



March 3, 2021
2:00 p.m.

AGENDA

Board Budget and Finance Committee Meeting

Please join the meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/83884253718?pwd=Y1pTcW1XL0ltV0lrazZvbXp2T2hVQT09>

Meeting ID: 83884253718; Passcode: 347716

You can also dial in using your phone: 1+ (669) 900-6833

Meeting ID: 83884253718; Passcode: 347716

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. Public gatherings are to be limited.

Further, on March 18, 2020, Governor Newsom temporarily suspended the Brown Act requirements pertaining to telephonic conferencing of local government meetings and the requirement to have at least one physical location available to the public for purposes of attending the meeting. As such, RTA has opted to conduct the March 3, 2021 committee meeting via teleconference. Participants can participate via teleconference in each participant's own office / home area which will not be made physically accessible to the public.

Members of the public wishing to participate via teleconference can do so by joining the meeting from your computer, tablet or smart phone at 2:00 p.m. on March 3, 2021: <https://us02web.zoom.us/j/83884253718?pwd=Y1pTcW1XL0ltV0lrazZvbXp2T2hVQT09>; Meeting ID 83884253718; Passcode 347716; or you may dial in using your phone to (669) 900-6833; Meeting ID 83884253718; Passcode 347716.

Those that do not wish to speak can view the meeting at www.youtube.com/RiversideTransit. Those wishing to speak during the meeting must submit comments and/or questions in writing for Board consideration by completing the online Speaker Request Form which can be accessed through our website at RiversideTransit.com or by clicking [HERE](#). Please submit your written comments by Tuesday, March 2, 2021, at 5:00 p.m. Once you dial in, you must ensure that you are in a quiet environment with no background noise (traffic, children, pets, etc.) **You must mute your phone until called upon by the Chair or the Clerk to speak.** Once called upon, please unmute your device and speak. You will be warned prior to your allotted time being over.

Any person with a disability who requires a modification or accommodation in order to participate in this meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the Riverside Transit Agency Board of Directors during the meeting, should contact the Riverside Transit Agency Clerk of the Board, telephone number (951) 565-5066, no fewer than two business days prior to this meeting to enable the Riverside Transit Agency to make reasonable arrangements to assure accessibility or language assistance for this meeting.

Agenda item descriptions are intended to provide members of the public a general summary of business to be conducted or discussed. Posting of any recommended action on an agenda item does not indicate what action will be taken. The Board of Directors may take any action it believes is appropriate on the agenda item and is not limited in any way by the notice of any recommendation.

All documents related to any agenda item are available for public inspection at www.riversidetransit.com or through the Clerk of the Board's office at the Riverside Transit Agency, 1825 Third Street, Riverside, CA 92507.

ITEM

RECOMMENDATION

1. CALL TO ORDER

2. SELF-INTRODUCTIONS

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.

RECEIVE COMMENTS

4. APPROVAL OF MINUTES – FEBRUARY 3, 2021 COMMITTEE MEETING (P.4)

APPROVE

5. CASH FLOW PROJECTIONS (P.7)

RECEIVE AND FILE

6. QUARTERLY CAPITAL STATUS (P.9)

RECEIVE AND FILE

<u>ITEM</u>	<u>RECOMMENDATION</u>
7. <u>AUTHORIZATION TO AWARD AGREEMENT NO. 20-062 TO ALLIED SECURITY SERVICES TO PROVIDE SECURITY SERVICES FOR TRANSIT PROPERTIES (P.10)</u>	APPROVE
8. <u>AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE CITY OF RIVERSIDE FOR THE CANYON CREST BUS STOP IMPROVEMENT PROJECT(P.14)</u>	APPROVE
9. BOARD MEMBER COMMENTS	
10. ANNOUNCEMENTS	
11. NEXT MEETING Wednesday, April 7, 2021 2:00 p.m. Riverside Transit Agency 1825 Third Street Riverside, CA 92507	
12. MEETING ADJOURNMENT	

RTA BOARD BUDGET AND FINANCE COMMITTEE MEETING

Minutes

February 3, 2021

1. CALL TO ORDER

Committee Chair Jeremy Smith called the Board Budget and Finance Committee meeting to order at 2:00 p.m., on February 3, 2021 via teleconference.

