Counsel, provided the presentation, which included the following:

- Release parcels along right-of-way from Southern San Bruno through Millbrae to Caltrain as per the Caltrain Governance MOU
- Property not part of original 1991 purchase and SamTrans became co-owner with JPB using property that was part of original 1991 purchase

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions on ownership interest transfer to JPB following repayment to SamTrans.

Motion/Second: Canepa/Medina
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**7.b.5. Adjourn** – The meeting adjourned at 3:04 pm.

An audio/video recording of this meeting is available online at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

DRAFT

**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Finance Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | Kate Jordan Steiner<br>Chief Financial Officer | David Olmeda<br>Chief Operating Officer |
| Subject: | **Awarding a Contract to K B M Office Equipment, Inc. DBA KBM-Hogue to Provide Furniture, Fixtures, Equipment, and Services for a Two-Year Base Term, with up to Two Additional One-Year Option Terms, for a Total Not-to-Exceed Amount of $5,107,189.62** | |

## Action

Staff proposes the Finance Committee recommend that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Award a contract to K B M Office Equipment, Inc. of San Jose, California DBA KBM-Hogue (KBM) to provide furniture, fixtures, and equipment (FF&E), and associated services (together, the "Services") for the new District Headquarters building in Millbrae, California (Millbrae HQ), for a two-year base term and up to two additional one-year option terms, for a total not-to-exceed amount of $5,107,189.62.
2. Authorize the General Manager/CEO or designee to execute a contract with KBM in conformity with the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
3. Authorize the General Manager/CEO or designee to exercise up to two additional one-year option terms, at no additional cost, if in the best interest of the District.

## Significance

The award of this contract will provide the District with a qualified and experienced FF&E dealer to provide the Services upon substantial completion of the construction of the Millbrae HQ. The Services consist of, but are not limited to: designing, procuring, and installing FF&E for offices, conference rooms and shared spaces, and other ancillary needs.

## Budget Impact

On December 18, 2023, pursuant to Resolution No. 2023-59, the Board approved the acquisition of the Millbrae HQ through a lease-to-purchase agreement, including all necessary tenant improvements, for a price not to exceed $126 million. On December 4, 2024, pursuant to Resolution No. 2024-58, the Board added the "New SamTrans Headquarters" project to the Fiscal Year 2025 Capital Budget for additional tenant improvement costs and other costs not covered by the landlord, and established an associated project budget of $39.2 million. Funds to support the proposed contract are available in the current adopted project budget.

**Background**

The District utilizes cooperative purchasing contracts to save time and resources, and to leverage collective buying power and ensure favorable pricing based on economies of scale. OMNIA Partners (OMNIA) administers cooperative contracts which were competitively solicited by lead public agencies across the country. The District utilized two OMNIA cooperative contracts to solicit proposals specific to the required FF&E and Services at the Millbrae HQ: Region 4 ESC Contract #R240104 and City of Charlotte Contract #2020000622 (Contracts). The solicitations for these OMNIA Contracts met the District's competitive procurement requirements.

While the District had the option to engage one or more firms directly via the Contracts, staff elected to issue its own solicitation, Request for Proposals (RFP) 25-S-CO-078, on February 14, 2025 to three OMNIA-contracted vendors of the Services (Dealers) to ensure the District obtained optimal value, quality, flexibility and transparency in the procurement process. The District also engaged Stantec (Consultant), a firm on the District's on-call engineering services bench that is experienced in office space development and furnishing, to aid in preparing the RFP and reviewing the proposals.

After the RFP was issued, staff toured the three Dealers' showrooms to view product offerings. The District held a pre-proposal conference and an on-site job walk on March 3, 2025, which all three Dealers attended. The District received proposals from all three Dealers, two of which were found to be responsive. One proposal was found to be non-responsive to the requirements of the solicitation documents.

A Selection Committee (Committee) composed of District staff and the Consultant reviewed, evaluated, and scored the two responsive proposals in accordance with the evaluation criteria set forth in the RFP.

| Evaluation Criteria | Weighted Score |
|---|---|
| Proposer's relevant experience and reliability | 5% |
| Proposer references | 5% |
| Product quality is equal or better than product specified | 10% |
| Demonstration of a thorough understanding of requirements and specification | 10% |
| Solution meets Agency's needs and adheres to the Scope Requirements | 15% |
| Dealer Services – evidence of project management capabilities, deliver/install capabilities, project schedule and project oversight. | 15% |
| Cost, including furniture, design services and installation | 40% |
| Total | 100% |

The Committee ranked KBM highest. The Committee also found KBM to possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. KBM has extensive experience working with both public and private clients, such as the County of Santa Clara, Bay Area Headquarters Authority (which owns and operates the Metropolitan Transportation Commission's headquarters building), and Stanford University.

Staff successfully negotiated contract terms, including prices, with KBM. Notably, based on the RFP using OMNIA-secured pricing, KBM proposed an approach that was $1 million less than staff originally budgeted for the Services. In addition, staff was able to negotiate over the effects of potential tariffs, resulting in KBM agreeing to hold pricing terms on proprietary products through December 2026.

Staff performed a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those charged for similar work and products in the Bay Area. FF&E orders will be placed on an as-needed basis to leverage volume-based discounts to optimize pricing, discounts, and lead times. The proposed contract does not guarantee the purchase of any particular amount FF&E or associated services, or a minimum level of compensation.

The District currently is negotiating a reimbursement agreement with the Peninsula Corridor Joint Powers Board ("JPB" or "Caltrain") for JPB's expenses related to FF&E for the future Caltrain office space on the fourth floor of the Millbrae HQ. District staff currently estimates 20-25 percent of the proposed FF&E contract amount will be for Caltrain office space, and is confirming FF&E quantities through discussions with JPB representative. Should the JPB need less FF&E for the Caltrain offices, the District can issue a deductive change order of up to 20 percent to the KBM contract without losing the benefit of its negotiated high-quantity contract pricing. Staff will return to the Board for approval for a cost-sharing agreement with the JPB this summer.

| | | | |
|---|---|---|---|
| Prepared By: | Deborah Cordova | Procurement Administrator | 650-678-8152 |
| | Zhiming Fan | Director of Infrastructure | 650-730-4696 |

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Awarding a Contract to K B M Office Equipment, Inc. DBA KBM-Hogue to Provide Furniture, Fixtures, Equipment, and Services for a Two-Year Base Term, with up to Two Additional One-Year Option Terms, for a Total Not-to-Exceed Amount of $5,107,189.62**

**Whereas**, the San Mateo County Transit District (District) requires furniture, fixtures, and equipment (FF&E), and associated services (together, the "Services") for offices, conference rooms, and shared spaces at the new District Headquarters building in Millbrae, California (Millbrae HQ); and

**Whereas**, the District utilizes cooperative purchasing contracts to save time and resources, and to leverage collective buying power and ensure favorable pricing based on economies of scale; and

**Whereas**, OMNIA Partners (OMNIA) administers cooperative contracts which were competitively solicited by lead public agencies across the country using processes that meet the District's competitive procurement requirements; and

**Whereas**, the District identified multiple OMNIA cooperative contracts (Contracts) that could be used to access the required Services for the Millbrae HQ; and

**Whereas**, to ensure quality, obtain the best value, and maximize transparency in the procurement process, the District issued Request for Proposals (RFP) 25-S-CO-078 to three OMNIA-contracted vendors of the Services (Dealers); and

**Whereas,** the District also engaged Stantec (Consultant), a firm on the District's on-call engineering services bench that is experienced in office space development and furnishing, to aid in preparing the RFP and reviewing the proposals; and

**Whereas**, in response to the RFP, the District received proposals from all three Dealers, and staff found two of the three proposals to be responsive to the requirements of the RFP; and

**Whereas**, a Selection Committee (Committee), composed of District staff and the Consultant, reviewed, evaluated, and scored the two responsive proposals in accordance with the evaluation criteria set forth in the RFP; and

**Whereas**, the Committee ranked K B M Office Equipment, Inc. of San Jose, California DBA KBM-Hogue (KBM) highest; and

**Whereas,** the Committee also found KBM to possess the experience and qualifications required for successful performance of the Services as defined in the solicitation documents; and

**Whereas**, staff successfully negotiated contract terms with KBM, including competitive pricing for the Services and an agreement for KBM to hold pricing on proprietary products through December 2026, regardless of the imposition of any tariffs; and

**Whereas**, staff conducted a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those charged for similar work and products in the Bay Area; and

**Whereas,** staff recommends that the Board of Directors award a contract to KBM to provide the Services at Millbrae HQ for a total not-to-exceed amount of $5,107,189.62 for a two-year base term, with up to two one-year option terms.

**Now, Therefore, Be It Resolved** that the Board of Directors (Board) of the San Mateo County Transit District hereby awards a contract for K B M Office Equipment, Inc. DBA KBM-Hogue to provide furniture, fixtures, equipment, and associated services for the District Headquarters building in Millbrae, California for a total not-to-exceed amount of $5,107,189.62 for a two-year base term, with up to two one-year option terms.

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute a contract on behalf of the District with KBM to provide the Services in conformity with the solicitation documents and negotiated agreement, and in a form approved by legal counsel.

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute up to two one-year option terms, if in the best interest of the District.

Regularly passed and adopted this 7th day of May, 2025 by the following vote:

Ayes:

Noes:

Absent:

_____
Chair, San Mateo County Transit District

Attest:

_____
District Secretary

21693280.3

# Award of Contract for HQ Furniture, Fixture, Equipment, and Services



# Contract Goal

To provide the District with a qualified and experienced Furniture, Fixture, and Equipment dealer to provide the FF&E and associated services upon substantial completion of the construction of the Millbrae HQ.

# Cooperative Purchasing Process

- The District may utilize cooperative purchasing contracts for procurement of goods and services.
- OMNIA Partners administers cooperative contracts which were competitively solicited by lead public agencies across the country.
- Staff and Legal Counsel determined that the lead agencies' solicitations for FF&E and related services met the District’s competitive requirements

# Mini-Competitive Process

- The District utilized two OMNIA cooperative contracts to solicit proposals specific to the required FF&E and Services at the Millbrae HQ.
- On February 14, 2025, the District issued an RFP to three OMNIA-contracted vendors (Dealers) to ensure the District obtained optimal value, quality, flexibility and transparency.
- The District received three proposals from these Dealers.
- Staff determined two of the three submittals were responsive to the RFP documents.

# Mini-Competitive Process (cont.)

- A Selection Committee, composed of District staff, reviewed, scored, and ranked these proposals and determined K B M Office Equipment, Inc. of San Jose, California DBA KBM-Hogue (KBM) to be the highest ranked proposer.
- The Committee also found KBM to possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents.

# Price Analysis

- Staff successfully negotiated contract terms, including favorable prices, with KBM.
- Staff conducted a price analysis and determined the negotiated KBM's prices are fair and reasonable.

# Caltrain's Share of FF&E Cost

- The District is currently negotiating a reimbursement agreement with the JPB regarding its expenses related to FF&E for the future Caltrain office space on the fourth floor of the Millbrae HQ.
- District staff estimates Caltrain's needs to be 20-25% of the proposed contract amount.
- The District will have the ability to issue a deductive change order up to 20% of the contract without impacting the negotiated contract pricing.

# Budget Impact

Funds to support this contract are included in the current adopted Project budget ($39.2 million).

# Proposed Motion

1. **Award a cooperative purchasing contract to K B M Office Equipment, Inc.** to provide **furniture, fixtures, equipment, and associated services** for the new District Headquarters building in Millbrae for a total not-to-exceed amount of **$5,107,189.62**.
2. **Authorize the General Manager/CEO** or designee to **execute a contract with KBM** to provide the Services in conformity with the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
3. **Authorize the General Manager/CEO** or designee to **exercise up to two additional one-year option terms**, if in the best interest of the District.

# Questions



**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Finance Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | Kate Jordan Steiner<br>Chief Financial Officer | Joshuah Mello<br>Executive Officer, Planning and Development |
| Subject: | **Awarding a Contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a Total Not-to-Exceed Amount of $1,970,858 for an 18-Month Base Term, with One Additional Option Term of up to 12 Months** | |

## Action

Staff proposes the Finance Committee recommend that the Board of Directors (Board) of the San Mateo County Transit District (District):

1. Award a contract to Kimley-Horn and Associates, Inc. of Oakland, California (KH) to provide Dumbarton Busway Feasibility Study Services (Services) on an as-needed basis for a total not-to-exceed amount of $1,970,858 for an 18-month base term, with one additional option term of up to 12 months.
2. Authorize the General Manager/CEO or designee to execute a contract on behalf of the District with KH consistent with the requirements of the solicitation documents and negotiated agreement, and in a form approved by legal counsel.
3. Authorize the General Manager/CEO or designee to exercise one additional option term of up to 12 months, if in the best interest of the District.

## Significance

The award of this proposed contract will provide the District with a qualified and experienced firm to conduct planning, outreach, and conceptual design services in support of the Dumbarton West Connector Project (Project). The Services will assess the feasibility of constructing a dedicated busway along five miles of the Dumbarton Rail Corridor on the Peninsula, as well as opportunities to enhance bicycle and pedestrian connections and improve safety along or across the corridor. The study area will include the Dumbarton Rail Corridor between the Caltrain Redwood City Station to the west and University Avenue in East Palo Alto to the east, as well as the half-mile area around the corridor.

KH will analyze travel demand, explore various busway operating scenarios, develop conceptual designs for various multimodal use opportunities, and conduct three rounds of public outreach to receive public input on the concepts. The Services are intended to assess the feasibility of near- or mid-term improvements while not precluding future rail service by preserving the existing tracks and a portion of the right-of-way. The Project aims to enhance connectivity and

mobility in the near- to medium-term for residents and commuters, including multiple SamTrans Equity Priority Areas, near the Dumbarton Rail Corridor within San Mateo County.

**Budget Impact**

The Dumbarton Busway Feasibility Study Project was approved in the Fiscal Year 2025 Amended Capital Budget for a total of $4,674,000, including $4.1 million in Regional Measure 3 funding from the Metropolitan Transportation Commission and $574,000 from District Sales Tax. Funds to support this contract are included in the $4.1 million Regional Measure 3 funding allocation.

**Background**

On October 9, 2024, the District issued Request for Proposals (RFP) 25-S-P-019 for the Services. The RFP was advertised on the District's eProcurement website. In response to the RFP, the District received two proposals from Dromos GmbH and KH.

After a thorough review of the proposals, the materials submitted by Dromos GmbH were deemed non-responsive to the requirements of the RFP. A Selection Committee (Committee), composed of qualified District staff, reviewed and evaluated the remaining responsive proposal in accordance with the evaluation criteria set forth in the RFP.

| Evaluation Criteria | Maximum Points |
|---|---|
| Project Understanding and Approach to Scope | 35 |
| Relevant Experience | 35 |
| Qualifications and Experience of Key Personnel | 20 |
| Proposed Project Schedule | 10 |
| Small Business Enterprise (SBE) Preference | 5 |
| TOTAL | 105 |

KH claimed and received the five points allocated for the SBE Preference. The Committee scored its proposal and determined that KH possesses the necessary experience and qualifications to successfully perform the scope of services as defined in the solicitation documents.

Staff successfully negotiated contract terms, including pricing, and determined KH's negotiated pricing to be fair, reasonable, and consistent with those charged for similar work in the Bay Area.

| | | | |
|---|---|---|---|
| Prepared By: | Manny Caluya | Procurement Administrator III | 650-508-7788 |
| | Millie Tolleson | Director, Planning | 650-622-7815 |

21716235.2

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

*** * ***

**Awarding a Contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a Total Not-to-Exceed Amount of $1,970,858 for an 18-Month Base Term, with One Additional Option Term of up to 12 Months**

**Whereas**, on October 9, 2024, the San Mateo County Transit District (District) issued Request for Proposals (RFP) 25-S-P-019 for Dumbarton Busway Feasibility Study Services (Services); and

**Whereas**, in response to the RFP, the District received two proposals, one of which staff found to be responsive to the requirements of the RFP; and

**Whereas**, a Selection Committee (Committee), composed of qualified District staff, reviewed and evaluated the responsive proposal in accordance with the evaluation criteria set forth in the RFP; and

**Whereas**, the Committee then scored the proposal and determined that Kimley-Horn and Associates, Inc. of Oakland, California (KH) possesses the necessary experience and qualifications to successfully perform the scope of services as defined in the solicitation documents; and

**Whereas**, staff successfully negotiated contract terms, including pricing, and determined the negotiated pricing is fair, reasonable, and consistent with those charged for similar work in the Bay Area; and

**Whereas**, staff recommends that the Board of Directors (Board) award a contract to KH for the Services for a total not-to-exceed amount of $1,970,858 for an 18-month base term, with one additional option term of up to 12 months.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District hereby awards a contract to Kimley-Horn and Associates, Inc. for Dumbarton Busway Feasibility Study Services for a total not-to-exceed amount of $1,970,858 for an 18-month base term, with one additional option term of up to 12 months; and

**Be It Further Resolved** that the Board authorizes the General Manager/CEO or designee to execute a contract on behalf of the District with KH in full conformity with 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 Board authorizes the General Manager/CEO or designee to exercise one additional option term of up to 12 months, if in the best interest of the District.

Regularly passed and adopted this 7th day of May, 2025 by the following vote:

Ayes:

Noes:

Absent:

_____
Chair, San Mateo County Transit District

Attest:

_____
District Secretary

21716236.2

# Awarding a Contract for the Dumbarton Busway Feasibility Study Services




## SamTrans Board of Directors | May 7, 2025

# Agenda

- Dumbarton Rail Corridor Background
  - Near-Term Outlook for Regional Rail
- Activating the Corridor: Proposed Busway
  - What is a busway?
  - Why a busway?
  - Post-pandemic travel patterns
  - Study objectives and desired outcomes
- Requested Board Action







*Busway examples: Top – G Line (LA Metro); J Line (LA Metro), Yonge Rapidway (York Region)*

# Background

- Options to revive the Dumbarton Rail Corridor (DRC or Corridor) have been studied extensively for decades
- Most recent partnership between the District and Cross Bay Transit Partners, LLC (Facebook/Meta and Plenary Americas) to assess the feasibility of various transportation options on the Corridor **terminated mid-2021**
- Today, the Corridor is largely unused and remains a **barrier** limiting mobility between communities and **Equity Priority Areas (EPAs)**
- **Community support to improve access** along and across the corridor in the near- to medium-term






https://www.samtrans.com/dumbarton

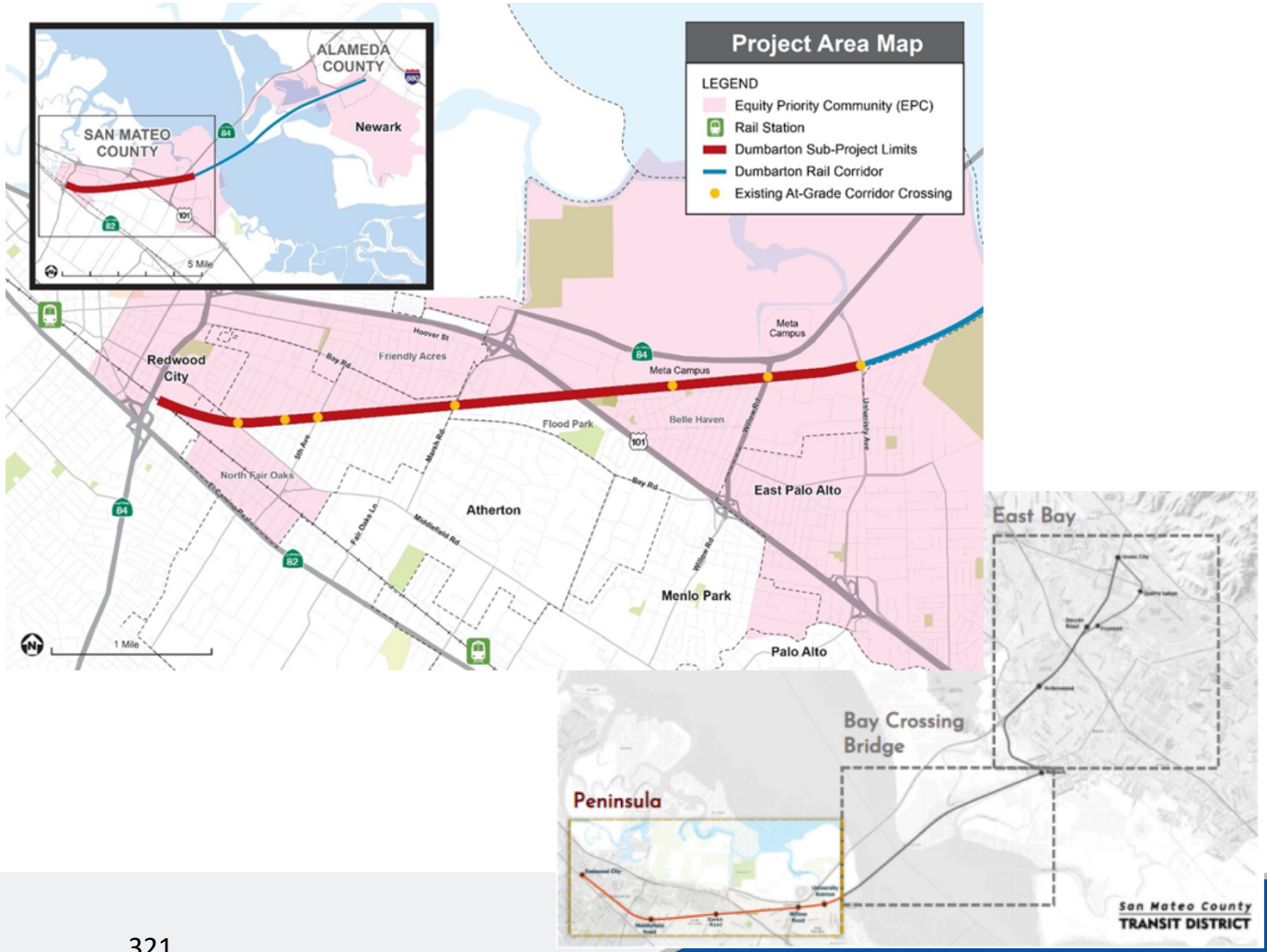
https://bayareamonitor.org/article/right-of-way-the-rails-to-trails-junction/

# Outlook for Regional Rail

- **Market viability assessment in 2023 found there is insufficient market to support the cost of a regional, transbay rail project.**
  - Travel demand market for regional rail only meets the minimum threshold for market viability by a narrow margin.
    - The majority of that travel demand occurs on the Peninsula between Redwood City and East Palo Alto.
  - Rail project was estimated at $3.6B in 2024 dollars.
- 2017 Dumbarton Corridor Transportation Study (DCTS) evaluated bus and rail-based projects.
  - Multiple rail and busway alternatives were studied; rail alternative was recommended at the time.
  - In total, the bus alternatives projected about 25 percent more ridership than the rail alternatives.

# Activating the Dumbarton Corridor: Proposed Busway

- Busway concept presents exciting opportunity to directly benefit local communities in the nearer-term
- Busway would connect Dumbarton highway bridge to Redwood City Transit Center
  - East Palo Alto – Menlo Park – North Fair Oaks – Redwood City
  - Open to regional public bus service
  - Will not preclude future rail project



# What is a Busway?

## G Line (Los Angeles)




- 18 miles with 17 stations
- **Uses part of Southern Pacific Railroad's former Burbank Branch Line**
- Connects to other rail services and includes parallel **bike path**
- Annual ridership 4.5M in 2023

## U of M Transitway (Minneapolis)



- 2.6-mile busway between University of Minnesota's Minneapolis and St Paul campuses
- **Limited to buses, bicycles, and emergency vehicles**

## SURF! (Monterey)



- Planned **6-mile, bus only roadway along Monterey Branch Line right-of-way**
- **Preserving tracks for future rail use**
- Expected to be complete in 2027
- Ridership estimated to be >1.2 million annually by 2040

Wikipedia - https://en.wikipedia.org/wiki/G_Line_(Los_Angeles_Metro)

MST - https://mst.org/2020-annual-report/surf-busway-plans/

# Why a Busway?

- **Cost-Effectiveness:** Lower construction and operating costs compared to rail alternative
- **High Ridership Potential:** Proven in industry to generate strong ridership
- **Enhanced Transit Quality:** Increased speed, reliability, and amenities attract riders
- **Faster Implementation:** Shorter implementation timeframe with benefits realized in the near-term
- **Flexibility:** Ability to adapt to changing demands and future needs (e.g., future regional rail)
- **Environmental Sustainability:** Will utilize zero emission bus fleet, opportunities for multimodal connections

Prioritizing benefits to **local equity priority communities**, which include:

**86%** **People of Color**

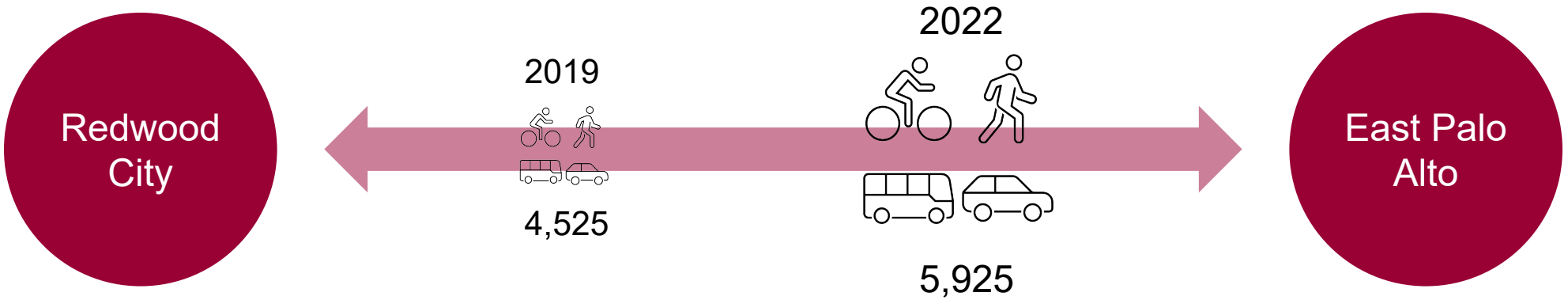
**40%** **Low-Income**

**15%** **Limited English Proficiency**

*Source: MTC Equity Priority Communities, Plan Bay Area 2050*

# Busway Project responds to post-pandemic travel patterns

- Average daily travel trips between Redwood City and East Palo Alto has increased by ~30% since 2019
- Proposed busway meets increasing demand for shorter, local trips




Source: Replica

# Scope of Dumbarton Busway Feasibility Study Services

- **Feasibility Study is an 18-month project to:**
  - Develop a community-supported vision for mobility on the Peninsula Dumbarton Corridor
  - Conduct extensive multilingual community outreach and engagement
  - Develop conceptual alternative designs that enhance connectivity and address existing mobility barriers
  - Identify preferred concept for busway that can immediately be advanced to environmental clearance and full design
  - Identify “quick-strike” improvements that can be delivered ahead of full project
  - Further develop design options, service plan, multimodal connections, costs, timeline, risks and mitigations

# Solicitation Process

- On October 9, 2024, the District issued a Request for Proposals (RFP) 25-S-P-019 for the Services
- RFP was advertised on the District's eProcurement website
- In response to the RFP, the District received 2 proposals
- Staff determined one of the two proposals were non-responsive to the RFP requirements

# Solicitation Process (cont.)

- A Selection Committee, composed of District staff, reviewed, evaluated, and scored the single responsive proposal in accordance with the evaluation criteria set forth in the RFP.
- The Committee determined that Kimley-Horn possesses the necessary experience and qualifications to successfully perform the scope of services as defined in the RFP.

# Price Analysis

Staff conducted a price analysis and determined the negotiated prices from Kimley-Horn to be fair, reasonable, and consistent with those charged for similar work in the Bay Area.

# Budget Impact

Funds to support this contract are included in the $4.1M Regional Measure 3 funding allocation.

# Proposed Motion

1. **Award contract to Kimley-Horn and Associates, Inc.** to provide the **Dumbarton Busway Feasibility Study Services** on an as-needed basis for a total not-to-exceed amount of **$1,970,858** for an 18-month base term, with an option term of up to 12 months.
2. **Authorize the General Manager**/CEO or designee to **execute professional services contracts** on behalf of the District **with Kimley-Horn** consistent with the requirements of the solicitation documents and negotiated agreements, and in a form approved by legal counsel.
3. **Authorize the General Manager/CEO** or designee to exercise one additional option term of up to 12 months, if in the best interest of the District.

# Thank You



**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Finance Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | David Olmeda, Chief Operating Officer, Bus | Joan Cassman, Legal Counsel |
| Subject: | **Authorizing Execution of a Project Labor Agreement for Phase 1 of South Base Battery Electric Bus Charging Infrastructure Project** | |

## Action

Staff recommends the Board of Directors (Board) of the San Mateo County Transit District (District) authorize the General Manager/CEO, or her designee, to execute a Project Labor Agreement (PLA) with the San Mateo County Building and Construction Trades Council (Council) and relevant trade unions to govern the building and construction work for Phase 1 of the South Base Battery Electric Bus (BEB) Charging Infrastructure Project (Project).

## Significance

The District is negotiating a contract for Project construction, which will be presented for Board approval in the coming months. The proposed PLA will ensure that (1) there will be sufficient skilled labor to implement the Project under the construction contract, (2) there will be no work stoppages during Project construction, (3) there will be increased safety and quality of work, and (4) there will be labor peace, stability and a mechanism for resolving disputes between the contractor and the skilled crafts unions whose members will implement the Project.

The proposed PLA also provides a mechanism for all union signatories to resolve disputes between themselves over work assignments and work jurisdiction, including binding dispute resolution processes that prohibit work stoppages or other types of job actions. Finally, the proposed PLA requires the signatory unions to cooperate and work with the Project contractor to use a Pre-Apprenticeship Program, and to pursue employment of veterans on the Project.

## Budget Impact

There is no budget impact associated with this action.

## Background

The District's Project manager and legal counsel negotiated the PLA with the Council and signatory building trade unions in anticipation of Project contract award. The Construction Manager General Contractor (CMGC) that is expected to implement the Project, assuming successful completion of contract negotiations and Board award of the CMGC contract, also was involved in the negotiations.

