



SunLine Transit Agency/
SunLine Services Group
March 25, 2020
12:00 p.m.

AGENDA

**Joint Regular Meeting of the SunLine Transit Agency &
SunLine Services Group Board of Directors
Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276**

SPECIAL NOTICE – Telephonic Accessibility:

**CALL-IN # 1-510-338-9438
ACCESS CODE: 620 854 194**

Pursuant to Paragraph 3 of Executive Order N-20-29, executed by the Governor of California on March 18, 2020, as a response to mitigating the spread of coronavirus known as COVID-19, this regular meeting of the SunLine Transit Agency will allow members of the public to attend and address the Board of Directors during the open session of the meeting telephonically. **Based on this executive order and the guidance of the county health officer, no physical location will be available. All members of the public will be able to participate in the meeting remotely, via phone, with instructions for participation listed below.**

Members of the **public wanting to address the Board of Directors**, either during public comment or for a specific agenda item, or both, are requested to **send an email notification no later than 11:00 a.m. on the day of the meeting** to the Clerk of the Board's Office at clerkoftheboard@sunline.org.

The email notification must specify the following information:

- | | |
|-------------------------------------|----------------------------------|
| 1) Full Name | 4) Submit Written Comments |
| 2) Phone Number | OR |
| 3) Public Comment or Agenda Item No | 5) Request to Make Oral Comments |

Further instructions for submission of comments:

To submit written comments: Members of the public who submit written comments within the timeline described above will have their comments read into the official record at a normal rate of speed.

ITEM

RECOMMENDATION

Request to Make Oral Comments: You may provide telephonic comments by calling 1-510-338-9438 (Access Code: 620 854 194) by no later than 12:00 p.m. to be added to the public comment queue. At the appropriate time, a staff member will call upon you so that you may provide your public testimony of up to three (3) minutes. Please note that only one person at a time may speak by telephone and only after being recognized.

Finally, it is requested that any member of the public attending while on the teleconference to have his/her/their phone set on “mute” to eliminate background noise or other interference from telephonic participation.

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at SunLine Transit Agency’s Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency’s website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

- | | |
|---|-----------------------|
| 1. CALL TO ORDER | |
| 2. ROLL CALL | |
| 3. PRESENTATIONS | |
| 4. FINALIZATION OF AGENDA | |
| 5. APPROVAL OF MINUTES FOR STA -
FEBRUARY 26, 2020 BOARD MEETING | APPROVE
(PAGE 5-7) |
| 6. APPROVAL OF MINUTES FOR SSG -
FEBRUARY 26, 2020 BOARD MEETING | APPROVE
(PAGE 8-9) |

ITEM

RECOMMENDATION

7. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the Committee; however, no action may be taken on off-agenda items unless authorized. 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. Comments may be limited to 3 minutes in length.

8. BOARD MEMBER COMMENTS

RECEIVE COMMENTS

9. CEO/GENERAL MANAGER COVID-19 RESPONSE AND SERVICE REPORT

INFORMATION
(PAGE 10-13)

(Staff: Lauren Skiver, CEO/General Manager)

10. RESOLUTION NO. 0775 PROCLAIMING THE EXISTENCE OF AN EMERGENCY SITUATION DUE TO THE WORLDWIDE SPREAD OF COVID-19

APPROVE
(PAGE 14-18)

(Staff: Eric Vail, General Counsel)

11. ASSIGNMENT OF DESIGN BUILD AGREEMENT

APPROVE
(PAGE 19)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

12. REPLACEMENT OPERATIONS FACILITY - CONSTRUCTION QUALITY ASSURANCE SERVICES

APPROVE
(PAGE 20-21)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

13. SOLAR CARPORTS CHANGE ORDER

APPROVE
(PAGE 22)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

14. FACILITY IMPROVEMENTS DIVISION II

APPROVE
(PAGE 23-27)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

15. FIRST AMENDMENT TO ZEN AGREEMENT

APPROVE
(PAGE 28)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rudy Le Flore, Chief Project Consultant)

16. RESOLUTION NO. 0776 TO OBTAIN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDING

APPROVE
(PAGE 29-32)

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Jeanette Juarez, Budget Manager/Financial Analyst)

ITEM

RECOMMENDATION

17. ROUTE 10 COMMUTER LINK SERVICE AGREEMENTS

APPROVE

(Robert Radi, Chair of Finance/Audit Committee;
Staff: Rohan Kuruppu, Chief Planning Consultant)

(PAGE 33-35)

18. GENERAL COUNSEL

19. CEO/GENERAL MANAGER’S REPORT

20. CLOSED SESSION

21. NEXT MEETING DATE

April 22, 2020
12 p.m. – Board Room
32-505 Harry Oliver Trail,
Thousand Palms, CA 92276

22. ADJOURN

MINUTES

SunLine Transit Agency Board of Directors Meeting February 26, 2020

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:04 p.m. on Wednesday, February 26, 2020 in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Chairperson Kathleen Kelly

2. ROLL CALL

Members Present:

Kathleen Kelly, Chair, SunLine Agency Board Member, City of Palm Desert
Robert Radi, Vice-Chair, SunLine Agency Board Member, City of La Quinta
Raymond Gregory, SunLine Agency Board Member, City of Cathedral City
Megan Beaman Jacinto, SunLine Agency Board Member, City of Coachella
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Ty Peabody, SunLine Agency Board Member, City of Indian Wells
Glenn Miller, SunLine Agency Board Member, City of Indio
Lisa Middleton, SunLine Agency Board Member, City of Palm Springs
G. Dana Hobart, SunLine Agency Board Member, City of Rancho Mirage
Pat Cooper, SunLine Agency Board Member (Alternate), County of Riverside

3. PRESENTATIONS

A Transit Network Redesign Briefing was provided by Rohan Kuruppu, Chief Planning Consultant.

4. FINALIZATION OF AGENDA

Item 11 was pulled from the agenda for Board action.

