



**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
AUGUST 21, 2019 – 1:30 PM**

5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954

1. Call to Order
2. Approval of the August 7, 2019 Board Minutes
3. Public Comment on Non-Agenda Items
4. Board Member Announcements
5. General Manager's Report
6. Consent
 - a. Approval of Monthly Financial Report
7. Authorize the General Manager to Award a Sole-Source Purchase Order to KNORR Brake Company for the Purchase of Services for the Rail Cars Air Brake Overhaul in an amount not-to-exceed \$570,080
8. 2019 Strategic Plan Review (*Discussion Only*)
9. Next Regular Meeting Board of Directors, September 4, 2019 – 1:30 PM – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 94954
10. Adjournment

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SMART at least 72 hours prior to the meeting to ensure arrangements for accommodation. Please contact the Clerk of the Board at (707) 794-3072 or dial CRS 711 for more information.

DOCUMENTS: Documents distributed by SMART for its monthly Board meeting or committee meetings, and which are not otherwise privileged, may be inspected at SMART's office located at 5401 Old Redwood Highway, Suite 200, Petaluma, CA 94954 during regular business hours. Documents may also be viewed on SMART's website at: www.sonomamarintrain.org. Materials related to an item on this Agenda submitted to SMART after distribution of the agenda packet are available for public inspection at the SMART Office. For information about accessing SMART meetings by public transit, use the trip planner at www.511



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

August 7, 2019 - 1:30 PM

5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954

1. Call to Order

Chair Phillips called the meeting to order at 1:30pm. Directors Connolly Fudge, Garbarino, Lucan, Naujokas, Pahre, Rabbitt, Rogers and Zane were present. Directors Arnold and Hillmer arrived later.

Chair Phillips welcomed Patty Garbarino, who was appointed to the SMART Board by Golden Gate Bridge District.

2. Approval of the July 17, 2019 Board Minutes

Director Fudge stated that she gave minor spelling changes to the Clerk of the Board, Leticia Rosas-Mendoza.

MOTION: Director Fudge moved approval of the July 17, 2019 Board Minutes with minor corrections, Director Rabbitt second. The motion carried 8-0 (Directors Rogers and Zane abstain; Directors Arnold and Hillmer arrived later).

3. Public Comment

Felix Huerta Jr. stated that SECA has been de-certified and now it's Local Operating Union 3, who represent the Engineer-Conductors. He addressed the Board by stating that he hopes, they are concerned about the safety of the employees, after hearing of train that was shot at. Currently the Engineer-Conductors contract does not have language related to breaks and lunches. He distributed SMART's Personnel and Policies, pg. 139, which addresses Meals and Rest Periods, and read paragraph 3d. (copy with Clerk of Board). He also stated that an employee was suspended last year for 30-days without a skelly hearing and two more employees were suspended for 2-days and 3-days this year without a skelly hearing. He has been in contact with his office to get clarification on the rules.

Chair Phillips said he felt compelled to share his dissatisfaction with Mr. Huerta's comments regarding the safety of SMART's employees. and whether or not the Board is concerned about them; Mr. Phillips added was offended by the suggestion of Board not been concerned about employees.

Director Hillmer arrived 1:37pm

Duane Bellinger state that East Petaluma residents helped pass Measure Q since it had more votes than Novato. He also commented on the fact that it took 16-months for SMART to settle on a lawsuit, which could have been prevented if regulations and process would have been followed. Mr. Bellinger added that any proposed contract regarding the east Petaluma station, should be presented to the Board for consideration.

Director Arnold arrived 1:40pm

Dani Sheehan stated that she wrote a letter to the Press Democrat Editor stating that she is very moved by all the outreach that SMART has initiated specific to the issue of suicide in our community.

4. Board Members Announcements

Director Fudge acknowledged Communications and Marketing Manager, Jeanne Belding on her last Board meeting with SMART. They appreciate the creativeness that she brought to the job, along with all the outreach that has been conducted under her leadership. On behalf of the Board and others she wished her well in her new job and thanked her for her great service to SMART.

Chair Phillips also thanked Jeanne Belding for the great service she provided.

Director Rogers stated that the Administrative Law Judge was able to walk the Jennings Avenue detour last week, who is overseeing the case along with the City of Santa Rosa, Friends of SMART, Bicycle Coalitions, Community members and SMART's Staff. The City of Santa Rosa is seeking the extension to continue to work with SMART's staff to build Jennings Avenue crossing.

5. General Manager's Report

General Manager Mansourian said that Jeanne Belding has been a tremendous asset to SMART. Under her leadership, SMART brought in more than \$1 million in advertising revenue sales. He thanked her for her service, she will be missed.

SMART has carried 1,381,000 passengers, 129,000 bicycles, and over 5,100 wheelchairs.