The proposed PLA provides comprehensive contractual coverage to assure the skilled labor necessary to implement the Project, and to establish the terms of the craft unions' working conditions, wages and dispute resolution mechanisms for the Project. The unions will provide skilled craft labor to perform all covered work, as defined in the PLA. The CMGC will include a copy of the executed PLA with all invitations to bid or solicitations for proposals from subcontractors for work on the Project. All bidders will be required to acknowledge that they are willing, ready and able to execute and comply with the terms of the PLA.

| | | | |
|---|---|---|---|
| Prepared By: | Zhiming Fan | Director of Infrastructure | 650-508-7771 |
| | Shayna van Hoften | Legal Counsel | 415-995-5880 |

**Resolution No. 2025-**

**Board of Directors, San Mateo County Transit District**
**State of California**

**Authorizing Execution of a Project Labor Agreement for Phase 1 of South Base Battery Electric Bus Charging Infrastructure Project**

**Whereas**, the San Mateo County Transit District (District) is preparing to award a contract for construction of Phase 1 of the South Base Battery Electric Bus Charging Infrastructure Project (Project); and

**Whereas**, the District desires to enter into a Project Labor Agreement (PLA) with the San Mateo County Building and Construction Trades Council (Council) and relevant trade unions to govern the building and construction work to be performed for the Project, and to ensure that (1) there will be sufficient skilled labor to implement the Project under the construction contract, (2) there will be no work stoppages during Project construction, (3) there will be increased safety and quality of work, and (4) there will be labor peace, stability and a mechanism for resolving disputes between the contractor and the skilled crafts unions whose members will implement the Project; and

**Whereas**, the District successfully engaged in negotiations with the Council, relevant trade unions, and the Construction Manager General Contractor (CMGC) that is expected to implement the Project (assuming successful completion of contract negotiations and subsequent award of the CMGC contract), regarding the craft unions' working conditions, wages, and dispute resolution mechanisms for the Project; and

**Whereas**, the PLA provides that the relevant trade unions will provide skilled craft labor to perform all subject work, the CMGC will include a copy of the executed PLA with all invitations to bid or solicitations for proposals from subcontractors for work on the Project, and all bidders will be required to acknowledge that they are willing, ready and able to execute and comply with the terms of the PLA; and

**Whereas**, Legal Counsel and the General Manager/CEO recommend that the Board of Directors authorize the General Manager/CEO, or her designee, to execute the PLA, as described above.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transit District authorizes the General Manager/CEO, or her designee, to execute a Project Labor Agreement with the San Mateo County Building and Construction Trades Council and relevant trade unions to govern the building and construction work for Phase 1 of the South Base Battery Electric Bus Charging Infrastructure Project.

Regularly passed and adopted this 7th day of May, 2025 by the following vote:

Ayes:

Noes:

Absent:

_____
Chair, Board of Directors

Attest:

_____
District Secretary

**San Mateo County Transit District**
**Staff Report**

To: Finance Committee

Through: April Chan, General Manager/CEO

From: Kate Jordan Steiner, Chief Financial Officer

Subject: **Receive Quarterly Financial Report Fiscal Year 2025 Quarter 3 Results and Annual Outlook**

## Action
This is an informational item.

## Significance
The Board will receive an update on the financial result for Fiscal Year 2025 (FY25) Quarter 3 (Q3) and a forecast for FY25 year-end.

## Background
FY25 Third Quarter (FY25 Q3)
As of March 31, 2025, SamTrans reports a year-to-date deficit of $15.6 million, $2.2 million favorable to the budgeted deficit of $17.7 million. This favorable position is driven by timing-related savings in expenses and strong investment returns.

**Sources:**
At the close of FY25 Q3, sources through Q3 were $10.9 million (4.0 percent) unfavorable, driven by:

- Sales Tax: ($5.3 million unfavorable) – District and Measure W receipts are trending below budget due to slower economic activity and revised outlooks.
- Operating Grants: ($0.7 million unfavorable) – Timing delays in City/county Association of Government of San Mateo County (C/CAG) and other transit performance-related grants.
- Due to Peninsula Corridor Joint Powers Board (PCJPB), San Mateo County Transportation Authority (SMCTA), and San Mateo County Transit District (SAMTR) Capital Wages and Benefits (W&B) ($15.1 million unfavorable) - Due to vacancy savings across agencies. This line is offset by the due from source above and has no net fiscal impact.

*These were offset by:*

- Investment Income: $9.0 million favorable – Driven by higher-than-expected rates and longer durations.

- Other Income: $1.4 million favorable – Includes CBRE referral fees and Dumbarton lease reserve contributions.

**Uses:**
At the close of FY25Q3, uses were $13.0 million (4.5percent) below budget, primarily due to:

- Motor Bus (including Contracted Urban Bus (CUB)): $5.7 million favorable due to:
    - Timing of $2.1 million in professional services, $1.5 million in technical services, and $0.7 million in property maintenance expenses. These were partially offset by unfavorable results of $0.5 million in Motor Bus Claims, Reserves, and Payments and $2.2 million in Contracted Urban Bus insurance Claims, Reserves, and Payments.
- ADA Programs: $1.4 million favorable – Lower service demand in Redi-Wheels and cost savings from newer fleet and reduced vendor support needs.
- Multi-Modal Programs: $1.0 million favorable – Underspending in shuttle services due to missed service, lower incentive payouts, and reduced fuel surcharges.
- Due to PCJPB, SMCTA & SAMTR Capital W&B: $15.1 million favorable - Due to vacancy savings across agencies. This line is offset by the due from source above and has no net fiscal impact.

*The savings were partially offset by increased allocation to reserves:*

- Reserves for Future Measure W Capital Allocation: Exceeded plan by $9.5 million due to delays in Measure W operating project expenses, the favorable Measure W balance has been shifted to future Measure W Allocations to retain funds to apply toward future eligible Measure W expenses.

Fiscal Year 2025 Year End Outlook

**Annual Forecast**: The spring forecast projects SamTrans will end FY25 with a $28.8 million deficit, $14.1 million favorable compared to the budgeted deficit of $42.9 million. The favorability is driven by a combination of one-time revenue gains, timing-related underspending, and operational cost controls, partially offset by pressures in insurance reserves and demand-driven programs. Despite a projected $28.8 million deficit in FY25 balanced by prior years' surplus, the favorable $14.1 million net position change significantly improves District's long-term fiscal sustainability and may slow the onset of the projected structural deficit discussed at the Board Workshop.

**Forecasted Sources**:
Sources are forecasted to be $4.3 million (1.4 percent) unfavorable to budget, driven by:

- District Sales Tax and Measure W: ($6.2 million) unfavorable – Revised sales tax revenue outlook reflects slower sales tax revenue growth than assumed in the budget, due to market uncertainty

- Transportation Development Act (TDA) / State Transit Assistance (STA) Funds: ($3.6 million) unfavorable – TDA is a quarter cent county sales tax and STA comes from county sales tax on diesel fuel, both are allocated by Metropolitan Transportation Commission (MTC) to support public transportation. The unfavorable forecast for both TDA and STA is driven by lower consumer spending than the original estimate by county auditors and MTC, consistent with the slower sales tax revenue growth projection.

*Unfavorable sources are partially offset by:*

- Investment Income: $5.6 million favorable due to interest rates and principal, including a Governmental Accounting Standards Board (GASB) 87 adjustment.
- Other Revenues (Interest, Rents, and Other): $0.4 million favorable due to Caltrain first floor lease and headquarters (HQ) broker refunds.

**Forecasted Uses**:
Uses are forecasted to be $4.9 million (2.0 percent) favorable to budget due to:

- Wages and Benefits: $2.0 million favorable due to salary savings resulting from vacant positions
- Motor Bus (including Contracted Bus Services): $1.6 million (1.6 percent) favorable – Includes $2.0 million CUB service savings due to lower incentive payouts; $3.6 million savings in services including technical services, professional services, and contracted vehicle maintenance; $0.8 million saving in promotional advertising and training and business travel. These were partially offset by $4.7 million in claims and workers' compensation expense, with increasing expected losses to ongoing claims, increasing cost of Workers' Compensation expenses, and potential settlements with MV for ongoing cases in litigation.
- ADA Programs: $0.1 million (0.5 percent) unfavorable – reflects increase in demand for Elderly and Disabled / Redi-Wheels; mostly offset by savings in Coastside ADA due to less service than anticipated and savings in ADA related support due to lower than expected number of paratransit applicants and new fleets driving less maintenance and better fuel efficiencies.
- Multi-Modal Programs: $1.4 million (16.7 percent) favorable – savings driven by lower than anticipated incentive expenses and fuel surcharge relief.

**Other Use of Funds:**

- Capital Allocation Adjustments: $10.7 million (29.3 percent) lower than plan – a portion of District Sales Tax funding was replaced with Future Capital Allocation reserves from the prior years to fund the HQ capital project.
- Reserves for Future Measure W Allocation: $4.7 million lower than plan – additional Measure W eligible expenses identified for FY25 compared to the budget assumptions.

- Debt Service: $1.5 million unfavorable – related to interest on new FY25 bond issuance not included in budget.
- Reserves & Stabilization Funds: $0.5 million less than plan - Adjusted in alignment with updated projected OPEX and policy compliance.

**Forecasted Net Result:**
$14.1 million better-than-budget net position ($28.8 million deficit) projected in FY25, mainly driven by above budget interest income, labor vacancy savings, below budget CUB incentives, shuttle service, capital allocations and reserve contributions; partially offset by below budget sales tax revenue, TDA/STA, above budget claims/workers' comp. The $14.1 million favorable net position variance is largely driven by one-time or volatile favorable sources/ uses. As discussed in the Board workshop, sources are not keeping up with uses and the District is expected to enter a structural deficit in FY27.

**Budget Impact**
This is an informational item. There is no budget impact.

Prepared By: Kate Jordan Steiner Chief Financial Officer (650) 647-3504

# Quarterly Financial Report
# Fiscal Year 2025 Quarter 3 Results & Year-end Forecast




Board of Directors – May 7, 2025

# Agenda

1. FY25 Quarter 3 Year to Date Performance
2. FY25 Forecast
3. Next Steps

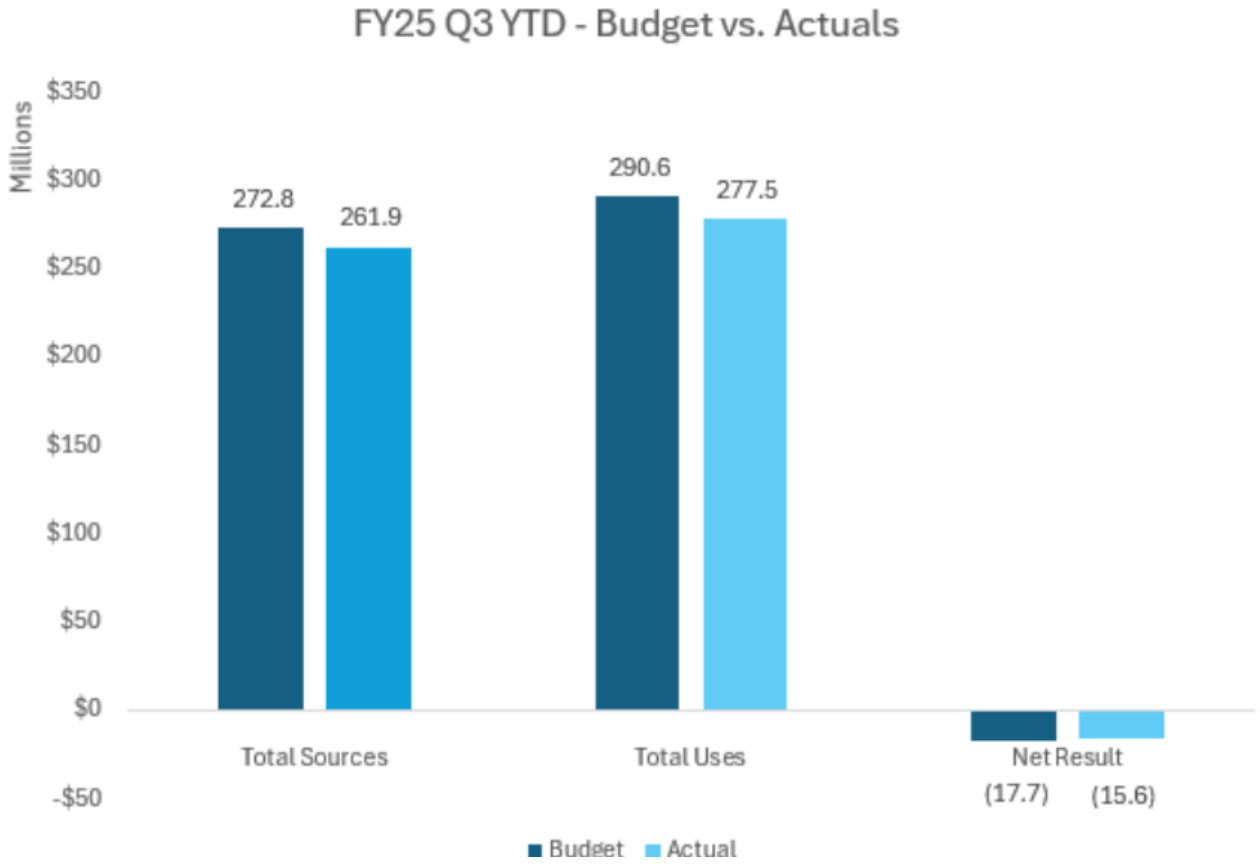
# FY25 Quarter 3 YTD Performance

**YTD Deficit:** $15.6M deficit, $2.2 million (M) (12.2%) favorable to budget

**Sources:** $261.9M sources, unfavorable $10.9M (4.0%)

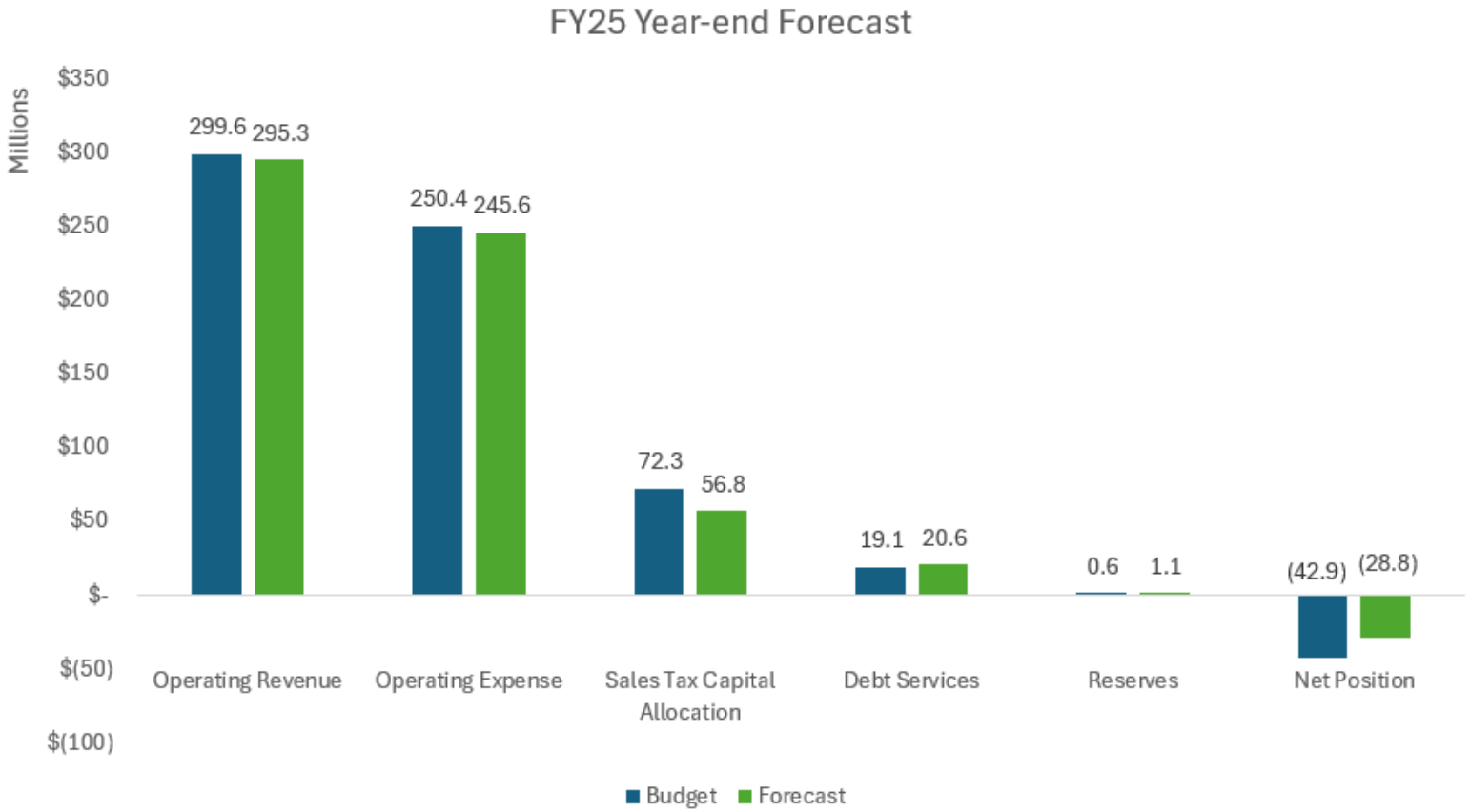
**Uses:** $277.5M uses, favorable $13.0M (4.5%)

**Risks:** Sales tax and economic policy uncertainty combined with external price pressures increase fiscal risk heading into FY25Q4, FY26, and out years



# FY25 Year End Forecast

- **Net Position:** FY25 deficit now projected at $28.8M, a $14.1M (32.8%) improvement over budget, although still in deficit
- **Sources:** Revenue softness in Sales Tax and TDA/STA funds offset by strong investment income
- **Uses:** Operating expenses tracking $4.9M under budget, driven by labor and services savings
  - **Operating Expenses** are projected to end the year 2% favorable to budget
- One-time factors contributed to forecast improvement



# Key Takeaways

- Short-term financial outlook has improved, but this is driven by one-time savings and timing, not structural changes.
- Sales tax volatility and declining / uncertain state & federal funds highlight the need for fiscal discipline in future budgets.
- Cost containment remains a priority, especially with increasing pressure from insurance, fuel, and labor.
    - Sustained focus on operational efficiencies will be essential heading into FY26.
- We will explore new and sustainable revenue opportunities, including fare policy adjustments, advertising expansion, and service partnerships.

# Questions?



**San Mateo County Transit District**
**Staff Report**

To: Finance Committee

Through: April Chan, General Manager/CEO

From: Kate Jordan Steiner, Chief Financial Officer

Subject: **Receive Preliminary Fiscal Year 2026 and Fiscal Year 2027 Operating and Capital Budgets**

## Action

This report is for informational purposes only. Staff will present a final Fiscal Year 2026 (FY26) and Fiscal Year 2027 (FY27) budget proposal for review and adoption at the June 4, 2025, San Mateo County Transit District (District) Board of Directors (Board) meeting.
In this report, staff will present the preliminary budgets listed below:

- Attachment A: Preliminary FY26 and FY27 Operating Budget
- Attachment B: Preliminary FY26 and FY27 Capital Budget
- Appendix: Operating Budget Line-Item and Capital Project Descriptions

## Significance

During the Board Workshop on April 9, 2025, staff presented the District 10-Year Operating Financial Outlook along with the Capital Improvement Plan (CIP) for 2026-2035. The workshop served as an opportunity to provide the Board with an overview of the District's long-range financial planning challenges, capital investment priorities, and potential tradeoffs.

Staff discussed several key topics with the Board:

- Operating financial outlook and long-term budget pressures
- Operating and Capital funding sources at risk, including potential impacts from external and federal funding challenges and economic conditions
    - Sales tax revenue scenarios
    - At-Risk grant funding

In addition, staff reviewed potential budget balancing solutions for the upcoming fiscal years. Board members provided preliminary feedback on these strategies, which will help shape the development of the FY26 and FY27 Operating Budgets and future financial planning efforts.

FY26/FY27 Key Points:

1. Sales tax revenue (Proposition A and Measure W)
    - Sales tax is softening. Assume modest year over year growth, driven by economic recovery, easing inflation, and improving consumer sentiment
2. Federal Funding
    - Budget includes receipt of federal funds supporting Redi-Wheels operations and various planning initiatives.
3. Labor Agreements:

    Budget incorporates newly negotiated collective bargaining agreements (CBAs):

    - Teamsters Local 856 (IBT) ratified October 2024; expires September 2027
    - Amalgamated Transit Union (ATU) Local 1574 ratified in November 2024; expires June 2028
    - Both agreements with IBT and ATU include equity adjustments for select classifications and annual across-the-board wage increases of 4 percent in the first year, 3.5 percent in the second and third years, for both unions, and another 4 percent in the fourth year for ATU.
4. New Gateway Headquarters
    - Includes rent and debt service related to the Gateway Millbrae headquarters
    - Facilities maintenance, safety and security, utilities and insurance costs are included
    - Newly added Capital Maintenance Reserve of $1 million in FY27
5. New Financial Statement Format – effective FY26 (July 1, 2025)
    - Staff recommends modernizing the budget statement sharing financial information more accessibility and with more transparency

FY26/FY27 Risk Areas:

1. Financial sustainability:
    - Slower sales tax revenue growth amid economic uncertainties surrounding tariffs, inflations, changes in policies.
    - Uncertain outlook for federal grants due to political shifts impacting grant availability and priorities, potentially delaying projects and straining budgets.
    - Expenditure growth outpaces revenue growth and the need to strategically align revenue with operating cost, such as exploring revenue opportunities such as fare adjustments and other grant pursuits, as well as changes in operations/services by labor and non-labor to achieve cost efficiencies.

2. Rising energy costs for Zero Emission Buses (ZEBs):
    - Strategically plan energy procurement for electricity and hydrogen.
    - Exploring long-term contracts, leveraging off-peak charging, and potentially investing in on-site renewable energy generation and storage.
    - Collaborating with utilities and other agencies for favorable rates and exploring innovative procurement models.
    - Recognizing volatility of potential private green technology investments, such as hydrogen production and hubs, may increase hydrogen costs, adding further uncertainty.
3. Significant capital needs include the following projects. However, the current budgets do not yet include these until staff presents the final draft CIP to the Board in June:
    - Maintaining State of Good Repair (SOGR)
    - ZEB vehicles and infrastructures
    - North Base building 200 replacement and sea-level rise mitigation
    - Information and Technology (IT) infrastructure modernization and cybersecurity
4. Transition to ZEB:
    - The state mandates to transition to a 100% zero-emission bus fleet by 2040 presents operational and financial risks including infrastructure development, fleet management, workforce training, and grant funding.
5. Climate change impacts:
    - Sea level rise and flooding may impact infrastructure, bases, and routes.
    - Increasing average temperatures and the number of high heat days can impact passengers and operations, and may require additional capital investments for customer amenities
    - Increased risk of wildfires and poor air quality can impact the health of passengers and employees.

Due to economic uncertainty and potential impacts from federal funding and policy changes, revenue projections for FY26 and FY27 were developed conservatively. Like our peer agencies, including other transit agencies, operating expenses continue to outpace operating sources. Staff have initiated cost control measures for FY26, including:

- No new full-time equivalent (FTE) positions
- Reduce certain discretionary expenses
- Conduct fare analysis

- Assess a variety of revenue generation options
- Assess how to best operate existing service more cost effectively and efficiently (this will be done as part of *Reimagine SamTrans* first-year evaluation)

The FY27 Preliminary Operating Budget projects a deficit as operating expenses continue to outpace projected sources and prior years' surpluses are exhausted. Staff will continue evaluating and planning cost-saving strategies, including:

- Evaluate staff levels to determine potential labor efficiencies
- Non-labor cost reductions
- Implement fare adjustments options based on the FY26 fare analysis
- Consider service refinements, including purchased transportation, based on the *Reimagine SamTrans* evaluation conducted in FY26
- Staff may return with a budget amendment in FY27, depending on the outcomes of the various analysis.

**FY26 and FY27 Preliminary Operating Budget**

Total sources for the FY26 Preliminary Budget are $330.6 million (M), and total uses are $330.1M, resulting in a nominal surplus of $0.5M.

Total sources for the FY27 Preliminary Budget are $334.6M, and total uses are $344.0M, resulting in a deficit of $9.4M. Staff proposes to draw from prior years' Measure W allocation and surpluses to balance the FY27 Preliminary Budget.

| | FY26 Preliminary Budget | FY27 Preliminary Budget |
|---|---|---|
| Total Sources | $330.6 | $334.6 |
| Total Uses | 330.1 | 344.0 |
| **Projected Surplus / (Deficit)** | **0.5** | **(9.4)** |
| Draw from Prior Years' Measure W | - | 2.0 |
| Draw from Prior Years' Surpluses | - | 7.4 |
| **Adjusted Surplus / (Deficit)** | **$0.5** | **$0.0** |

Following the proposed draw noted above, Prior Years' Surpluses account will be $2.9M in FY27.

Detailed descriptions of the operating line items are available for reference in the Appendix.

**FY26 and FY27 Capital Preliminary Budget**

The Preliminary Budget for Capital Projects is $4.7M in FY26 and $5.7M in FY27, developed from the prioritized list of projects identified in the draft CIP.

The two-year capital budget is structured in two phases. Phase 1 represents a conservative baseline focused on core District needs in state of good repair, safety and security, and critical facility improvements. Phase 2, which will be introduced through a budget amendment following the anticipated CIP adoption in the summer, will incorporate additional projects aligned with the District's long-term strategic goals. These include continued investment in zero emission transition, climate resilience projects such as sea level rise and shoreline erosion mitigation, and other major capital needs such as replacement of Building 200, modernization of IT infrastructure and cybersecurity, and improvements to bus stop and operator restrooms.

| Capital Categories | FY26 Preliminary Budget | FY27 Preliminary Budget |
|---|---|---|
| Revenue Vehicle Support | $0.6 | $0.9 |
| Non-Revenue Vehicle Support | 1.2 | 0.7 |
| Facilities / Construction | 1.5 | 3.3 |
| Safety and Security | 0.6 | - |
| Planning / Development | 0.8 | 0.8 |
| **Total** | **$4.7** | **$5.7** |

Notably, FY26 and FY27 represent the first years in which the capital budgets do not include any allocation from FY26 or FY7 operating funds. Instead, capital investments will rely solely on external funding sources and the use of existing unallocated and prior surplus fund balances. However, certain key external sources are at risk. Federal grants may be impacted by potential changes in federal policy, while state and regional funding sources remain vulnerable to broader economic uncertainty. These factors may affect both the availability and timing of future capital funding.

| Capital Sources of Funds | FY26 Preliminary Budget | FY27 Preliminary Budget |
|---|---|---|
| STA – State of Good Repair | $1.5 | $1.1 |
| District Sales Tax (Prior Years' Surpluses) | 1.3 | 1.6 |
| Measure W Sales Tax (Prior Years' Unallocated) | 1.5 | 0.6 |
| Other State / Regional | 0.4 | 2.4 |
| **Total** | **$4.7** | **$5.7** |

Detailed descriptions of the capital projects are available for reference in Attachment B and Appendix.

| | | | |
|---|---|---|---|
| Prepared By: | Cleo Liao | Manager, Budgets | 650-508-7756 |
| | Emily Wei | Budget Analyst III | 650-508-6230 |
| | Melanie Hartanto | Budget Analyst III | 650-508-6478 |

# Appendix

The following section provides detailed descriptions of Sources of Funds broken down by line items as referenced in Attachment A.

## Operating Revenue

### Passenger Fares (line 2)

Passenger Fares include farebox receipts for both Motor Bus fixed route and Paratransit programs (also referred to as "Americans with Disabilities Act (ADA) Programs"). The preliminary budgets for FY26 and FY 27 do not include any fare changes, as a fare analysis is scheduled for FY27. While recent years have shown higher percentage increases in fare revenue, this growth has largely been driven by ridership recovery following the COVID-19 pandemic and the implementation of Reimagine SamTrans. As the ridership approaches pre-pandemic levels, future growth is expected to normalize. The FY26 Preliminary Budget assumed a 2% increase from the FY25 Forecast, and the same 2% growth projected for FY27. Passenger Fares for the FY26 Preliminary Budget are estimated at $13.3 million (M) and the FY27 Preliminary Budget is $13.6M.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 2 | Passenger Fares | $ 12.7 | $ 13.0 | $ 13.3 | $ 0.3 | 2.0% | $ 13.6 | $ 0.3 | 2.0% |

### Rental Income (line 3)

The District owns its headquarters building (also known as "Central") and parcels on the El Camino Real Corridor. Rental income reflects rents from tenants using available property space. The FY26 projection assumes a 3% Consumer Price Index (CPI) increase on existing contracts and 11 months of rent from Peninsula Corridor Joint Powers Board (JPB or Caltrain) for its use of space at Central. For FY27, rental income includes nine months of rent from Caltrain, following the District's planned relocation to the new headquarters at Millbrae Gateway by the end of FY26. A formal lease agreement with Caltrain is expected to begin generating revenue in FY27. The FY26 Preliminary Budget is $2.3M, an increase of $0.6M or 33.8% compared to the FY25 Forecast. The FY27 Preliminary Budget is $3.0M, which is higher by $0.7M or 27.7% than FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 3 | Rental Income | $ 2.5 | $ 1.8 | $ 2.3 | $ 0.6 | 33.8% | $ 3.0 | $ 0.7 | 27.7% |

# Appendix

### Dumbarton Rental Income (line 4)

This revenue reflects the rental income from retailers and office tenants located along the Dumbarton Right-of-Way, which is owned by the District. The FY26 Preliminary Budget is $1.0M, which is not significantly different than the FY25 Forecast. The FY27 Preliminary Budget is $1.1M, an increase of $31,000 or 3.0% compared to the FY26 Preliminary Budget, reflecting stable lease activity and modest growth assumptions.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 4 | Dumbarton Rental Income | $ 1.0 | $ 1.0 | $ 1.0 | $ 0.0 | 2.8% | $ 1.1 | $ 0.0 | 3.0% |

### Investment Interest Income (line 5)

The District's investable funds are managed per its approved government investment policy, under the Chief Financial Officer's oversight. Investment interest income for the FY26 Preliminary Budget is $18.0M, which is projected at $2.0M or 10.1% lower than the FY25 Forecast. The FY27 Preliminary Budget is $17.2M, which is $0.7M or 4.2% lower than FY26. These reductions reflect a conservative outlook on interest rates as well as an anticipated decline in available fund balances, as the District draws down reserves to support key capital project delivery in the coming years.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 5 | Investment Interest Income | $ 20.4 | $ 20.0 | $ 18.0 | $ (2.0) | -10.1% | $ 17.2 | $ (0.7) | -4.2% |

### Advertising Income (line 6)

Advertising income is derived from advertisements placed on bus exteriors. The current advertising contract is set to expire in December 2026. The FY26 Preliminary Budget is $0.8M with assumptions based on the terms of the existing agreement. The FY27 Preliminary Budget is $0.7M, reflecting a conservative estimate under the assumptions on a new contract with potential different terms and market conditions.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 6 | Advertising Income | $ 1.0 | $ 0.8 | $ 0.8 | $ 0.0 | 0.7% | $ 0.7 | $ (0.1) | -11.0% |

### Other Income (line 7)

Other Income includes a variety of revenue sources that support District operations that consists of the following:

1. Financial support from the San Francisco Airport for Owl late-night airport bus service;
2. Reimbursement from MV Transportation for the use of the Brewster Building located in Redwood City;
3. Parking Revenues – Bay Area Rapid Transit (BART) Stations;
4. Proceeds from the sale of District assets such as revenue vehicles, non-revenue vehicles, and paratransit vans;

## Appendix

5. Online store; and
6. Amalgamated Transit Union (ATU) reimbursement for the mentorship program

Other Income for the FY26 and FY27 Preliminary Budgets is projected at $0.4M which is $0.4M or 49.8% lower than the FY25 Forecast. The FY25 Forecast includes a one-time refund from broker service related to the Millbrae Gateway headquarters. The FY24 Actual included a one-time $22.4M Caltrain Right-of-Way repayment from City and County of San Francisco (CCSF), Santa Clara Valley Transportation Authority (VTA), and Metropolitan Transportation Commission (MTC), pursuant to the 2008 Real Property Ownership Agreement (RPOA) and a Memorandum of Understanding (MOU) assigning certain rights from the District, as managing agency, to Caltrain.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 7 | Other Income | $ 23.8 | $ 0.9 | $ 0.4 | $ (0.4) | -49.8% | $ 0.4 | $ - | 0.0% |

**Agency Indirect Administration Recovery (line 8)**

Agency Indirect Administration (AIA) recovery for shared services provided by the District. In addition to providing policy direction and administration of SamTrans, the District is also the managing agency for Caltrain, San Mateo County Transportation Authority (TA), and San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA or JPA).