2. SELF INTRODUCTIONS

In lieu of self-introductions, a roll call was taken.

Committee Members Attending

1. Jeremy Smith, City of Canyon Lake
2. Rey SJ Santos, City of Beaumont
3. Linda Molina, City of Calimesa
4. Linda Krupa, City of Hemet
5. Timothy J. Sheridan, City of Lake Elsinore
6. Ted Hoffman, City of Norco
7. Bridgette Moore, City of Wildomar
8. ¹Michelle DeArmond, County of Riverside District III
9. ²Art Welch, County of Riverside District V

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Joan Hepworth, Clerk of the Board
3. Tom Franklin, Chief Operating Officer
4. Craig Fajnor, Chief Financial Officer
5. Laura Camacho, Chief Administrative Services Officer
6. Kristin Warsinski, Director of Planning
7. Adam Chavez, Director of Maintenance
8. Jim Kneepkens, Chief Marketing Officer
9. Rick Majors, Director of Risk Management
10. Rick Kaczerowski, Chief Technology Officer
11. Natalie Zaragoza, Chief Procurement and Logistics Officer
12. Charlie Ramirez, Controller
13. Brad Weaver, Media & Public Relations Manager
14. Stephanie Sirls, Director of Operations
15. Yesenia Felix, Administrative Assistant
16. Audrey Gill, Contract Operations Manager
17. Tim Porterfield, Systems Administrator

Other Attendees

1. Keith White, Eastvale Resident

¹Alternate for Chuck Washington, County of Riverside, District III

²Alternate for Jeff Hewitt, County of Riverside, District V

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

A public comment from Keith White was read into the record by the Clerk.

4. APPROVAL OF MINUTES – JANUARY 13, 2021 COMMITTEE MEETING

M/S/C (MOLINA/WELCH) approving the January 13, 2021 committee meeting minutes.

The motion carried unanimously.

5. CASH FLOW PROJECTIONS

Charlie Ramirez presented the cash flow projections which were received and filed.

6. QUARTERLY INVESTMENT REPORT

Charlie Ramirez presented the Quarterly Investment Report which was received and filed.

7. QUARTERLY NATURAL GAS PROCUREMENT STATUS REPORT

Charlie Ramirez presented the Quarterly Natural Gas Procurement Status Report which was received and filed.

8. AUTHORIZATION TO AWARD AGREEMENT NO. 20-064 TO WESTERN STATES CONVERTERS AND TRANSMISSIONS, INC. TO REBUILD 114 ALLISON B400R TRANSMISSIONS

M/S/C (HOFFMAN/MOLINA) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award Agreement No. 20-064 to Western States Converters & Transmissions, Inc. to rebuild 114 Allison B400R transmissions in the amount of \$573,194.28 with a ten-percent contingency of \$57,319.43 for a total project budget amount of \$630,513.71.

The motion carried unanimously.

9. BOARD MEMBER COMMENTS

Board member comments were made by Directors' Linda Krupa, Rey SJ Santos, Linda Molina, Timothy J. Sheridan, Ted Hoffman and Bridgette Moore.

10. ANNOUNCEMENTS

Larry Rubio made an announcement.

11. NEXT MEETING

Wednesday, March 3, 2021, 2:00 p.m.

12. MEETING ADJOURNMENT

The meeting was adjourned at 2:20 p.m.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 3, 2021

TO: BOARD BUDGET AND FINANCE COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Charlie Ramirez, Chief Financial Officer
SUBJECT: Cash Flow Projections

Summary: The Agency develops cash flow projections for the entire fiscal year representing weekly increments. Due to the size of the report, it is difficult to portray the entire fiscal year.

The attached report represents actual cash performance through mid-February 2021 with projections through April 2021. This reporting period covers the first ten months of FY21. There are no cash flow issues anticipated during this reporting period.