Mr. Mansourian stated that Larkspur construction is almost completed and testing will start soon. Testing will begin this weekend in the City of Novato, the City of San Rafael

and Larkspur will follow. The next phase of testing is very important, he added all features (structures and train control system) will be tested, this testing will occur during the night hours due to passenger service during the day. During the night testing you will hear the train horn, and please be patient with us, this testing is to maximize the safety prior to opening day. This testing prior to the opening of Larkspur will also require passenger service interruptions for high speed testing.

On Saturday, August 10, SMART will provide a bus bridge to take passengers between the San Marin and Hamilton stations while the track at Grant Avenue in Novato is closed for track construction.

General Manager Mansourian presented to the Board and members of the public the steps that SMART has taken since last Board Meeting regarding Suicide Prevention. He is very proud of how many agencies have reached out and are joining the Coalition. Highlights include:

- Meeting occurred on Monday, July 22nd to outline an action plan
- SMART area of expertise are the three “E” principles: Engineering, Education, Enforcement
- A Coalition of more than 35 agencies and organization have come together to help
- Awareness Outreach
 - With more partners engaged in this issue, we have quickly implemented messaging on trains and near stations, and social media messaging
 - Signage has been installed on the new Z-gate fencing at railroad crossings to increase awareness and target distraction pedestrians
 - Led by Buckelew, our coalition partners will provide media training and share best practices for reporting on suicides
 - Our coalition partners will work with local media on suicide prevention awareness Public Service Announcement during the months of August, September and October.
- Community Partnership
 - National Suicide Prevention Week - September 8-14, 2019: This is an annual week-long campaign in the United States
 - Rail Safety Week – September 22-28, 2019: This is a month-long safety campaign in conjunction with Operation Lifesaver and other rail transit systems across the country
- Law Enforcement Partnership
 - Enforcement is essential at all railroad crossings
 - Plans are underway to coordinated with law enforcement in Sonoma and Marin Counties on community awareness day of focused enforcement along railroad crossings, similar to DUI checkpoints

Lastly, Mr. Mansourian stated that SMART continues to be involved with this issue, we were the victims and feel horrible for the families of the deceased and our employees. He reported that SMART will be fully staff again starting on Thursday, August 8th when the last Engineer-Conductor returns back to work.

Comments:

Chair Phillips said that he had two meetings with the Marin Independent Journal to talk about the suicide issue. He complemented them on the sensitivity of the issue, it's difficult for the press since its local issue, and at the same time they have done a good job avoiding the direct reference.

Director Zane asked how is SMART increasing enforcement. Mr. Mansourian responded that this is the area that needs your help, contacting the California Highway Patrol and local police departments for them to assist and enforce traffic laws at railroad crossings. The railroad crossings are in County and City jurisdiction, where SMART does not have jurisdiction to enforce that traffic laws. Director Zane suggested that the General Manager Mansourian provide a letter that can be distributed to the Police Departments.

Director Arnold thanked the General Manager for all the work that has been done and for choosing the correct partners to work with on the suicide issue.

Director Rabbitt said that Quiet Zones north of Novato and South of Petaluma are pending. The County of Sonoma Public Works Department has hired a consultant to work on the process. There are approximately 10 crossing in the stretch from Novato to Petaluma and the California Public Utility Commission have visited them, also letters have been mailed to staff and elected officials.

Chair Phillips asked what communities are affected by the testing. Mr. Mansourian responded that the City of Novato, City of San Rafael, City of Larkspur and the unincorporated area of Marin County. Testing will occur between the hours of 10pm and 3:30am.

6. Approve a Resolution and Authorize the Board Chair to Execute the Agreement between the Sonoma-Marin Area Rail Transit District and the International Brotherhood of Teamsters, Local Union Number 665 for the period of July 1, 2019 to June 30, 2022

Human Resources Manager, Lisa Hansley stated that the item today is to consider 3-year collective bargaining agreement between SMART and the International Brotherhood of Teamster Local Union Number 665 (Teamsters), which represent Signal Technicians, Track Maintainer I, Track Maintainer II, and Bridge Tenders.

She thanked all SMART's staff, and negotiators that worked on the agreement.

The agreement retains the District's current policies with modifications: Salaries – wage increase includes cost of living adjustments as well as equity increase.

MOTION: Director Arnold moved to Approve a Resolution and Authorize the Board Chair to Execute the Agreement between the Sonoma-Marin Area Rail Transit District and the International Brotherhood of Teamsters, Local Union Number 665 for the period of July 1, 2019 to June 30, 2022 as presented. Director Lucan second. The motion carried 12-0.