5. APPROVAL OF MINUTES - JANUARY 22, 2020 BOARD MEETING

SunLine Transit Agency Alternate Board Vice-Chair Radi moved to approve the minutes of the January 22, 2020 Board meeting. The motion was seconded by SunLine Transit Agency Board Member Beaman Jacinto. The motion was approved by a vote of 9 yes; 0 no; 1 abstain

6. PUBLIC COMMENTS

None.

**SUNLINE TRANSIT AGENCY
BOARD OF DIRECTORS MEETING
FEBRUARY 26, 2020**

7. BOARD MEMBER COMMENTS

Board Member comments were made by:

Ty Peabody, City of Indian Wells
Pat Cooper, County of Riverside
Russell Betts, City of Desert Hot Springs

8. CONSENT CALENDAR

- 8a) Checks \$1,000 and Over Report for December 2019
- 8b) Credit Card Statement for December 2019
- 8c) Monthly Budget Variance Report for December 2019
- 8d) Contracts Signed in between \$25,000 and \$100,000 for January 2020
- 8e) Union & Non-Union Pension Investment Asset Summary December 2019
- 8f) Ridership Report for January 2020
- 8g) SunDial Operational Notes for January 2020
- 8h) Metrics for January 2020
- 8i) Board Member Attendance for January 2020

SunLine Agency Board Member Middleton moved to approve the consent calendar. The motion was seconded by SunLine Agency Board Member Peabody. The consent calendar was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

9. APTA 2020 INTERNATIONAL STUDY MISSION & JUNE BOARD MEETING

Finance/Audit Committee Chair Radi reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Vice-Chair Radi moved to approve the APTA 2020 International Study Mission & June Board Meeting. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

10. FORMAL SELECTION OF PENSION COMMITTEE MEMBERS

Finance/Audit Committee Chair Radi reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Vice-Chair Radi moved to approve the Formal Selection of Pension Committee Members. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

11. LEGAL SERVICES REQUEST FOR PROPOSALS

Item 11 - Legal Services Request for Proposals was withdrawn from the agenda for Board action.

12. HYDROGEN ELECTROLYZER PROJECT MANAGEMENT SERVICES

Finance/Audit Committee Chair Radi reported that this item was brought to the committee and they unanimously approved the item. SunLine Transit Agency Board Vice-Chair Radi

**SUNLINE TRANSIT AGENCY
BOARD OF DIRECTORS MEETING
FEBRUARY 26, 2020**

moved to approve the Hydrogen Electrolyzer Project Management Services. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

13. AMENDING BYLAWS FOR BOARD COMMITTEES & ADDING CVAG AS EX-OFFICIO MEMBER

SunLine Transit Agency Board Member Beaman Jacinto made the motion to table Amending Bylaws for Board Committees & Adding CVAG as Ex Officio Member to a future meeting date, to allow for the item to go back to the Board Operations Committee for discussion. The motion was seconded by SunLine Transit Agency Board Vice-Chair Radi. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

14. APPROVAL OF NEW ACCESS ADVISORY COMMITTEE MEMBER

ADA Eligibility/Compliance Specialist, Tiffany Moore, provided a brief report on this item. SunLine Transit Agency Board Member Hobart moved to approve the New Access Advisory Committee Member. The motion was seconded by SunLine Agency Board Member Peabody. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

15. FY18/19 ANNUAL SERVICE STANDARDS PERFORMANCE REPORT

A brief overview of the information item was provided by SunLine Transit Agency Board Member Middleton.

16. GENERAL COUNSEL

General counsel had no updates to report.

17. CEO/GENERAL MANAGER'S REPORT

A report was provided to the Board by CEO/General Manager, Lauren Skiver.

18. CLOSED SESSION

No reportable action was taken.

19. NEXT MEETING DATE

March 25, 2020
12 p.m. – Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

20. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:09 p.m.

Respectfully Submitted,

Brittney B. Sowell
Clerk of the Board

MINUTES

SunLine Services Group Board of Directors Meeting February 26, 2020

A regular meeting of the SunLine Services Group Board of Directors was held at 12:01 p.m. on Wednesday, February 26, 2020 in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. CALL TO ORDER

The meeting was called to order at 12:01 p.m. by Chairperson Kathleen Kelly.

2. FLAG SALUTE

SunLine Services Group Board Vice-Chair Radi led the pledge of allegiance.

3. ROLL CALL

Members Present:

Kathleen Kelly, Chair, SunLine Agency Board Member, City of Palm Desert
Robert Radi, Vice-Chair, SunLine Agency Board Member, City of La Quinta
Raymond Gregory, SunLine Agency Board Member, City of Cathedral City
Megan Beaman Jacinto, SunLine Agency Board Member, City of Coachella
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Ty Peabody, SunLine Agency Board Member, City of Indian Wells
Glenn Miller, SunLine Agency Board Member, City of Indio
Lisa Middleton, SunLine Agency Board Member, City of Palm Springs
G. Dana Hobart, SunLine Agency Board Member, City of Rancho Mirage
Pat Cooper, SunLine Agency Board Member (Alternate), County of Riverside

4. PRESENTATIONS

None.

5. FINALIZATION OF AGENDA

No changes to the agenda.

6. APPROVAL OF MINUTES – JANUARY 22, 2020 BOARD MEETING

SunLine Services Group Board Vice-Chair Radi moved to approve the minutes of the January 22, 2020 Board meeting. The motion was seconded by SunLine Services Group Board Alternate Cooper. The motion was approved by a vote of 9 yes; 0 no; 1 abstain

**SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING
MARCH 25, 2020**

7. PUBLIC COMMENTS

None.

8. BOARD MEMBER COMMENTS

None.

9. CONSENT CALENDAR

- 9a) Checks \$1,000 and Over Report for December 2019
- 9b) Monthly Budget Variance Report for December 2019
- 9c) Taxi Trip Data – January 2020
- 9d) Metric (Taxi Expense vs Taxi Revenue) December 2019

SunLine Services Group Board Member Hobart moved to approve the consent calendar. The motion was seconded by SunLine Services Group Member Middleton. The consent calendar was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

10. AMENDING BYLAWS FOR BOARD COMMITTEES

Sunline Services Group Chairperson Kelly suspended the SunLine Services Group Meeting at 12:04 p.m. so that joint consideration could be heard for the Amending Bylaws for Committees Item.

