

# access

## BOARD OF DIRECTORS MEETING

Monday, August 4, 2025

General Session: 12:00 p.m.

Closed Session: Immediately Following

Access Services Headquarters  
Council Conference Room, 3rd Floor  
3449 Santa Anita Avenue  
El Monte CA 91731

Long Beach Transit  
4801 Airport Plaza Dr.  
Long Beach CA 90815

See \*Note below for remote public link.

### *MISSION STATEMENT*

*Access Services promotes access to all modes of transportation and provides quality and safe ADA paratransit service on behalf of public transit agencies in Los Angeles County.*

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<u>ITEM</u>	<u>DISPOSITION</u>
1. CALL TO ORDER	ACTION
2. BOARD OFFICER ELECTIONS (page 6)  [Staff Recommendation: Elect officers to the Board of Directors as per the requirement of the Access Services Bylaws for an approximate one-year term beginning August 4, 2025, and ending June 30, 2026 or the election of their successor, whichever last occurs.]	ACTION [Vote Required: Majority of quorum by voice vote for election of slate]

3.	<b>REVIEW &amp; APPROVAL OF MINUTES FROM THE BOARD MEETING ON JUNE 30, 2025</b> (page 11)  [Staff Recommendation: Approve minutes as written.]	ACTION
4.	<b>REPORT FROM EX-OFFICIO BOARD MEMBERS</b>	INFORMATION
5.	<b>GENERAL PUBLIC COMMENT</b>	INFORMATION
6.	<b>SUPERIOR SERVICE AWARD</b>	PRESENTATION
7.	<b>CONSENT CALENDAR</b>  a) Consideration to Approve Amendment to the Executive Director's Employment Agreement (page 17) Recommendation: Authorize the amendment of the contract with Andre Colaiaice.  [Staff Recommendation: Approve the Consent Calendar.]	ACTION
8.	<b>CONSIDERATION TO APPROVE PURCHASE AUTHORIZATION FOR ADA PARATRANSIT VEHICLES</b> (page 18)  [Staff Recommendation: Authorize staff to purchase up to 260 ADA paratransit vehicles through the CalACT/MBTA Purchasing Cooperative in an amount not to exceed \$37,108,480.]	ACTION
9.	<b>CONSIDERATION TO APPROVE CONTRACT FOR ON-BOARD VEHICLE CAMERA RECORDING SYSTEM AND SERVICES</b> (page 21)  [Staff Recommendation: Authorize staff to execute Contract No. AS-4184, beginning in August 2025, for the installation, maintenance, and operation of a turnkey fleet camera recording and telematics solution for a base term of five (5) years with Samsara, Inc. ("Samsara") in an amount not to exceed \$4,190,025.]	ACTION
10.	<b>OPERATIONS UPDATE</b>	PRESENTATION
11.	<b>UPCOMING BOARD ITEMS</b> (page 25)	INFORMATION
12.	<b>EXECUTIVE DIRECTOR'S REPORT</b>	INFORMATION
13.	<b>BOARD MEMBER COMMUNICATION</b>	INFORMATION
14.	<b>NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA</b>	DISCUSSION/ POSSIBLE ACTION

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|---|-----------------------------------|
| 15. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS   | INFORMATION                       |
| 16. CLOSED SESSION:   | DISCUSSION/<br>POSSIBLE<br>ACTION |
| A) CONFERENCE WITH LEGAL COUNSEL: GOV. CODE §54956.9  |                                   |
| 1. Pending Litigation: Gov. Code §54956.9 (d)(1)  |                                   |
| (i) Litigation, to which Access Services is a party, has been initiated formally.   |                                   |
| 1. Junction Ventures, LLC; Julio Cesar Torres v. Access Services; LASC Case # 25CMCV00429   |                                   |
| 2. Godinez v. Access Services; Claim # 1106-AL-24-0300018   |                                   |
| 3. Shannon v. Access Services; Claim # 1106-AL-25-0300038-001   |                                   |
| 4. Zadbah v. Access Services; Claim # 1106-AL-25-0300038-002  |                                   |
| 2. Anticipated Litigation: Gov. Code §54956.9 (d)(2)  |                                   |
| (i) A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is significant exposure to litigation against the local agency. |                                   |
| 17. ADJOURNMENT   | ACTION                            |

Access Services does not discriminate based on disability. Accordingly, Access Services seeks to ensure that individuals with disabilities will have an equal opportunity to participate in the range of Access Services events and programs by providing appropriate auxiliary aids and services for communications. Primary consideration is given to the request of individuals with disabilities. However, the final decision belongs to Access Services. To help ensure the availability of any auxiliary aids and services you require, please make every effort to notify Access Services of your request at least three (3) business days (72 hours) prior to the meeting in which you wish to utilize those aids or services. You may do so by contacting (213) 270-6000.