7. Discussion of 2019 Strategic Plan's Preliminary Financial and Projections (*Discussion Only*)

Chief Financial Officer, Erin McGrath said that she and PFM Financial Advisors, Sarah Hollenbeck will be presenting to the Board a preview of the financial projections that will be part of the Strategic Plan. Highlighted included:

- Timeline:
 - Today: Board Workshop on Financial Projections - Receive input on preliminary projection results
 - August 15 and 29, 2019: Citizens Oversight Committee review Strategic Plan
 - September 4, and 19, 2019: Board Review Draft Ordinance and Expenditure Plan
 - October 2 and 16, 2019: Board Discussion and Approval of Strategic Plan
 - November 6, 2019: Final Board Action Approving Ballot Measure
 - March 3, 2020: Voter approval of Sales Tax Renewal
- Six-Year View – Ms. McGrath illustrated a chart
 - Before completion of Phase 1; Fund Balance (unrestricted reserve) was planned and used for capital projects
 - Future operating costs exceed revenues and will deplete reserves and fund balance

Ms. Hollenbeck provide an overview on different scenarios:

- Under the scenario of NO 2020 Sales Tax Renewal
 - With no changes to planned operations, expenses would continue to exceed revenues every year through Fiscal Year 2029
 - Reduction of \$9M needed to bring future into balance
 - Fund Balance (unrestricted reserve) projected to be fully depleted during Fiscal Year 2024
 - Operations unsustainable without cost reduction
- Under the scenario of 20-Year Sales Tax and Debt Extension
 - 20-year extension of the sales tax would enable SMART to restructure outstanding debt – extending final maturity to fiscal year 2049 reduces annual payments by \$12.2M, which will allow the operations to be fully funded thru 2049
 - Expenses will exceed revenues annually until debt is restructured in fiscal year 2022
 - From fiscal year 2023 forward, net revenue and fund balance (unrestricted reserve) remain positive through end of tax
 - Net revenue estimated at \$3.1M in fiscal year 2023 and forecast to grow annually thereafter, which could be used to fund additional cost operating costs related to Healdsburg and Cloverdale
 - Net revenue would not provide sufficient capital for rail extensions
- Under the scenario of 30-Year Sales Tax and Debt Extension
 - Restructuring outstanding debt with a final maturity to fiscal year 2052 (30 years) reduces annual payments by \$12.5M, which will allow the operations

to be fully funded thru 2049

- Expenses exceed revenues annually until debt is restructured in fiscal year 2022
- From fiscal year 2023 forward, net revenue and fund balance (unrestricted reserve) remain positive through end of tax
- Net revenue estimated at \$3.4 million in fiscal year 2023 and forecast to grow annually thereafter, which could be used to fund additional operating costs related to Healdsburg and Cloverdale
- Additional years provide more flexibility to explore capital funding options with additional net revenue in later years

Lastly, Ms. McGrath outlined the next steps:

- Strategic Plan draft reviewed in August 2019 with the Citizen Oversight Committee
- Alternative scenarios can be discussed

Comments:

Director Rogers said that Sonoma County Transportation Authority Measure M allocated 5% of its funds toward operation cost for SMART. Does the 30-year chart assume the reauthorization of Measure M keeps the 5% or does it allow to sunset? Ms. McGrath responded that Measure M funds have been used for capital projects. SMART has not assumed the use of Measure M or made assumption in any models. He asked what is the amount of Measure M revenue received annually, are recession assumptions being considered or does it assume current sales tax figures from Measure Q. Ms. McGrath will research and provide a response at a later time. Also, a recession will occur in the future, however we don't know when it could happen, we are modeling a 3% growth.

Director Zane asked what types of cuts will occur if the sales tax extension is not passed in March 2020. Ms. McGrath responded that those types of cuts have not been identified, however a \$9M cut is half of the operating department. Mr. Mansourian said many services will have to be consolidated as well as combining positions. Director Zane stated even if the financial projections are gloomy, we still have to find a balanced way to share with the public, in terms of what is happening. The message should be that public have spent millions toward this transportation system and this train belongs to the everyone.

Director Hillmer asked if SMART has statistic on ridership when passenger service goes to Larkspur. Mr. Mansourian responded that we don't have statistics, however the financial assumptions are conservative. Director Hillmer said there will be a mental shift once Larkspur opens, due to people living or working in San Francisco or anywhere along the rail line to Windsor and the perception of the system will change.

Director Lucan ask how bond rates are factored and if SMART can't restructure for another couple of years are there favorable and unfavorable times to refinance the bonds? Ms. Hollenbeck responded there is time before the bonds are at maturity date and will continue to look at creative ways to restructure.