11. GENERAL COUNSEL

General Counsel had no updates to report.

12. NEXT MEETING DATE

March 25, 2020
12 p.m. – Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

13. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 1:09 p.m.

Respectfully Submitted,

Brittney B. Sowell
Clerk of the Board



SunLine Transit Agency/SunLine Services Group

CEO/General Manager COVID-19 Response and Service Report March 19, 2020, 12:42pm

The employees at SunLine Transit Agency and SunLine Services Group have been at work and continue to provide needed transit services for the Coachella Valley. Our Operator absenteeism has been lower than experienced in non-emergency periods. I am extremely proud of the approach our team has taken to help the community and each other. I am providing a brief overview of our activities and planned efforts. As you are aware, these plans change and adjust by the hour. I will bring you up-to-date at our meeting on Wednesday, March 25th if there are any additions or changes to this report.

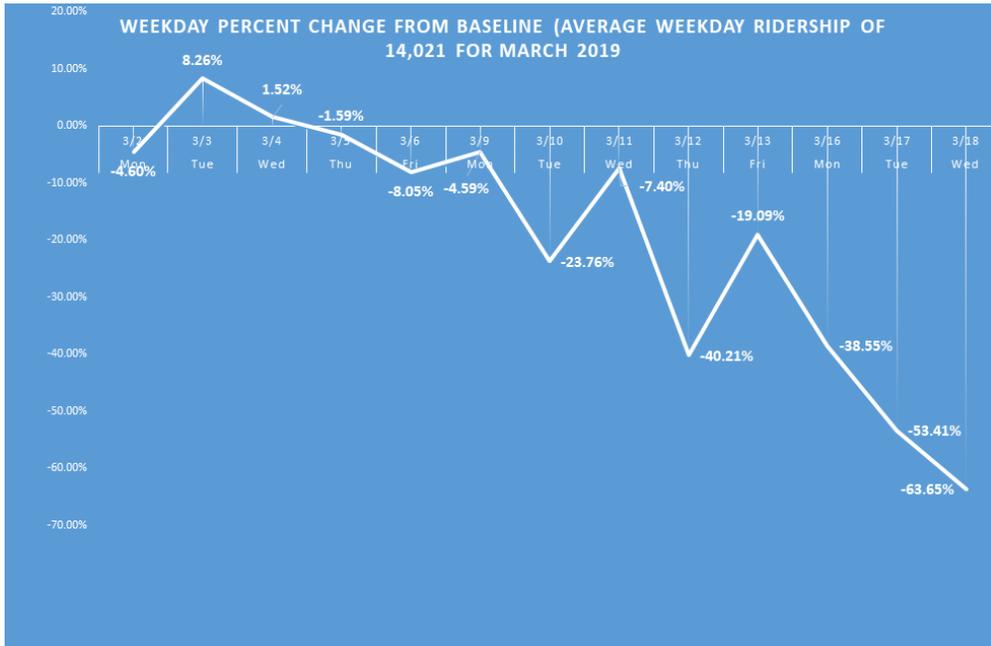
- Enhanced Vehicle/Stop Cleaning Procedures
 - Disinfecting all high touch surfaces
 - Vehicles are fogged with HVAC in operation every 48 hours as recommended by the manufacturer
 - Bus stops are pressure washed and pavement area sprayed with disinfectant
- Enhanced Facility Cleaning Procedures
 - Enhanced cleaning and disinfecting of all high touch services in all populated areas of both Division I and II
 - Provision of disinfecting wipes for Operators
 - Provision of hand sanitizer and wipes in areas with high touch services
 - Hand washing instructions in all facility bathrooms
- SunLine instituted a free local, fixed route bus service initiative on March 17, 2020 along with requiring non-disabled passengers to use the rear door for boarding and alighting. We extended free fare to paratransit riders the following day.
- We will plan to move to a Sunday Service Schedule starting March 21, 2020, which will suspend service on the following routes:

	March 18 Ridership
○ 20 Express from DHS to Palm Desert	33
○ 21 Local service in Palm Desert	10
○ 54 Local service to Palm Desert to Indio along Fred Waring	52
○ 220 Regional route to Riverside MetroLink Station	28
○ BUZZ – Palm Springs	N/A

All of these routes have seen very low ridership and transportation along many of these corridors are provided through the other routes. It is essential that SunLine start preparing now for any employee shortages by reducing the network and effectively manage services that provide mobility to the Coachella Valley. Any extra operators and buses will

be used to maintain social distancing recommendations by inserting more frequency on highly used routes.

The weekday fixed route ridership dropped to a low of 5,097 passengers on March 18, 2020 from an average weekday ridership of 14,021 in March 2019 (baseline). It is a 63.65% drop or a net loss of 8,924 passengers compared to the baseline.



- All SunLine buses have had the rear stanchions outfitted with caution tape to remind passengers to remain in the rear area seats, unless they have a disability or condition

which requires boarding and alighting from the front door of the bus. (This does not impede exiting from the front of the bus in an emergency.)