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 8 | Agency Indirect Administration Recovery | $ 39.7 | $ 38.7 | $ 39.0 | $ 0.3 | 0.9% | $ 39.0 | $ - | 0.0% |

**Operating Assistance**

**Proposition A Sales Tax (line 11)**

The District's original ½ cent sales tax was authorized by San Mateo County voters at the November 1974 election when the Measure to form the San Mateo County Transit District was approved. Pursuant to this authority, the District's Board of Directors acted to impose the sales tax in 1981. These funds have been collected since July 1, 1982, and provide operating revenues to cover the annual shortfall in operating revenues, local match for federal operating grants, capital programs and debt service.

The FY26 Preliminary Budget is $114.9M, an increase of $1.2M or 1% over the FY25 Forecast. This reflects a slower economic environment with lower inflation expectations and improving consumer confidence. The FY27 Preliminary Budget is $118.9M, an increase of $4.0M or 3.5% compared to FY26, anticipating continued recovery and moderate growth. Projections are developed conservatively in light of ongoing economic uncertainty.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 11 | Prop A Sales Tax | $ 115.6 | $ 113.7 | $ 114.9 | $ 1.2 | 1.0% | $ 118.9 | $ 4.0 | 3.5% |

# Appendix

**Measure W Sales Tax (line 12)**

The District's Measure W, approved by county voters in November 2018, authorized a ½ cent sales tax for a 30-year term, to be collected starting July 1, 2019 through June 30, 2049. Though the District Proposition A and Measure W each are ½-cent sales taxes, one-half of the Measure W revenues flow directly to the TA for administration in accordance with the Measure W Congestion Relief Plan, without appearing in District revenues or expenses. The District's share of Measure W funding is designated for eligible operating expenses in accordance with the Measure W Congestion Relief Plan. These include school-related services, Reimagine SamTrans initiatives, paratransit services, and other eligible operating projects that support mobility, equity and service enhancement across the county.

The FY26 Preliminary Budget is $57.4M, an increase of $0.6M or 1% over the FY25 Forecast. The FY27 Preliminary Budget is $59.4M, an increase of $2.0M or 3.5% compared to FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 12 | Measure W Sales Tax | $ 57.7 | $ 56.8 | $ 57.4 | $ 0.6 | 1.0% | $ 59.4 | $ 2.0 | 3.5% |

**Transportation Development Act (TDA) (line 13)**

Transportation Development Act (TDA) funds are derived from a ¼ cent general sales tax collected statewide for the improvement of public transportation services. Allocations are made by the Metropolitan Transportation Commission (MTC) based on a population-based formula.

The FY26 and FY27 Preliminary Budgets are based on MTC's February 2025 estimates. The FY26 Preliminary Budget is $51.8M, a decrease of $4M or 7.2% from the FY25 Forecast, reflecting a 5% reduction in MTC's estimated allocation relative to FY25 levels and exclusion of the one-time prior year carryforward included in the FY25 Forecast. The FY27 Preliminary Budget remains flat at the FY26 level. Any material changes will be incorporated into the budget amendment dependent on further MTC estimates.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 13 | Transportation Development Act (TDA) Transit Fund | $ 53.6 | $ 55.8 | $ 51.8 | $ (4.0) | -7.2% | $ 51.8 | $ - | 0.0% |

**State Transit Assistance (STA) (line 14)**

State Transit Assistance (STA) funds are derived from a tax on diesel fuel and are allocated based on the availability of funds for eligible transit operators. The MTC apportions these funds based on two formulas: a Revenue Based Formula and a Population Based Formula.

The FY26 and FY27 Preliminary Budgets are based on MTC's February 2025 estimates. The FY26 Preliminary Budget is $9.3M, a decrease of $3.4M or 26.8% from the FY25 Forecast, reflecting a 13% reduction in MTC's estimated allocation relative to FY25 levels and exclusion of the one-

## Appendix

time prior year carryforward included in the FY25 Forecast. The FY27 Preliminary Budget remains flat at the FY26 level. Any material changes will be incorporated into the budget amendment dependent on further MTC estimates.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 14 | State Transit Assistance (STA) | $ 11.4 | $ 12.7 | $ 9.3 | $ (3.4) | -26.8% | $ 9.3 | $ - | 0.0% |

### Operating Grants (line 15)

Operating grants include federal, state and regional/local funding sources that support the District's operating activities. These revenues vary from year–to-year based on funding availability, project eligibility and policy priorities. Typical sources include Regional Measure 2 bridge toll revenue, STA lifeline funds and other discretionary grants. The FY26 Preliminary Budget includes Federal Transit Administration (FTA) funding for two key planning initiatives: the Grand Boulevard Initiative Action Plan and the El Camino Real Mid-County Transit and Multimodal Plan. It is important to note that certain federal funding sources may be at risk due to potential changes in federal policies and appropriations.

The FY26 Preliminary Budget is $3.0M, an increase of $1.9M or 182.1% from the FY25 Forecast. The FY27 Preliminary Budget is $2.0M, a decrease of $1.0M or 33.9% compared to FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 15 | Operating Grants | $ 0.8 | $ 1.1 | $ 3.0 | $ 1.9 | 182.1% | $ 2.0 | $ (1.0) | -33.9% |

## American Disabilities Act Operating Assistance

### Transportation Development Act (TDA) 4.5 Redi-Wheels (line 18)

TDA revenues have traditionally funded a substantial portion of the motor bus operations, and a portion is allocated to community and paratransit agencies.

The FY26 and FY27 Preliminary Budgets are based on MTC's February 2025 estimates. The FY26 Preliminary Budget is $2.7M, a decrease of $0.2M or 8% from the FY25 Forecast, reflecting a 5% reduction in MTC's estimated allocation relative to FY25 levels and exclusion of the one-time prior year carryforward included in the FY25 Forecast. The FY27 Preliminary Budget remains flat at the FY26 level. Any material changes will be incorporated into the budget amendment dependent on further MTC estimates.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 18 | Transportation Development Act (TDA) 4.5 Redi-Wheels | $ 2.8 | $ 3.0 | $ 2.7 | $ (0.2) | -8.0% | $ 2.7 | $ - | 0.0% |

# Appendix

### STA - Paratransit (line 19)

The FY26 and FY27 Preliminary Budgets are based on MTC's February 2025 estimates. The FY26 Preliminary Budget is $1.0M, a decrease of $0.2M or 13.7% from the FY25 Forecast, reflecting a 13% reduction in MTC's estimated allocation relative to FY25 levels and exclusion of the one-time prior year carryforward included in the FY25 Forecast. The FY27 Preliminary Budget remains flat at the FY26 level. Any material changes will be incorporated into the budget amendment dependent on further MTC estimates.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 19 | State Transit Assistance (STA) - Paratransit | $ 1.1 | $ 1.2 | $ 1.0 | $ (0.2) | -13.7% | $ 1.0 | $ - | 0.0% |

### SMCTA Measure A – Redi-Wheels (line 20)

The voters of San Mateo County approved a ballot measure known as Measure A and approved a ½ cent sales tax to fund local transportation projects. In accordance with the voters approved Measure A Transportation Expenditure Plan, the TA contributes 4% of its Measure A sales tax revenues to projects assisting people with special mobility needs. The FY26 Preliminary Budget is $4.6M and the FY27 Preliminary Budget is $4.8M.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 20 | SMCTA Measure A Redi-Wheels | $ 4.7 | $ 4.5 | $ 4.6 | $ 0.0 | 1.0% | $ 4.8 | $ 0.2 | 3.5% |

### Measure M-Paratransit (line 21)

Measure M funding is from a San Mateo County $10 motor vehicle registration fee for congestion and pollution mitigation. These funds are used for expenditures relating to paratransit operations, services for seniors and veteran mobility programs. The District is expected to receive an annual amount of $1.2M in FY26, consistent with the current five-year agreement with the City/County Association of Governments of San Mateo County (C/CAG). The FY27 Preliminary Budget assumes continued funding at the same level, pending a new five-year agreement with C/CAG.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 21 | Measure M Paratransit | $ 1.2 | $ 1.2 | $ 1.2 | $ - | 0.0% | $ 1.2 | $ - | 0.0% |

# Appendix

**Operating Grants – American Disabilities Act (line 22)**

This line includes the operating grant for the FTA ADA Operating Subsidy, which supports the Redi-Wheels services. The subsidy is requested annually through the MTC Transit Capital Priorities (TCP) process. However, funding may be at risk due to current federal administration priorities. The FY26 Preliminary Budget projected to be $3.8M and the FY27 Preliminary Budget is $3.9M.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 22 | Operating Grants - American Disabilities Act | $ 2.7 | $ 3.7 | $ 3.8 | $ 0.1 | 2.0% | $ 3.9 | $ 0.1 | 2.5% |

**Multi-Modal Transit Program Operating Assistance**

**Employer SamTrans Shuttle Funds (line 25)**

The shuttle program provides free commute-hour rides to employees traveling from BART and Caltrain stations to local employer facilities. Employers share the cost of operating these shuttles. For both FY26 and FY27, employer contributions are projected at $4.6M, consistent with the FY25 Forecast. These projections assume a continuation of the current service level and cost-sharing arraignments, pending contract extension.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 25 | Employer SamTrans Shuttle Funds | $ 4.5 | $ 4.6 | $ 4.6 | $ 0.0 | 0.3% | $ 4.6 | $ - | 0.0% |

**Pass-Through to Other Agencies (line 28)**

Pass-Through funding reflects funding for local jurisdictions in support of city-operated shuttle and transportation programs. The FY25 Forecast represents the first year of a two-year agreement under Lifeline Transportation Programs Cycle 7, administered in partnership with C/CAG. Funded projects include:

- City of Daly City's Bayshore Shuttle
- City of East Palo Alto's East Bayshore Pedestrian and Cyclist Improvements
- City of Menlo Park's Crosstown Shuttle
- City of Menlo Park's Shopper Shuttle
- City of San Mateo's Get Around Senior Program
- City of South San Francisco's Free South San Francisco Outreach Enhancement Project
- County of San Mateo's North Fair Oaks Community Connections Projects

## Appendix

The FY26 Preliminary Budget assumes $1.4M Pass-Through funding, representing the second year of Cycle 7. The FY27 Preliminary Budget assumes no new funding, pending the announcement of Cycle 8 or subsequent funding rounds. There are corresponding expenses in Line 81.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 28 | Pass-Through to Other Agencies | $ - | $ 1.4 | $ 1.4 | $ 0.0 | 0.0% | $ - | $ (1.4) | -100.0% |

The following section provides detailed descriptions of Uses of Funds broken down line items as referenced in Attachment A.

**Labor**

**Wages and Benefits (line 33)**

Wages and benefits are calculated based on the approved Salary Ordinance positions, current salary levels and assumes a vacancy rate savings. The key assumptions for the FY26 and FY27 Preliminary Budgets are as follows:

- FY26 includes a 3.5% universal wage increase for non-represented employees and a 3.5% universal wage increase with equity adjustment for represented employees based on the District's current collective bargaining agreement which expires June 30, 2028.
- FY27 includes a 3.5% universal wage increase for all non-represented and represented employees.
- The FY2026 and FY2027 Preliminary Budgets include 322 Full-Time Equivalents (FTE) Bus Operators to deliver the Reimagine SamTrans service plan.
- Fringe benefit costs are projected to increase over the two years due to contractual increases.
- Fringe benefit costs are applied to actual staff wages as a rate.
- The District aggregates all estimated annual fringe benefit costs (payroll taxes; pension contributions; medical, dental and vision premiums; life insurance, long-term disability unemployment contributions and paid time off) and then divides that amount by the total projected wages for the upcoming year to arrive at a fringe benefit rate. These costs are then shared with Caltrain, TA and JPA.

# Appendix

Below is a summary of Full-Time Equivalents (FTEs) for FY26 and FY27. There are no new positions assumed for FY26 and FY27.

| | FY26 FTEs | | | | | | | | | FY27 FTEs | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Bus | Comm | Exec | Finance | IT | PCG | Planning | Safety | Total | Bus | Comm | Exec | Finance | IT | PCG | Planning | Safety | Total |
| Represented | | | | | | | | | | | | | | | | | | |
| Bus Operators (Full & Part-time) | 322.0 | | | | | | | | 322.0 | 322.0 | | | | | | | | 322.0 |
| Bus Operator Mentor Coordinator | 0.8 | | | | | | | | 0.8 | 1.0 | | | | | | | | 1.0 |
| Mechanics | 63.4 | | | | | | | | 63.4 | 63.4 | | | | | | | | 63.4 |
| Storekeepers | 7.0 | | | | | | | | 7.0 | 7.0 | | | | | | | | 7.0 |
| Utility Workers | 31.0 | | | | | | | | 31.0 | 31.0 | | | | | | | | 31.0 |
| Customer Service Reps | | 6.7 | | | | | | | 6.7 | | 6.7 | | | | | | | 6.7 |
| Receptionist | | 0.6 | | | | | | | 0.6 | | 0.6 | | | | | | | 0.6 |
| Bus Transportation Supervisors | 16.0 | | | | | | | | 16.0 | 16.0 | | | | | | | | 16.0 |
| Dispatch | 8.0 | | | | | | | | 8.0 | 8.0 | | | | | | | | 8.0 |
| Radio Controller | 3.0 | | | | | | | | 3.0 | 3.0 | | | | | | | | 3.0 |
| Bus Contract Inspector | 3.0 | | | | | | | | 3.0 | 3.0 | | | | | | | | 3.0 |
| Transit Instructors | 10.0 | | | | | | | | 10.0 | 10.0 | | | | | | | | 10.0 |
| Maintenance Instructors | 2.9 | | | | | | | | 2.9 | 2.9 | | | | | | | | 2.9 |
| Maintenance Supervisors | 6.8 | | | | | | | | 6.8 | 6.8 | | | | | | | | 6.8 |
| Utility Maintenance Supervisors | 2.0 | | | | | | | | 2.0 | 2.0 | | | | | | | | 2.0 |
| Facilities Technician | 6.0 | | | | | | | | 6.0 | 6.0 | | | | | | | | 6.0 |
| Existing Represented Operating FTEs | 481.8 | 7.3 | - | - | - | - | - | - | 489.0 | 482.0 | 7.3 | - | - | - | - | - | - | 489.3 |
| Existing Non-Represented Operating FT | 61.0 | 21.9 | 4.6 | 47.9 | 46.9 | 31.0 | 19.8 | 7.4 | 240.4 | 61.8 | 22.6 | 4.6 | 50.1 | 48.6 | 31.8 | 20.4 | 7.4 | 247.2 |
| **Total Operating FTEs** | **542.8** | **29.2** | **4.6** | **47.9** | **46.9** | **31.0** | **19.8** | **7.4** | **729.4** | **543.8** | **29.9** | **4.6** | **50.1** | **48.6** | **31.8** | **20.4** | **7.4** | **736.5** |
| Existing Capital FTEs | 11.6 | 0.9 | - | 8.4 | - | 0.8 | 1.8 | - | 23.5 | 12.3 | 1.0 | - | 8.8 | - | 0.8 | 1.8 | - | 24.5 |
| **Total Capital FTEs** | **11.6** | **0.9** | **-** | **8.4** | **-** | **0.8** | **1.8** | **-** | **23.5** | **12.3** | **1.0** | **-** | **8.8** | **-** | **0.8** | **1.8** | **-** | **24.5** |
| **Total FTEs** | **554.4** | **30.2** | **4.6** | **56.3** | **46.9** | **31.8** | **21.6** | **7.4** | **752.9** | **556.0** | **30.8** | **4.6** | **58.9** | **48.6** | **32.5** | **22.2** | **7.4** | **761.0** |

The FY26 Preliminary Budget is $131.1M, an increase of $4.5M or 3.6% compared to the FY25 Forecast. The FY27 Preliminary Budget is $137.4M, an increase of $6.4M or 4.9% than FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 33 | **Wages & Benefits** | **$ 111.0** | **$ 126.6** | **$ 131.1** | **$ 4.5** | **3.6%** | **$ 137.4** | **$ 6.4** | **4.9%** |

## Board of Directors (line 34)

The FY26 and FY27 Preliminary Budgets include $0.3M annually for Board of Directors expenses, which covers Board member compensation and benefits, travel, and related expenses. This represents an increase of $0.2M or 186.4% compared to the FY25 Forecast. The increase is primarily due to the new District policy allocating $10,000 per Board member for conference, training and travel. Additionally, costs associated with the Hyland/OnBase board agenda platform and PenMedia's services have been transferred to the Board of Directors budget from Professional Services (Line 46).

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 34 | **Board of Directors** | **$ 0.2** | **$ 0.1** | **$ 0.3** | **$ 0.2** | **186.4%** | **$ 0.3** | **$ 0.0** | **0.4%** |

## Indirect Admin and Overhead Costs - Labor (line 35)

The Indirect Administrative and Overhead Costs represent a pool of costs that cannot be directly attributed to a specific agency but are necessary to support shared services across all agencies managed or supported by the District. To ensure equitable distribution, the District

## Appendix

engaged an external consulting firm with expertise in government cost allocation to develop the Indirect Cost Allocation Plan (ICAP) methodology.

The ICAP is prepared in accordance with the principles and guidelines set forth in the Office of Management and Budget (OMB) Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" and ASMB C-10 "Cost Principles and Procedures for Developing Cost Allocation Plans and Indirect Cost Rates for Agreements with the Federal Government." This consists of labor and non-labor support functions that benefit the District, Caltrain, TA and JPA.

Examples of AIA costs include shared administrative support, such as the time charged by the Payroll Department to process the biweekly payroll or the time charged by the Human Resource Department to post recruitments on industry websites. Based on specific statistics, these costs are distributed to each department. The District initially incurs all the AIA costs and then recovers appropriate portions from each supported agency (Line 8).

This line item represents the labor portion of the AIA costs allocated to the District with a placeholder of $11.5M included in both the FY26 and FY27 Preliminary Budgets, pending finalization of the ICAP plan. A budget amendment may be brought forward once the FY27 ICAP has been completed estimated to be in spring of 2026.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| **35** | **Indirect Admin and Overhead Costs - Labor** | **$ 11.2** | **$ 13.3** | **$ 11.5** | **$ (1.8)** | **-13.3%** | **$ 11.5** | **$ -** | **0.0%** |

## Purchased Transportation

### Contracted Urban Bus (CUB) (line 38)

This line covers costs associated with the CUB service, Microtransit on-demand service, Coastside services and SamCoast services. The FY26 Preliminary Budget is $37.9M, an increase of $1.8M or 5% compared to the FY25 Forecast. The FY27 Preliminary Budget is $39.7M, an increase of $1.8M or 4.7% than FY26. The overall increase is driven by contractual increases and modest ridership growth.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| | Contracted Urban Bus Service | $ 25.1 | $ 29.3 | $ 30.4 | $ 1.1 | 3.9% | $ 31.8 | $ 1.4 | 4.7% |
| | Coastside Services | $ 2.0 | $ 2.8 | $ 3.3 | $ 0.5 | 17.9% | $ 3.5 | $ 0.2 | 6.1% |
| | Microtransit | $ 3.1 | $ 3.2 | $ 3.3 | $ 0.1 | 4.2% | $ 3.4 | $ 0.1 | 2.8% |
| | SamCoast - Pescadero | $ 0.6 | $ 0.8 | $ 0.8 | $ 0.0 | 5.9% | $ 0.9 | $ 0.1 | 9.1% |
| | La Honda - Pescadero | $ 0.0 | $ 0.1 | $ 0.1 | $ (0.0) | -0.8% | $ 0.1 | $ - | 0.0% |
| **38** | **Contracted Urban Bus Service** | **$ 30.8** | **$ 36.1** | **$ 37.9** | **$ 1.8** | **5.0%** | **$ 39.7** | **$ 1.8** | **4.7%** |

# Appendix

### Contracted American Disability Act Programs (line 39)

This line item covers cost associated with the Elderly and Disabled (Redi Wheels) service, ADA Sedan / Taxi Services and Coastside ADA service. The FY26 Preliminary Budget is $19.7M, an increase of $2.5M or 14.3% compared to the FY25 Forecast, primarily driven by 1) higher costs related to Redi-Wheels and ADA Sedan/Taxi services resulting from the recent contract extension and improved ridership recovery, and 2) lower than expected Coastside ADA services in the FY25 Forecast. The FY27 Preliminary Budget of $20.6M, an increase of $0.9M or 4.3% over FY26, attributed to 1) projected cost escalations associated with a new Redi-Wheels and ADA Sedan/Taxi contract, and 2) contractual increase for the Coastside ADA service.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| | Elderly & Disabled/Redi-Wheels | $ 8.8 | $ 11.8 | $ 11.7 | $ (0.1) | -0.4% | $ 12.2 | $ 0.5 | 4.0% |
| | ADA Sedan/Taxi Service | $ 3.2 | $ 2.9 | $ 4.3 | $ 1.4 | 47.1% | $ 4.5 | $ 0.2 | 4.0% |
| | Coastside ADA | $ 2.7 | $ 2.5 | $ 3.7 | $ 1.1 | 44.8% | $ 3.9 | $ 0.2 | 5.5% |
| **39** | **American Disability Act Prograı** | **$ 14.7** | **$ 17.2** | **$ 19.7** | **$ 2.5** | **14.3%** | **$ 20.6** | **$ 0.9** | **4.3%** |

### Contracted Multi-Modal Transit Programs – Shuttles (line 40)

This line item reflects expenses related to directly-operated and employer-operated shuttle services. The FY26 and FY27 Preliminary Budget are $7.5M each, an increase of $1.5M or 24.5% compared to the FY25 Forecast. The FY25 Forecast reflects lower-than-expected service levels, while the FY26 and FY27 Preliminary Budgets serve as placeholders pending contract extension.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| **40** | **Contracted Multi-Modal Transit Programs** | **$ 4.5** | **$ 6.0** | **$ 7.5** | **$ 1.5** | **24.5%** | **$ 7.5** | **$ -** | **0.0%** |

## Contracted Services

### Vehicle Maintenance (Contracted) (line 43)

This category includes contracted expenses for bus operations and vehicle maintenance, such as towing, welding, seat repairs, oil analysis, rolling stock repairs, mandated bus services, and other related services. The FY26 Preliminary Budget is $1.9M, an increase of $0.9M or 104.1% compared to the FY25 Forecast due to a one-time request for bus repainting and decommissioning. The FY27 Preliminary Budget is $0.9M, a decrease of $1.0M or 53.2% reflecting the removal of the FY26 one-time request.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| **43** | **Vehicle Maintenance (Contracted)** | **$ 0.8** | **$ 0.9** | **$ 1.9** | **$ 0.9** | **104.1%** | **$ 0.9** | **$ (1.0)** | **-53.2%** |

# Appendix

**Dumbarton Maintenance of Way (line 44)**
This line item reflects costs associated with maintaining the Dumbarton Right-of-Way, including landscaping, electrical maintenance and general upkeep. The FY26 and FY27 Preliminary Budgets are $0.4M each, a decrease of $0.2M or 33.1% compared to the FY25 Forecast. The higher FY25 forecast reflects increased cleanup for the unhoused and enhanced weed abatement.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 44 | Dumbarton Maintenance of Way | $ 0.1 | $ 0.5 | $ 0.4 | $ (0.2) | -33.1% | $ 0.4 | $ - | 0.0% |

**Property Maintenance** (**line 45)**
This line item includes costs associated with maintaining North Base and South Base facilities, and Central. North and South Base maintenance expenses include repair of shop equipment, preventive maintenance, repairs to mobile wheel lifts and removal of hazardous materials (i.e., bus washer sludge, waste oil, steam cleaner sludge, used oil filters, etc.). The budget also includes pest control services and other general repairs for the three facilities.

The FY26 Preliminary Budget is $4.3M, an increase of $0.8M or 23.4% over the FY25 Forecast, reflecting anticipated maintenance needs and inflationary cost pressures. The FY27 Preliminary Budget is $4.5M, an increase of $0.2M or 4.5% than FY26, including ongoing maintenance at Central following the District's relocation to the Millbrae Gateway headquarters.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 45 | Property Maintenance | $ 3.0 | $ 3.5 | $ 4.3 | $ 0.8 | 23.4% | $ 4.5 | $ 0.2 | 4.5% |

**Professional Services (line 46)**
This line item includes a wide range of legal, consulting, and specialized professional services that support the District's operations, planning efforts, and compliance with regulatory requirements. Key components include:

- Executive Legal Services, including the contract with Hanson Bridgett
- Legislative Advocacy Services for Federal and State legislative efforts
- Planning initiatives such as Grand Boulevard Initiative Action Plan, El Camino Real Mid-County Transit and Multimodal Plan, Fare Study, On-Demand and Paratransit Integration Study, Sustainability Strategic Plan
- Financial Services, including the annual audit, require actuarial reporting for Other Post-Employment Benefits (OPEB), systems contract services and on-call support
- Administrative issues related to mandated grievance and arbitration hearings, substance abuse professionals and court reporter services
- Temporary Staffing to backfill vacant positions

## Appendix

- Recruitment costs for open positions
- Safety Culture Study Implementation and Threat Vulnerability Assessment

The FY26 Preliminary Budget is $11.6M, an increase of $3.5M or 42.6% over the FY25 Forecast, primarily due to contractual cost escalations, new requests for the Grand Boulevard Initiative Action Plan, Safety Culture Study Implementation, Thread Vulnerability Assessment. Additionally, the FY25 forecast reflects updated timing and refined spending plans for certain operating projects and professional services to FY26. The FY27 Preliminary Budget is $10.6M, a decrease of $1.1M or 9.3% compared to the FY26 Preliminary Budget, reflecting alignment with projected operating project schedules.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 46 | Professional Services | $ 8.4 | $ 8.2 | $ 11.6 | $ 3.5 | 42.6% | $ 10.6 | $ (1.1) | -9.3% |

**Technical Services (line 47)**

Technical Services include costs associated with the maintenance, support, and licensing of critical technology systems across the District. Key components include:

- Bus Operators' radio system maintenance and support
- Licensing and service agreements for District-wide software applications
- Office related equipment, such as desktop computers, printers, and associated repairs

The Preliminary FY26 Budget is $8.0M, an increase of $1.4M or 21.1% compared to the FY25 Forecast, primarily driven by cost escalations and new software requests. The FY25 Forecast was lower due to planned IT subscriptions that did not materialize. The FY27 Preliminary Budget of $7.9M is not significantly different from FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 47 | Technical Services | $ 5.3 | $ 6.6 | $ 8.0 | $ 1.4 | 21.1% | $ 7.9 | $ (0.0) | -0.5% |

**Security and Law Enforcement (line 48)**

This line item includes costs associated with the District's security and law enforcement efforts, which are essential to maintaining safety across facilities and operations. Expenses include:

- Security Guard contract
- San Mateo County Sheriff Law Enforcement contract
- Closed Circuit Television (CCTV (mobile and stationary) maintenance
- Security access control and keys system maintenance

The Preliminary FY26 Budget is $6.8M, an increase of $1.6M or 31.7% compared to the FY25 Forecast. This increase reflects the extension of the current security contract through June 2026 to support expanded services at both Central and the new Millbrae Gateway headquarters. It also includes increased CCTV maintenance costs tied to the need for safeguarding and

## Appendix

monitoring during major capital projects. The FY27 Preliminary Budget is $8.0M, an increase of $1.2M or 16.9% over FY26, reflecting an anticipated cost increase under a new security guard contract following the District's relocation to Millbrae Gateway headquarters.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 48 | Security and Law Enforcement | $ 4.1 | $ 5.2 | $ 6.8 | $ 1.6 | 31.7% | $ 8.0 | $ 1.2 | 16.9% |

**Ticketing and Fare Collection (line 49)**

This line item includes costs associated with the District's fare collection systems and transit-related materials. Expenses include:

- Clipper operator charges
- Cash collection services
- Printing tickets and passes
- Printing timetables, schedules and maps

The FY26 Preliminary Budget is $1.3M, an increase of $0.1M or 11.7% compared to the FY25 Forecast. The increase is primarily due to reduced Clipper operating and maintenance costs, as MTC used interest income to subsidize a portion of Clipper 1 operational costs in FY25. The FY27 Preliminary Budget is $1.4M, an increase of $0.1M or 4.9% over FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 49 | Ticketing and Fare Collection | $ 1.2 | $ 1.2 | $ 1.3 | $ 0.1 | 11.7% | $ 1.4 | $ 0.1 | 4.9% |

**Other Services (line 50)**

This line item captures a variety of support services that contribute to the District's business operations, customer experience and community engagement that include:

- WIPRO hosting and support contract for PeopleSoft
- Sequoia Station maintenance
- Customer communication improvements
- Service alerts and customer communications
- Surveys on customer satisfaction and market studies
- On-call public relations and media monitoring services
- Interpretation and translation services to support language access