Director Naujokas asked how can he inform his constituents that even with the 30-year sales tax extension there are no funds available for the extension north of Windsor. Ms. McGrath responded that SMART has been very successful leveraging funds to get additional funds. In addition, the most successful way to get to Healdsburg is for the sales tax measure to pass, then SMART will have time to strategize on how to get passenger service further. Mr. Mansourian stated that the Board of Directors directed him to continue to work towards the completion to Cloverdale and with the pathway and that continues to be SMART mission. If we do nothing, passenger level of service will be jeopardized, if the sales tax is extended, it will stabilize SMART's operation for the next 20-30 years. After, it becomes a capital project game where the following agencies are major players: 1) Metropolitan Transportation Commission; 2) federal government; and 3) Senate Bill 1 funds. SMART has accomplished a lot in the last 10 years and we want to be very transparent and have options. We are sorry, that what was promised in the original Expenditure Plan that on opening day passenger service would be from Larkspur to Cloverdale, however, the financial aspect did not work out. Also, let's not forget that SMART services approximately 80% of the population from Sonoma and Marin Counties. Director Naujokas stated that if the debt service is restructured, SMART would be in a better situation. He asked if the sales tax is the only option to bring revenue, or are there other sources of revenue? Is there a way that SMART can capitalize on property values near SMART's stations? Ms. McGrath responded that SMART has used the property value at Railroad Square in the model. Perhaps in partnership with Healdsburg and Cloverdale there are financial districts that could be establish where the cities can set up taxing districts and SMART continues to mitigate cost.

Chair Phillips clarified that restructuring/refinancing the debt will not necessarily lower the interest rate on the bonds, however spreads out the debt payments.

Director Hillmer stated that SMART has a role in both counties, and will be impacted if SMART was to decrease passenger service. He asked why would SMART consider anything short of the 30-year strategy. Ms. McGrath responded that she recommends nothing short of 30-year. Mr. Mansourian stated that tax payers have spent over \$600M and now SMART needs to continue to maintain safely and efficiently. He cited that for every 1 gallon of gas you are paying 0.40 cents on every \$1.00 is tax, SMART receives 0.25 cents for every \$100 spent. SMART has received \$298M in sales tax funds and has leverage it for additional \$350M in grants.

Director Rabbitt stated he appreciates the honesty and the projections that were made for construction. The first time, the projections were low and of course the recession occurred. The longer the term (30-year), the more stable we can be. It's not a secret, we are going to be dependent on sales tax. There will be opportunities to leverage funds, and the longer the debt service payments can be spread out can help tremendously to free cash flow. The challenge to get to Healdsburg is the expensive bridge cost.

Director Connolly stated that is a valuable and honest discussion. We are getting a clear sense that even to continue operations, we need to think of how to restructure the debt and sales tax extension. He suggested the need to be more definitive and of course we can't make any promises. Perhaps placing perimeters around the vision and convince the public, and reframe the message moving forward.

Jack Swearingen stated that potential revenue from tourism will be enormous from Healdsburg to Cloverdale. Also, Friends of SMART will be happy to help distribute the message.

Steve Birdleough stated that he appreciates the work that staff produced.

Duane Bellinger stated that none of the documents mention any funding for the Corona Station. If SMART needs to address the Corona Station to get the 650 votes of the 2/3rd votes required.

Doug Kerr suggested providing a timeline of when SMART anticipates getting passenger service to Healdsburg and Cloverdale.

Willard Richards suggested including the pathway in the capital projects budget.

Chair Phillips stated that we have a reliable source of transportation that is clean, effective and fast. Also, a lot has been done to get to this point and he thanked the General Manager Mansourian and staff. SMART has done a remarkable progress with getting funding to continue extending the project. He has the following action items: 1) what will the cuts look like; 2) a recession will occur within 20-30 years; 3) ridership assumptions; 4) maintenance and replacement of equipment/system; and 5) the vision.

Director Naujokas would like to explore other revenue sources.

Director Connolly said we need to present a realistic and positive vision to get public support.

Director Rabbitt stated that we are paying for promises that were made 15 years ago right now. Once the cash flow is extended, funds will be available and SMART will know what the cost will be to get to Healdsburg and Cloverdale. In order to get further north, we need to be accurate with the cost and honest and we are better today, than we were 15-years ago.

Director Lucan suggested perhaps looking at a timeframe longer than 30-years. This can send a message when looking for state and federal funds.

Director Arnold said that the State of California wants passenger service going East. This could be an opportunity for SMART to leverage funds with the State.

Director Fudge stated that in 2007/2008 we only had construction estimates, and we now have actual costs to build the system.

Director Zane stated that the train represents health in our economy and in the community. This has always been a gamechanger in terms of connecting Marin and now San Francisco. Every week she received positive comments of how the train have saved their lives. There is a great quote by John F. Kennedy.

Director Damon read the John F. Kennedy quote “It is not our wealth that built our roads, but it is our roads that built our wealth.”

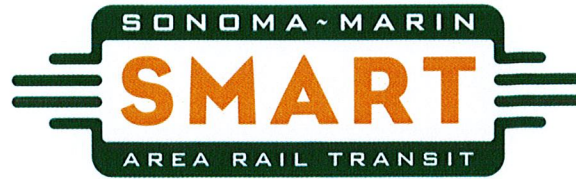
Chair Phillips thanked the General Manager and staff for the report.

8. Next Regular Meeting Board of Directors, August 21, 2019 – 1:30 PM – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 94954
9. Adjournment – Meeting adjourned at 3:20pm.