- As of March 17, SunLine’s reception area is closed to the public and visitors. Staff has posted notices on our website directing customers to our Call Centers for information. Lost and found will be handled through appointments only. Bus pass sales are a non-issue with free fares.
- A Supervisor/Manager FAQ has been distributed along with training to our management team to answer employee questions and concerns.
- An employee notice detailing the temporary policy changes was distributed March 17, including our bargaining unit teammates. We have made temporary policy changes with the approval of the SunLine Board Chair in the following areas:
 - 1) **Employees do not need a doctor’s note before or during an illness, however employees will be required to call in daily to update their manager/supervisor of their status. Employees may need a medical release to return to work depending on their circumstances.**
 - The employee may use sick or other accrued leave available during the duration of the absence. Any absence in excess of the employees available sick or other accrued time off will be unpaid.
 - 2) **Employees will be allowed to use their ETO/VTO accrual after exhaustion of sick accrual.**
 - To minimize employee impacts, all employees will be able to use accrued ETO/VTO, if needed, once accrued sick time has been exhausted.
 - 3) **Employees will be qualified to take accrued leave before the end of their probationary period.**
 - SunLine Transit Agency will waive the current restrictions for sick and leave accrual use for probationary employees.
 - 4) **Employees may utilize their accrued leave for school/childcare closures and any family caregiving.**
 - The employee may use sick or other accrued leave available during the duration of the absence. Any absence in excess of the employees available sick or other accrued time off will be unpaid.
 - 5) **The Agency will provide sufficient unpaid leave of absence benefits.**
 - SunLine Transit Agency will waive penalties for unpaid leave use. All current policies and procedures regarding employee benefit contributions will remain in effect.
- Staff has reviewed new legislation passed by the federal government, the Families First Coronavirus Response Act, which provides paid sick leave benefits. We are preparing an explanation document to assist employees in understanding their benefits under the new provisions. Target distribution is March 24, 2020.

- All public employees are declared to be disaster service workers subject to such disaster service activities as may be assigned to them. SunLine has many classifications of employees that are essential to the operation of transit service. We are exploring telecommuting and rotational schedules for our non-essential administrative staff. At the current time, there are no plans for a release of all administrative employees unless further mandates dictate such.

**SunLine Transit Agency
SunLine Services Group**

DATE: March 25, 2020 **ACTION**

TO: Board of Directors

FROM: Eric Vail, General Counsel
Brittney B. Sowell, Clerk of the Board

RE: Joint Resolution No. 0775 Proclaiming an Emergency Situation Due to the Worldwide Spread of COVID-19

Recommendation

Recommend that the Board of Directors approve Joint Resolution No. 0775, which proclaims the existence of an emergency situation and local emergency due to the worldwide spread of COVID-19.

Background

In response to the COVID-19 health emergency that federal, state and local governments are all currently addressing, SunLine Transit Agency and SunLine Services Group is seeking approval to proclaim an emergency situation as outlined in the resolution.

Financial Impact

There is no financial impact for the resolution itself.

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0775

A JOINT RESOLUTION OF THE SUNLINE TRANSIT AGENCY BOARD OF DIRECTORS AND SUNLINE SERVICES GROUP BOARD OF DIRECTORS PROCLAIMING THE EXISTENCE OF AN EMERGENCY SITUATION AND LOCAL EMERGENCY DUE TO THE WORLDWIDE SPREAD OF COVID-19

WHEREAS, California Government Code (“CGC”) Section 54956.5 authorizes the SunLine Transit Agency Board of Directors and SunLine Services Group Board of Directors (collectively referenced to hereinafter as “SunLine”) to hold emergency meetings on shortened notice to address emergency situations as determined by a majority of the Board of Directors; and,

WHEREAS, California Government Code Section 54954.2 authorizes the Board of Directors to take actions not listed on the agenda, where deemed necessary by a majority of the Board of Directors to address emergency situations; and,

WHEREAS, from January 2020 through March 2020, COVID-19 spread throughout the world, with over 156,000 confirmed cases of individuals contracting COVID-19, and approximately 6,000 confirmed cases of individuals dying from COVID-19; and,

WHEREAS, on March 4, 2020, Governor Newsom of the State of California declared a State of Emergency in response to the COVID-19 (Corona Virus Disease 19); and,

WHEREAS, on March 10, 2020, the Board of Supervisors of the County of Riverside proclaimed the existence of a local emergency for all of Riverside County in response to the outbreak of the COVID-19 in California and in Riverside County; and,

WHEREAS, on March 11, 2020 the World Health Organization (WHO) publicly characterized COVID-19 as a pandemic; and,

WHEREAS, on March 11, 2020 the President of the United States imposed certain travel bans and limitations in response to COVID-19; and

WHEREAS, on March 12, 2020 Governor Newsom of the State of California issued Executive Order N-25-20, superseded by Executive Order N-29-20 on March 18, 2020, in a further effort to confront and contain COVID-19 that among other things suspended certain provision of the Ralph M. Brown Act providing local agencies with greater flexibility to hold meetings via teleconferencing; and,

WHEREAS, on March 13, 2020, the Centers for Disease Control and Prevention (“CDC”) had confirmed 2,726, cases of COVID-19 in the United States, with 55 cases resulting in death, within the United States, including California; and,

WHEREAS, on March 13, 2020, the President of the United declared a National Emergency due to the continue spread and the effects of COVID-19; and,

WHEREAS, the State of California and numerous Counties, School Districts and other local governmental agencies as well as private entities have announced the cancellation or postponement of all events where social distancing cannot be reasonably achieved; and,

WHEREAS, on March 13, 2020 Dr. Cameron Kaiser, Public Health Officer of the County of Riverside closed all Riverside County public Schools, regular classes, and school activities from March 16 through April 3, 2020; and,

WHEREAS, in response to the COVID-19 pandemic SunLine reasonably anticipates that SunLine will be required to utilize physical, personnel, and financial resources of SunLine and to take action to limit the spread of COVID-19 within the territorial jurisdiction of SunLine in order to provide for the safety of persons served by SunLine, and to provide continuity of essential services provided by SunLine; and,

WHEREAS, SunLine is actively providing support to those impacted by COVID-19 and cooperating with State, Federal and County in their response to the pandemic; and,

WHEREAS, SunLine reasonably anticipates both asking for mutual aid from, and providing mutual aid to, other communities who are addressing the spread and effects of COVID-19 which will require SunLine to utilize the physical, personnel, and financial resources of SunLine Transit Agency.

NOW, THEREFORE, BE IT RESOLVED AND HEREBY ORDERED BY THE BOARD OF DIRECTORS

Section 1. That the above recitals are true and correct and based thereon, SunLine hereby finds that the spread of COVID-19 constitutes a situation that severely impairs the public health and safety within SunLine and constitutes conditions of extreme peril to the safety of persons and property of SunLine.