The FY26 Preliminary Budget is $4.2M, an increase of $0.4M or 10.2% compared to the FY25 Forecast, primarily driven by the new customer communication improvements and service alerts upgrades. The FY27 Preliminary Budget of $4.1M is not significantly different from FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 50 | Other Services | $ 4.3 | $ 3.8 | $ 4.2 | $ 0.4 | 10.2% | $ 4.1 | $ (0.1) | -2.4% |

# Appendix

## Materials And Supplies

### Bus Fuel and Energy (line 53)

This line item covers expenses for diesel, hydrogen, and electricity used by District-owned and operated buses, as well as gasoline for non-revenue support vehicles such as shop trucks and relief cars for bus operators. Additionally, expenses for oil and lubricants are included, based on the estimated quantities required for the fiscal year.

| | FY25 Forecast | FY26 Budget | FY27 Budget |
|---|---|---|---|
| Projected Miles | 6,842,367 | 4,987,578 | 5,137,206 |
| Price / Gallon | $ 3.05 | $ 3.21 | $ 3.21 |
| Projected Fuel Consumption - Total Gallons | 1,531,480 | 1,268,996 | 1,307,066 |
| Diesel Fuel Cost | $4,671,916 | $4,073,477 | $4,195,681 |
| Hedging | $ 10,000 | $ 10,000 | $ 10,000 |
| Total Diesel Cost | $4,681,916 | $4,083,480 | $4,205,690 |
| Projected Miles | 92,640 | 1,602,640 | 1,602,640 |
| Projected Miles/kg | 8.80 | 8.80 | 8.80 |
| Projected Price/kg | $ 8.75 | $ 8.75 | $ 9.01 |
| FCEB Fuel Loss | $ 6,766 | $ 95,813 | $ 98,687 |
| Total Hydrogen Cost | $ 98,916 | $1,689,350 | $1,740,030 |
| Projected Miles | 364,654 | 1,116,100 | 1,116,100 |
| Projected kWh/miles | 2.10 | 2.10 | 2.10 |
| Projected Price/kWh | $ 0.30 | $ 0.35 | $ 0.36 |
| Total Electricity Cost | $ 229,750 | $ 820,810 | $ 845,430 |
| Gasoline | $1,512,132 | $1,435,250 | $1,602,200 |
| Oil and Lubricants | $ 385,014 | $ 293,402 | $ 298,537 |
| Taxes | $ 578,661 | $ 499,985 | $ 514,674 |
| **Total Fuel and Electricity Cost** | $7,486,389 | $8,822,277 | $9,206,561 |
| **Total Projected Miles** | 7,299,661 | 7,706,318 | 7,855,946 |

The FY26 Preliminary Budget is $8.8M, an increase of $1.3M or 17.8% compared to the FY25 Forecast. The increase is driven by 1) a projected increase in overall service mileage due to the implementation of Reimagine SamTrans, 2) a shift in mileage towards Fuel Cell Electric Buses (FCEBs) and Battery Electric Buses (BEBs) while still maintaining significant mileage on diesel-powered buses, and 3) anticipated higher costs for both diesel fuel and electricity. The FY27 Preliminary Budget is $9.2M, an increase of $0.4M or 4.4% over FY26, reflecting anticipated increases in hydrogen and electricity costs.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 53 | Bus Fuel and Energy | $ 7.3 | $ 7.5 | $ 8.8 | $ 1.3 | 17.8% | $ 9.2 | $ 0.4 | 4.4% |

# Appendix

### Bus Parts and Materials (line 54)

This expense line covers costs associated with bus repair and replacement parts, bus maintenance tires, disposition of obsolete/surplus inventory, service and repairs for non-revenue vehicles, extending fleet longevity, small tools, and freight. The FY26 Preliminary Budget is $4.7M, an increase of $0.1M or 3% over the FY25 Forecast. The FY27 Preliminary Budget of $4.9M, which is not significantly different from FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 54 | Bus Parts and Materials | $ 4.0 | $ 4.6 | $ 4.7 | $ 0.1 | 3.0% | $ 4.9 | $ 0.1 | 2.5% |

### Uniforms and Driver Expense (line 55)

This line item reflects the District's contractual obligation to provide uniforms and personal protective equipment to represented employees. This includes items such as boots or safety shoes, insulated coveralls, rain gear, and other necessary protective gear for bus operators, mechanics, storekeepers, utility workers and supervisory/management staff. The FY26 Preliminary Budget is $0.7M, an increase of $0.2M or 44.2% compared to the FY25 Forecast, primarily due to the lower utilization in FY25, driven by vacant positions. The FY27 Preliminary Budget is not significantly different than FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 55 | Uniforms and Bus Operator Expense | $ 0.5 | $ 0.5 | $ 0.7 | $ 0.2 | 44.2% | $ 0.7 | $ 0.0 | 1.2% |

### Office Supplies / Printing (line 56)

This line item includes expenses for office furniture, computer equipment (such as laptops, monitors and tablets), and printing materials to support training programs. It also covers books and reference materials, paycheck stock and envelopes, and other office supplies such as paper, letterhead and business cards. The FY26 Preliminary Budget is $0.9M, an increase of $0.1M or 19.1% compared to the FY25 Forecast, mainly due to the increased demand for computer equipment. The FY27 Preliminary Budget is not significantly different than FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 56 | Office Supplies / Printing | $ 0.8 | $ 0.8 | $ 0.9 | $ 0.1 | 19.1% | $ 0.9 | $ (0.0) | -1.7% |

# Appendix

## Utilities

### Telecommunications (line 59)

This expense covers cell phones, data circuits and telephone services. The FY26 and FY27 Preliminary Budgets are $1.0M, reflecting an increase of $0.1M or 11.1% over the FY25 Forecast. The increase is to align the costs for telephone and cellular services with historical trends.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 59 | Telecommunication | $ 0.9 | $ 0.9 | $ 1.0 | $ 0.1 | 11.1% | $ 1.0 | $ - | 0.0% |

### Other Utilities (line 60)

This line includes costs for gas and electricity, water and sewer, and trash/refuse services. The FY26 Preliminary Budget is $2.1M, which is not significantly different from the FY25 Forecast. The FY27 Preliminary Budget is $2.3M, an increase of $0.1M or 6.0% compared to FY26, to maintain minimal operations at Central following the relocation to the Millbrae Gateway headquarters.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 60 | Other Utilities | $ 2.4 | $ 2.2 | $ 2.1 | $ (0.1) | -2.7% | $ 2.3 | $ 0.1 | 6.0% |

## Other

### Worker's Compensation (line 63)

The District is subject to a state-mandated insurance program that covers lost wages and medical treatment resulting from an employee's work-related injury. This includes insurance premiums, deductibles and legal fees. The FY26 and FY27 Preliminary Budgets are $5.2M per year based on the current actuarial report, an increase of $0.2M or 3.1% from the FY25 Forecast.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 63 | Workers Compensation | $ 4.4 | $ 5.0 | $ 5.2 | $ 0.2 | 3.1% | $ 5.2 | $ - | 0.0% |

### Insurance (line 64)

This line covers general insurance costs, including premiums, deductibles, adjustor fees, broker fees and other insurance related costs. The FY26 Preliminary Budget is $4.2M, an increase of $0.2M or 5.9% compared to the FY25 Forecast. The FY27 Preliminary Budget is $4.7M, an increase of $0.5M or 11.2% compared to FY26. Both budgets assume potential increases in premiums and include coverage for property insurance for both headquarters.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 64 | Insurance | $ 3.4 | $ 4.0 | $ 4.2 | $ 0.2 | 5.9% | $ 4.7 | $ 0.5 | 11.2% |

# Appendix

### CUB Insurance (line 65)

Insurance costs include premiums, deductibles, adjustor fees, broker fees and other insurance costs specific to the Contracted Urban Bus (CUB) services. The FY26 Preliminary Budget is $2.0M, an increase of $0.1M or 5.1% compared to the FY25 Forecast. The FY27 Preliminary Budget is $2.1M, an increase of 0.1M or 6.3% from FY26. Both budgets assume potential increases in premiums.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 65 | Contracted Urban Bus (CUB) Insurance | $ 1.6 | $ 1.9 | $ 2.0 | $ 0.1 | 5.1% | $ 2.1 | $ 0.1 | 6.3% |

### American Disabilities Act Insurance (line 66)

Insurance costs include premiums, deductibles, adjustor fees, broker fees and other insurance costs specific to the ADA related services. The FY26 Preliminary Budget is $1.7M, an increase of $0.1M or 9.0% compared to the FY25 Forecast. The FY27 Preliminary Budget is $1.9M, an increase of $0.1M or 7.2% from FY26. Both budgets assume potential increases in premiums.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 66 | American Disabilities Act Insurance | $ 1.3 | $ 1.6 | $ 1.7 | $ 0.1 | 9.0% | $ 1.9 | $ 0.1 | 7.2% |

### Claims Reserves and Payments (line 67)

This line includes claim reserves and associated legal fees. The FY26 and FY27 Preliminary Budgets are $4.6M per year based on the actuarial report, which represents a decrease of $1.4M or 23.6% compared to the FY25 Forecast. The decrease is primarily due to the one-time construction delay lawsuit for the San Carlos Transit-Oriented Development (TOD) that was included in the FY25 Forecast.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 67 | Claims Reserves and Payments | $ 1.5 | $ 6.1 | $ 4.6 | $ (1.4) | -23.6% | $ 4.6 | $ - | 0.0% |

### CUB Claims Reserves and Payments (line 68)

This includes claim reserves and payments specific to CUB Services. The FY26 and FY27 Preliminary Budgets assume zero as the contractor carries the liability for the first $5.0M. The FY25 Forecast included potential settlement for past cases.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 68 | Contracted Urban Bus (CUB) Claims Reserves & Payments | $ 5.1 | $ 1.0 | $ - | $ (1.0) | -100.0% | $ - | $ - | 0.0% |

# Appendix

### American Disabilities Act Claims Reserves and Payments (line 69)

This includes claims reserves and payments specific to ADA related services. The FY26 and FY27 Preliminary Budgets assume zero as the contractor carries the liability for the first $5.0M.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 69 | American Disabilities Act Claims Reserves & Payments | $ - | $ - | $ - | $ - | 0.0% | $ - | $ - | 0.0% |

### Promotional Advertising and Events (line 70)

This line item includes promotional advertising, promotional events and promotional merchandise for District services, as well as social media campaigns. The FY26 and FY27 Preliminary Budgets are $0.9M per year, an increase of $0.3M or 44.8% compared to the FY25 Forecast. This increase is driven by the bus and Ride Plus marketing campaign, which are supported by additional staffing capacity in FY26, as well as the District's 50th Anniversary celebrations and the customer ambassador program.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 70 | Promotional Advertising and Events | $ 0.5 | $ 0.6 | $ 0.9 | $ 0.3 | 44.8% | $ 0.9 | $ - | 0.0% |

### Banking and Transaction Fees (line 71)

This line item covers costs associated with bank fees, custody fees, debt service fees, fiscal agent fees, investment management fees and transaction fees. The FY26 Preliminary Budget is $0.5M, an increase of $0.1M or 19.1% compared to the FY25 Forecast. The FY27 Preliminary Budget of $0.5M, which is not significantly different from FY26.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 71 | Banking and Transaction Fees | $ 0.4 | $ 0.4 | $ 0.5 | $ 0.1 | 19.1% | $ 0.5 | $ 0.0 | 5.9% |

# Appendix

### Leases and Rentals (line 72)

This expense is primarily for the rental of the Pico Boulevard portable restrooms for layover areas at Daly City BART, Linda Mar Park N Ride in Pacifica, and in San Carlos and Palo Alto. The FY26 Preliminary Budget is $4.2M, an increase of $3.7M or 891.9% compared to the FY25 Forecast. The increase includes $0.3M for enhanced restroom access for bus operators at the Salesforce Transit Center and Stanford facility, and $6.8M in total rent costs for the new Millbrae Gateway headquarters – split evenly with $3.4M in FY26 (covering March to June 2026) and $3.4M in FY27 (covering July to October 2026), pending expected building procurement in November 2026. FY27 Preliminary Budget is $4.7M, an increase of $0.6M or 13.6% from FY26, including an estimated rental cost for off-site parking and six months of the Bay Area Rapid Transit (BART) ground lease rent associated with the Millbrae Gateway headquarters.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 72 | Leases and Rentals | $ 0.5 | $ 0.4 | $ 4.2 | $ 3.7 | 891.9% | $ 4.7 | $ 0.6 | 13.6% |

### Employee Programs (line 73)

This line item includes expenses for employee programs and meals for events such as town halls, Transit Employee Appreciation Day, Ride the Line, employee retirement and recognition events, Caltrain GoPass and Carpool Stipend and Tuition reimbursement. The FY26 Preliminary Budget is $1.6M, an increase of $0.3M or 23.4% from the FY25 Forecast. This increase is mainly driven by ergonomic evaluation to accommodate the Millbrae Gateway headquarters relocation, one-time upgrades for Automated External Defibrillators (AEDs) and cabinets, and underutilization of certain employee benefits in FY25. The FY27 Preliminary Budget is $1.5M, a decrease of $0.1M or 6% than FY26, reflecting the removal of the one-time AEDs and cabinets upgrade.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 73 | Employee Programs | $ 0.5 | $ 1.3 | $ 1.6 | $ 0.3 | 23.4% | $ 1.5 | $ (0.1) | -6.0% |

# Appendix

### Training and Business Travel (line 74)

This line item includes expenses for seminars and training, business travel and employee development classes. It also covers professional development expenses for American Public Transportation Association (APTA), Leadership Programs, and 360-degree employee assessments. The FY26 Preliminary Budget is $1.3M, an increase of $0.4M or 42.8% compared to the FY25 Forecast, which included a one-time request for PeopleSoft 9.2 and SharePoint training. The FY27 Preliminary Budget is $1.0M, a decrease of $0.4M or 27.9% from FY26, reflecting the removal of the one-time request from FY26. Departments have worked to reduce requests for non-essential seminars, training and business travel, aligning with the goal of cost efficiency, but operational requirements for continued professional growth have resulted in maintaining a similar overall level as the FY25 Forecast.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 74 | Training and Business Travel | $ 0.5 | $ 0.9 | $ 1.3 | $ 0.4 | 42.8% | $ 1.0 | $ (0.4) | -27.9% |

### Dues and Membership (line 75)

Dues and subscriptions include membership in American Planning Association (APA), American Public Transportation Association (APTA), San Francisco Bay Area Planning and Urban Research (SPUR), Women's Transportation Seminar (WTS), International Right of Way Association (IRWA) and National Safety Council (NSC). The FY26 and FY27 Preliminary Budgets are $0.3M each, which are not significantly different from the FY25 Forecast.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 75 | Dues and Membership | $ 0.2 | $ 0.3 | $ 0.3 | $ 0.0 | 12.4% | $ 0.3 | $ 0.0 | 3.4% |

### Other Expenses (line 76)

The line item covers postages and miscellaneous expenses that do not fall under the other categories listed above. The FY26 and FY27 Preliminary Budgets are $0.2M each, which are not significantly different from the FY25 forecast.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 76 | Other Expenses | $ 0.2 | $ 0.1 | $ 0.2 | $ 0.0 | 25.3% | $ 0.2 | $ 0.0 | 1.0% |

# Appendix

### Indirect Admin and Overhead Costs – Non-labor (line 77)

This line item represents the non-labor portion of the AIA costs allocated to the District with a placeholder of $13.1M included in both the FY26 and FY27 Preliminary Budgets, pending finalization of the ICAP plan. A budget amendment may be brought forward once the FY27 ICAP has been completed estimated to be in spring of 2026.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 77 | Indirect Admin and Overhead Costs - Nonlabor | $ 16.3 | $ 15.1 | $ 13.1 | $ (2.0) | -13.3% | $ 13.1 | $ - | 0.0% |

### Debt Service (line 80)

This line item reflects scheduled payments due, principal and interest under the District's current debt agreements. The FY26 Preliminary Budget is $18.6M, a decrease of $2.0M or 9.9% compared to the FY25 Forecast, primarily due to $0.5M in cost savings from the 2025 bond refunding and the removal of a one-time $1.4M unplanned interest payment included in the FY25 Forecast for the 2025 Refunding Bond. The FY27 Preliminary Budget is $25.8M, an increase of $7.2M or 38.7% from FY26, which includes a placeholder for debt service on the anticipated bond issuance related to the Millbrae Gateway headquarters purchase.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 80 | Debt Service | $ 19.1 | $ 20.6 | $ 18.6 | $ (2.0) | -9.9% | $ 25.8 | $ 7.2 | 38.7% |

### Pass-Through to Other Agencies (line 81)

These are the expenses corresponding to the sources in Line 28. The FY25 Forecast represents the first year of a two-year agreement under Lifeline Transportation Programs Cycle 7, administered in partnership with C/CAG. The FY26 Preliminary Budget assumes $1.4M in Pass-Through funding, representing the second year of Cycle 7. The FY27 Preliminary Budget assumes no new funding, pending the announcement of Cycle 8 or subsequent funding rounds.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 81 | Pass-Through to Other Agencies | $ - | $ 1.4 | $ 1.4 | $ 0.0 | 0.0% | $ - | $ (1.4) | -100.0% |

# Appendix

## Allocations And Contributions

### Proposition A Sales Tax Allocation – Capital Programs (line 85)

FY26 and FY27 represent the first years in which no Proposition A Sales Tax is allocated to support capital programs. Instead, capital investments will rely solely on external funding sources and the use of existing unallocated and prior surplus fund balances. This shift reflects a more sustainable capital funding strategy aligned with the District's long-term financial outlook and the anticipated adoption of the FY26 – FY35 CIP.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 85 | Prop A Sales Tax Allocation - Capital Program | $ 13.7 | $ 25.9 | $ - | | | $ - | | |

### Measure W Sales Tax Allocation – Capital Programs (line 86)

Similar to Proposition A, Measure W Sales Tax will not be used for capital support in FY26 and FY27. Instead, capital investments will rely solely on external funding sources and the use of existing unallocated and prior surplus fund balances. This shift reflects a more sustainable capital funding strategy aligned with the District's long-term financial outlook and the anticipated adoption of the FY26–FY35 CIP.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 86 | Measure W Sales Tax Allocation - Capital Program | $ 28.7 | $ 26.5 | $ - | | | $ - | | |

### Operating Reserves (line 87)

The purpose of the Operating Reserve is to accommodate normal fluctuations in the timing of revenues and unforeseen operating expenses, and the District's Policy requires that the agency maintains a minimum of three months' (25% of annual) budgeted operating expenses. If the Operating Reserve balance falls below the established level, replenishment will be budgeted for in the following fiscal year. The projected contribution to the Operating Reserve in FY26 is $5.0M to maintain compliance with the Board-approved reserve policy, bringing the projected FY26 ending balance to $66.4M. In FY27, the projected contribution is $2.4M, resulting in a projected FY27 ending balance of $68.8M.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 87 | Operating Reserve | $ 5.2 | $ 1.4 | $ 5.0 | | | $ 2.4 | | |

# Appendix

### Sales Tax Stabilization Fund (line 88)

The Sales Tax Stabilization Fund was established in FY21 to build reserves that buffer against fluctuations in sales tax revenues, recognizing the District's heavy reliance on these funds to support service levels and both Operating and Capital Budgets. Per policy, contributions to the fund were to maintain a minimum of 10% and gradually increase until reaching the greater of 35% of annual actual sales tax revenue or the largest two-year decline from a prior revenue peak. No contributions are included in the FY26 and FY27 Preliminary Budgets, as the fund is within board policy compliance.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 88 | Sales Tax Stabilization Fund | $ - | $ - | $ - | | | $ - | | |

### Capital Maintenance Reserve (line 89)

This is a new line item to establish a reserve to fund major repairs, replacement, and rehabilitation of the Millbrae Gateway headquarters, in order to maintain service reliability, ensure safety, and comply with best practices. FY27 Preliminary Budget assumes $1M, which is half of the recommended annual contribution to the reserve, reflecting the estimated timing of the building purchase in FY27. In future years the recommended contribution is $2M per year.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 89 | Capital Maintenance Reserve | $ - | $ - | $ - | | | $ 1.0 | | |

### Reserves for Future Capital Allocation – Headquarter (line 90)

Similar to Proposition A and Measure W Sales Tax, no operating sources are allocated to support capital programs in FY26 and FY27. The FY24 Reserve was utilized to support the Millbrae Gateway headquarters capital project.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 90 | Reserves for Future Capital Allocation - Headquarters | $ 23.3 | $ - | $ - | | | $ - | | |

### Reserves for Future Measure W Allocation (line 91)

The FY26 and FY27 Preliminary Budgets are projected to utilize all the Measure W Sales Tax revenues to support eligible operating expenses. As a result, no remaining funds are expected to be set aside in reserve for future allocation.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 91 | Reserves for Future Measure W Allocations | $ 15.1 | $ 9.2 | $ - | | | $ - | | |

# Appendix

**Unapplied Dumbarton Rental Income for Future Dumbarton Maintenance of Way (line 92)**
This line reflects the remaining Dumbarton rental income (line 4) after deducting Dumbarton Maintenance of Way expenses (line 44). These funds are restricted and may only be used for future Dumbarton Maintenance of Way activities.

| | $ In Millions | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIM BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIM BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| 92 | Unapplied Dumbarton Rental Income for Future Dumbarton Maintenance of Way | $ - | $ 0.5 | $ 0.7 | | | $ 0.7 | | |

The following section provides detailed descriptions of the preliminary capital projects as referenced in Attachment B.

**Revenue Vehicle Replacement / Support: $606,520 (FY26) and $864,846 (FY27)**
Major Bus Components
This project consists of purchases of new and rebuilt parts. Major Bus Components include parts that have a unit price of $5,000 or more that are not included in the operating budget.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| Project Title | Item # | Prelim Budget | Item # | Prelim Budget |
| Major Bus Components | 1.1 | 606,520 | 1.1 | 864,846 |

**Non-Revenue Vehicle Replacement / Support: $1,238,585 (FY26) and $726,305 (FY27)**
Maintenance Equipment
This project is to procure emergency dirt bikes, electric carts, medium duty floor jacks, electric pallet jacks, Electric Vehicle (EV) tool storage, advance diagnostic reader, generators and hot pressure washer skid for maintenance shop equipment that have exceeded useful life or are needed to support maintenance of new buses and equipment.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| Project Title | Item # | Prelim Budget | Item # | Prelim Budget |
| Maintenance Equipment | 2.2 | 759,353 | 2.2 | 194,256 |

Replacement Non-Revenue Service Support Vehicles
In FY26, this project will fund the replacements for (10) 2016 Toyota Sienna and (3) 2016 Ford Fusions. and In FY27, (4) 2017 Ford F250 Facilities Maintenance Trucks, (2) 2017 Ford F350 Maintenance shop trucks, (1) 2017 Ford F350 Flat Bed and (1) 2019 Ford Transit 150 van will be replaced. The new clean emission vehicles will help the District to reduce greenhouse gas emissions. Due to pandemic-related shortages and limited availability, the specific make and model for the replacements have not yet been determined.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| Project Title | Item # | Prelim Budget | Item # | Prelim Budget |
| Replacement Non-Rev Svc Support Vehicles | 2.3 | 479,232 | 2.3 | 532,049 |

# Appendix

**Facilities / Construction: $1,533,300 (FY26) and $3,363,000 (FY27)**

Brewster Office Trailers and Furnishings

This project will relocate two existing office trailers and furnish two new trailers with office furniture to accommodate District staff at Brewster to support CUB/Paratransit operations over a period of 7-10 years.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Brewster Office Trailers and Furnishings | 3.4 | 136,800 | - | - |

Concrete Replacement at North Base, South Base, and Sequoia Station

This project is to fund the annual replacement of deteriorating concrete at District facilities.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Concrete Replacement at NB, SB, and Sequoia Station | 3.5 | 342,000 | 3.4 | 342,000 |

North Base and South Base Steam Bay Hydraulic Lines

This project will assess approximately eight hydraulic lifts located at North Base and South Base 'steam bay'. The scope includes evaluating equipment functionality, environment conditions, and developing a prioritized repair or replacement strategy. Based on findings, staff may recommend decommissioning existing in-ground hydraulic lifts in favor of surface-mounted scissor lifts, if deemed more efficient or cost effective.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| NB and SB Steam Bay Hydraulic Lines | 3.6 | 256,500 | 3.5 | 256,500 |

Replace North Base Underground Utilities

This project will fund the replacement of utility infrastructure, such as electrical and related systems, at North Base that has been damaged due to prolonged saltwater intrusion. The corrosion has led to increasing safety risks and environmental concerns, prompting the need for proactive upgrades to ensure continued safe and compliant operations.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Replace NB Underground Utilities | 3.7 | 342,000 | 3.6 | 2,280,000 |

## Appendix

North Base Sewer Line: Assess, Repair, and/or Replace

This project budgets for site assessment, environmental remediation, and the repair and/or replacement of the sewer line at North Base. The existing connection to the city sewer, in service since 1984, shows signs of corrosion, likely caused by shallow, salty groundwater, posing potential health and safety risks. A thorough assessment is required, with replacement of the line expected to be a likely outcome.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| North Base Sewer Line: Assess, Repair, and/or Replace | 3.8 | 114,000 | 3.7 | 256,500 |

North Base and South Base In-shop Hydraulic Lifts

This project will assess 56 in-shop hydraulic lifts at North and South Base. Scope includes evaluating equipment functionality, environmental conditions, and developing a prioritized repair/replacement strategy, followed by construction implementation.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| NB and SB In-shop Hydraulic Lifts | 3.9 | 342,000 | 3.8 | 228,000 |

**Safety and Security: $570,000 (FY26)**

Base Security

This project will implement engineering controls to enhance base security, including electronic gate access for vehicles and pedestrians, key card access for all building entry points and off-site restrooms, as well as improvements to lighting, perimeter fencing, and installation of new CCTV systems.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Base Security | 6.10 | 285,000 | - | - |

Security Assessment at SamTrans Bases

This project is to fund a consultant to conduct a comprehensive threat and vulnerability assessment at bases and facilities, and to develop a security plan that includes upgrades and/or installation of additional CCTV cameras, lighting, and physical security structures such as gates and locks. The assessment will also evaluate potential cyber threats.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Security Assessment at SamTrans Bases | 6.11 | 285,000 | - | - |

# Appendix

**Planning / Development: $750,000 (FY26) and $750,000 (FY27)**

Capital Contingency Fund

This project provides funding for unforeseen capital expenditures such as urgent requests/emergencies, and/or seed funds for studies that need to be done immediately.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Capital Contingency Fund | 7.12 | 250,000 | 7.9 | 250,000 |

Capital Program Management

This project provides funding for programs and project controls support, including monitoring project performance and delivery.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Capital Program Management | 7.13 | 250,000 | 7.10 | 250,000 |

Capital Project Development

This project provides funding for activities that include but are not limited to capital budget and programming process, grant development and development of capital program management systems.

| | | FY26 | | FY27 |
|---|---|---|---|---|
| **Project Title** | **Item #** | **Prelim Budget** | **Item #** | **Prelim Budget** |
| Capital Project Development | 7.14 | 250,000 | 7.11 | 250,000 |