Recommendation:

Receive and file.

Riverside Transit Agency FY20/21 Cash Flow Projection

Actual

Wells Fargo General Account	2/19/2021	2/26/2021	3/5/2021	3/12/2021	3/19/2021	3/26/2021	4/2/2021	4/9/2021	4/16/2021	4/23/2021	4/30/2021
Est. Cash, Beg Balance (Book)	217,701	198,316	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Receipts:											
FET Credit	-	78,162	-	-	-	79,130	-	-	-	77,003	-
RIN's Credit	69,040	-	-	-	69,134	-	-	-	50,000	-	-
LCFS	-	-	-	-	-	-	160,073	-	-	-	-
CalPERS CERBT Disbursement	99,627	-	-	-	-	103,842	-	-	-	100,000	-
Farebox	102,751	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Other Farebox	149,304	14,403	-	-	125,000	2	-	-	125,000	-	-
Total Other Local	7,706	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	10,795	5,000
FTA Operating	-	5,968	3,365,000	-	-	50,000	10,365,000	-	-	25,000	15,000
FTA Capital	99,568	-	-	-	20,000	-	-	-	-	20,000	-
Capital - Local, State	-	-	-	-	-	-	-	-	-	-	-
Transfer from Investment Accounts to Wells Fargo General Account	516,000	1,629,960	-	2,025,000	165,866	1,037,026	-	3,060,000	820,000	1,042,202	5,350,997
Disbursements:											
Payroll	-	(1,050,000)	-	(1,200,000)	-	(1,050,000)	-	(1,050,000)	-	(1,050,000)	-
A/P Wires	(940,097)	(783,409)	(2,035,000)	(700,000)	(255,000)	(95,000)	(235,000)	(1,885,000)	(870,000)	(95,000)	(5,240,997)
A/P Checks	(3,254)	(95,398)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
Capital Expenditures	(120,030)	(3,002)	-	-	-	-	-	-	-	-	-
Meals On Wheels Expenditures	-	-	-	-	-	-	-	-	-	-	-
Transfer to Investment Accounts from Wells Fargo General Account	-	-	(1,205,000)	-	-	-	(10,165,073)	-	-	-	-
Actual Ending Wells Fargo General Account Book Balance / Targeted Minimum Balance	198,316	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

LAIF Account:											
Beginning balance	1,570,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,556,165	1,556,165
Quarterly Interest Income	-	-	-	-	-	-	-	-	1,939	-	-
Transfers to/from Gen Acct.	(16,000)	-	-	-	-	-	-	-	-	-	-
Ending balance	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,554,226	1,556,165	1,556,165	1,556,165

County Pool Account:											
Beginning balance	10	10	10	10	10	10	10	10	10	10	10
Ending balance	10	10	10	10	10	10	10	10	10	10	10

CalTrust Account:											
Beginning balance	57,390,063	56,740,759	55,134,636	56,339,636	54,314,636	54,023,770	52,986,743	63,174,481	60,114,481	59,169,481	58,127,279
Monthly Interest Income	-	23,837	-	-	-	-	22,664	-	-	-	25,051
Transfers to/from Gen Acct.	(649,304)	(1,629,960)	1,205,000	(2,025,000)	(290,866)	(1,037,026)	10,165,073	(3,060,000)	(945,000)	(1,042,202)	(5,350,997)
Ending balance	56,740,759	55,134,636	56,339,636	54,314,636	54,023,770	52,986,743	63,174,481	60,114,481	59,169,481	58,127,279	52,801,333