Section 2. That, as authorized in CGC Sections 8630 and 54956.5. and based on the foregoing finding, an “emergency” as defined in CGC Section 54956.5(a) and a “local emergency” as defined in CGC Section 8558(c) hereby exists within the territorial jurisdiction of SunLine and is deemed to continue to exist, and shall

be reviewed at least once every 60 days, until its termination is proclaimed by the Board of Directors.

Section 3. That SunLine will utilize, to the extent reasonably feasible and appropriate, the ability to conduct its Board of Director meetings, and all committee meetings via teleconferencing and other electronic means to permit Board Members and members of the public to adopt social distancing to the greatest extent possible while still proceeding with the efficient handling of SunLine's business in compliance with California Executive Order N-29-20.

ADOPTED THIS ____ DAY OF March, 2020

ATTEST:

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group

Kathleen Kelly
Chairperson of the Board
SunLine Transit Agency
SunLine Services Group

APPROVED AS TO FORM:

General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, BRITTNEY B. SOWELL, Clerk of the Board of Directors of the SunLine Transit Agency, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the Board of Directors held on the _____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20__.

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency
SunLine Services Group

SunLine Transit Agency

DATE: March 25, 2020 **ACTION**

TO: Finance/Audit Committee Chair
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Assignment of Design Build Agreement

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to execute an amendment and assignment agreement with GKK Works and CannonDesign Builders, Inc. subject to review and approval by SunLine's general counsel.

Background

SunLine entered into an agreement with GKK Works on September 9, 2019. SunLine entered into this agreement to have GKK Works design and build the replacement operations facility. GKK Works filed an Application to Change their Business Name with the State of California. This change is the result of GKK Works being acquired by CannonDesign Builders Inc. SunLine is desirous of continuing its work with the new firm CannonDesign Builders, Inc.

This change of name has been affected under the laws of California as of October 18, 2019. The terms, conditions and obligations of the agreement shall remain, except that all references to GKK Works Construction Services shall be construed to be referencing CannonDesign Builders, Inc.

Financial Impact

There is no financial impact.

SunLine Transit Agency

DATE: **March 25, 2020** **ACTION**

TO: **Finance/Audit Committee Chair**
Board of Directors

FROM: **Rudy Le Flore, Chief Project Consultant**

RE: **Replacement Operations Facility – Construction Quality Assurance Services**

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute a contract with Dahl, Taylor & Associates Inc. for an amount not-to-exceed \$435,330.67 for Construction Quality Assurance services for the Replacement Operations Facility, subject to review and approval by SunLine's general counsel.

Background

SunLine is nearing the construction on the Replacement Operations Facility and has sought out qualified firms to provide construction quality assurance services for the project. SunLine is required to have engineering oversight on its construction projects. Firms performing these services must be selected based on qualifications as required under the federal Brooks Act and California Government Code §4525. Services of Dahl, Taylor & Associates Inc., includes on-site quality assurance, specialized testing, and technical analysis of the work performed by the Design-Builder.

SunLine executed on-call engineering agreements with qualified firms. These firms were requested to submit proposals for this specific work package and received three (3) proposals. SunLine has evaluated all proposals and found Dahl, Taylor & Associates Inc. the most qualified firm to perform the work. Upon being determined the most qualified, negotiations were entered into with Dahl Taylor & Associates to provide a fair and reasonable price for their services.

Financial Impact

The financial impact of \$435,330.67 will utilize approved capital project funds assigned to this project in the SunLine Short Range Transit Plan FY17, FY18, FY19 and FY20.

Solicitation List**Dahl, Taylor & Associates, Inc.**

Quang D. Vu
2960 S. Daimler Street
Santa Ana, CA 92705
(949) 756-8654
quv@dahltaylor.com

Urrutia Marks

165 N. Luring Drive
Palm Springs, CA 92262
(760)327-6800
David@urrutiaarchitects.com

Heptagon Seven

Brad Donais
17797 N. Perimeter Drive, Suite D-101
Scottsdale, AZ 85255
(760)895-0044
bdonais@hept7.com

HDR Engineering, Inc.

2280 Market Street, Suite 100
Riverside, CA 92501
(951)320-7300
Kip.field@hdrinc.com

Michael Baker International

75410 Gerald Ford Drive
Palm Desert, CA 92211
(760)346-7481
calberts@mbakerintl.com

Stantec Architecture Inc.

Patrick McKelvey
523 W. 6th Street, Suite 1200
Los Angeles, CA 90014
(213) 955-9775
Tina.Moschetti@stantec.com

SunLine Transit Agency

DATE: March 25, 2020 **ACTION**

TO: Finance/Audit Committee Chair
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Solar Carports Change Order

Recommendation

Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute a change order with Planet Solar Inc., for an amount not to exceed \$51,000 to relocate the interconnection point for the solar carports.

Background

SunLine has been coordinating with the Imperial Irrigation District (IID) to allow the new solar carports to remain under the existing net metering agreement. That was the premise of selecting the current connection point for the project. After several attempts from SunLine project staff and the executive team to come to favorable terms with IID to receive a net metering agreement, it has been decided to connect the solar panels to the switchgear located at the new hydrogen generation plant and execute a net billing interconnection agreement. This change order is relocating the connection point for the solar panels installed by Planet Solar Inc.

Net metering was calculated as advantageous for the Agency because it allows the Agency the ability to obtain credit, at the retail rate, for all power fed into the system. If the system is connected under the net billing, the Agency purchases at the retail energy rate and any energy fed into the system is credited back at the wholesale rate.

Financial Impact

The financial impact of \$51,000 will utilize existing project funds.

SunLine Transit Agency

DATE: **March 25, 2020** **ACTION**

TO: **Finance/Audit Committee Chair**
Board of Directors

FROM: **Dean Holm, Facility Engineer**

RE: **Facility Improvements Division II**

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute a contract with Statewide Services Inc. for a not-to-exceed amount of \$435,770 for facility improvements at Division II, subject to review and approval by SunLine's general counsel.