ATTACHMENT A

**SAN MATEO COUNTY TRANSIT DISTRICT**
**FISCAL YEAR 2026 AND 2027 PRELIMINARY BUDGETS**

| | | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIMINARY BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIMINARY BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| | | A | B | C | D = C - B | E = D / B | F | G = F - C | H = G / C |
| 1 | **SOURCES** | | | | | | | | |
| 2 | Passenger Fares | 12,719,405 | 13,043,024 | 13,303,885 | 260,860 | 2.0% | 13,569,962 | 266,078 | 2.0% |
| 3 | Rental Income | 2,461,188 | 1,754,084 | 2,347,456 | 593,372 | 33.8% | 2,997,781 | 650,325 | 27.7% |
| 4 | Dumbarton Rental Income | 974,196 | 1,019,477 | 1,048,333 | 28,856 | 2.8% | 1,079,783 | 31,450 | 3.0% |
| 5 | Investment Interest Income | 20,361,290 | 19,975,223 | 17,959,903 | (2,015,320) | -10.1% | 17,210,620 | (749,283) | -4.2% |
| 6 | Advertising Income | 1,041,751 | 767,500 | 772,500 | 5,000 | 0.7% | 687,500 | (85,000) | -11.0% |
| 7 | Other Income | 23,818,431 | 884,735 | 444,503 | (440,232) | -49.8% | 444,503 | - | 0.0% |
| 8 | Agency Indirect Administration Recovery | 39,673,381 | 38,670,000 | 38,998,887 | 328,887 | 0.9% | 38,998,887 | - | 0.0% |
| 9 | **Subtotal: Operating Revenue** | **101,049,642** | **76,114,043** | **74,875,467** | **(1,238,577)** | **-1.6%** | **74,989,037** | **113,570** | **0.2%** |
| 10 | | | | | | | | | |
| 11 | Prop A Sales Tax | 115,574,416 | 113,681,341 | 114,856,000 | 1,174,659 | 1.0% | 118,889,000 | 4,033,000 | 3.5% |
| 12 | Measure W Sales Tax | 57,683,704 | 56,840,671 | 57,428,000 | 587,330 | 1.0% | 59,444,500 | 2,016,500 | 3.5% |
| 13 | Transportation Development Act (TDA) Transit F | 53,593,748 | 55,801,968 | 51,792,728 | (4,009,240) | -7.2% | 51,792,728 | - | 0.0% |
| 14 | State Transit Assistance (STA) | 11,386,584 | 12,748,878 | 9,330,152 | (3,418,726) | -26.8% | 9,330,152 | - | 0.0% |
| 15 | Operating Grants | 752,409 | 1,069,968 | 3,018,750 | 1,948,782 | 182.1% | 1,996,750 | (1,022,000) | -33.9% |
| 16 | **Subtotal: Operating Assistance** | **238,990,861** | **240,142,826** | **236,425,630** | **(3,717,196)** | **-1.5%** | **241,453,130** | **5,027,500** | **2.1%** |
| 17 | | | | | | | | | |
| 18 | Transportation Development Act (TDA) 4.5 Redi | 2,820,723 | 2,964,268 | 2,725,933 | (238,335) | -8.0% | 2,725,933 | - | 0.0% |
| 19 | State Transit Assistance (STA) - Paratransit | 1,066,735 | 1,172,462 | 1,011,412 | (161,050) | -13.7% | 1,011,412 | - | 0.0% |
| 20 | SMCTA Measure A Redi-Wheels | 4,650,560 | 4,547,254 | 4,594,240 | 46,986 | 1.0% | 4,755,560 | 161,320 | 3.5% |
| 21 | Measure M Paratransit | 1,200,000 | 1,200,000 | 1,200,000 | - | 0.0% | 1,200,000 | - | 0.0% |
| 22 | Operating Grants - American Disabilities Act | 2,670,773 | 3,736,750 | 3,812,197 | 75,447 | 2.0% | 3,909,111 | 96,914 | 2.5% |
| 23 | **Subtotal: American Disabilities Act Operating A** | **12,408,791** | **13,620,734** | **13,343,782** | **(276,952)** | **-2.0%** | **13,602,016** | **258,234** | **1.9%** |
| 24 | | | | | | | | | |
| 25 | Employer SamTrans Shuttle Funds | 4,481,205 | 4,591,640 | 4,603,800 | 12,160 | 0.3% | 4,603,800 | - | 0.0% |
| 26 | **Subtotal: Multi-Modal Transit Program Operati** | **4,481,205** | **4,591,640** | **4,603,800** | **12,160** | **0.3%** | **4,603,800** | **-** | **0.0%** |
| 27 | | | | | | | | | |
| 28 | Pass-Through to Other Agencies | - | 1,355,787 | 1,355,788 | 1 | 0.0% | - | (1,355,788) | -100.0% |
| 29 | | | | | | | | | |
| 30 | **TOTAL - SOURCES** | **356,930,499** | **335,825,030** | **330,604,467** | **(5,220,563)** | **-1.6%** | **334,647,982** | **4,043,516** | **1.2%** |
| 31 | | | | | | | | | |
| 32 | **USES** | | | | | | | | |
| 33 | Wages & Benefits | 110,999,783 | 126,566,654 | 131,069,399 | 4,502,745 | 3.6% | 137,427,273 | 6,357,874 | 4.9% |
| 34 | Board of Directors | 155,283 | 92,987 | 266,317 | 173,330 | 186.4% | 267,317 | 1,000 | 0.4% |
| 35 | Indirect Admin and Overhead Costs - Labor | 11,174,818 | 13,250,000 | 11,487,856 | (1,762,144) | -13.3% | 11,487,856 | - | 0.0% |
| 36 | **Subtotal: Labor** | **122,329,884** | **139,909,641** | **142,823,572** | **2,913,931** | **2.1%** | **149,182,446** | **6,358,874** | **4.5%** |
| 37 | | | | | | | | | |
| 38 | Contracted Urban Bus Service | 30,816,422 | 36,088,024 | 37,898,600 | 1,810,576 | 5.0% | 39,681,600 | 1,783,000 | 4.7% |
| 39 | Contracted American Disability Act Programs | 14,718,044 | 17,247,597 | 19,708,000 | 2,460,403 | 14.3% | 20,550,720 | 842,720 | 4.3% |
| 40 | Contracted Multi-Modal Transit Programs | 4,535,159 | 6,002,500 | 7,475,442 | 1,472,942 | 24.5% | 7,475,442 | - | 0.0% |
| 41 | **Non-Labor Subtotal - Purchased Transportation** | **50,069,624** | **59,338,121** | **65,082,042** | **5,743,921** | **9.7%** | **67,707,762** | **2,625,720** | **4.0%** |
| 42 | | | | | | | | | |
| 43 | Vehicle Maintenance (Contracted) | 795,821 | 912,263 | 1,862,156 | 949,893 | 104.1% | 871,019 | (991,137) | -53.2% |
| 44 | Dumbarton Maintenance of Way | 118,138 | 523,000 | 350,000 | (173,000) | -33.1% | 350,000 | - | 0.0% |
| 45 | Property Maintenance | 2,956,926 | 3,467,770 | 4,280,291 | 812,521 | 23.4% | 4,472,707 | 192,416 | 4.5% |
| 46 | Professional Services | 8,427,170 | 8,166,258 | 11,645,300 | 3,479,042 | 42.6% | 10,559,500 | (1,085,800) | -9.3% |
| 47 | Technical Services | 5,316,018 | 6,592,166 | 7,980,599 | 1,388,433 | 21.1% | 7,939,074 | (41,525) | -0.5% |
| 48 | Security and Law Enforcement | 4,062,068 | 5,187,540 | 6,832,608 | 1,645,068 | 31.7% | 7,986,444 | 1,153,836 | 16.9% |
| 49 | Ticketing and Fare Collection | 1,228,345 | 1,204,871 | 1,346,357 | 141,486 | 11.7% | 1,412,105 | 65,748 | 4.9% |
| 50 | Other Services | 4,287,926 | 3,819,002 | 4,210,120 | 391,118 | 10.2% | 4,109,661 | (100,459) | -2.4% |
| 51 | **Non-Labor Subtotal: Contracted Services** | **27,192,413** | **29,872,870** | **38,507,431** | **8,634,561** | **28.9%** | **37,700,510** | **(806,921)** | **-2.1%** |
| 52 | | | | | | | | | |
| 53 | Bus Fuel and Energy | 7,250,812 | 7,486,389 | 8,822,277 | 1,335,888 | 17.8% | 9,206,561 | 384,284 | 4.4% |
| 54 | Bus Parts and Materials | 4,040,217 | 4,595,810 | 4,731,809 | 135,999 | 3.0% | 4,850,730 | 118,921 | 2.5% |
| 55 | Uniforms and Bus Operator Expense | 482,653 | 479,615 | 691,478 | 211,863 | 44.2% | 699,743 | 8,265 | 1.2% |
| 56 | Office Supplies / Printing | 804,143 | 779,787 | 928,904 | 149,117 | 19.1% | 912,968 | (15,936) | -1.7% |
| 57 | **Non-Labor Subtotal: Materials & Supplies** | **12,577,825** | **13,341,601** | **15,174,468** | **1,832,867** | **13.7%** | **15,670,002** | **495,534** | **3.3%** |
| 58 | | | | | | | | | |
| 59 | Telecommunication | 937,233 | 862,524 | 958,400 | 95,876 | 11.1% | 958,400 | - | 0.0% |
| 60 | Other Utilities | 2,398,898 | 2,202,500 | 2,142,237 | (60,263) | -2.7% | 2,271,782 | 129,545 | 6.0% |
| 61 | **Non-Labor Subtotal: Utilities** | **3,336,131** | **3,065,024** | **3,100,637** | **35,613** | **1.2%** | **3,230,182** | **129,545** | **4.2%** |
| 62 | | | | | | | | | |

**SAN MATEO COUNTY TRANSIT DISTRICT**
**FISCAL YEAR 2026 AND 2027 PRELIMINARY BUDGETS**

| | | FY24 ACTUAL | FY25 FORECAST | FY26 PRELIMINARY BUDGET | FY26 vs FY25 $ CHANGE | FY26 vs FY25 % CHANGE | FY27 PRELIMINARY BUDGET | FY27 vs FY26 $ CHANGE | FY27 vs FY26 % CHANGE |
|---|---|---|---|---|---|---|---|---|---|
| | | A | B | C | D = C - B | E = D / B | F | G = F - C | H = G / C |
| 63 | Workers Compensation | 4,352,891 | 5,017,476 | 5,174,476 | 157,000 | 3.1% | 5,174,476 | - | 0.0% |
| 64 | Insurance | 3,382,554 | 3,966,913 | 4,199,896 | 232,983 | 5.9% | 4,668,452 | 468,556 | 11.2% |
| 65 | Contracted Urban Bus (CUB) Insurance | 1,574,418 | 1,887,816 | 1,985,000 | 97,184 | 5.1% | 2,110,000 | 125,000 | 6.3% |
| 66 | American Disabilities Act Insurance | 1,323,784 | 1,591,774 | 1,735,000 | 143,226 | 9.0% | 1,860,000 | 125,000 | 7.2% |
| 67 | Claims Reserves and Payments | 1,529,012 | 6,050,000 | 4,625,000 | (1,425,000) | -23.6% | 4,625,000 | - | 0.0% |
| 68 | Contracted Urban Bus (CUB) Claims Reserves & | 5,082,280 | 1,000,000 | - | (1,000,000) | -100.0% | - | - | 0.0% |
| 69 | American Disabilities Act Claims Reserves & Pay | - | - | - | - | 0.0% | - | - | 0.0% |
| 70 | Promotional Advertising and Events | 491,563 | 592,601 | 858,204 | 265,603 | 44.8% | 858,204 | - | 0.0% |
| 71 | Banking and Transaction Fees | 354,423 | 427,000 | 508,500 | 81,500 | 19.1% | 538,500 | 30,000 | 5.9% |
| 72 | Leases and Rentals | 494,565 | 419,461 | 4,160,573 | 3,741,112 | 891.9% | 4,725,573 | 565,000 | 13.6% |
| 73 | Employee Programs | 531,663 | 1,307,726 | 1,613,335 | 305,609 | 23.4% | 1,517,335 | (96,000) | -6.0% |
| 74 | Training and Business Travel | 502,464 | 944,638 | 1,348,996 | 404,358 | 42.8% | 971,971 | (377,025) | -27.9% |
| 75 | Dues and Membership | 198,771 | 287,111 | 322,850 | 35,739 | 12.4% | 333,905 | 11,055 | 3.4% |
| 76 | Other Expenses | 167,979 | 144,251 | 180,720 | 36,469 | 25.3% | 182,514 | 1,794 | 1.0% |
| 77 | Indirect Admin and Overhead Costs - Nonlabor | 16,335,183 | 15,060,000 | 13,052,377 | (2,007,623) | -13.3% | 13,052,377 | - | 0.0% |
| 78 | **Non-Labor Subtotal: Other** | **36,321,552** | **38,696,767** | **39,764,927** | **1,068,160** | **2.8%** | **40,618,307** | **853,380** | **2.1%** |
| 79 | | | | | | | | | |
| 80 | Debt Service | 19,142,898 | 20,633,309 | 18,595,250 | (2,038,059) | -9.9% | 25,787,842 | 7,192,592 | 38.7% |
| 81 | Pass-Through to Other Agencies | | 1,355,787 | 1,355,788 | 1 | 0.0% | - | (1,355,788) | -100.0% |
| 82 | | | | | | | | | |
| 83 | **TOTAL - OPERATING USES** | **270,970,327** | **306,213,119** | **324,404,115** | **18,190,995** | **5.9%** | **339,897,051** | **15,492,937** | **4.8%** |
| 84 | | | | | | | | | |
| 85 | Prop A Sales Tax Allocation - Capital Program | 13,697,076 | 25,906,722 | | | | | | |
| 86 | Measure W Sales Tax Allocation - Capital Progra | 28,722,572 | 26,451,715 | | | | | | |
| 87 | Operating Reserve | 5,200,000 | 1,141,931 | 4,975,042 | | | 2,414,033 | | |
| 88 | Sales Tax Stabilization Fund | | | | | | | | |
| 89 | Capital Maintenance Reserve | | | | | | 1,000,000 | | |
| 90 | Reserves for Future Capital Allocation - Headqua | 23,261,476 | | | | | | | |
| 91 | Reserves for Future Measure W Allocations | 15,079,047 | 4,443,496 | | | | | | |
| 92 | Unapplied Dumbarton Rental Income for Future Dumbarton Maintenance of Way | | 496,477 | 698,333 | | | 729,783 | | |
| 93 | **Subtotal - Allocations & Contributions** | **85,960,172** | **58,440,341** | **5,673,375** | | | **4,143,816** | | |
| 94 | | | | | | | | | |
| 95 | **TOTAL - USES** | **356,930,498** | **364,653,460** | **330,077,489** | **(34,575,971)** | **-9.5%** | **344,040,867** | **13,963,378** | **4.2%** |
| 96 | **SURPLUS/(DEFICIT)** | **0** | **(28,828,430)** | **526,977** | | | **(9,392,885)** | | |
| 97 | **Draw from Prior Year's Measure W** | | | | | | **2,000,000** | | |
| 98 | **Draw from Prior Years' Surpluses** | **(0)** | **28,828,430** | | | | **7,392,885** | | |
| 99 | **ADJUSTED SURPLUS/(DEFICIT)** | **-** | **-** | **526,977** | | | **-** | | |

**Note:**
This statement does not include costs related to wages and benefits, including the associated CalPERS and Retiree Medical Benefits incurred by the District on behalf of Caltrain, TA, SMCEL-JPA, and District's Capital wages and benefits

samTrans

**San Mateo County Transit District**

**Fiscal Year 2026 Preliminary Capital Budget**

**ATTACHMENT B**
**May 2025**

| | | PROJECT TITLE | PROJECT DESCRIPTION / SCOPE | FY26 Preliminary | FUNDING | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | STA SOGR | District Sales Tax (Prior Years' Surpluses) | Measure W Sales Tax (Prior Years' Unallocated) | Other State/Regional |
| 1 | **REVENUE VEHICLE REPLACEMENT / SUPPORT** | | | | | | | |
| | 1 | Major Bus Components | Purchase new or rebuilt bus parts not accounted for in the operating budget and that exceed $5,000. | $ 606,520 | | $ - | $ 606,520 | |
| | | **Subtotal** | | **$ 606,520** | **$ -** | **$ -** | **$ 606,520** | **$ -** |
| 2 | **NON-REVENUE VEHICLE REPLACEMENT / SUPPORT** | | | | | | | |
| | 2 | Maintenance Equipment | Procurement of key maintenance equipment, including electric carts, vehicle lifts, diagnostic tools, EV-specific tooling, and safety systems, to replace outdated assets and support maintenance operations for both existing and new bus fleets, including zero-emission vehicles. | $ 759,353 | $ 759,353 | | | |
| | 3 | Replacement Non-Rev Svc Support Vehicles | Replace (10) 2016 Toyota Siennas and (3) 2016 Ford Fusions with newer hybrid vehicle technology to help the District reduce green house gas emissions. | $ 479,232 | $ 261,847 | | | $ 217,385 |
| | | **Subtotal** | | **$ 1,238,585** | **$ 1,021,200** | **$ -** | **$ -** | **$ 217,385** |
| 3 | **FACILITIES / CONSTRUCTION** | | | | | | | |
| | 4 | Brewster Office Trailers and Furnishings | Relocate two existing office trailers and furnish two new trailers with office furniture to accommodate District staff at Brewster, supporting CUB/Paratransit operations over a period of 7-10 years. | $ 136,800 | $ 136,800 | | | |
| | 5 | Concrete Replacement at NB, SB, and Sequoia Station | Replace failed concrete at District properties. | $ 342,000 | $ 342,000 | | | |
| | 6 | NB and SB Steam Bay Hydraulic Lines | Assess eight (8) hydraulic lifts at North and South Base steam bays, including equipment functionality and environmental conditions. The review will inform a repair/replacement strategy, which may include replacing in-ground lifts with surface-mounted scissor lifts if warranted. | $ 256,500 | | | $ 205,200 | $ 51,300 |
| | 7 | Replace NB Underground Utilities | Replace corroded utilities (e.g., electrical system) at North Base caused by saltwater intrusion, currently pose safety and environmental risks. | $ 342,000 | | | $ 273,600 | $ 68,400 |
| | 8 | North Base Sewer Line: Assess, Repair, and/or Replace | Assess and remediate the corroded North Base sewer line, in service since 1984, due to saltwater intrusion. Replace the line if necessary to address health and safety risks. | $ 114,000 | | | $ 91,200 | $ 22,800 |
| | 9 | NB and SB In-shop Hydraulic Lifts | Assess 56 in-shop hydraulic lifts at North and South Base to determine condition and develop a repair/replacement strategy. | $ 342,000 | | | $ 273,600 | $ 68,400 |
| | | **Subtotal** | | **$ 1,533,300** | **$ 478,800** | **$ -** | **$ 843,600** | **$ 210,900** |
| 4 | **INFRASTRUCTURE** | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | **Subtotal** | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| 5 | **INFORMATION TECHNOLOGY / ITS** | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | **Subtotal** | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| 6 | **SAFETY AND SECURITY** | | | | | | | |
| | 10 | Base Security | Implement engineering controls to enhance base security, including electronic gate access, key card entry for buildings and off-site restrooms, upgraded lighting, perimeter fencing, and new CCTV systems. | $ 285,000 | | $ 285,000 | | |
| | 11 | Security Assessment at SamTrans Bases | Fund a consultant to conduct a threat and vulnerability assessment and develop a security plan, including upgrades to CCTV, lighting, gates, locks, and evaluation of cyber threats. | $ 285,000 | | $ 285,000 | | |
| | | **Subtotal** | | **$ 570,000** | **$ -** | **$ 570,000** | **$ -** | **$ -** |
| 7 | **PLANNING / DEVELOPMENT** | | | | | | | |
| | 12 | Capital Contingency Fund | Fund unforeseen capital expenditures such as urgent requests/emergencies, and/or seed funds for studies that need to be done immediately. | $ 250,000 | | $ 250,000 | | |
| | 13 | Capital Program Management | Fund for programs and project controls support, including monitoring project performance and delivery. | $ 250,000 | | $ 250,000 | | |
| | 14 | Capital Project Development | Fund activities that include but are not limited to capital budget and programming process, grant development, and development of capital program management systems. | $ 250,000 | | $ 250,000 | | |
| | | **Subtotal** | | **$ 750,000** | **$ -** | **$ 750,000** | **$ -** | **$ -** |
| | | **GRAND TOTAL** | | **$ 4,698,405** | **$ 1,500,000** | **$ 1,320,000** | **$ 1,450,120** | **$ 428,285** |

samTrans

**ATTACHMENT B**
**May 2025**

## *San Mateo County Transit District*

## *Fiscal Year 2027 Preliminary Capital Budget*

| | | PROJECT TITLE | PROJECT DESCRIPTION / SCOPE | FY27 Preliminary | FUNDING | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | STA SOGR | District Sales Tax (Prior Years' Surpluses) | Measure W Sales Tax (Prior Years' Unallocated) | Other State/Regional |
| 1 | **REVENUE VEHICLE REPLACEMENT / SUPPORT** | | | | | | | |
| | 1 | Major Bus Components | Purchase new or rebuilt bus parts not accounted for in the operating budget and that exceed $5,000. | $ 864,846 | | $ 864,846 | | |
| | | **Subtotal** | | **$ 864,846** | **$ -** | **$ 864,846** | **$ -** | **$ -** |
| 2 | **NON-REVENUE VEHICLE REPLACEMENT / SUPPORT** | | | | | | | |
| | 2 | Maintenance Equipment | Procurement of key maintenance equipment, including electric carts, vehicle lifts, diagnostic tools, EV-specific tooling, and safety systems, to replace outdated assets and support maintenance operations for both existing and new bus fleets, including zero-emission vehicles. | $ 194,256 | $ 194,256 | | | |
| | 3 | Replacement Non-Rev Svc Support Vehicles | Replace (4) 2017 Ford F250 Facilities Maintenance Trucks, (2) 2017 Ford F350 Maintenance shop trucks, (1) 2017 Ford F350 Flat Bed and (1) 2019 Ford Transit 150 service van to newer and cleaner emission vehicle technology to help the District reduce greenhouse gas emissions. All vehicles are projected to exceed 150,000 miles by the planned replacement date based on current usage trends. | $ 532,049 | $ 532,049 | | | |
| | | **Subtotal** | | **$ 726,305** | **$ 726,305** | **$ -** | **$ -** | **$ -** |
| 3 | **FACILITIES / CONSTRUCTION** | | | | | | | |
| | 4 | Concrete Replacement at NB, SB, and Sequoia Station | Replace failed concrete at District properties. | $ 342,000 | $ 342,000 | | | |
| | 5 | NB and SB Steam Bay Hydraulic Lines | Assess eight (8) hydraulic lifts at North and South Base steam bays, including equipment functionality and environmental conditions. The review will inform a repair/replacement strategy, which may include replacing in-ground lifts with surface-mounted scissor lifts if warranted. | $ 256,500 | | | $ 64,125 | $ 192,375 |
| | 6 | Replace NB Underground Utilities | Replace corroded utilities (e.g., electrical system) at North Base caused by saltwater intrusion, currently pose safety and environmental risks. | $ 2,280,000 | | | $ 456,000 | $ 1,824,000 |
| | 7 | North Base Sewer Line: Assess, Repair, and/or Replace | Assess and remediate the corroded North Base sewer line, in service since 1984, due to saltwater intrusion. Replace the line if necessary to address health and safety risks. | $ 256,500 | | | $ 51,300 | $ 205,200 |
| | 8 | NB and SB In-shop Hydraulic Lifts | Assess 56 in-shop hydraulic lifts at North and South Base to determine condition and develop a repair/replacement strategy. | $ 228,000 | | | $ 45,600 | $ 182,400 |
| | | **Subtotal** | | **$ 3,363,000** | **$ 342,000** | **$ -** | **$ 617,025** | **$ 2,403,975** |
| 4 | **INFRASTRUCTURE** | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | **Subtotal** | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| 5 | **INFORMATION TECHNOLOGY / ITS** | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | **Subtotal** | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| 6 | **SAFETY AND SECURITY** | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | **Subtotal** | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| 7 | **PLANNING / DEVELOPMENT** | | | | | | | |
| | 9 | Capital Contingency Fund | Fund unforeseen capital expenditures such as urgent requests/emergencies, and/or seed funds for studies that need to be done immediately. | $ 250,000 | | $ 250,000 | | |
| | 10 | Capital Program Management | Fund for programs and project controls support, including monitoring project performance and delivery. | $ 250,000 | | $ 250,000 | | |
| | 11 | Capital Project Development | Fund activities that include but are not limited to capital budget and programming process, grant development, and development of capital program management systems. | $ 250,000 | | $ 250,000 | | |
| | | **Subtotal** | | **$ 750,000** | **$ -** | **$ 750,000** | **$ -** | **$ -** |
| | | **GRAND TOTAL** | | **$ 5,704,151** | **$ 1,068,305** | **$ 1,614,846** | **$ 617,025** | **$ 2,403,975** |

# FY26 and FY27 Preliminary Budgets



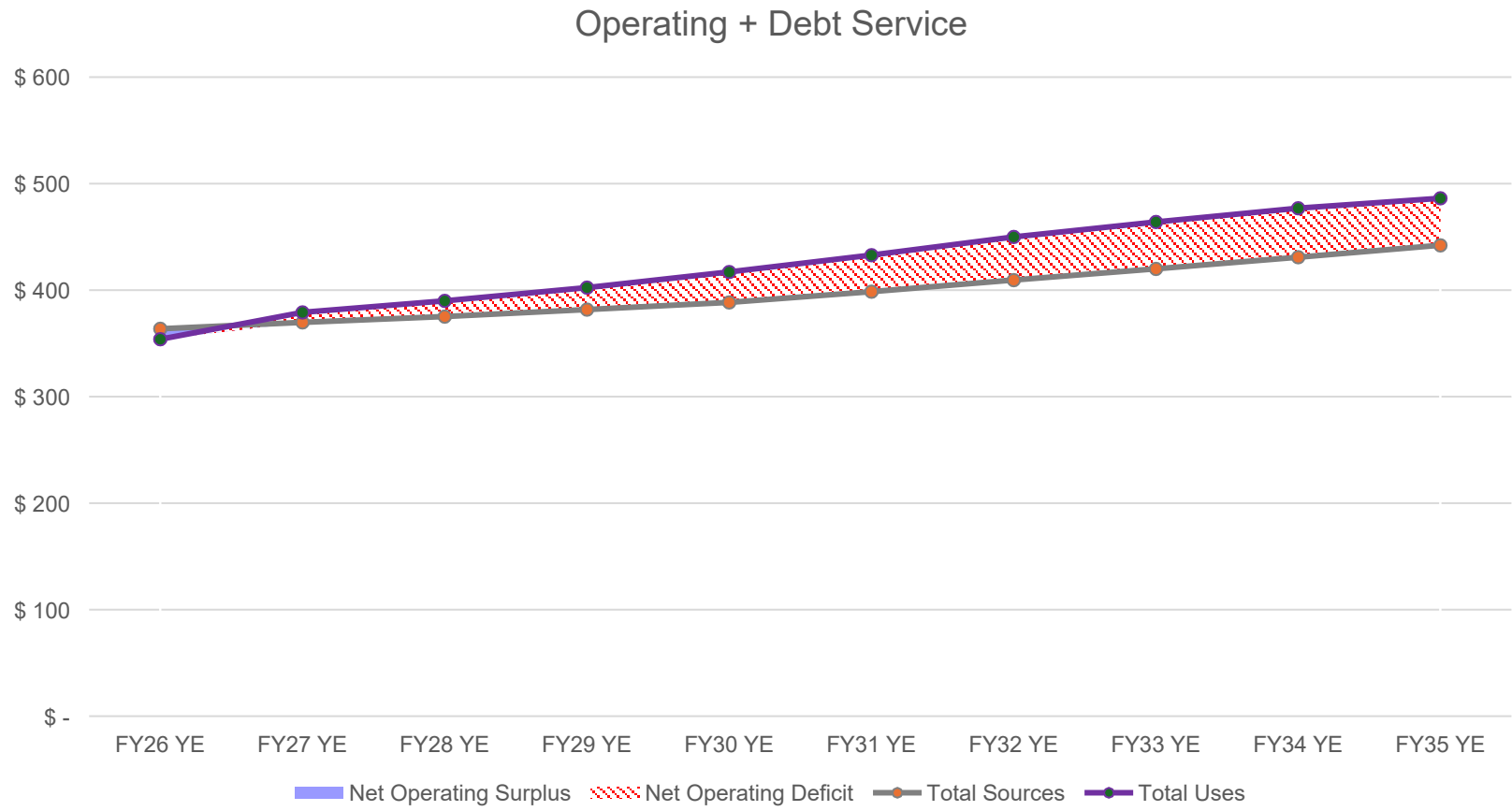

SamTrans Board of Directors | May 7, 2025

# Agenda

I. 10 Year Financial Outlook
II. FY26/27 Operating Sources
III. FY26/27 Operating Uses
IV. FY26/27 Operating Net Result & Reserves
V. FY26/27 Capital Budget
VI. Next Steps

# I. 10-Year Financial Outlook

- Deficit projected to begin in FY27
- Labor, wage & benefit increases, and increased costs of contracted services contribute to rising operating costs
- Projection of lower revenue growth from historical actuals
- Need to identify strategy to align revenues with operating costs




- YE stands for Year-End; each fiscal year's data point represents its year-end projection, not a cumulative total.