Respectfully submitted,

Leticia Rosas-Mendoza
Clerk of the Board

Approved on: _____



Gary Phillips, Chair
Transportation Authority of Marin

Barbara Pahre, Vice Chair
Golden Gate Bridge,
Highway/Transportation District

Judy Arnold
Marin County Board of Supervisors

Damon Connolly
Marin County Board of Supervisors

Debora Fudge
Sonoma County Mayors' and
Councilmembers Association

Patty Garbarino
Golden Gate Bridge,
Highway/Transportation District

Dan Hillmer
Marin County Council of Mayors and
Councilmembers

Eric Lucan
Transportation Authority of Marin

Joe Naujokas
Sonoma County Mayors' and
Councilmembers Association

David Rabbitt
Sonoma County Board of Supervisors

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Shirlee Zane
Sonoma County Board of Supervisors

August 21, 2019

Sonoma-Marin Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Monthly Finance Reports

Dear Board Members:

RECOMMENDATION: Information Item

SUMMARY:

We are presenting the monthly financial report for activity through the month of July. This financial report shows transactions for the first month of the new fiscal year. The budgeted amounts shown in the report reflect the budget approved by your Board on June 5, 2019. All revenues and expenses are within budgeted amounts. Because of the lag time in sales tax receipts, the report does not reflect any revenue yet as all receipts are booked toward the prior fiscal year. Fare and parking revenues are \$314,009. Bond fund investments through July totaled \$21,118,659 while other cash and investments equaled \$35,948,867.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Erin McGrath", written over a light blue horizontal line.

Erin McGrath
Chief Financial Officer

Attachment(s): 1) Monthly Financial Report
2) Contract Summary

Farhad Mansourian
General Manager

A handwritten signature in dark ink, appearing to read "Farhad Mansourian", written over a light blue horizontal line.

5401 Old Redwood Highway
Suite 200
Petaluma, CA 94954
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Fax: 707-794-3037
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Sonoma-Marin Area Rail Transit District
Monthly Finance Reports
Through July 2019

Budget Report

	FY 2019-20 Approved Budget	YTD	Remaining Budget
Revenues			
Administration			
Sales/Use Taxes	\$ 27,973,136	-	\$ 27,973,136
Interest Earnings	295,000	-	295,000
Rent - Real Estate	265,755	24,257	241,498
Advertising Revenue	221,750	-	221,750
Miscellaneous Revenue	50,000	-	50,000
Administration Subtotal	28,805,641	24,257	28,781,384
Operations			
Fund Balance	6,841,029	6,841,029	-
Sales/Use Tax	11,292,866	-	11,292,866
Fare & Parking Revenue	4,187,000	314,009	3,872,991
State Grants	7,404,794	-	7,404,794
Other Charges	40,000	4,665	35,335
Operations Subtotal	29,765,689	7,159,703	22,605,985
Capital			
Fund Balance	23,716,938	23,716,938	-
Federal Funds	4,650,000	-	4,650,000
State Grants	14,010,000	-	14,010,000
Other Governments/Misc	4,528,192	-	4,528,192
Measure M	200,625	-	200,625
Capital Subtotal	47,105,755	23,716,938	23,388,817
Revenue Total	\$ 105,677,084	\$ 30,900,898	\$ 74,776,186
Expenditures			
Administration			
Salaries & Benefits	\$ 5,146,304	\$ 409,242	\$ 4,737,062
Services & Supplies	6,716,737	59,422	5,915,559
Debt Service/Other Charges	16,847,600	100,000	16,747,600
Machinery & Equipment	95,000	12,761	82,239
Administration Subtotal	28,805,641	581,425	27,482,460
Operations			
Salaries & Benefits	16,045,052	1,142,686	14,902,366
Services & Supplies	10,714,023	281,490	6,084,115
Buildings & Capital Improvements	3,006,613	47,286	2,607,765
Operations Subtotal	29,765,689	1,471,461	23,594,246
Capital			
Salaries & Benefits	1,732,501	93,832	1,638,669
Services & Supplies	1,319,750	1,116	1,152,634
Land	11,000	11,000	-
Machinery & Equipment	15,110,495	4,400,000	487,695
Infrastructure	28,932,008	-	26,454,452
Capital Subtotal	47,105,755	4,505,948	29,733,450
Expenditure Total	\$ 105,712,935	\$ 6,558,834	\$ 80,810,156

Investment Report

Bond Reserve Fund

Sonoma County Treasury Pool	17,072,500
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Interest Fund

Sonoma County Treasury Pool	3,066,914
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Project Fund

Sonoma County Treasury Pool	979,245
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SMART Operating Accounts

Bank of Marin	7,117,587
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Sonoma County Treasury Pool	28,831,280
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Total	\$ 57,067,526
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Capital Project Report