Background

In recent years, SunLine has made significant facility renovations at Division II. Improvements include roof replacement, yard repaving and demolition/relocation of the operators' breakroom.

On July 2, 2019, SunLine executed a contract with Urrutia Marks Architects to design the office space and other office amenities of the existing warehouse space at Division II. Such drawings were integrated in the bidding documents to procure the General Contractor. The services for this contract covers the final phase of the facility upgrades. The scope of work includes the construction of a new training room, office spaces, breakroom, restrooms and the renovation of the existing maintenance restroom.

On January 30, 2020 staff issued Invitation for Bid (IFB) No. 20-035. The IFB 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 IFB documents.

Upon review of the lowest bid, discussions were started with Statewide Services Inc. over line items in the bid that were higher than anticipated. After an itemized review, Statewide Services Inc. lowered their bid price. This revised price is in line with SunLine's independent estimate in the amount of \$402,826.

Financial Impact

The financial impact of \$435,770 was approved in the FY19 SunLine Short Range Transit Plan, utilizing Local Transportation Funds.



PRICE ANALYSIS

	Statewide Services	Dalke & Sons Construction, Inc.	Design Construction	Doug Wall Construction	Caltex Corporation
Project Management	\$ 16,800.00	\$ 8,019.00	\$ 19,447.00	\$ 73,500.00	\$ 42,000.00
Temp Utilities	\$ 4,250.00	\$ 4,202.00	\$ 6,575.00	\$ 1,400.00	\$ 3,000.00
Equipment	\$ -	\$ 4,441.00	\$ 3,172.00	\$ -	\$ 5,000.00
Misc. Materials & Supplies	\$ -	\$ -	\$ 1,370.00	\$ -	\$ 4,000.00
Concrete (Saw Cutting & Patch Back)	\$ 11,100.00	\$ 53,356.00	\$ 38,095.00	\$ 57,060.00	\$ 18,900.00
Metals	\$ 38,600.00	\$ 2,776.00	\$ 2,644.00	\$ -	\$ 157,500.00
Wood, Plastics, and Composites	\$ 20,196.00	\$ 181,498.00	\$ 29,429.00	\$ 110,000.00	\$ 63,000.00
Thermal & Moisture Barriers	\$ 22,435.00	\$ 3,997.00	\$ 19,797.00	\$ 12,500.00	\$ 18,900.00
Openings	\$ 28,750.00	\$ 95,362.00	\$ 78,549.00	\$ 49,676.00	\$ 84,000.00
Finishes	\$ 43,200.00	\$ 33,406.00	\$ 212,566.00	\$ 148,100.00	\$ 121,800.00
Specialties	\$ 12,275.00	\$ 10,214.00	\$ 11,418.00	\$ 7,050.00	\$ 8,400.00
Equipment	\$ 15,300.00	\$ -	\$ 9,308.00	\$ 4,400.00	\$ 5,250.00
Furnishings	\$ 44,575.00	\$ -	\$ -	\$ -	\$ -
Fire Suppression	\$ 28,350.00	\$ 1,665.00	\$ 766.00	\$ 2,800.00	\$ -
Plumbing	\$ 76,250.00	\$ 55,510.00	\$ 76,561.00	\$ 107,350.00	\$ 100,800.00
HVAC	\$ 74,210.00	\$ 54,289.00	\$ 59,466.00	\$ 58,000.00	\$ 105,000.00
Electrical	\$ 145,000.00	\$ 103,804.00	\$ 208,092.00	\$ 142,000.00	\$ 128,100.00
Communications	\$ 28,765.00	\$ 77,757.00	\$ 53,269.00	\$ 28,000.00	\$ 10,500.00
Bonds & Insurance	\$ 28,635.00	\$ 10,925.32	\$ 19,272.00	\$ 17,640.39	\$ 50,400.00
Subtotal	\$ 638,691.00	\$ 701,221.32	\$ 849,796.00	\$ 819,476.39	\$ 926,550.00
Profit & Overhead	\$ 63,987.66	\$ 80,640.45	Listed within prices	\$ 80,183.60	\$ 113,500.00
Lump Sum Total	\$ 702,678.66	\$ 781,861.77	\$ 849,796.00	\$ 899,659.99	\$ 1,040,050.00

	Difference	Delta
Difference between Statewide Services and Dalke & Sons Construction, Inc. Lump Sum Total	\$ (79,183.11)	11.27%
Difference between Statewide Services and Design Construction Lump Sum Total	\$ (147,117.34)	20.94%

There was adequate price competition since five (5) bidders independently contended for the contract that is to be awarded. Award is based on the Lump Sum Total.

Based on the findings, the prices submitted by the lowest responsive and responsible bidder, Statewide Services, is 11.27% lower than the second bidder Dalke & Sons Construction, and 20.94% lower than Design Construction.

Based on the results, it is determined that the price submitted by Statewide Services is considered fair and reasonable.

Prepared by:

Jennifer Tran, Contracts Administrator

Solicitation List**1 Stop Contractors**

8979 Canis Lane
 San Diego, CA 92126
 Kevin Myeong Cho
 (858) 464-2323
Kevinc@1stopcontractors.com

AA Designs

aadesign@gmail.com

ACH Mechanical Contractors, Inc.

411 Business Center Ct.
 Redlands, CA 92373
 (909)307-2850
esalazar@achmechanical.com
tmartinez@achmechanical.com

AGC Plan room

lisa@agcsd.org

Aid Builders, Inc

(562)296-8773
bid@aidbuilders.com

Alvarez Quality Construction Inc.

921 Delaware St.
 Imperial Beach, CA 91932
 (530)-870-1476
Awp11254@hotmail.com

AToM Engineering Construction, Inc

40410 Vista Rd
 Hemet, CA 92544
 951-766-2806
estimating@atomengconst.com

Bid Ocean

lyra@bidocean.biz

CALTEC Corporation

8732 Westminster Blvd., Suite 2
 Westminster, CA 92683
 (714)373-5071
henry@calteccorp.com

Capital Builders

chris@buildwithcapital.com
bill@buildwithcapital.com

Cockrell Electric

rvalle@cockrellelectric.com

Construct Connect

30 Technology Parkway South, Suite 100
 Norcross, GA 30092
 (323) 602-5079
John.fermiza@constructconnect.com
content@constructconnect.com

Coronel Builders

zeke@coronelent.com

Dalinghaus Construction Inc

540 Crane Street
 Lake Elsinore, CA 92530
crista@dalinghausconstruction.com

Dalke & Sons Construction, Inc.