<i>Restricted Capital Balance >>></i>	43,311,224	43,328,617	43,328,617	43,328,617	43,328,617	43,328,617	43,346,016	43,346,016	43,347,956	43,347,956	43,365,362
<i>Funding for CERBT OPEB Trust >></i>	420,262	420,262	420,262	420,262	420,262	420,262	420,262	420,262	420,262	420,262	420,262
<i>Restricted Operating Balance >>></i>	4,097,701	4,099,455	4,099,455	4,099,455	3,974,455	3,974,455	3,976,136	3,976,136	3,851,136	3,851,136	3,852,766
<i>Restricted Measure A Balance >>></i>	-	-	-	-	-	-	-	-	-	-	-
<i>Unrestricted Operating Balance >>></i>	10,664,124	8,890,538	10,095,538	8,070,538	7,904,672	6,867,645	17,036,303	13,976,303	13,156,303	12,114,101	6,769,118
<i>Avg Operating expenses per month =></i>	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000	6,865,000
<i>No. of months Oper Cash On Hand =></i>	1.55	1.30	1.47	1.18	1.15	1.00	2.48	2.04	1.92	1.76	0.99

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 3, 2021

TO: BOARD BUDGET AND FINANCE COMMITTEE
THRU: Larry Rubio, Chief Executive Officer
FROM: Charlie Ramirez, Chief Financial Officer
SUBJECT: Quarterly Capital Status

Summary: The Agency has, at any one time, a multitude of capital projects in progress or pending as circumstances and funding dictate. These capital projects are funded through a variety of funding sources including, but not limited to, Federal, State, and Local grants. Capital items funded with these grants include, but are not limited to, Revenue and Non-Revenue Vehicles, Transit Facilities, Facility Improvements, and Information Systems.

Depending on the nature of the project, it can take multiple years to accumulate the required funding to complete the project. It can also take multiple years to complete the project once it has commenced. Examples of such a scenario are the Vine Street Mobility Hub and Hemet Mobility Hub projects.

The Agency will always have capital needs due to replacement of retired assets, acquisition and/or upgrade of Agency infrastructure, and unique needs such as mobility hubs to serve the transportation needs of our customers. As such, the Agency should always have a backlog of open projects that preserve and enhance future operations.

A presentation will be given at the committee meeting which provides an update on the Agency's capital projects, focusing on the activities from December 2020 through February 2021. The Agency is required to provide quarterly reporting to the Federal Transit Administration (FTA) one month after the end of each quarter. This reporting was submitted.

Recommendation:

Receive and file.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 3, 2021

TO: BOARD BUDGET & FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Natalie Zaragoza, Chief Procurement and Logistics Officer

SUBJECT: Authorization to Award Agreement No. 20-062 to Allied Security Services to provide Security Services for Transit Properties

Summary: For the past 10 years, the Riverside Transit Agency has contracted with security firms to provide guards at various facilities to secure Agency property and ensure the safety of both employees and customers. Security services are provided at the Corona Transit Center (CTC), Division 1 Riverside, Division 2 Hemet, and the Vine Street layover location in Riverside across from the Riverside-Downtown Metrolink station. Key to these services is the position of a mobile transit officer whose primary focus is to address two main concerns: assaults on bus operators and issues stemming from the homeless population throughout the Agency's service area. Mobile safety transit officers provide 24/7, 365 days a year coverage and may be required to occasionally ride buses as required by the Agency's transit safety and security manager.

In addition to providing security during normal business and working hours, the Agency also receives periodic notifications from the Transportation Security Administration (TSA) advising public transit operators to implement additional security measures and/or increase security presence at transportation facilities. This activity is known as a "surge" and is in response to threat assessments received by local and state law enforcement agencies, as well as on certain holidays.

In the early spring of 2020, the worldwide COVID-19 pandemic caused the shut-down of most businesses within the Agency's service area. These businesses had allowed Agency uniformed bus operators access to their restrooms, so the closings created an immediate need to provide portable restroom facilities for operator use at three of the Agency's busiest transfer locations. As such, portable restrooms were set up at the Galleria at Tyler, the Moreno Valley Mall and the Hemet Valley Mall. Placing portable restrooms in the public domain leaves them open to theft, vandalism, and other unauthorized use so the Agency needs security services to ensure operators can use them without any safety or health concerns.

The third year of the Agency's current agreement with Allied Universal Security Services is due to expire on June 30, 2021. Because of the addition of services for the portable restrooms, their current contract has grown over 25 percent from that originally awarded. This is considered a cardinal change to the Agreement and since the Agency has no way of verifying whether pricing under the current contract is the best the market has to offer, staff determined that it was in the best interest of the Agency to competitively re-procure these services rather than exercise the option years.