# I. Financial Outlook: Responding in FY26

- No new positions
- Minimize certain discretionary expenses
- Conduct fare analysis
- Revenue generation options
- Productivity analysis:
  - Reimagine SamTrans – optimize efficiencies
  - Purchased Transportation

# I. Financial Outlook: Preparing for FY27 and Out Years

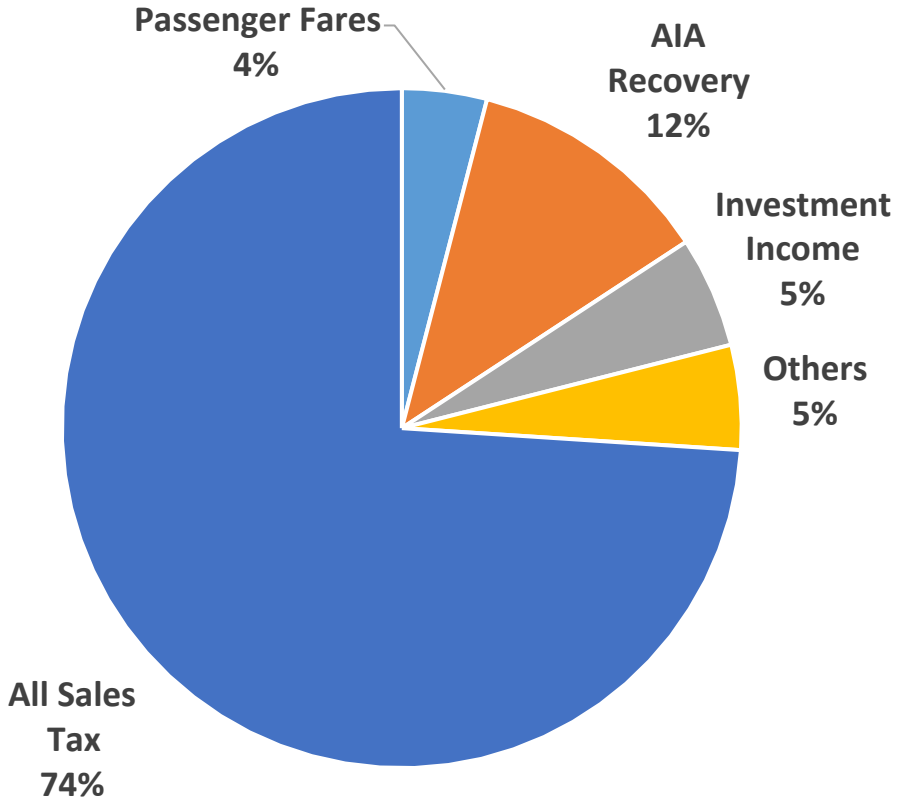
- Evaluate staffing levels to improve labor efficiencies
- Explore non-labor cost savings
- Implement fare adjustment options based on the FY26 fare analysis
- Consider budget amendment based on FY26 productivity analysis
- Assess revenue generation strategies

# II. FY26/27 Operating Sources



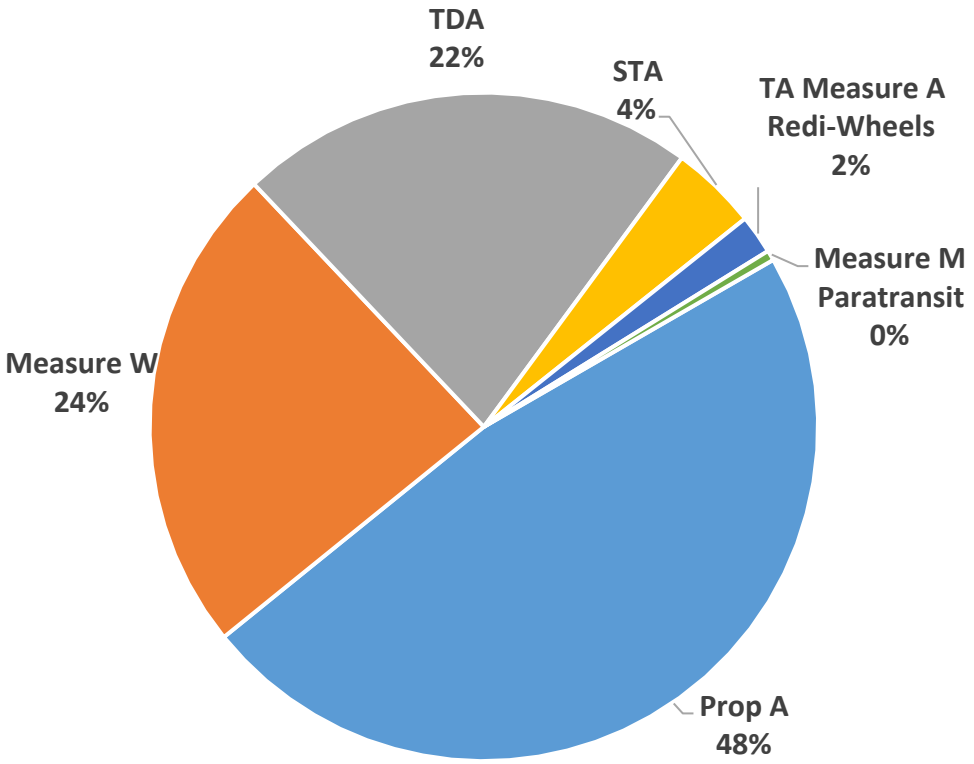
# II. FY26/FY27 Sources: Budget ($ Millions)

| Sources | FY26 | FY27 | % Change |
|---|---|---|---|
| Passenger Fares | $13.3 | $13.6 | 2% |
| AIA Recovery | 39.0 | 39.0 | 0% |
| Investment Income | 18.0 | 17.2 | (4%) |
| Others and Pass-thru | 17.4 | 15.7 | (10%) |
| All Sales Tax | 242.9 | 249.1 | 3% |
| **Total Sources** | **$330.6** | **$334.6** | **1%** |



# II. FY26/FY27 Sources: Sales Tax ($ Millions)

| Sales Tax | FY26 | FY27 | % Change |
|---|---|---|---|
| Prop A | $114.9 | $118.9 | 4% |
| Measure W | 57.4 | 59.4 | 4% |
| Transportation Development Act (TDA) | 54.5 | 54.5 | 0% |
| State Transit Assistance (STA) | 10.3 | 10.3 | 0% |
| TA Measure A Redi-Wheels | 4.6 | 4.8 | 4% |
| Measure M Paratransit | 1.2 | 1.2 | 0% |
| **TOTAL** | **$242.9** | **$249.1** | **3%** |

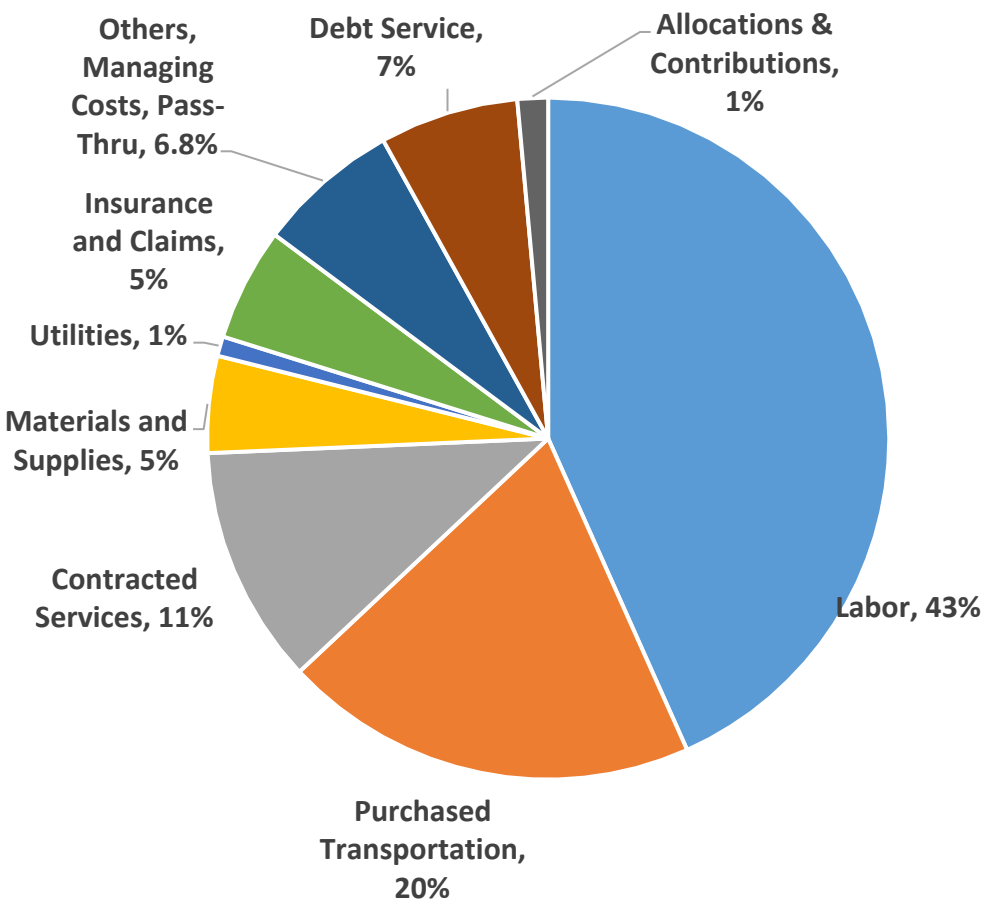


# III. FY26/FY27 Operating Uses



# III. FY26/FY27 Uses: Budget ($ Millions)

| Uses | FY26 | FY27 | % Change |
|---|---|---|---|
| **Operating Expenses** | **$305.8** | **$314.1** | **3%** |
| Labor | 142.8 | 149.2 | 4% |
| Purchased Transportation | 65.1 | 67.7 | 4% |
| Contracted Services | 38.5 | 37.7 | (2%) |
| Materials & Supplies | 15.2 | 15.7 | 3% |
| Utilities | 3.1 | 3.2 | 3% |
| Insurance and Claims | 17.7 | 18.4 | 4% |
| Others, Managing Costs, Pass-Thru | 23.4 | 22.2 | (5%) |
| **Non-Operating Expenses** | **24.3** | **29.9** | **23%** |
| Debt Service | 18.6 | 25.8 | 39% |
| Allocations & Contributions | 5.7 | 4.1 | (28%) |
| **Total Uses** | **$330.1** | **$344.0** | **4%** |



# III. Uses:
# Millbrae Gateway Preliminary Budget

## ($ Millions)

| Operating Sources | FY26 | FY27 |
|---|---|---|
| Rental Income | - | $1.0 |

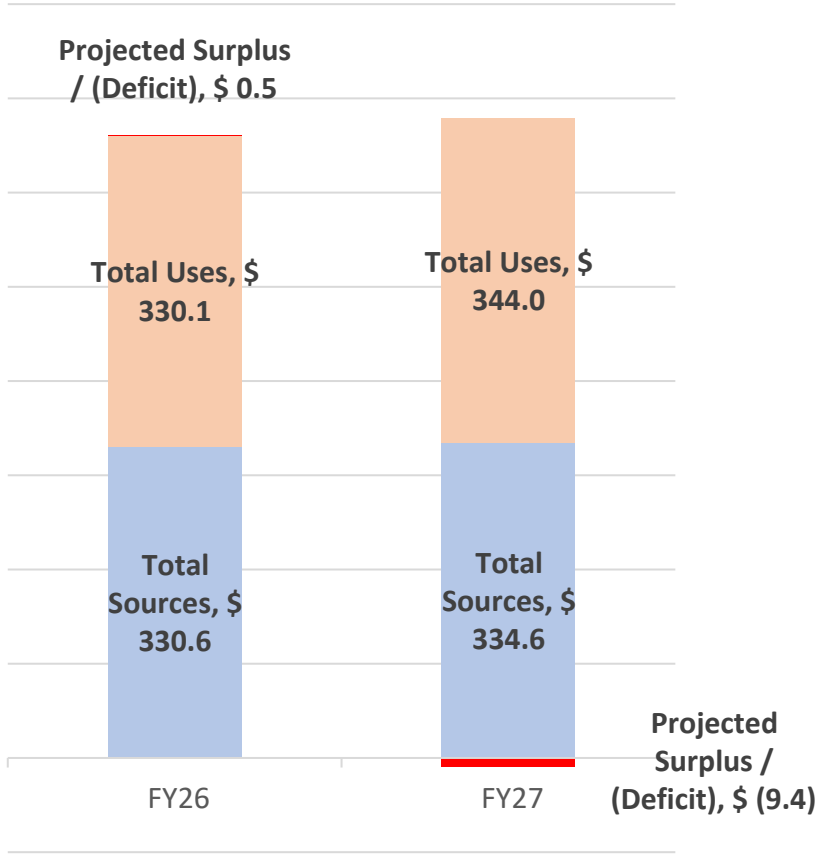
| Operating Uses | FY26 | FY27 |
|---|---|---|
| Leases and Rentals | $3.4 | $3.9 |
| Property Maintenance | 0.5 | 1.0 |
| Utilities | 0.4 | 0.7 |
| Insurance | 0.0 | 0.2 |
| Security | 0.7 | 1.5 |
| Others | - | 0.0 |
| Debt Service | - | 7.3 |
| Capital Maintenance Reserve | - | 1.0 |
| **Total** | **$5.0** | **$15.7** |

# IV. FY26/FY27 Net Result



# IV. FY26/FY27 Net Result
## ($ Millions)

| Summary | FY26 | FY27 |
|---|---|---|
| Total Sources | $330.6 | $334.6 |
| Total Uses | 330.1 | 344.0 |
| **Projected Surplus / (Deficit)** | **0.5** | **(9.4)** |
| Draw from Prior Years' Measure W | - | 2.0 |
| Draw from Prior Years' Surpluses | - | 7.4 |
| **Adjusted Surplus / (Deficit)** | **$0.5** | **$0.0** |



# IV. Operating Reserve and Sales Tax Stabilization Fund ($ Millions)

| Operating Reserve | Balance |
|---|---|
| **Ending Balance as of FY24** | **$60.2** |
| Projected FY25 Contribution / (Draw) | 1.4 |
| Projected FY26 Contribution / (Draw) | 4.8 |
| Projected FY27 Contribution / (Draw) | 2.4 |
| **Projected Ending Balance as of FY27** | **$68.8** |

| Sales Tax Stabilization Fund | Balance |
|---|---|
| **Ending Balance as of FY24** | **$61.7** |
| Projected FY25 Contribution / (Draw) | - |
| Projected FY26 Contribution / (Draw) | - |
| Projected FY27 Contribution / (Draw) | - |
| **Projected Ending Balance as of FY27** | **$61.7** |

# V: FY26/FY27 Capital Budget

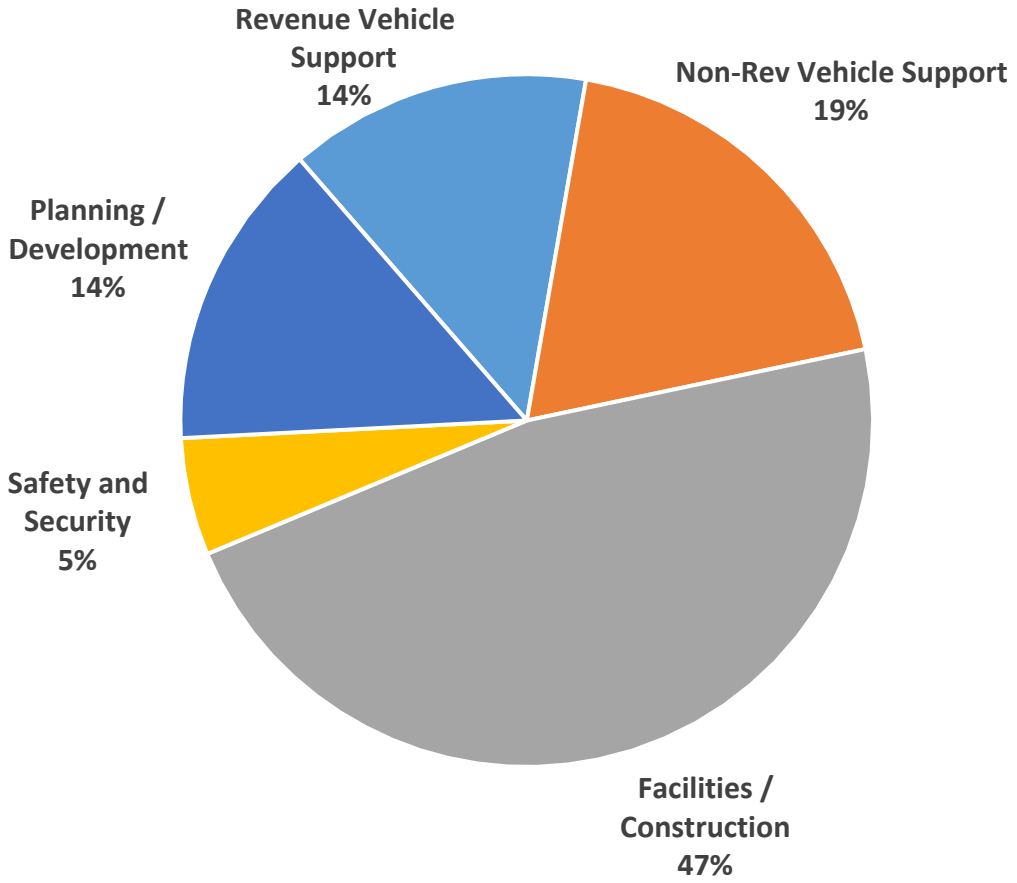


# V: FY26/FY27 Capital Budget Overview

- Phase 1 (preliminary budget): focuses on SOGR, safety and security, and facilities projects addressing core District needs
- Phase 2 (future amendment): adds capital projects that align with long-term priorities following CIP adoption
- Draft CIP will incorporate feedback from Board Workshop and include:
  - Recommended capital projects for FY26-29 (fiscally constrained)
  - Prioritized capital project list for FY26-35 (unconstrained)
- Capital reserve policy following adoption of the CIP

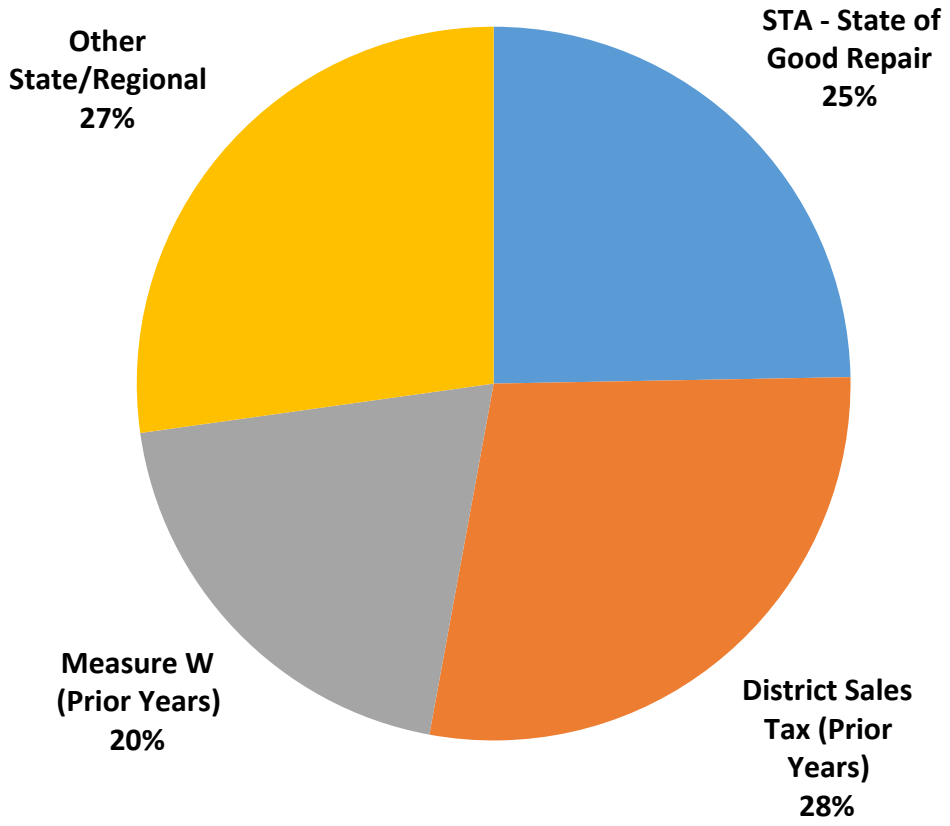
# V: FY26/FY27 Capital Uses, by Category ($ Millions)

| Capital Category | FY26 | FY27 |
|---|---|---|
| Revenue Vehicle Support | $0.6 | $0.9 |
| Non-Revenue Vehicle Support | 1.2 | 0.7 |
| Facilities / Construction | 1.5 | 3.3 |
| Safety and Security | 0.6 | - |
| Planning / Development | 0.8 | 0.8 |
| **Total** | **$4.7** | **$5.7** |



# V: FY26/FY27 Capital Sources, by Category ($ Millions)

| Capital Sources | FY26 | FY27 |
|---|---|---|
| STA State of Good Repair | $1.5 | $1.1 |
| District Sales Tax (Prior Years' Surpluses) | 1.3 | 1.6 |
| Measure W (Prior Years' Unallocated) | 1.5 | 0.6 |
| Other State / Regional | 0.4 | 2.4 |
| **Total** | **$4.7** | **$5.7** |



# V: Capital Grant Funding: Sources Potentially at Risk

- **Federal Funding**
  - Risk for future FTA formula funding for bus purchases, beyond FY25
  - High risk for competitive, discretionary funding programs such as Low-No, Buses and Bus Facilities Program
- **State Funding**
  - ARCHES (Alliance for Renewable Clean Hydrogen Energy Systems) for hydrogen fueling station
  - Future funding from State Cap-and-Trade programs
- **Regional/Local funding**
  - Various potential funding sources for Zero Emission Bus-related projects

# V: Capital Budget: Phase II Budget Amendment

- Major Projects
  - Emission Zero Vehicles and Infrastructure
  - North Base Building 200 Replacement
  - North Base Sea Level Rise and Shoreline Erosion Mitigation
  - Bus Stop Improvement Program
  - Operator Restrooms
  - Technology projects

# VI: Next Steps

- June Board:
  - Staff to present the proposed FY26 and FY27 Operating and Capital Budgets
  - Draft CIP Presentation
- July Board:
  - CIP Adoption
- August Board:
  - Capital Reserve Policy
  - Capital Budget amendment (phase II)

# Thank You



**BOARD OF DIRECTORS 2025**

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# AGENDA

## San Mateo County Transit District

### Legislative Committee Meeting
### Committee of the Whole

May 7, 2025 – 3:00 pm

*or immediately following the Finance Committee meeting*

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

Committee Members: Josh Powell (Chair), Peter Ratto, Jackie Speier

| | | |
|---|---|---|
| 8.c.1. | Call to Order | |
| 8.c.2. | Approval of Minutes of the Legislative Committee Meeting of April 2, 2025 | Motion |
| 8.c.3. | Receive Legislative Update and Approve Legislative Proposal: Assembly Bill 1372 (Papan) | Motion |
| 8.c.4. | Adjourn | |

Note:

- This Committee meeting may be attended by Board Members who do not serve 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**

**Legislative Committee Meeting / Committee of the Whole**
**DRAFT Minutes of April 2, 2025**

**Members Present (In Person):** J. Powell (Chair)

**Members Absent:** P. Ratto, J. Speier

**Other Board Members Present Constituting Committee of the Whole:** D. Canepa, M. Chuang, B. Esser, J. Gee, R. Medina

**Other Board Members Present Constituting Committee of the Whole (Via Teleconference):** M. Fraser

**Other Board Members Absent:** None

**Staff Present:** J. Cassman, A. Chan, J. Epstein, L. Lumina-Hsu, M. Tseng, S. van Hoften

**7.c.1. Call to Order**
Committee Chair Powell called the meeting to order at 3:04 pm.

**7.c.2. Approval of Minutes of the Legislative Committee Meeting of March 5, 2025**

Motion/Second: Chuang/Esser
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

**7.c.3. Receive Legislative Update and Approve Legislative Proposal Senate Bill 752 (Richardson)**
Jessica Epstein, Director, Government and Community Affairs, provided the presentation, which included the following:
Federal:

- Earmarks from Fiscal Year (FY) 2025 eliminated
- Pursuit of earmark for bus stop improvements
- Currently no grants cancelled or undone for the District

State:

- No opposition for the SamTrans-sponsored job order contracting bill
- Brown Act bills update; Senate Bill (SB) 752 extension
- Assembly Bill 1070: prevention of compensation for Board meeting attendance unless public transit is taken; Board members must include transit riders and transit union representatives

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions, which included funding from earmarks needing backfill or come from somewhere else

Public Comment
Aleta Dupree, Team Folds, commented on state-level funding and tax exemption for zero emissions; spoke in support of zero emission equipment investment and Brown Act remote participation; and spoke in opposition to AB 1070.

Motion/Second: Medina/Canepa
Ayes: Canepa, Esser, Fraser, Medina, Powell, Chuang, Gee
Noes: None
Absent: Ratto, Speier

Ms. Epstein continued the presentation, which included the following:

- SB 63 – Provides flexibility so San Mateo and San Francisco counties can/may run separate measures and will create a new Transportation Revenue Measure District (TRMD) to oversee measure
- Amount of funds needed for Caltrain and Bay Area Rapid Transit (BART) will be determined by the Transit Operations Financial Responsibility Plan (T-FRIP) process (for BART) or Joint Powers Agreement (JPA) negotiations process (for Caltrain)
- Measure set at 1/2 cent tax for most counties named in the legislation, with San Francisco up to 1 cent tax

The Committee Members had a robust discussion and staff provided further clarification in response to the committee's comments and questions, which included the following:

- Leading agency, as to who at the County should decide the opt-in
- Threshold of voters needed to pass the bill will likely needs to be measured through polling of ¼ or ½ cent tax measure
- Current Measure A funding insufficient to address Caltrain's deficit, and may require more funding to go to Caltrain and possibly BART when the measure is re-authorized, instead of to capital projects
- Included in the legislation is financial accountability for each agency to increase ridership and to map out cost saving plans
- Audit evaluation to determine deficit for each agency is crucial for San Mateo County to determine if it has sufficient financial information to opt-in
- Citizens initiative's short timeline to ballot –collection of signatures needed for such a measure to move forward. Estimated that the collection of signatures occurs in early 2026, leading to a short timeframe for the measure to go to the ballot box

DRAFT

Public Comment

Drew L, Redwood City, spoke in support of regional funding measure, and BART funding shortfalls impact on ridership and traffic.

Allison Chang, San Carlos, spoke in support of regional funding measure, prioritization of transit and achieving climate goals.

Adina Levin, Seamless Bay Area and Friends of Caltrain, spoke in support of regional funding measure, and commented on transit agency coordination.

Gina Papan commented on waiting for Metropolitan Transportation Commission (MTC) audit results; polling voters, accountability, and sustainability measures; and funding by ridership numbers.

Raiyan spoke in support of funding BART and Caltrain.

**7.c.4. Adjourn** – The meeting adjourned at 4:19 pm.

An audio/video recording of this meeting is available online at https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc. Questions may be referred to the District Secretary's office by phone at 650-551-6108 or by email to board@samtrans.com.

DRAFT

**San Mateo County Transit District**
**Staff Report**

| | | |
|---|---|---|
| To: | Legislative Committee | |
| Through: | April Chan, General Manager/CEO | |
| From: | Emily Beach, Chief Communications Officer | Jessica Epstein, Director, Government and Community Affairs |
| Subject: | **Receive Legislative Update and Approve Legislative Proposal: Assembly Bill 1372 (Papan)** | |

**Action**
Staff proposes the Committee:

1. Receive the attached federal and state legislative updates.
2. Approve the recommended San Mateo County Transit District positions on those pieces of legislation designated for action on the attached State Legislative Matrix.

**Significance**
The 2025 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 specify those bills on which staff proposes that the District take a formal position.