4585 Allstate Drive
 Riverside, CA 92501
 Barry Dalke
 (951) 274-9880
barry@dalkeandsons.com
kyle@dalkeandsons.com

Deltek

Deltek@gmail.com

Design Construction

74821 Merle Dr,
 Palm Desert, CA 92260
 (760) 985-6891
Nachy@aol.com

Dodge

Dodgedotadd@gmail.com
reyniel.niza@construction.com
Dodge.docs@construction.com

Doug Wall

doug@dwallconst.com
shellyb@dwallconst.com
bill@dwallconst.com

Duwright Construction, Inc.

2814 Greyling Drive
 San Diego, CA 92123
 Joseph Pereira

(858) 717-5282
Joseph.p@duwrightconstruction.com

D. W. Johnston Construction, Inc.
1445 N. Sunrise Way, Suite 203
Palm Springs, CA 92262
office@dwjohnston.com

Elysian Contractors Inc.
143 S. Cedros Ave., A-105
Solano Beach, CA 92075
Katherine Graber
(760) 632-8533
eci@elysianci.com

Enko Systems, Inc
danp@enkosystems.com

Faris Construction Company
2180 El Camino Real, Suite 400
Oceanside, CA 92054
estimating@farisconstruction.com

Fast-Track Construction Corporation
5711 W. Slauson Ave., Suite 170
Culver City, CA 90230
(310)215-3099
ric@ftcgc.com

Ferrer Build
ferrerbuild@gmail.com

First Lineage
ben@firstlineage.com

FM Diaz Construction
16050 W. Brian Avenue
Kerman, CA 93630
Frank Diaz
(559) 486-2558
diazconst@sbcglobal.net

G & M Construction
1055 S. Palm Canyon
Drive Palm Springs, CA 92264
rbreiling@gnmconstruction.net

General Consolidated Constructors, Inc.
19800 Gustin Lane
Perris, CA 92570
(951) 734-3507
karina@gcc-inc.us

Granite Construction

3800 Monroe St.
Indio CA 92203
(760)391-6283
Evan.garber@gcinc.com

Jacobsson Engineering Construction, Inc.
72310 Varner Road
Thousand Palms, CA 92276
760-345-8700 x0
stacey@jacobssoninc.com

KP Solutions
saraldecorus@gmail.com

**MAKERS architecture and urban design
LLP**
emilym@makersarch.com

MTGL, Inc.
2992 E. La Palma Avenue, Suite A
Anaheim, CA 92806
(714) 632-2999
abaugh@mtglinc.com

Niche Builders
840 East West Drive
Murphys, CA 95247
richardw@nichebuilders.net

NOBLE E&C
noble4info@gmail.com

R Dependable Const Inc.
1019 W. 3rd St., Suite B
San Bernardino, CA 92410
(909) 381-2310
marco@rdpconstinc.com
don@rpdconstinc.com

raidenplumbing
raidenplumbing@gmail.com

Regency-Pacific Development Corp.
1440 Beaumont Ave. Ste A2-300
Beaumont, CA 92223
77@regencypacific.com
bidder@regencypacific.com

RS Construction & Development
(909)920-1144
adrian@rscdinc.com

Source Management
svcagency@onvia.com

Statewide Services
eli@statewideinc.net

Sudweeks Construction
31600 Railroad Canyon Rd Suite 102
Menifee, California 92587
(951) 378-4960
sudweeksconstruction@gmail.com

Superior Ready Mix Concrete, LP
72-270 Varner Road
Thousand Palms, CA 92276
(760) 343-3418
jpenalber@superiorrm.com

**The Blue Book Building and
Construction Network**
projectleads@mail.thebluebook.com

Troy Construction
mail@troy.construction

WDL Construction
71687 Highway 111, Suite 203
Rancho Mirage, CA 92270
Don Willcox
(760)674-9553
dwillcox@wdlconstruction.com

Westcon
81149 Indio Blvd
Indio, CA 92201
United States
rafael@westcon-inc.com

Zeus construction
74478 CA-111, Palm Desert, CA 92260
760-902-7863
Dmargareti@aol.com

SunLine Transit Agency

DATE: March 25, 2020 **ACTION**

TO: Finance/Audit Committee Chair
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: First Amendment to Zen Agreement

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to execute an amendment with Zen and the Art of Clean Energy Solutions Inc. (Zen) in an amount not to exceed \$75,000 subject to review and approval by SunLine's general counsel.

Background

SunLine entered into an agreement with Zen on May 20, 2019. This agreement is for \$84,000 and was signed under the CEO/General Manager's authority. SunLine entered into this agreement to have Zen apply for VW Mitigation Funds and develop the Innovative Clean Transit (ICT) rollout plan.

This amendment is the result of SunLine requesting that Zen assist with applying for additional grant funding that is both time sensitive and critical to the deployment of zero emissions technologies in compliance with the California Air Resources Board's ICT rules. SunLine believes the investment in grant development resources will be far outweighed by the benefits of receiving the grants.

Under a separate agreement, Zen is also providing project management services on the hydrogen electrolyzer project funded by the California Air Resources Board. SunLine has used Zen as a technical consultant on projects relating to hydrogen and hydrogen technologies based on their engineering and operating experience in these areas.

Financial Impact

The \$75,000 will come from FY20 and FY21 operating funds.