On November 16, 2020, staff issued Request for Proposal (RFP) No. 20-062. The RFP was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website along with a copy of the RFP document. In addition, the Agency sent notices to the local Chambers' of Commerce of those cities that are members of the Joint Powers Agreement.

On January 8, 2021, the Agency received proposals from the following nine vendors:

- American Guard Services, Inc. Los Angeles, CA
- Contact Security, Inc. Brea, CA
- Lyons Security Service, Inc. Anaheim, CA
- Alltech Industries, Inc. Monterey Park, CA
- Allied International Security, Inc. Los Angeles, CA
- Universal Protection Service, LP
dba Allied Universal Security Services Riverside, CA
- Dothan Security, Inc.
dba DSI Security Services Diamond Bar, CA
- Hollywood Elite Security, LLC Los Angeles, CA
- Power Security Group Corona, CA

An evaluation committee representing staff from the purchasing, finance and risk departments evaluated the proposals in accordance with the criteria listed in the RFP: qualifications; related experience and references; project staffing and project organization; technical approach and work plan; and completeness of response.

At the conclusion of the technical review, the five highest technically ranked firms were invited for virtual interviews. The interview process gives staff the opportunity to ask proposers specific questions that may not have been apparent from their written proposals. Additionally, each firm was asked to be prepared to demonstrate their electronic monitoring/employee tracking system at the conclusion of the formal interview questions. Those five vendors were:

- Allied Universal Security Services, Inc.
- American Guard Services, Inc.

- Contact Security, Inc.
- Lyons Security Service, Inc.
- DSI Security Services

Due to low technical scores following the interview process, Contact Security and DSI Security Services were no longer in the competitive range and were excluded from further consideration.

Staff requested best and final offers (BAFO) from Allied Universal Security Services, American Guard Services, and Lyons Security Service. As part of the BAFO process, vendors were instructed to review their originally proposed costs to ensure all anticipated expenses were considered. The final pricing submitted by each firm is shown below:

Firm Name	Year 1 (Base Term)	Year 2 (Base Term)	Option Year 1	Option Year 2	Option Year 3	Total Amount
Allied Universal Security Services	\$1,767,802.54	\$1,876,451.86	\$1,939,326.59	\$2,003,695.66	\$2,070,149.28	\$9,657,425.93
Lyons Security Service	\$1,754,921.39	\$1,841,985.00	\$1,943,113.68	\$2,028,638.96	\$2,115,692.85	\$9,684,351.88
American Guard Services	\$1,919,000.31	\$1,981,168.02	\$2,040,718.12	\$2,100,777.91	\$2,160,328.01	\$10,201,992.37

Based on the overall evaluation process (technical review, interviews, price analysis, and reference checks), it was the evaluation committee's determination that Allied Security Services was the most technically responsive and responsible vendor and would provide the best value to the Agency.

As is customary with these services, staff also recommends the Board authorize a five-percent contingency in the amount of \$482,871.30 to be used over the potential five-year contract term to address unanticipated TSA directives and/or any fluctuations in the number of guards stationed on a temporary basis to meet any unanticipated security needs. Such use would be subject to a future change order or amendment to the proposed contract if necessary.

Fiscal Impact:

Sufficient funding for security guard services will be included in the Agency's FY22 operating budget. Funding for these services beyond FY22 will be included in future fiscal year budget requests.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award Agreement No. 20-062 to Allied Security Services to provide Security Services for Transit Properties for a two-year base period with three, one-year options in the amount of \$9,657,425.93 with a five-percent contingency of \$482,871.30 for a total not-to-exceed amount of \$10,140,297.23.