		Budget		Actual		Remaining
Additional Railcar Purchase						
Revenues	\$	11,000,000	\$	1,650,000	\$	9,350,000
Expenditures	\$	11,000,000	\$	8,831,978	\$	2,168,022
San Rafael to Larkspur Extension						
Revenues	\$	55,435,059	\$	44,741,641	\$	10,693,418
Expenditures	\$	55,435,059	\$	44,852,492	\$	10,582,567
Windsor Extension						
Revenues	\$	55,000,000	\$	-	\$	55,000,000
Expenditures	\$	55,000,000	\$	1,158,641	\$	53,841,359
Petaluma Payran to Southpoint Pathway						
Revenues	\$	3,216,098	\$	344,854	\$	2,871,244
Expenditures	\$	3,216,098	\$	528,594	\$	2,687,504



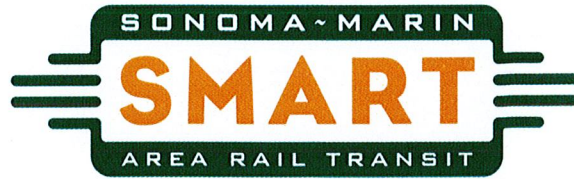
Contract Summary

Active Contracts as of July 31, 2019

Contractor	Scope	Fiscal Year 18/19 Projected	Fiscal Year 18/19 Actuals-To-Date
A.J. Janitorial Service	Janitorial Services for all Stations, Roblar, ROC, and Fulton	\$104,000	\$7,480
Air Technology West	Maintenance and On-Call Repair for Air Compressors	\$1,753	\$0
Alcohol & Drug Testing Services, LLC	DOT Drug and Alcohol Testing	\$39,000	\$1,744
Alliant Insurance Services	Insurance Brokerage & Risk Management Services	\$80,000	\$0
American Rail Engineer Corporation	Railroad Bridge Engineering, Inspection, & Design	\$48,672	\$0
Aramark Uniform Services	Employee Uniform Provider and Cleaning Service	\$9,712	\$0
Asbury Environmental Services (AES)	Recycling & Disposal Service for Used Oil, Fuel Filters, Rags, and Related Equipment	\$10,000	\$0
Becoming Independent	Emergency Bus Bridge Services	\$25,538	\$0
Bettin Investigations	Background Investigations	\$8,863	\$0
Big Cat Advertising	Digital Advertisement Services	\$18,000	\$1,500
Biggs Cardosa Associates, Inc.	Engineering Design and Construction Support for Payran to Southpoint Multi-Use Pathway	\$43,954	\$0
Burke, Williams & Sorensen, LLP	Litigation Support Services	\$163,513	\$0
CALOPPS - City of Foster City	HR Recruitment Services	\$3,500	\$3,500
Cinquini & Passarino, Inc.	Right-of-Way Land Surveying and Related Services	\$60,000	\$0
Corey, Canapary & Galanis	NTD Compliant Passenger Counting Services	\$16,802	\$0
Doug Williams	Fire and Life Safety Consultant	\$3,000	\$1,459
Dr. Lance O'Connor	Occupational Health Screening Services	\$3,600	\$0
Dr. Mark Clementi	Pre-Employment Psychological Evaluations	\$25,000	\$2,731
eLock Technologies, LLC	Station Bike Lockers and Maintenance Services	\$22,824	\$0
Empire Cleaners	Uniform Dry-Cleaning, Laundering, and Related Services	\$40,000	\$2,477
Emtec Consulting Services, LLC	Oracle Accounting System Support Services	\$50,000	\$0
ePath Learning, Inc.	Business Training Library	\$10,005	\$0
ePath Learning, Inc.	Cloud-Based Training / Learning Management Software	\$6,180	\$6,180
Everbridge, Inc.	Nixle Computer Software (Cloud-based)	\$11,800	\$0
George Hills Company, Inc.	Third Party Claims Administration Services	\$10,000	\$0
GHD, Inc.	SWPP Compliance, AutoCAD Management, Traffic and Hydraulic Analysis	\$110,890	\$0
Golden Gate Bridge, Highway and Transportation District	Weekend Bus Service between San Rafael Transit Center and Larkspur Ferry	\$68,664	\$0
Golden Gate Bridge, Highway and Transportation District	Customer Service Support Services	\$335,580	\$20,647
GP Crane & Hoist Services	Cal/OSHA Crane Inspection Services	\$15,000	\$0
Granite Construction Company	Non-Motorized Pathway, Payran to Southpoint	\$1,884,757	\$532,468
Hanford A.R.C.	Implementation and Monitoring Las Gallinas Creek Riparian Enhancement Plan	\$15,230	\$0
Hanson Bridgett LLP	Legal Services	\$70,000	\$0
Holland Company	Track Geometry and Measurement Services	\$24,000	\$0
Industrial Railway Company	Replace Existing #9-136# Rail Frog at MP 39.7	\$70,884	\$0
Industrial Railways Company	Ballast Car Operations	\$70,884	\$0
Innovative Business Solutions	Payroll Processing Services	\$5,000	\$0
Intelletrace, Inc.	Internet/Cellular Tower Maintenance Services	\$40,000	\$0
Intelligent Technology Solutions, Inc.	Maximo MMS Implementation and Support Services	\$176,000	\$0
Leete Generators	Generator Maintenance	\$1,432	\$0
LM Disability Consulting	Disability Access Consulting	\$12,000	\$775
LTK Engineering Services	Vehicle and Systems Design and Construction Management Services	\$130,000	\$0
Managed Health Network	Employee Assistance Program (EAP) Services	\$1,338	\$0
Masabi LLC	SMART Mobile Ticketing Pilot Project	\$57,600	\$4,750
MaxAccel	Compliance Management Software Design/Implementation/Asset Management	\$14,000	\$0
Maze & Associates	Financial Audit Services	\$46,664	\$0
MGrödner, LLC	Project Management Services	\$94,000	\$0