| | | | |
|---|---|---|---|
| Prepared By: | Ana Vasudeo | Government and Community Affairs Manager | 650-730-9917 |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 23**<br>DeMaio R<br><br>The Cost of Living Reduction Act of 2025. | This bill is in the Assembly Utilities & Energy Committee. | Existing law vests the Public Utilities Commission (PUC) with regulatory authority over public utilities, including electrical corporations and gas corporations. Existing law vests the State Energy Resources Conservation and Development Commission (Energy Commission) with various responsibilities for developing and implementing the state's energy policies. This bill, the Cost of Living Reduction Act of 2025, would require the Energy Commission and the PUC to post, and update monthly, dashboards on their internet websites that include the difference in average gasoline prices and the average total price of electricity or natural gas in California compared to national averages, and any California-specific taxes, fees, regulations, and policies that directly or indirectly contribute to higher gasoline and electricity or natural gas prices within the state, as specified. The bill would require the Energy Commission and the PUC, on or before July 1, 2026, to each submit a report to the Legislature on the governmental and nongovernmental drivers of California's higher gasoline prices and higher electricity and natural gas prices, and recommendations for policy changes to reduce the costs associated with those drivers, as specified. If the average price of gasoline in California exceeds 10% of the national average in the preceding quarter, the bill would require all taxes and fees on gasoline, as specified, to be suspended for a period of 6 months, and, if the average price of electricity or natural gas in California exceeds 10% of the national average in the preceding quarter, the bill would require the PUC to suspend the collection of all fees, as specified, charged on electricity and natural gas bills for a period of 6 months. This bill contains other related provisions and other existing laws. | Watch |
| **AB 33**<br>Aguiar-Curry D<br><br>Autonomous vehicles. | This bill is in the Assembly Appropriations Committee. | Existing law authorizes the operation of an autonomous vehicle on public roads for testing purposes by a driver who possesses the proper class of license for the type of vehicle operated if specified requirements are satisfied. Existing law prohibits the operation of an autonomous vehicle on public roads until the manufacturer submits an application to the Department of Motor Vehicles, as specified, and that application is approved. A violation of the Vehicle Code or a local ordinance adopted pursuant to that code is an infraction. This bill would prohibit the delivery of commercial goods, as defined, directly to a residence or to a business for its use or retail sale through the operation of an autonomous vehicle without a human operator on any highway within the State of California. The bill would declare that a violation of this prohibition is not an infraction and is instead punishable by a civil fine not to exceed $25,000 for each instance of the violation. The bill would make certain findings and declarations related to these provisions. This bill contains other related provisions. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 35**<br>Alvarez D<br><br>California Environmental Quality Act: clean hydrogen transportation projects. | This bill is in the Assembly Natural Resources Committee. | The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would provide for limited CEQA review of an application for a discretionary permit or authorization for a clean hydrogen transportation project, as defined, by requiring the application to be reviewed through a clean hydrogen environmental assessment, unless otherwise requested by the applicant, as prescribed. The bill would, except as provided, require the lead agency to determine whether to approve the clean hydrogen environmental assessment and issue a discretionary permit or authorization for the project no later than 270 days after the application for the project is deemed complete. The bill would require an action or proceeding brought to attack, review, set aside, void, or annul the approval of a clean hydrogen environmental assessment or the issuance of a discretionary permit or authorization for a clean hydrogen transportation project, including any potential appeals to the court of appeal or the Supreme Court, to be resolved, to the extent feasible, within 270 days of the filing of the certified record of proceedings with the court. By imposing new duties on a lead agency, this bill would create a state-mandated local program. The bill would repeal these provisions on January 1, 2036. This bill contains other related provisions and other existing laws. | Watch |
| **AB 61**<br>Pacheco D<br><br>Electricity and natural gas: legislation imposing mandated programs and requirements: third-party review. | This bill is in the Assembly Appropriations Committee. | Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations and gas corporations. The Public Advocate's Office of the Public Utilities Commission is established as an independent office within the commission to represent and advocate on behalf of the interests of public utility customers and subscribers within the jurisdiction of the commission. This bill would require the office to establish, by January 1, 2027, a program to, upon request of the Legislature, analyze legislation that would establish a mandated requirement or program or otherwise affect electrical or gas ratepayers, as specified. The bill would require the office to develop and implement conflict-of-interest provisions that would prohibit a person from participating in an analysis for which the person knows or has reasons to know that the person has a material financial interest. The bill would repeal these provisions on January 1, 2032. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 99**<br>Ta R<br><br>Electrical corporations: rates. | This bill is in the Assembly Appropriations Committee. | Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations. Existing law authorizes the commission to fix the rates and charges for every public utility and requires that those rates and charges be just and reasonable. This bill would prohibit an electrical corporation from proposing a rate increase above the rate of inflation, as defined, as a systemwide average for any general rate case cycle, except the bill would expressly authorize the commission to approve a rate increase above the rate of inflation if the commission determines that the costs underlying the rate increase are directly related to safety enhancements and modernization or to higher commodity or fuel costs. This bill contains other related provisions and other existing laws. | Watch |
| **AB 259**<br>Rubio, Blanca D<br><br>Open meetings: local agencies: teleconferences. | This bill is on the Assembly Floor. | Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act authorizes the legislative body of a local agency to use teleconferencing, as specified, and requires a legislative body of a local agency that elects to use teleconferencing to comply with specified requirements, including that the local agency post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Existing law requires a member to satisfy specified requirements to participate in a meeting remotely pursuant to these alternative teleconferencing provisions, including that specified circumstances apply. Existing law establishes limits on the number of meetings a member may participate in solely by teleconference from a remote location pursuant to these alternative teleconferencing provisions, including prohibiting such participation for more than 2 meetings per year if the legislative body regularly meets once per month or less. This bill would remove the January 1, 2026, date from those provisions, thereby extending the alternative teleconferencing procedures indefinitely. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 334** Petrie-Norris D<br><br>Operators of toll facilities: interoperability programs: vehicle information. | This bill is in the Assembly Privacy & Consumer Protection Committee. | Existing law requires the Department of Transportation, in cooperation with the Golden Gate Bridge, Highway and Transportation District and all known entities planning to implement a toll facility, to develop and adopt functional specifications and standards for an automatic vehicle identification system in compliance with specified objectives, and generally requires any automatic vehicle identification system purchased or installed after January 1, 1991, to comply with those specifications and standards. Existing law authorizes operators of toll facilities on federal-aid highways engaged in an interoperability program to provide only specified information regarding a vehicle's use of the toll facility. This bill would instead authorize operators of toll facilities on federal-aid highways engaged in an interstate interoperability program to provide only the information regarding a vehicle's use of the toll facility that is intended to implement interstate interoperability. | Watch |
| **AB 339** Ortega D<br><br>Local public employee organizations: notice requirements. | This bill is on the Suspense File in the Assembly Appropriations Committee. | Existing law, the Meyers-Milias-Brown Act, contains various provisions that govern collective bargaining of local represented employees and delegates jurisdiction to the Public Employment Relations Board to resolve disputes and enforce the statutory duties and rights of local public agency employers and employees. Existing law requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations. Existing law requires the governing body of a public agency, and boards and commissions designated by law or by the governing body, to give reasonable written notice, except in cases of emergency, as specified, to each recognized employee organization affected of any ordinance, rule, resolution, or regulation directly relating to matters within the scope of representation proposed to be adopted by the governing body or the designated boards and commissions. This bill would require the governing body of a public agency, and boards and commissions designated by law or by the governing body of a public agency, to give the recognized employee organization no less than 120 days' written notice before issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization. The bill would require the notice to include specified information, including the anticipated duration of the contract. The bill would also require the public agency, if an emergency or other exigent circumstance prevents the public agency from providing the written notice described above, to provide as much advance notice as is practicable under the circumstances. If the recognized employee organization demands to meet and confer within 30 days of receiving the written notice, the bill would require the public agency and recognized employee organization to promptly meet and confer in good faith, as specified. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 340**<br>Ahrens D<br><br>Employer-employee relations: confidential communications. | This bill is on the Suspense File in the Assembly Appropriations Committee. | Existing law that governs the labor relations of public employees and employers, including, among others, the Meyers-Milias-Brown Act, the Ralph C. Dills Act, provisions relating to public schools, and provisions relating to higher education, prohibits employers from taking certain actions relating to employee organization, including imposing or threatening to impose reprisals on employees, discriminating or threatening to discriminate against employees, or otherwise interfering with, restraining, or coercing employees because of their exercise of their guaranteed rights. Those provisions of existing law further prohibit denying to employee organizations the rights guaranteed to them by existing law. This bill would prohibit a public employer from questioning a public employee, a representative of a recognized employee organization, or an exclusive representative regarding communications made in confidence between an employee and an employee representative in connection with representation relating to any matter within the scope of the recognized employee organization's representation. The bill would also prohibit a public employer from compelling a public employee, a representative of a recognized employee organization, or an exclusive representative to disclose those confidential communications to a third party. The bill would not apply to a criminal investigation or when a public safety officer is under investigation and certain circumstances exist. | Watch |
| **AB 370**<br>Carrillo D<br><br>California Public Records Act: cyberattacks. | This bill is on the Assembly Floor. | The California Public Records Act requires state and local agencies to make their records available for public inspection, except as specified. Existing law requires each agency, within 10 days of a request for a copy of records, to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person of the determination and the reasons therefor. Existing law authorizes that time limit to be extended by no more than 14 days under unusual circumstances, and defines "unusual circumstances" to include, among other things, the need to search for, collect, and appropriately examine records during a state of emergency when the state of emergency currently affects the agency's ability to timely respond to requests due to staffing shortages or closure of facilities, as provided. This bill would also expand the definition of unusual circumstances to include the inability of the agency, because of a cyberattack, to access its electronic servers or systems in order to search for and obtain a record that the agency believes is responsive to a request and is maintained on the servers or systems in an electronic format. Under the bill, the extension would apply only until the agency regains its ability to access its electronic servers or systems and search for and obtain electronic records that may be responsive to a request. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 394**<br>Wilson D<br><br>Public transportation providers. | This bill is in the Assembly Appropriations Committee. | Existing law defines a battery as any willful and unlawful use of force or violence upon the person of another. Existing law defines stalking as willfully, maliciously, and repeatedly following or willfully and maliciously harassing another person and making a credible threat with the intent to place that person in reasonable fear for the person's safety, or the safety of the person's immediate family. Existing law provides that when a battery is committed against the person of an operator, driver, or passenger on a bus, taxicab, streetcar, cable car, trackless trolley, or other motor vehicle, as specified, and the person who commits the offense knows or reasonably should know that the victim is engaged in the performance of their duties, the penalty is imprisonment in a county jail not exceeding one year, a fine not exceeding $10,000, or both the fine and imprisonment. Existing law also provides that if the victim is injured, the offense would be punished by a fine not exceeding $10,000, by imprisonment in a county jail not exceeding one year or in the state prison for 16 months, 2, or 3 years, or by both that fine and imprisonment. This bill would expand this crime to apply to an employee, public transportation provider, or contractor of a public transportation provider. By expanding the scope of an existing crime, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Support<br>March 2025 |
| **AB 421**<br>Solache D<br><br>Immigration enforcement: prohibitions on access, sharing information, and law enforcement collaboration. | This bill is in the Assembly Public Safety Committee. | Existing law, the California Values Act, generally prohibits California law enforcement agencies from investigating, interrogating, detaining, detecting, or arresting persons for immigration enforcement purposes. Existing law provides certain limited exceptions to this prohibition, including transfers of persons pursuant to a judicial warrant and providing certain information to federal authorities regarding serious and violent felons in custody. This bill would prohibit California law enforcement agencies from collaborating with, or providing any information in writing, verbally, on in any other manner to, immigration authorities regarding proposed or currently underway immigration enforcement actions when the actions could be or are taking place within a radius of one mile of any childcare or daycare facility, religious institution, place of worship, hospital, or medical office. To the extent this bill would impose additional duties on local law enforcement agencies or officials, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 467**<br>Fong D<br><br>Open meetings: teleconferences: neighborhood councils. | This bill is on the Assembly Floor. | Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as specified. Existing law, until January 1, 2026, authorizes specified neighborhood city councils to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if, among other requirements, the city council has adopted an authorizing resolution and 2/3 of the neighborhood city council votes to use alternate teleconference provisions, as specified. This bill would extend the authorization for specified neighborhood city councils to use the alternate teleconferencing provisions described above until January 1, 2031. This bill contains other related provisions and other existing laws. | Watch |
| **AB 541**<br>DeMaio R<br><br>California Public Records Act Ombudsperson. | This bill is on the Suspense File in the Assembly Appropriations Committee. | Existing law, the California Public Records Act, requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. This bill would, until January 1, 2029, and subject to appropriation, establish the Office of the California Public Records Act Ombudsperson. The bill would require the Governor to appoint the ombudsperson subject to certain requirements. The bill would require the ombudsperson to receive and investigate requests for review, as defined, determine whether the denials of original requests, as defined, complied with the California Public Records Act, and issue written opinions of its determination, as provided. The bill would require the ombudsperson to create a process to that effect, and would authorize a member of the public to submit a request for review to the ombudsperson consistent with that process. The bill would require the ombudsperson, within 30 days from receipt of a request for review, to make a determination, as provided, and would require the state agency to provide the public record if the ombudsperson determines that it was improperly denied. The bill would require the ombudsperson to create a process through which a person whose information is contained in a record being reviewed may intervene to assert their privacy and confidentiality rights, and would otherwise require the ombudsperson to maintain the privacy and confidentiality of records, as provided. The bill would require the ombudsperson to report to the Legislature, on or before March 31, 2027, and annually thereafter, on, among other things, the number of requests for review the ombudsperson has received in the prior year. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 810**<br>Irwin D<br><br>Local government: internet websites and email addresses. | This bill is in the Assembly Appropriations Committee. | Existing law requires that a local agency that maintains an internet website for use by the public to ensure that the internet website uses a ".gov" top-level domain or a ".ca.gov" second-level domain no later than January 1, 2029. Existing law requires that a local agency that maintains public email addresses to ensure that each email address provided to its employees uses a ".gov" domain name or a ".ca.gov" domain name no later than January 1, 2029. Existing law defines "local agency" for these purposes as a city, county, or city and county. This bill would recast these provisions by instead requiring a city, county, or city and county to comply with the above-described domain requirements and by deleting the term "local agency" from the above-described provisions. The bill would also require a special district, joint powers authority, or other political subdivision to comply with similar domain requirements no later than January 1, 2031. The bill would allow a community college district or community college to use a ".edu" domain to satisfy these requirements, and would specify that these requirements do not apply to a K–12 public school district. By adding to the duties of local officials, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |
| **AB 939**<br>Schultz D<br><br>The Safe, Sustainable, Traffic-Reducing Transportation Bond Act of 2026. | This bill is in the Assembly Transportation Committee. | The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, approved by the voters as Proposition 1B at the November 7, 2006, statewide general election, authorizes the issuance of bonds in the amount of $19,925,000,000 pursuant to the State General Obligation Bond Law for specified purposes, including high-priority transportation corridor improvements, State Route 99 corridor enhancements, trade infrastructure and port security projects, schoolbus retrofit and replacement purposes, state transportation improvement program augmentation, transit and passenger rail improvements, state-local partnership transportation projects, transit security projects, local bridge seismic retrofit projects, highway-railroad grade separation and crossing improvement projects, state highway safety and rehabilitation projects, local street and road improvement, congestion relief, and traffic safety. This bill would enact the Safe, Sustainable, Traffic-Reducing Transportation Bond Act of 2026 which, if approved by the voters, would authorize the issuance of bonds in the amount of $20,000,000,000 pursuant to the State General Obligation Bond Law to finance transit and passenger rail improvements, local streets and roads and active transportation projects, zero-emission vehicle investments, transportation freight infrastructure improvements, and grade separations and other critical safety improvements. The bill would provide for the submission of the bond act to the voters at the November 3, 2026, statewide general election. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 941**<br>Zbur D<br><br>California Environmental Quality Act: electrical infrastructure projects. | This bill is in the Assembly Appropriations Committee. | The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA exempts certain projects from its requirements, including actions necessary to prevent or mitigate an emergency. Existing law prohibits an electrical corporation from beginning the construction of a line, plant, or system, or extensions of those facilities without first obtaining from the Public Utilities Commission a certificate that the present or future convenience and necessity require or will require the construction. Existing law specifies that the certificate is not required for the extension, expansion, upgrade, or other modification of existing electrical transmission facilities. This bill would require the commission to determine whether to certify the environmental impact report for an electrical infrastructure project that is a priority project, as defined, no later than 270 days after the commission determines that an application for an electrical infrastructure project is complete, except as specified. The bill would require a project applicant to identify an electrical infrastructure project that is a priority project and the basis for the designation in the application to the commission. The bill would require commission staff to review an application for a priority project no later than 30 days after it is filed and notify the applicant in writing of any deficiencies in the information and data submitted in the application. The bill would require the applicant to correct any deficiencies or notify the commission in writing why it is unable to, as specified, within 60 days of that notification. The bill would require the commission to deem an application for a priority project complete with a preliminary ruling setting the scope and schedule, as provided. This bill contains other related provisions and other existing laws. | Watch |
| **AB 996**<br>Pellerin D<br><br>Public Resources: California Coastal Act of 1976: California Coastal Planning Fund. | This bill is in the Assembly Natural Resources Committee. | Existing law, the California Coastal Act of 1976, provides for the protection of California's coast and requires any person wishing to perform or undertake any development in the coastal zone, as defined, to obtain a coastal development permit, except as specified. The act requires the issuance of a coastal development permit if the proposed development is in conformity with the certified local coastal program. The act provides for the certification of local coastal programs by the California Coastal Commission. The bill would establish the California Coastal Planning Fund in the State Treasury to help local governments adequately plan for the protection of coastal resources and public accessibility to the coastline. The bill would, upon appropriation by the Legislature, make moneys in the fund available to the commission for various state and local costs relating to local coastal program development and sea level rise plans and to administer the fund, as provided. This bill contains other related provisions. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1058**<br>Gonzalez, Jeff R<br><br>Motor Vehicle Fuel Tax Law: suspension of tax. | This bill is in the Assembly Transportation Committee. | Existing law, the Motor Vehicle Fuel Tax Law, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing unfair competition laws establish a statutory cause of action for unfair competition, including any unlawful, unfair, or fraudulent business act or practice and unfair, deceptive, untrue, or misleading advertising and acts prohibited by false advertisement laws. This bill would suspend the imposition of the tax on motor vehicle fuels for one year. The bill would require that all savings realized based on the suspension of the motor vehicle fuels tax by a person other than an end consumer, as defined, be passed on to the end consumer, and would make the violation of this requirement an unfair business practice, in violation of unfair competition laws, as provided. The bill would require a seller of motor vehicle fuels to provide a receipt to a purchaser that indicates the amount of tax that would have otherwise applied to the transaction. This bill would also direct the Controller to transfer a specified amount from the General Fund to the Motor Vehicle Fuel Account in the Transportation Tax Fund. By transferring General Fund moneys to a continuously appropriated account, this bill would make an appropriation. This bill contains other related provisions and other existing laws. | Watch |
| **AB 1067**<br>Quirk-Silva D<br><br>Public employees' retirement: felony convictions. | This bill is in the Assembly Appropriations Committee. | Existing law, the California Public Employees' Pension Reform Act of 2013, requires a public employee who is convicted of any state or federal felony for conduct arising out of, or in the performance of, the public employee's official duties in pursuit of the office or appointment, or in connection with obtaining salary, disability retirement, service retirement, or other benefits, to forfeit all accrued rights and benefits in any public retirement system from the earliest date of the commission of the felony to the date of conviction, and prohibits the public employee from accruing further benefits in that public retirement system. This bill would require a public employer that is investigating a public employee for misconduct arising out of the actions described above, to continue the investigation even if the public employee retires while under investigation. The bill would require a public employer, if the investigation indicates that the public employee may have committed a crime, to refer the matter to the appropriate law enforcement agency. Under the bill, if a felony conviction results arising out of any conduct described above, the public employee would forfeit all accrued rights and benefits in any public retirement system pursuant to the provisions described above. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1132**<br>Schiavo D<br><br>Department of Transportation: climate change vulnerability assessment: community resilience assessment. | This bill is in the Assembly Appropriations Committee. | Existing law establishes the Department of Transportation to, among other things, plan, design, construct, operate, and maintain the state highway system, as provided. Pursuant to that authority, the department developed 12 district-based Climate Change Vulnerability Assessment reports designed to provide the department with a comprehensive database to help in evaluating, mitigating, and adapting to the effects of increasing extreme weather events on the state transportation system. This bill would require the department, on or before January 1, 2029, to identify key community resilience indicators for measuring the impacts of climate-induced transportation disruptions, as specified. The bill would also require the department, on or before January 1, 2030, to include in the Climate Change Vulnerability Assessment reports an evaluation of the broader social and economic impacts on communities connected to the evaluated infrastructure risks, as specified. | Watch |
| **AB 1198**<br>Haney D<br><br>Public works: prevailing wages. | This bill is on the Suspense File in the Assembly Appropriations Committee. | Existing law requires that, except as specified, not less than the general prevailing rate of per diem wages, determined by the Director of Industrial Relations, be paid to workers employed on public works projects. Existing law requires the body awarding a contract for a public work to obtain from the director the general prevailing rate of per diem wages for work of a similar character in the locality in which the public work is to be performed, and the general prevailing rate of per diem wages for holiday and overtime work, for each craft, classification, or type of worker needed to execute the contract. Under existing law, if the director determines during any quarterly period that there has been a change in any prevailing rate of per diem wages in a locality, the director is required to make that change available to the awarding body and their determination is final. Under existing law, that determination does not apply to public works contracts for which the notice to bidders has been published. This bill would instead state, commencing July 1, 2026, that if the director determines, within a semiannual period, that there is a change in any prevailing rate of per diem wages in a locality, that determination applies to any public works contract that is awarded or for which notice to bidders is published after July 1, 2026. The bill would authorize any contractor, awarding body, or specified representative affected by a change in rates on a particular contract to, within 20 days, file with the director a verified petition to review the determination of that rate, as specified. The bill would require the director to, upon notice to the interested parties, initiate an investigation or hold a hearing, and, within 20 days after the filing of that petition, except as specified, make a final determination and transmit the determination in writing to the awarding body and to the interested parties. The bill would make that determination issued by the director effective 10 days after its issuance, and until it is modified, rescinded, or superseded by the director. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1207**<br>Irwin D<br><br>Climate change: market-based compliance mechanism: price ceiling. | This bill is in the Assembly Natural Resources Committee. | The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases and requires the state board to ensure that statewide greenhouse gas emissions are reduced to at least 40% below the 1990 level by 2030. The act, until January 1, 2031, authorizes the state board to adopt a regulation establishing a system of market-based declining aggregate emissions limits for sources or categories of sources that emit greenhouse gases (market-based compliance mechanism) that meets certain requirements. Existing law requires the state board, in adopting the regulation to, among other things, establish a price ceiling for emission allowances sold by the state board. Existing law requires the state board, in establishing the price ceiling, to consider specified factors, including the full social cost associated with emitting a metric ton of greenhouse gases. This bill would require the state board to instead consider the full social cost associated with emitting a metric ton of greenhouse gases, as determined by the United States Environmental Protection Agency in November 2023. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1243**<br>Addis D<br><br>Polluters Pay Climate Superfund Act of 2025. | This bill is in the Assembly Judiciary Committee. | The California Global Warming Solutions Act of 2006, until January 1, 2031, authorizes the State Air Resources Board to adopt a regulation establishing a system of market-based declining aggregate emissions limits for sources or categories of sources that emit greenhouse gases (market-based compliance mechanism) that meets certain requirements. Existing law establishes the Greenhouse Gas Reduction Fund and requires all moneys, except for fines and penalties, collected by the state board from the auction or sales of allowances as a part of a market-based compliance mechanism to be deposited into the fund and requires the Legislature to appropriate moneys in the fund for the purpose of reducing greenhouse gas emissions in the state, as provided. Existing law, the California Climate Crisis Act, declares that it is the policy of the state both to achieve net-zero greenhouse gas emissions as soon as possible, but no later than 2045, and achieve and maintain net-negative greenhouse gas emissions thereafter, and to ensure that by 2045, statewide anthropogenic greenhouse gas emissions are reduced to at least 85% below the 1990 levels. This bill would enact the Polluters Pay Climate Superfund Act of 2025 and would establish the Polluters Pay Climate Superfund Program to be administered by the California Environmental Protection Agency to require fossil fuel polluters to pay their fair share of the damage caused by greenhouse gases released into the atmosphere during the covered period, which the bill would define as the time period between the 1990 and 2024 calendar years, inclusive, resulting from the extraction, production, refining, sale, or combustion of fossil fuels or petroleum products, to relieve a portion of the burden to address cost borne by current and future California taxpayers. The bill would require the agency, within 90 days of the effective date of the act, to determine and publish a list of responsible parties, which the bill would define as an entity with a majority ownership interest in a business engaged in extracting or refining fossil fuels that, during the covered period, did business in the state or otherwise had sufficient contact with the state, and is determined by the agency to be responsible for more than 1,000,000,000 metric tons of covered fossil fuel emissions, as defined, in aggregate globally, during the covered period. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1250**<br>Papan D<br><br>Transit operators: paratransit: recertification of eligibility. | This bill is in the Assembly Transportation Committee. | Under the Mills-Alquist-Deddeh Act, also known as the Transportation Development Act, revenues from a 1/4 percent sales tax in each county are, among other things, available for allocation by the transportation planning agency to transit operators and for community transit services. Existing law requires a transit operator that receives funds through the Mills-Alquist-Deddeh Act and that provides dial-a-ride or paratransit service to provide those services consistent with certain requirements. This bill would prohibit, on and after January 1, 2027, those transit operators from requiring a person who receives, or is eligible to receive, paratransit services based on a disability or medical condition, and whose condition cannot reasonably be expected to improve, to recertify their eligibility, unless the person has a temporary eligibility or there is a review to broaden the person's eligibility, as specified. The bill would require a temporary eligibility to be valid for 180 days or until the date indicated by the person's medical professional, as specified. The bill would prohibit renewal of temporary eligibility more than 6 consecutive times. To the extent the bill would impose additional duties on a local agency, it would impose a state-mandated local program. The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement. This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above. | Watch |
| **AB 1268**<br>Macedo R<br><br>Motor Vehicle Fuel Tax Law: adjustment suspension. | This bill is in the Assembly Transportation Committee. | The Motor Vehicle Fuel Tax Law, administered by the California Department of Tax and Fee Administration, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing law requires the department to adjust the tax on July 1 each year by a percentage amount equal to the increase in the California Consumer Price Index, as calculated by the Department of Finance. Article XIX of the California Constitution restricts the expenditure of revenues from the Motor Vehicle Fuel Tax Law, Diesel Fuel Tax Law, and other taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. This bill would authorize the Governor to suspend an adjustment to the motor vehicle fuel tax, as described above, scheduled on or after July 1, 2025, upon making a determination that increasing the rate would impose an undue burden on low-income and middle-class families. The bill would require the Governor to notify the Legislature of an intent to suspend the rate adjustment on or before January 10 of that year, and would require the Department of Finance to submit to the Legislature a proposal by January 10 that would maintain the same level of funding for transportation purposes as would have been generated had the scheduled adjustment not been suspended. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1337**<br>Ward D<br><br>Information Practices Act of 1977. | This bill is in the Assembly Appropriations Committee. | Existing law, the Information Practices Act of 1977, prescribes a set of requirements, prohibitions, and remedies applicable to agencies, as defined, with regard to their collection, storage, and disclosure of personal information, as defined. Existing law exempts from the provisions of the act counties, cities, any city and county, school districts, municipal corporations, districts, political subdivisions, and other local public agencies, as specified. This bill would recast those provisions to, among other things, remove that exemption for local agencies, and would revise and expand the definition of "personal information." The bill would make other technical, nonsubstantive, and conforming changes. Because the bill would expand the duties of local officials, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |
| **AB 1340**<br>Wicks D<br><br>Transportation network company drivers: labor relations. | This bill is in the Assembly Labor & Employment Committee. | Existing law declares the public policy of the state regarding labor organization, including, among other things, that it is necessary for a worker to have full freedom of association, self-organization, and designation of representatives of their own choosing, to negotiate the terms and conditions of their employment, and to be free from the interference, restraint, or coercion of employers of labor, or their agents, in the designation of such representatives or in self-organization or in other concerted activities for the purpose of collective bargaining or other mutual aid or protection. Existing law, the Protect App-Based Drivers and Services Act, added by Proposition 22, as approved by the voters at the November 3, 2020, statewide general election (the initiative), categorizes app-based drivers for network companies, as defined, as independent contractors if certain conditions are met. Existing law requires, among other things, that the network company provide a health care subsidy to qualifying app-based drivers, provide a minimum level of compensation for app-based drivers, and not restrict app-based drivers from working in any other lawful occupation or business. Existing case law holds that specified provisions of the initiative are invalid on separation of powers grounds; however, the court severed the unconstitutional provisions, allowing the rest of the initiative to remain in effect. Existing law also establishes the Labor and Workforce Development Agency in state government under the supervision of the Secretary of Labor and Workforce Development, and charges the agency with oversight of specified departments, boards, and panels. This bill, the Transportation Network Company Drivers Labor Relations Act, would establish that transportation network company (TNC) drivers have the right to form, join, and participate in the activities of TNC driver organizations of their own choosing to engage in other concerted activities for the purpose of collective bargaining or other mutual aid or protection. The bill would provide that TNC drivers also have the right to refuse to join or participate in the activities of TNC driver organizations. The bill would require the Labor and Workforce Development Agency to enforce these provisions. The bill would define various terms for purposes of the act and would make related legislative policy statements. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1372**<br>Papan D<br><br>Renewable electrical generation facilities: electrified commuter railroads: regenerative braking: net billing. | This bill is in the Assembly Utilities & Energy Committee. | Existing law vests the Public Utilities Commission with regulatory authority over public utilities, including electrical corporations. Existing law requires every electric utility, except as provided, to develop a standard contract or tariff providing for net energy metering, and to make this standard contract or tariff available to eligible customer-generators using renewable electrical generation facilities, as specified. Pursuant to its authority, the commission issued a decision revising net energy metering tariff and subtariffs, commonly known as the net billing tariff. This bill would include the regenerative braking from electric trains as a renewable electrical generation facility for those purposes, as provided. | Recommend Support |
| **AB 1410**<br>Garcia D<br><br>Public utilities: service outages and updates: alerts. | This bill is in the Assembly Appropriations Committee. | Existing law vests the Public Utilities Commission with regulatory authority over public utilities. If the commission finds after a hearing that the rules, practices, equipment, appliances, facilities, or service of any public utility, or the methods of manufacture, distribution, transmission, storage, or supply employed by the public utility, are unjust, unreasonable, unsafe, improper, inadequate, or insufficient, the Public Utilities Act requires the commission to determine and, by order or rule, fix the rules, practices, equipment, appliances, facilities, service, or methods to be observed, furnished, constructed, enforced, or employed. This bill would require each public utility to automatically enroll customers in alerts for service outages and updates. The bill would require customers to be provided with the opportunity to opt-out of any alerts they do not wish to receive, except as provided. The bill would require each public utility to provide information on customers' bills on how to update their preferred contact methods and to allow customers to update their contact information by email or telephone. This bill contains other related provisions and other existing laws. | Watch |
| **AB 1421**<br>Wilson D<br><br>Vehicles: Road Usage Charge Technical Advisory Committee. | This bill is in the Assembly Transportation Committee. | Existing law requires the Chair of the California Transportation Commission to create a Road Usage Charge Technical Advisory Committee in consultation with the Secretary of Transportation to guide the development and evaluation of a pilot program assessing the potential for mileage-based revenue collection as an alternative to the gas tax system. Existing law additionally requires the Transportation Agency, in consultation with the commission, to implement the pilot program, as specified. Existing law repeals these provisions on January 1, 2027. This bill would extend the operation of the above-described provisions until January 1, 2035. The bill would also make related findings and declaration. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 1472**<br>Hart D<br><br>California Sea Level Rise State and Regional Support Collaborative. | Pending referral to policy committee. | Existing law creates within the Ocean Protection Council the California Sea Level Rise State and Regional Support Collaborative to provide state and regional information to the public and support to local, regional, and other state agencies for the identification, assessment, planning, and, where feasible, the mitigation of the adverse environmental, social, and economic effects of sea level rise within the coastal zone, as provided. This bill would make a nonsubstantive change to this provision. | Watch |
| **SB 30**<br>Cortese D<br><br>Diesel-powered on-track equipment: decommissioning: resale and transfer restrictions. | This bill is in the Senate Environmental Quality Committee. | Existing law provides various provisions applicable to all public transit and transit districts and includes specific requirements applicable to public entities that operate commuter rail or rail transit systems. This bill would prohibit a public entity that owns diesel-powered on-track equipment from selling, donating, or otherwise transferring that equipment for continued use after the public entity decommissions the equipment. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 63**<br>Wiener D<br><br>San Francisco Bay area: local revenue measure: transportation funding. | This bill is in the Senate Revenue & Taxation 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 relating to providing public transit services. This bill would establish the Transportation Revenue Measure District with jurisdiction extending throughout the boundaries of the Counties of Alameda and Contra Costa and the City and County of San Francisco and would require the district to be governed by the same board that governs the commission, thereby imposing a state-mandated local program. The bill would authorize a retail transactions and use tax applicable to the entire district to be imposed by the board of the district or by a qualified voter initiative for a duration of 10 to 15 years, inclusive, and generally in an amount of 0.5%, subject to voter approval at the November 3, 2026, statewide general election. After allocations are made for various administrative expenses, the bill would require an unspecified portion of the proceeds of the tax to be allocated by the commission to initiatives included in a specified commission plan and to the Alameda-Contra Costa Transit District, the Peninsula Rail Transit District, commonly known as Caltrain, the San Francisco Bay Area Rapid Transit District, and the San Francisco Municipal Transportation Agency for operating expenses, and would require the remaining proceeds to be subvened directly to the counties comprising the district for public transportation expenses, as prescribed. This bill contains other existing laws. | Watch |
| **SB 71**<br>Wiener D<br><br>California Environmental Quality Act: exemptions: transit projects. | This bill is in the Senate Appropriations Committee. | The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA, until January 1, 2030, exempts from its requirements active transportation plans, pedestrian plans, or bicycle transportation plans for the restriping of streets and highways, bicycle parking and storage, signal timing to improve street and highway intersection operations, and the related signage for bicycles, pedestrians, and vehicles. This bill would extend the operation of the above-mentioned exemption indefinitely. The bill would also exempt a transit comprehensive operational analysis, as defined, a transit route readjustment, or other transit agency route addition, elimination, or modification, from the requirements of CEQA. Because a lead agency would be required to determine whether a plan qualifies for this exemption, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Support March 2025 |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 79**<br>Wiener D<br><br>Local government land: public transit use: housing development: transit-oriented development. | This bill is in the Senate Local Government Committee. | Existing law prescribes requirements for the disposal of surplus land by a local agency. Existing law defines "surplus land" for these purposes to mean land owned in fee simple by any local agency for which the local agency's governing body takes formal action declaring that the land is surplus and is not necessary for the agency's use. Existing law defines "agency's use" for these purposes to include land that is being used for agency work or operations, as provided. Existing law exempts from this definition of "agency's use" certain commercial or industrial uses, except that in the case of a local agency that is a district, except a local agency whose primary purpose or mission is to supply the public with a transportation system, "agency's use" may include commercial or industrial uses or activities, as specified. This bill would additionally include land leased to support public transit operations in the definition of "agency's use," as described above. The bill would also revise the definition of "agency's use" with respect to commercial or industrial uses to instead provide that a district or a public transit operator may use land for commercial or industrial uses or activities, as described above. This bill contains other related provisions and other existing laws. | Watch |
| **SB 239**<br>Arreguín D<br><br>Open meetings: teleconferencing: subsidiary body. | This bill is in the Senate Judiciary Committee. | Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as specified. Existing law, until January 1, 2026, authorizes specified neighborhood city councils to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if, among other requirements, the city council has adopted an authorizing resolution and 2/3 of the neighborhood city council votes to use alternate teleconference provisions, as specified This bill would authorize a subsidiary body, as defined, to use alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. The bill would require the subsidiary body to post the agenda at each physical meeting location designated by the subsidiary body, as specified. The bill would require the members of the subsidiary body to visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, as specified. The bill would also require the subsidiary body to list a member of the subsidiary body who participates in a teleconference meeting from a remote location in the minutes of the meeting. This bill contains other related provisions and other existing laws. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 272**<br>Becker D<br><br>San Mateo County Transit District: job order contracting: pilot program. | This bill is on the Assembly Floor. | The Local Agency Public Construction Act sets forth procedures that a local agency is required to follow when procuring certain services or work. The act also sets forth specific public contracting requirements for certain transit districts, including the San Mateo County Transit District for construction work contracts. The act authorizes certain local agencies, including school districts and community college districts, to engage in job order contracting, as prescribed. This bill would establish a pilot program to authorize the San Mateo County Transit District to use job order contracting as a procurement method. The bill would impose a $5,000,000 cap on awards under a single job order contract and a $1,000,000 cap on any single job order. The bill would limit the term of an initial contract to a maximum of 12 months, with extensions as prescribed. The bill would establish various procedures and requirements for the use of job order contracting under the pilot program. The bill would require the district, on or before January 1, 2030, to submit to the appropriate policy and fiscal committees of the Legislature a report on the use of job order contracting under the bill. The pilot program would be repealed on January 1, 2032. This bill would make legislative findings and declarations as to the necessity of a special statute for the San Mateo County Transit District. | Sponsor February 2025 |
| **SB 419**<br>Caballero D<br><br>Hydrogen fuel. | This bill is in the Senate Revenue & Taxation Committee. | Existing state 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. The Sales and Use Tax Law provides various exemptions from those taxes. This bill would, on and after January 1, 2026, provide an exemption from the taxes imposed by the Sales and Use Tax Law for the gross receipts from the sale in this state of, and the storage, use, or other consumption in this state of, hydrogen fuel. This bill contains other related provisions and other existing laws. | Watch |
| **SB 445**<br>Wiener D<br><br>Transportation: planning: complete streets facilities: sustainable transportation projects. | This bill is in the Senate Appropriations Committee. | Existing law requires the Department of Transportation to improve and maintain the state's highways. Existing law authorizes the department to issue encroachment permits and requires the department to either approve or deny an application from an applicant for an encroachment permit within 60 days of receiving a completed application, as provided. Existing law also requires the department, on or before January 1, 2027, to develop and adopt a project intake, evaluation, and encroachment permit review process for complete streets facilities that are sponsored by a local jurisdiction or a transit agency. This bill would instead require the department to develop and adopt the above-described project intake, evaluation, and encroachment review process on or before February 1, 2027. The bill would also state the intent of the Legislature to amend this bill with legislation that accelerates and makes more reliable third-party permits and approvals for preconstruction and construction activities on sustainable transportation projects. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 496**<br>Hurtado D<br><br>Advanced Clean Fleets Regulation: appeals advisory committee: exemptions. | This bill is in the Senate Transportation Committee. | Existing law requires the State Air Resources Board to adopt and implement motor vehicle emission standards, in-use performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution that the state board has found necessary, cost effective, and technologically feasible. The California Global Warming Solutions Act of 2006 establishes the state board as the state agency responsible for monitoring and regulating sources emitting greenhouse gases and requires the state board to adopt rules and regulations to achieve the maximum technologically feasible and cost-effective greenhouse gas emission reductions from those sources. Pursuant to its authority, the state board has adopted the Advanced Clean Fleets Regulation, which imposes various requirements for transitioning local, state, and federal government fleets of medium- and heavy-duty trucks, other high-priority fleets of medium- and heavy-duty trucks, and drayage trucks to zero-emission vehicles. The Advanced Clean Fleets Regulation authorizes entities subject to the regulation to apply for exemptions from its requirements under certain circumstances. This bill would require the state board to establish the Advanced Clean Fleets Regulation Appeals Advisory Committee by an unspecified date for purposes of reviewing appeals of denied requests for exemptions from the requirements of the Advanced Clean Fleets Regulation. The bill would require the committee to include representatives of specified governmental and nongovernmental entities. The bill would require the committee to meet monthly and would require recordings of its meetings to be made publicly available on the state board's internet website. The bill would require the committee to consider, and make a recommendation on, an appeal of an exemption request denial no later than 60 days after the appeal is made. The bill would require specified information relating to the committee's consideration of an appeal to be made publicly available on the state board's internet website. The bill would require the state board to consider a recommendation of the committee at a public meeting no later than 60 days after the recommendation is made. | Watch |
| **SB 506**<br>Committee on Transportation<br><br>Transportation: omnibus bill. | This bill is on the Senate Floor. | (1)Existing law requires that each application for an original or a renewal of a driver's license contain certain information, including the applicant's true full name, age, mailing address, and gender. Existing law also provides that if a driver's license is lost, destroyed, or mutilated, or if a new true full name is acquired, the person to whom the driver's license was issued shall obtain a duplicate if the person provides satisfactory proof of the loss, destruction, or mutilation. A violation of these provisions is an infraction. This bill would authorize a person who submits a change of address, as specified, to apply for a duplicate driver's license. The bill would require the applicant who receives a duplicate through this process to immediately destroy the license containing the prior mailing address. By creating a new crime, this bill would impose a state-mandated local program. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 559**<br>Stern D<br><br>Electricity: deenergization events: communications. | This bill is in the Senate Appropriations Committee. | Existing law requires each electrical corporation to annually prepare a wildfire mitigation plan and to submit the plan to the Office of Energy Infrastructure Safety for review and approval, as specified. Existing law requires a wildfire mitigation plan of an electrical corporation to include, among other things, protocols for deenergizing portions of the electrical distribution system that consider the associated impacts on public safety, and protocols related to mitigating the public safety impacts of those protocols, including impacts on critical first responders and on health and communications infrastructure. Existing law requires a wildfire mitigation plan of an electrical corporation to also include appropriate and feasible procedures for notifying a customer who may be impacted by the deenergizing of electrical lines and requires these procedures to consider the need to notify, as a priority, critical first responders, health care facilities, and operators of telecommunications infrastructure with premises within the footprint of a potential deenergization event. This bill would require, consistent with the above-described protocols, an electrical corporation to immediately notify, when possible and at the time a decision to conduct a deenergization event is made, public safety partners about the potential public safety impacts of the deenergization event, as specified. The bill would require detailed status information on restoration efforts to be made available to emergency management organizations, public safety officials, customers, and the public, where feasible, with regular progress updates issued at intervals of no more than 12 hours, for all impacted circuits, as specified. The bill would require, in advance of a deenergization event, an electrical corporation to make a reasonable effort to publish and make available weather conditions observed within the affected circuit being considered for deenergization, as provided. Once hazardous conditions subside, the bill would require an electrical corporation to prioritize the restoration of electricity and begin efforts to reenergize lines without unnecessary delays when safe to do so. The bill would make electrical corporations responsible for the continual monitoring and eventual restoration of circuits affected by a deenergization event. The bill would require each electrical corporation to submit an annual report to the Public Utilities Commission that details its compliance with the transparency and restoration requirements of these provisions, as provided. This bill contains other related provisions and other existing laws. | Watch |
| **SB 578**<br>Smallwood-Cuevas D<br><br>California Workplace Outreach Program. | This bill is on the Suspense File in the Senate Appropriations Committee. | Current law establishes the Department of Industrial Relations within the Labor and Workforce Development Agency to, among other things, foster, promote, and develop the welfare of wage earners, to improve their working conditions, and to advance their opportunities for profitable employment. This bill would require the department, upon appropriation of funds for this purpose, to establish and maintain the California Workplace Outreach Program to promote awareness of, and compliance with, workplace protections that affect workers. The bill would require the department to issue a competitive request for application to qualified organizations, as defined, to provide education and outreach services to workers and to assist workers to assert their workplace rights. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 642**<br>Limón D<br><br>Employment: payment of wages. | This bill is in the Senate Judiciary Committee. | Existing law imposes varying requirements upon employers to share the pay scale for a position with an applicant or in a job posting, as provided. Existing law defines "pay scale" as the salary or hourly wage range that the employer reasonably expects to pay for the position. This bill would revise the definition of "pay scale" to mean an estimate of this expected wage range that is made in good faith. This bill contains other related provisions and other existing laws. | Watch |
| **SB 667**<br>Archuleta D<br><br>Railroads: safety: wayside detectors: train length: emergency vehicle crossing. | This bill is in the Senate Transportation Committee. | The existing Federal Railroad Safety Act (FRSA) authorizes the United States Secretary of Transportation to prescribe regulations and issue orders for railroad safety and requires the United States Secretary of Homeland Security, when prescribing a security regulation or issuing a security order that affects the safety of railroad operations, to consult with the United States Secretary of Transportation. The FRSA provides for state participation in the enforcement of the safety regulations and orders issued by the United States Secretary of Transportation or the United States Secretary of Homeland Security, pursuant to an annual certification, and authorizes the respective secretaries to make an agreement with a state to provide investigative and surveillance activities. The FRSA provides that, to the extent practicable, laws, regulations, and orders related to railroad safety and security are required to be nationally uniform, but authorizes a state to adopt or continue in force a law, regulation, or order related to railroad safety or security until the United States Secretary of Transportation, with respect to railroad safety matters, or the United States Secretary of Homeland Security, with respect to railroad security matters, prescribes a regulation or issues an order covering the subject matter of the state requirement. A state is additionally authorized to adopt or continue in force an additional or more stringent law, regulation, or order related to railroad safety or security, when necessary to eliminate or reduce an essentially local safety or security hazard, that is not incompatible with a federal law, regulation, or order, and that does not unreasonably burden interstate commerce. This bill would require a railroad corporation to install and operate a network of wayside detector systems on or adjacent to any track used by a freight train with maximum spacing specified for individual detection devices along a continuous track. The bill would define "wayside detector system" to mean an electronic device or series of connected devices that scans passing freight trains, rolling stock, on-track equipment, and their component equipment and parts for defects. The bill would require a wayside detector system to issue certain messages if a defect is detected or is not detected, and would specify actions to be taken if a message indicating a defect is detected. The bill would require a railroad corporation to ensure that its employees know and understand these requirements. The bill would require the commission to enforce these requirements and would impose a penalty of not less than $25,000 upon a railroad corporation for each violation. This bill contains other related provisions. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 707**<br>Durazo D<br><br>Open meetings: meeting and teleconference requirements. | This bill is in the Senate Appropriations Committee. | Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. This bill would, until January 1, 2030, require a city council or a county board of supervisors to comply with additional meeting requirements, including that all open and public meetings include an opportunity for members of the public to attend via a 2-way telephonic service or a 2-way audiovisual platform, as defined, that a system is in place for requesting and receiving interpretation services for public meetings, as specified, and that the city council or county board of supervisors encourage residents to participate in public meetings, as specified. This bill contains other related provisions and other existing laws. | Watch |
| **SB 714**<br>Archuleta D<br><br>Zero-emission vehicles: workforce development: Clean Energy Workforce Training Council. | Pending referral to policy committee. | Existing law, upon appropriation by the Legislature, establishes the position of Deputy Secretary for Climate within the Labor and Workforce Development Agency, to be appointed by the Governor and subject to confirmation by the Senate, for the purpose of assisting in the oversight of California's workforce transition to a sustainable and equitable carbon-neutral economy. Existing law requires the deputy secretary to perform specified duties, including creating or coordinating programs with other state agencies to retrain and upskill workers for, among other jobs, clean energy jobs, as specified. This bill would state the intent of the Legislature to enact legislation that would establish a zero-emission vehicle workforce development pilot project and a Clean Energy Workforce Training Council, as provided. | Watch |
| **SB 735**<br>Committee on Local Government<br><br>Validations. | This bill is on the Assembly Floor. | This bill would enact the First Validating Act of 2025, which would validate the organization, boundaries, acts, proceedings, and bonds of the state and counties, cities, and specified districts, agencies, and entities. This bill contains other related provisions. | Watch |
| **SB 741**<br>Blakespear D<br><br>Coastal resources: coastal development permit: local emergency declaration. | This bill is in the Senate Appropriations Committee. | Existing law, the California Coastal Act of 1976, establishes the California Coastal Commission and provides for planning and regulation of development in the coastal zone, as defined. The act requires the commission to provide, by regulation, for the issuance of coastal development permits by the executive director of the commission or, where the development permit authority has been delegated to a local government, by an appropriate local official designated by resolution of the local government without compliance with the procedures prescribed in the act in cases of emergency, except as provided, and for certain nonemergency developments, as described. This bill would include as an emergency, for purposes of the latter provision, a local emergency declaration by a municipality, county, or special district. | Watch |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **SB 752**<br>Richardson D<br><br>Sales and use taxes: exemptions: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: transit buses. | This bill is in the Senate Revenue & Taxation Committee. | Existing state 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. The Sales and Use Tax Law provides various exemptions from those taxes, including, until January 1, 2026, an exemption from those taxes with respect to the sale in this state of, and the storage, use, or other consumption in this state of, specified zero-emission technology transit buses sold to specified public agencies that are eligible for specified incentives from the State Air Resources Board. This bill would extend the exemption for specified zero-emission technology transit buses until January 1, 2028. This bill contains other related provisions. | Support<br>April 2025 |