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

March 3, 2021

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Natalie Zaragoza, Chief Procurement & Logistics Officer
Kristin Warsinski, Director of Planning

SUBJECT: Authorization to Enter into an Agreement with the City of Riverside for the Canyon Crest Bus Stop Improvement Project

Summary: Prior to the COVID-19 pandemic, 31 percent of UCR's population was using the Agency's services. The University of California, Riverside (UCR) is one of the busiest transit destinations in the Agency's network, with over 1,700 boardings and alightings reported on an average weekday pre-pandemic. It is anticipated that planned service improvements, the popular U-Pass Program, parking price increases, increased congestion and resulting environmental and sustainability challenges will continue to contribute toward positive ridership gains in the future.

The current Canyon Crest Drive on-street bus stops at UCR are used by routes 1, 16, and 204. These stops do not have bus shelters or other amenities deemed essential to effectively accommodate planned service levels once students begin to return to campus. Improvements to the Canyon Crest bus stops were originally envisioned as a part of the state-of-the-art UCR Mobility Hub project.

As early as April 2015, the Agency partnered with UCR to study the feasibility of developing a mobility hub on campus as part of a larger redevelopment project initiated by the University. The conceptual plan was completed in early 2016 and was presented to the Board of Directors for approval at the February 2016 meeting with a budget of \$4.9 million.

The UCR Mobility Hub Project was to be built upon 2.5 acres of land provided by UCR at the gateway to the campus and UCR was to provide ongoing daily maintenance, security, restroom facilities and utilities as their contribution to the project.

In April 2019, bids for construction came in at approximately \$4.6M over the UCR's engineer's estimate. Throughout the summer, discussions

between UCR and the Agency were held to see if the project could be continued as designed or scaled back to reduce the costs. A grant partnership was also explored with the City of Riverside. Ultimately, UCR elected not to move forward with the grant partnership and the project was cancelled. Per the agreement between UCR and the Agency, the Agency was reimbursed \$442,246 for Transportation Uniform Mitigation Fee (TUMF) funds spent on planning and design.

In May of 2020, staff reprogrammed the FY13 and FY14 FTA section 5339 funds and local match originally set aside for the UCR Mobility Hub Project to the Canyon Crest Bus Stop Improvement project with the FY21 SRTP. It should be noted that UCR provided the City of Riverside with a letter of support for this project dated July 27, 2020.

The Canyon Crest Bus Stop Improvement project will provide much needed improvements to this regional facility with a safe, protected location for students, faculty and passengers transferring to travel further into Riverside and beyond. There will be six bus bays with shelters, benches, trash cans and bus pads all located within the City right-of-way. Also included in the plan is a bi-directional bicycle track across the street, further enhancing safety by moving bicyclists out of bus traffic. The track is to be funded by the City of Riverside.

The project is to be completed in partnership with the City of Riverside. The Agency is required to enter into an Agreement with the City of Riverside to facilitate the pass-through of the FTA Section 5339 funds for the project costs. The City will design and finalize the plans with Agency approval and will then issue and award the procurement. Construction by the City's contractor is scheduled to begin in June of 2021 and the improvements are estimated to be complete by September of 2021. The Independent Cost Estimate (ICE) has been prepared by a licensed engineer with an estimated total project cost of \$1,150,000.00, including a ten percent contingency that will be subject to future change orders or amendments to the proposed construction contract if necessary.

Fiscal Impact:

Per the terms of the proposed agreement, the Agency will provide a not-to-exceed amount of \$1,150,000.00 for the construction of the Canyon Crest Bus Stop Improvement Project. The reprogramming of these funds from the UCR Mobility Hub to this project was included in the Agency's FY21 SRTP and was authorized at the May 2020 Board of Directors meeting.

Sufficient funds to cover this request are included in the Agency's Board approved capital budget. The funding profile is shown below:

<u>Federal Section 5339</u>	<u>State Transit Assistance (STA)</u>	<u>Total</u>
\$919,885.00	\$230,115.00	\$1,150,000.00

Recommendation:

Approve and recommend this item to the full Board of Directors as follows:

- Authorize staff to enter into an agreement with the City of Riverside for the Canyon Crest Bus Stop Improvement Project in the not-to-exceed amount of \$1,150,000.00.