Contractor	Scope	Fiscal Year 18/19 Projected	Fiscal Year 18/19 Actuals-To-Date
Netwoven Inc.	SharePoint Maintenance, Support, Implementation, and Related Services	\$48,000	\$4,000
North Bay SAP Services	Substance Abuse Professional Services	\$3,800	\$0
Northwestern Pacific Railroad Company, Inc.	Provision and Operation of Ballast Car to move Locomotive	\$36,000	\$0
Occupational Health Centers of CA	Pre-Employment Evaluation Services	\$25,000	\$0
Parodi Investigative Solutions	Pre-Employment Background Investigation Services	\$15,000	\$0
PFM Financial Advisors, LLC	Financial Advisory Services	\$22,000	\$0
Pivotal Vision, LLC	Security Software Licensing	\$2,200	\$0
Platinum Advisors, LLC	State Legislative Advocacy Services	\$60,000	\$0
Portola Systems, Inc.	SMART Station Network Configuration Services	\$132,116	\$0
Precision Wireless	Tech Support and Maintenance for Land Mobile Radio	\$25,000	\$0
Premier Fall Protection, Inc.	Inspection and Certification Services for SMART's Fall Protection Equipment	\$8,000	\$0
RailPros, Inc.	Professional Engineering Services for Larkspur, Windsor, and Suisun	\$297,000	\$0
Santa Rosa Fire Equipment Service, Inc.	SMART Fire Equipment Maintenance	\$7,029	\$0
ServPro of Lake Mendocino and Sonoma County	Biohazard Clean-Up and Hazmat Services	\$50,000	\$0
Sonoma County Fleet Operation Division	Non-Revenue Fleet Maintenance Services	\$75,000	\$0
Sonoma County Transit	Bus Service Route 56 (North Stations)	\$192,109	\$16,839
Sperry Rail Service	Rail Flaw Detection Services	\$13,500	\$0
SPTJ Consulting	Network Infrastructure, Security, Migration and Setup Services	\$365,580	\$0
Stacy and Witbeck	Railroad Track Maintenance, Alignment, and Restoration	\$220,000	\$0
Stacy and Witbeck/Herzog, JV	Design/Build Construction of Civil, Track & Structures Improvements of Larkspur Extension	\$7,307,603	\$0
Stantec Consulting Services, Inc.	Environmental Permit Management and Construction Compliance Monitoring	\$92,277	\$0
Stericycle, Inc.	Medical Waste Pick-Up and Disposal Services	\$1,918	\$0
Sue Evans	Real Estate Support Services	\$17,849	\$0
Sumitomo Corporation	Manufacture & Delivery of Rail Vehicles	\$14,567,201	\$10,317,197
Summit Signal, Inc.	Emergency Call-Out Services for Track and Signals	\$10,000	\$0
Survival CPR & First Aid, LLC	First Aid and CPR Training, AED Compliance Program	\$5,000	\$0
The GBS Group	Internet Connectivity (Wi-Fi) for SMART Trains	\$331,871	\$57,267
United Mechanical Incorporated	Bridge Tender House HVAC Install Project	\$8,749	\$0
United Mechanical Incorporated	HVAC Maintenance Services at SMART Facilities	\$20,700	\$0
Van Scoyoc Associates	Federal Lobbying Services	\$30,000	\$0
VenTek Transit Inc.	Clipper Vending Machine Operations and Maintenance Services	\$630,606	\$0
WBE	Existing CCTV System On-Call Maintenance	\$50,000	\$1,191
West Coast Arborists, Inc.	Tree Trimming, Removal, and Related Services	\$50,000	\$0
WRA Environmental Consultants	Environmental Permitting, Management, & Support Services	\$137,216	\$0
	TOTALS:	\$28,917,963	\$10,982,205

*Actuals-To-Date includes invoices that have been approved as of July 31, 2019, but may not have been processed in SMART's Financial System.