# San Mateo County Transit District
# State Legislative Matrix 4/24/2025

| Bill ID/Topic | Location | Summary | Position |
|---|---|---|---|
| **AB 778**<br>Chen R<br><br>Local Agency Public Construction Act: internet website posting. | **This is a two-year bill, and will no longer be moving forward this year.** | Existing law, the Local Agency Public Construction Act, sets forth the requirements for the payment of construction projects by local agencies. Existing law, the State Contract Act, imposes specified requirements on state agencies regarding payment of construction contracts, including requiring, within 10 days of making a construction contract payment, a state agency that maintains an internet website to post on its internet website the project for which the payment was made, the name of the construction contractor or company paid, the date the payment was made or the date the state agency transmitted instructions to the Controller or other payer to make the payment, the payment application number or other identifying information, and the amount of the payment. Existing law exempts from these provisions, among other things, construction contracts valued below $25,000. This bill would require a local agency that maintains an internet website to post on its internet website the information described above. The bill would exempt from these provisions construction contracts valued below $25,000. The bill would prohibit a local agency that fails to comply with these provisions from withholding any retention proceeds from any remaining payment, as specified. By adding to the duties of local agencies, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |
| **AB 1070**<br>Ward D<br><br>Transit districts: governing boards: compensation: nonvoting members. | **This bill was pulled from the Assembly Local Government Committee, and will no longer be moving forward this year.** | Existing law provides for the formation of various transit districts and specifies the duties and powers of their governing boards. Existing law authorizes a transit district to compensate a member of the governing board for attending a board meeting and for engaging in other district business, as provided. This bill would prohibit a transit district from compensating a member of the governing board unless the member demonstrates personal use of the transit system, as specified. The bill would require the governing board of a transit district to include 2 nonvoting members and 4 alternate nonvoting members, as specified. The bill would require nonvoting members and alternate nonvoting members to have certain rights and protections, including the right to attend and participate in all public meetings of the governing board, except as specified. The bill would require the chair of the governing board of a transit district to exclude these nonvoting members from meetings discussing, among other things, negotiations with labor organizations. By expanding the duties of transit districts, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. | Watch |

Shaw Yoder Antwih Schmelzer & Lange

April 14, 2025

TO: Board of Directors
San Mateo County Transit District

FM: Matt Robinson, Michael Pimentel and Brendan Repicky
Shaw Yoder Antwih Schmelzer & Lange

**RE: STATE LEGISLATIVE UPDATE – May 2025**

---

***General Update***

As has been highlighted in previous reports, state legislators introduced approximately 2,350 bills in this first year of the 2025-2026 Legislative Session. Many of these bills started out as "spot" bills and required substantive language before they could advance to the Legislature's policy committees. The Assembly required spot bills to be amended by March 17 and the Senate by March 26. Pursuant to these deadlines, we have seen substantive language amended into many bills; we will see additional substantive amendments over the coming weeks. The Legislature will adjourn for Spring Recess on April 10 and reconvene on April 21. The deadline for policy committees to meet and hear bills with a fiscal impact is May 2 (May 9 for non-fiscal) for bills in the first house. For information about key legislative and budget deadlines, please see the 2025 Legislative Calendar available here.

***Bay Area Regional Measure***

The effort to generate additional revenue to support the Bay Area's public transit systems by way of a regional transportation measure is now included in SB 63 (Wiener and Arreguín). The bill would authorize a citizens' initiative, which may only require a simple majority vote, for a sales tax of one half cent in Alameda and Contra Costa Counties, and up to one cent in San Francisco. These taxes would be applied for 10-15 years. As noted, the bill is currently a three-county measure (Alameda, Contra Costa, San Francisco), but provides a path for San Mateo and Santa Clara counties to opt-in before July 2025. After administrative costs, the bill would allocate remaining revenues to AC Transit, BART, Caltrain, and Muni, and may only be used for transit operations. The measure would also provide up to 10 percent of the revenues for transit transformation. Any remaining funds could be used for East Bay bus operators that provide feeder service to BART. The bill will also require performance audits of the four major transit systems facing fiscal cliffs (AC Transit, BART, Caltrain, SF Muni), and an operational cost-sharing analysis, as well as provisions for stronger regional network management. The bill also authorizes a regional network manager to implement the network management framework in exchange for access to SB 63 funds.

***Governor Newsom Appoints New CalSTA Leaders***

On March 19 and April 3, respectively, Governor Newsom announced the appointment of Emily Warren and James Hacker to leadership positions at the California State Transportation Agency. Ms. Warren was appointed to the role of CalSTA Deputy Secretary for Innovative Mobility Solutions and Mr. Hacker was appointed to the role of CalSTA Undersecretary. Ms. Warren fills the position left vacant by Lori Pepper

and Mr. Hacker fills the role left vacant by Mark Tollefson. The appointment of Mr. Hacker is of particular importance to METRO as he will be the agency's most senior manager and will be charged with overseeing the agency's departments, including the California Department of Transportation, California Highway Patrol, California Department of Motor Vehicle, and California High-Speed Rail Authority, to ensure their implementation of programs and policies consistent with the priorities of the Governor and CalSTA Secretary.

***Governor Newsom and Assembly Speaker Rivas Appoint New Members to California Air Resources Board***

In late February, Governor Newsom and Assembly Speaker Rivas separately announced new appointments to the California Air Resources Board. Governor Newsom announced the appointment of Lynda Hopkins, a Sonoma County Supervisor, and Dawn Ortiz Legg, a San Luis Obispo County Supervisor. Hopkins will serve as the Bay Area Air Quality Management District Member on CARB, replacing Davina Hurt. Legg will serve as the Air District Member. Speaker Rivas announced the appointment of Corey A. Jackson, an Assembly Member, as ex-officio member. Jackson replaces Assembly Member Eduardo Garcia.

***Bills with Recommended Action***

**AB 1372 (Papan) Renewable Electrical Generation: Regenerative Braking – RECOMMEND SUPPORT**

AB 1372, sponsored by Caltrain and authored by Assemblymember Papan, would allow the regenerative braking energy by electric trains that use renewable energy to be eligible under the state's net billing policies. This would allow Caltrain to be credited for the electricity it exports to the grid in the same way that other non-utility customers are compensated in the state. Caltrain currently exports 23% of the energy it consumes back to the electrical grid, about 17 million kWh, and receives no compensation due to regenerative braking from electric trains not being listed as eligible for net billing tariff. The bill has been set for hearing on April 30 in the Assembly Utilities and Energy Committee.

***Bills of Interest***

**SB 30 (Cortese) Sale of Diesel-Powered Rail Equipment**

This bill would prohibit a public entity that owns diesel-powered on-track equipment – defined to mean any locomotive or any other car, rolling stock, equipment, or other device that, alone or coupled to others, is operated on stationary rails and has a diesel engine – from selling, donating, or otherwise transferring that equipment for continued use after the public entity ceases the service of on-track equipment by replacing it with lower emission on-track equipment. The author of the bill has indicated that this legislation is in response to the recent transfer of Caltrain trainsets to Peru. Caltrain and other rail agencies in California have expressed significant concerns with the legislation.

**SB 667 (Archuleta) Railroads, Wayside Detectors, Train Length, Emergency Vehicle Crossing**

This bill would require a railroad, including passenger and commuter rail agencies, to install and operate a network of wayside detector systems on or adjacent to its tracks. SB 667 would also prohibit certain trains with a total length of 7,500 feet from operating on any part of a main line or branch line and would also require a train, rolling stock, or other on-track equipment that is stopped and blocking an at-grade railroad crossing to be moved to clear the railroad crossing upon the approach of an emergency vehicle. Caltrain has expressed concerns with the legislation.

**SB 707 (Durazo) Brown Act Reform**

Authored by the Senate Local Government Committee Chair, this bill would make a number of changes to the Brown Act, including authorizing the legislative body of a local agency to use teleconferencing during a proclaimed state of emergency or local emergency if certain conditions are met and re-

authorizing remote participation authority for just cause as constituted by AB 2449 (Rubio). SB 707 would also create a process for subsidiary bodies to meet remotely, and would permit certain members participating remotely to count toward in-person quorum requirements (ADA, under 18, etc.). This bill contains several other provisions related to the Brown Act, including new translation requirements for meeting materials.

**AB 339 (Ortega) Local Public Employee Organizations: Notice Requirements**
This bill would require the governing body of a public agency, board, or commission to provide written notice to an employee organization no less than 120 days prior to issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization.

**AB 810 (Irwin) Internet Website Requirements**
As amended on April 10, this bill would expand on existing law to require special districts, joint powers authorities, or other political subdivisions to maintain an internet website with a ".gov" or ".ca.gov" domain by January 1, 2031. The domain itself is free for eligible government agencies; however it will require affected agencies to reconfigure and update their website and other relevant third-party systems. AB 810 is set for hearing in the Assembly Privacy and Consumer Protection Committee on April 22.

**AB 1250 (Papan) Paratransit Operators: Recertification of Eligibility**
This bill was amended on April 10 to prohibit transit operators from requiring a person who receives, or is eligible to receive, paratransit services based on a disability or medical condition, and whose condition cannot reasonably be expected to improve, to recertify their eligibility for the services.

**AB 778 (Chen) Internet Website Posting**
This bill would require local agencies, within 10 days of making a construction contract payment, to post on its website information about the project, including the name of the company paid, the date it was paid, the amount of the payment, and other identifying information. Construction contracts valued below $25,000 would be exempt. This bill is no longer moving forward this year.

**AB 1070 (Ward) Transit District Governing Boards**
This bill would prohibit a transit district from compensating a member of the governing board unless the member demonstrates personal use of the transit system each month. The bill would also require the governing board of a transit district to include 2 nonvoting members. One nonvoting member would be required to be a user of the transit service, and the other nonvoting member would be recommended by the labor organization representing transit employees. This bill was pulled from its April 23 committee hearing and thus is likely no longer moving forward this year.

Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202-955-3000 | F 202-955-5564
Holland & Knight LLP | www.hklaw.com

**SamTrans**
**Federal Report**
**May 2025**

***Congressional Update***

Budget Reconciliation Update

- Republicans in the House and Senate are continuing their work on a budget reconciliation package that will allocate funding for defense, energy, and border security, reauthorizes the 2017 Tax Cuts and Jobs Act, and cuts domestic spending.

- The House narrowly passed a budget resolution previously advanced by the Senate, which will allow House and Senate committees to formally draft the reconciliation bill. Despite the House clearing the key procedural hurdle, there remain key divides among the House Republican conference over the amount of spending cuts and certain tax provisions included in a final bill. House Speaker Mike Johnson announced that he would like to pass a bill before Memorial Day, which will require the Speaker, Senate Majority Leader John Thune (R-SD), and President Trump to weigh in with holdouts to meet the Speaker's goal.

- A reconciliation bill could also include an extension of the federal debt ceiling. The Bipartisan Policy Center (BPC) released its Debt Limit Analysis, predicting that the United States is anticipated to default on its $36 trillion national debt between mid-July and early October if Congress does not act to raise the debt ceiling.

FY 2026 Appropriations Update

- House Appropriations Committee Chair Tom Cole (R-OK) and Senate Appropriations Chair Susan Collins (R-ME) released their respective guidance for the FY26 appropriations process. Chair Cole has announced that members will continue to be limited to 15 requests for FY26.

- In advance of the guidance, many members and Senators released their earmark forms, while many waited for the Chairs to release the respective full committee and subcommittee guidance. Sens. Padilla and Schiff both released their respective earmark request forms prior to the release of the guidance. SamTrans was able to submit its $2 million request to both Senators for the Real Time Information Upgrades to Bus Stops in Daly City, South San Francisco, and East Palo Alto project. Senators' offices will now review all requests and determine which projects they advance to the Senate Appropriations Committee. If included in final government funding legislation, the funding would be used to update and install real-time passenger information signs across Daly City, South San Francisco, and East Palo Alto.

- Congress is now in recess for the next two weeks and will return the week of April 28.

Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202-955-3000 | F 202-955-5564
Holland & Knight LLP | www.hklaw.com

- Looking ahead, the President is expected to release a slimmed down "skinny" FY26 budget request this month that provides a general overview of the President's priorities. The President's full budget request is likely to arrive in May.

Marc Molinaro Receives Confirmation Hearing

- On March 27**,** the Senate Banking, Housing, and Urban Affairs Committee held a hearing concerning multiple confirmations, including that of Marc Molinaro for Federal Transit Administration (FTA) Administrator. The hearing centered around themes of workforce development, transparency and accountability, rural transit, and his commitment to transit infrastructure projects. Overall, Molinaro expressed commitment to following the contractual obligations of the FTA and advocating for grant money to be released to transit entities.

- Committee members asked about the status of infrastructure projects and funding under the Infrastructure Investment and Jobs Act (IIJA). Molinaro committed to ensuring that authorized funds continue to flow and that projects already in progress remain on track. He emphasized the importance of adhering to contractual obligations and ensuring that federal funds are used effectively to support transit infrastructure.

- The Banking Committee advanced Molinaro's nomination by a vote of 20-4. Molinaro is expected to be swiftly confirmed by the Senate when his nomination reaches the Senate floor.

Secretary Duffy Testifies Before Senate EPW Committee on Priorities for Surface Transportation Reauthorization Bill

- On April 2, DOT Secretary Sean Duffy testified before the Senate Environment and Public Works (EPW) Committee in a hearing entitled: "Constructing the Surface Transportation Reauthorization Bill: United States Secretary of Transportation's Perspective". The goal of the hearing was to discuss the Trump Administration's policies for the next surface transportation reauthorization bill, to be passed after the IIJA expires in September 2026.

- During the hearing, Secretary Duffy and EPW Ranking Member Sheldon Whitehouse (D-RI) clashed over the DOT's decision to freeze funding for certain infrastructure projects to review their alignment with climate and social justice priorities.

- Secretary Duffy also noted during the hearing that the Department is evaluating the cost of a new air traffic control system and revising guidance for the $5 billion National Electric Vehicle Infrastructure Formula Program (NEVI), which has faced delays.

- Secretary Duffy assured the committee that recent personnel cuts at DOT have not impacted the grant agreement process and mentioned ongoing collaboration with the Office of Personnel Management (OPM) on a reduction in force plan.

Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202-955-3000 | F 202-955-5564
Holland & Knight LLP | www.hklaw.com

House T&I Committee Holds Hearing on State of the Nation's Transit Systems

- On April 9, the House Subcommittee on Highways and Transit convened for a hearing entitled, "America Builds: A Review of Our Nation's Transit Policies and Programs." During the hearing, members and witnesses discussed the impact of the IIJA and how to expand upon that framework in the surface transportation reauthorization bill in 2026.

- Both the Congressmen and witnesses agreed that there needs to be a continued investment in public transit, particularly in rural areas which have historically received less funding. Furthermore, there was a discussion of regulations on public transit, and witnesses called for minimizing National Environmental Policy Act (NEPA) standards to increase efficiency and requiring agencies to release data to ensure accountability. Representatives and the panel also considered how to implement a federal framework for autonomous vehicles (AVs) and how to increase the spare ratio of bus vehicles in the event of extreme weather.

House T&I Committee Requests Stakeholder Feedback on Surface Transportation Reauthorization Bill

- The House Transportation and Infrastructure Committee is requesting stakeholder feedback as the committee continues its work on the next surface transportation reauthorization bill. Both the House and Senate are ramping up their activity as members begin drafting ideas and bill text for the upcoming reauthorization.

- SamTrans previously submitted feedback through the California Transit Association for the upcoming reauthorization. Priorities included maintaining funding for bus programs, allowing funding for operations, and changes to how the Rural Transportation Program is administered.

- The Highways and Transit subcommittee is requesting that stakeholders submit input using this link by April 30.

***Administration Update***

Lawmakers Send Bipartisan, Bicameral Letter to Department of Energy Advocating for the Protection of Hydrogen Hubs Funding

- California Senators Alex Padilla and Adam Schiff sent a bipartisan and bicameral letter of 45 lawmakers to Department of Energy (DOE) Secretary Chris Wright based on reporting that DOE is considering canceling funding for California's Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES). Joining the letter were Reps. Kevin Mullin and Nancy Pelosi, as well as Republicans Vince Fong, Jay Obernolte, and David Valadao.

- Like many federal departments, DOE is reevaluating awards made under the Biden Administration and their potential to be scaled back or cut. SamTrans remains closely

Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202-955-3000 | F 202-955-5564
Holland & Knight LLP | www.hklaw.com

involved in ARCHES, and any cuts could impact SamTrans' participation in the hydrogen hub.

- The letter cites the importance of investing in ARCHES to advance American hydrogen technology. Additionally, the letter estimates the program will create and support 220,000 good-paying jobs in California. SamTrans and Holland & Knight continue to closely track all developments related to hydrogen hubs, which includes working with the federal delegation to weigh in with relevant departments.

Lawmakers Send Letter Advocating for the BRIC Program

- Reps. Brittany Pettersen (D-CO) and Suzanne Bonamici (D-OR) sent a letter to Department of Homeland Security Secretary (DHS) Kristi Noem and Acting Federal Emergency Management Agency (FEMA) Administrator Cameron Hamilton expressing concern over the federal government's move to terminate FEMA's Building Resilient Infrastructure and Communities (BRIC) program.

- The BRIC program is designed to help states, local communities, tribes, and territories reduce the risk of disasters and natural hazards. DHS and FEMA officially announced the termination of BRIC awards from fiscal years 2020-2023. The IIJA allocated BRIC approximately $1 billion to fund resilience projects across the United States.

- The BRIC program was a key funding tool for the Biden Administration as they worked to address the impact of climate change, like sea level rise. Funding was utilized to help communities plan and build the infrastructure needed to respond to natural disasters made worse by increasing temperatures and other extreme weather. However, due to the program's connection to climate change and other environment-related topics, it was targeted by the Trump Administration as it ran counter to the President's various energy-related executive orders.

**BOARD OF DIRECTORS 2025**

JEFF GEE, CHAIR
MARIE CHUANG, VICE CHAIR
DAVID J. CANEPA
BROOKS ESSER
MARINA FRASER
RICO E. MEDINA
JOSH POWELL
PETER RATTO
JACKIE SPEIER

APRIL CHAN
GENERAL MANAGER/CEO

# NOTICE OF CANCELLATION

## San Mateo County Transit District

## Strategic Planning, Development, and Sustainability Committee Meeting / Committee of the Whole

**Bacciocco Auditorium, 2nd Floor**
**1250 San Carlos Avenue, San Carlos CA 94070**

Strategic Planning, Development, and Sustainability Committee Meeting / Committee of the Whole for Wednesday, May 7, 2025 is cancelled as there are no business items this month.

The next scheduled meeting is **Wednesday, June 4, 2025**.

Note:

- This Committee meeting may be attended by Board Members who do not serve 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.