SunLine Transit Agency

DATE: **March 25, 2020** **ACTION**

TO: **Finance/Audit Committee Chair**
Board of Directors

FROM: **Jeanette Juarez, Budget Manager/Financial Analyst**

RE: **Resolution No. 0776 to Obtain Low Carbon Transit Operations**
Program Funding

Recommendation

Recommend that the Board of Directors approve Resolution No. 0776, which grants authorization to the CEO/General Manager or designee to execute the certifications and assurances, Authorized Agent Form, and required documentation to obtain the Low Carbon Transit Operations Program (LCTOP) FY 2019-20 funding.

Background

SunLine's various funding agencies require a resolution from the Board of Directors authorizing the CEO/General Manager or designee to act on behalf of the Agency in completing the necessary paperwork to obtain program funds.

The State Legislature approved SB 862, which establishes long-term funding programs from the Greenhouse Gas Reduction Fund for Transit, Affordable Housing, and Sustainable Communities Program. Five (5) percent of these funds are appropriated by the State Controller and administered by Caltrans to the Low Carbon Transit Operations Program. The LCTOP provides funding allocations based on criteria included in the Public Utilities Code, which are based on population and farebox revenue. SunLine will be submitting for an appropriated funding award of \$1,038,101, which can be utilized to reduce greenhouse gas emissions and improve mobility with a priority on serving disadvantaged communities.

The award will be utilized towards SunLine's Solar Microgrid to Hydrogen Project. The solar microgrid will provide clean, renewable energy in a first-of-a-kind, self-sustaining onsite solar plus battery storage power-plant-used specifically to deliver hydrogen power to SunLine's transit fleet.

Financial Impact

The financial impact of \$1,038,101 in program funding will be programmed in the FY21 budget, with future phases budgeted in subsequent years.

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0776

RESOLUTION AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES, AUTHORIZED AGENT FORM AND REQUIRED DOCUMENTATION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FOR THE SOLAR MICROGRID TO HYDROGEN PROJECT FOR \$1,038,101

WHEREAS, the SunLine Transit Agency 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 Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the SunLine Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to the CEO/General Manager or designee; and

WHEREAS, the SunLine Transit Agency wishes to implement the LCTOP projects listed above,

NOW THEREFORE, BE IT RESOLVED by the Board Of Directors of the SunLine Transit Agency that the fund recipient agrees to comply with all conditions and requirements set forth in the certification and assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the CEO/General Manager or designee be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW THEREFORE, BE IT RESOLVED by the Board Of Directors of the SunLine Transit Agency that it hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY 2019-20 LCTOP funds:

Project name: SunLine Transit Agency's Solar Microgrid to Hydrogen Project
Amount of LCTOP Funds Requested: \$1,038,101
Short description of project: This multi-phased project will provide clean, renewable energy in a first-of-a-kind, self-sustaining onsite solar plus battery storage power-plant-used specifically to deliver hydrogen power to SunLine's transit fleet.

ADOPTED THIS ____ DAY OF March, 2020

ATTEST:

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency

Kathleen Kelly
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

General Counsel
Eric Vail

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, BRITTNEY B. SOWELL, Clerk of the Board of Directors of the SunLine Transit Agency, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the Board of Directors held on the _____ day of _____, 20____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20____.

Brittney B. Sowell
Clerk of the Board
SunLine Transit Agency

SunLine Transit Agency

DATE: March 25, 2020 **ACTION**

TO: Finance/Audit Committee Chair
Board of Directors

FROM: Rohan Kuruppu, Chief Planning Consultant

RE: Route 10 Commuter Link Service Agreements

Recommendations

Recommend that the Board of Directors:

1. Authorize the CEO/General Manager to execute Interagency Service Agreements with Omnitrans, Riverside Transit Agency (RTA), Metrolink, City of Banning/Banning Transit and City of Beaumont/Beaumont Transit, subject to review and approval by SunLine's general counsel; and
2. Ratify the operating cost reimbursement agreement with California State University, San Bernardino to enable students and faculty to utilize this service free of charge.

Background

Route 10 Commuter Link service is designed to connect residents of Coachella Valley to San Bernardino Transit Center (SBTC)/Metrolink Station, which provides access to more than twice the number of trains serving Riverside Metrolink station. The Route 10 Commuter Link service also connects California State University, San Bernardino – Palm Desert Campus (CSUSB-PDC) to the CSUSB main campus in San Bernardino. From first stop to last stop, the route is a 92 mile journey that is estimated to take two (2) to two-and-a-half hours depending on traffic.

Route 10 Commuter Link service will operate two (2) round trips in the morning and two (2) in the evening; and the daily ridership is estimated to be about 170 passengers per day. That amounts to over 3 million vehicles miles travelled (VMT) if they drove alone. Route 10 Commuter Link service is scheduled to start service on Monday, May 4, 2020 with the discontinuation of the Route 220 service between Riverside and Palm Desert.

Similarly, there is a need to connect residents of the Coachella Valley to the PASS area to provide transit connectivity to Riverside Transit Agency (RTA), Beaumont Transit and Banning Transit as shown in Exhibit – A. At the Beaumont bus stop, passengers will be able to transfer to buses connecting them to Cabazon, University of California - Riverside, Riverside University Health Center, Kaiser Hospital, VA Hospital, Loma Linda

Medical Center and numerous destinations served by RTA, Beaumont Transit and Banning Transit.

It is mandatory and a best practice that transit agencies maintain financial and non-financial Interagency Service Agreements between agencies. These agreements should summarize the nature of transit service provided, ongoing planning and coordination efforts, sharing of passenger information, coordination of schedules, maintenance of shared stops, access to operating facilities, customer transfer agreements, management of emergency situations and to indemnify respective agencies.

Financial Impact

The Interagency Service Agreements are nonfinancial agreements, with no financial impact associated. Under the Mutual Aid Agreement, if an agency renders emergency aid, such costs will be reimbursed at the rates budgeted for that year, with prior consent from SunLine.

Under the SunLine – CSUSB operating agreement, CSUSB will pay no less than \$150,654 per year for three years totaling \$451,964, effective on May 1, 2020 to April 30, 2023. This is to enable CSUSB students and faculty to utilize this service free of charge.

Exhibit – A

Route 10 Commuter Link Service between Indio/CSUSB-PD to San Bernardino