August 21, 2019

Gary Phillips, Chair
Transportation Authority of Marin

Barbara Pahre, Vice Chair
Golden Gate Bridge,
Highway/Transportation District

Judy Arnold
Marin County Board of Supervisors

Damon Connolly
Marin County Board of Supervisors

Debora Fudge
Sonoma County Mayors' and
Councilmembers Association

Patty Garbarino
Golden Gate Bridge,
Highway/Transportation District

Dan Hillmer
Marin County Council of Mayors and
Councilmembers

Eric Lucan
Transportation Authority of Marin

Joe Naujokas
Sonoma County Mayors' and
Councilmembers Association

David Rabbitt
Sonoma County Board of Supervisors

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Shirlee Zane
Sonoma County Board of Supervisors

Sonoma-Marin Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Award a Sole-Source Purchase Order to KNORR Brake Company for the Purchase of Services for the Rail Cars Air Brake Overhaul with a not to exceed amount of \$570,080.

Dear Board Members:

RECOMMENDATION:

Authorize the General Manager to execute a sole-source purchase order with KNORR Brake Company in the amount-not to-exceed \$570,080 and approve the following findings:

- 1) There is only a single source of procurement for certain specialized rail car equipment overhaul that has been specifically designed for SMART's rail car system.
- 2) The Board approves the direct purchase of the specialized overhaul service from KNORR Brake Company.

SUMMARY

The Board-Approved Fiscal Year 2019-20 Budget includes the purchase of specialized rail car overhaul services essential for supporting operations. This purchase is for the specialized overhaul of the train's air brake system which includes: disassembly, cleaning of components, replacing consumables and preselected material per brake overhaul requirements, condition inspection of all not-kit parts prior to re-use and replacement based on inspection findings, reassembly utilizing new OEM (original equipment manufacturer) wear components, and testing and final inspection.

The planned overhaul schedule allows for the servicing of 10 rail cars in Fiscal Year 2019-20 for an amount of \$407,200, and 4 rail cars in Fiscal Year 2020-21 in the amount of \$162,880 for a total not to exceed contract amount of \$570,080.

Farhad Mansourian
General Manager

A handwritten signature in dark ink, appearing to read "Farhad".

5401 Old Redwood Highway
Suite 200
Petaluma, CA 94954
Phone: 707-794-3330
Fax: 707-794-3037
www.sonomamarintrain.org

KNORR Brake Company is the sole manufacturer and only authorized distributor of the above listed equipment. This equipment purchase meets the state sole source criteria established in Public Contract Code §3400. The system installed by SMART's design-build contractor is comprised of components that are only compatible with those manufactured by KNORR Brake Company. Currently, they are the sole authorized distributor of their products.

Your Board may direct the purchase of any supplies, equipment, or material upon a finding that there is only a single source of procurement and that the purchase is for the sole purpose of matching other products in use on a particular system or equipment or for replacing supplies, equipment, or material already in use (Public Contract Code §3400).

Additionally, pursuant to Public Contracts Code §20355.7, the Board may direct the purchase of (1) electronic equipment, including, but not limited to, computers, telecommunications equipment, fare collection equipment, radio and microwave equipment, and other electronic equipment and apparatus used in rail transit operations; and (2) specialized rail transit equipment by competitive negotiation, upon a finding by two-thirds of all the members that the purchase is in compliance with certain provisions of the code generally applicable to the purchase of materials and equipment does not constitute a method of procurement adequate for the District's needs.

Staff recommends that the Board authorize the General Manager to execute a sole-source purchase order with Knorr Brake Company for a not to exceed amount of \$570,080.

FISCAL IMPACT: Funding is included in the approved Fiscal Year 2019-20 budget.

REVIEWED BY: [x] Finance al [x] Counsel R

Very truly yours,



Ken Hendricks

Procurement Coordinator



August 21, 2019

Gary Phillips, Chair
Transportation Authority of Marin

Barbara Pahre, Vice Chair
Golden Gate Bridge,
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Sonoma-Marín Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Progress update on Strategic Plan

Dear Board Members:

RECOMMENDATION: Discussion Only

SUMMARY:

On August 15, SMART staff met with the Citizens Oversight Committee (COC) to present the draft Strategic Plan. We reviewed financial projections related to the sales tax renewal that were presented to your Board on August 7, as well as summarized the plan itself.

The draft plan contains the following information:

- Background and History
- Guidelines for the Plan
- Current and Upcoming Operations information
- Current Capital Projects
- Financial Projections with charts
- Future Financial Planning needs
- Future Phase cost information

The COC will be providing input over the next week that will be incorporated into a final draft that will be discussed at their August 29th meeting. We anticipate the draft will be forwarded to your Board following that meeting.

Today we will be sharing with you the information that we provided to the COC and will update you on their comments thus far.

Very truly yours,


Erin McGrath
Chief Financial Officer

Farhad Mansourian
General Manager



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