Note: Access Services Board meetings are held pursuant to the Ralph M. Brown Act [Cal. Gov. Code §54950] and are open to the public. The public may view and obtain all written information supporting this agenda provided to the Board both initially and supplementally prior to the meeting at the agency's offices located at 3449 Santa Anita Avenue, El Monte, California and on its website at <http://accessla.org>. Documents, including Power Point handouts distributed to the Board members by staff or Board

members at the meeting, will simultaneously be made available to the public. Three opportunities are available for the public to address the Board during a Board meeting: (1) before a specific agenda item is debated and voted upon regarding that item, (2) public comment and (3) before closed session regarding matters to be discussed in closed session. The exercise of the right to address the Board is subject to restriction as to time and appropriate decorum. All persons wishing to make public comment must fill out a goldenrod Public Comment Form and submit it to the Secretary of the Board. Public comment is generally limited to two (2) minutes per speaker and the total time available for public comment may be limited at the discretion of the Chairperson. Persons whose speech is impaired such that they are unable to address the Board at a normal rate of speed may request an accommodation of a limited amount of additional time from the Chair but only by checking the appropriate box on the Public Comment Form. Granting such an accommodation is at the discretion of the Chair. The Board of Directors will not and cannot respond during the meeting to matters raised under public comment. Pursuant to provisions of the Brown Act governing these proceedings, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. However, the Board may direct staff to investigate and/or schedule certain matters for consideration at a future Board of Directors Meeting and the staff may respond to all public comments in writing prior to the next Board meeting.

Alternative accessible formats are available upon request.

### **\*NOTE**

The public may also participate via the Zoom webinar link, or by teleconference. Please review the procedures to do so as follows -

#### How to Provide Public Comment in a Board Meeting via Zoom

##### Online

1. Click the Zoom link for the meeting you wish to join. Meeting information can be found at: [https://accessla.org/news\\_and\\_events/agendas.html](https://accessla.org/news_and_events/agendas.html). Make sure to use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, or Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. You may also use this direct link - <https://us06web.zoom.us/j/85977367070>
2. Enter an email address and your name. Your name will be visible online while you are speaking.
3. When the Board Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak. Mute all other audio before speaking. Using multiple devices can cause audio feedback.
4. Please note that the "Chat" feature is not enabled during the meeting for general public attendees. If you cannot use the "raise hand" feature, then please submit a written comment as outlined above.

5. When called, please limit your remarks to two minutes. An audio signal will sound at the two-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

Note: Members of the public will not be shown on video.

By phone

1. Call the Zoom phone number and enter the webinar ID for the meeting you wish to join. Meeting information can be found at:  
[https://accessla.org/news\\_and\\_events/agendas.html](https://accessla.org/news_and_events/agendas.html)
2. You can also call in using the following information -
3. Dial (for higher quality, dial a number based on your current location):  
US: +1 669 444 9171 or +1 669 900 6833 or +1 346 248 7799 or +1 719 359 4580  
or +1 253 205 0468 or +1 253 215 8782 or +1 386 347 5053 or +1 507 473 4847  
or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 205 6099  
or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799  
or +1 360 209 5623 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)  
Webinar ID: 859 7736 7070
4. When the Board Chair calls for the item on which you wish to speak, press \*9 to raise a hand. Speakers will be notified shortly before they are called to speak. Speakers will be called by the last four digits of their phone number. Please note that phone numbers in their entirety will be visible online while speakers are speaking.
5. If you cannot use the "raise hand" feature, the please submit a written comment as outlined above.
6. When called, please state your name, and limit your remarks to two minutes. An audio signal will sound at the two-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

JULY 28, 2025

TO: BOARD OF DIRECTORS

FROM: VINCENT C. EWING, ACCESS SERVICES GENERAL COUNSEL

RE: BOARD OFFICER ELECTIONS

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**ISSUE:**

It is necessary to elect new officers of the Board for Fiscal Year 2026. Attached you will find Bylaw Article VII - Officers of the Agency which details each officer's responsibilities and duties on the Board. In 1999, the Access Board of Directors set a two-year consecutive term limit for each Board Officer seat.

**RECOMMENDATION:**

Elect officers to the Board of Directors as per the requirement of the Access Services Bylaws for an approximate one-year term beginning August 4, 2025, and ending June 30, 2026 or the election of their successor, whichever last occurs. The nominees are:

**Slate of Officers:**

Chairperson:	Doran Barnes
Vice Chair:	Theresa de Vera
Treasurer:	Adrian Aguilar
Secretary:	Giovanna Gogreve
Executive Director:	Andre Colaiace

## ARTICLE VII. OFFICERS OF THE AGENCY

### A. Officers of the Agency.

The officers of the agency shall be a Chairperson, Vice Chairperson, Executive Director, Secretary and Treasurer. The agency may also have, at the Board's discretion, such other officers as may be appointed in accordance with this article of these bylaws. Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as Chairperson.

### B. Election of Officers.

The officers of the agency, except those appointed under Article VII, Section C of these bylaws, shall be chosen annually by the Board and shall serve at the pleasure of the Board, subject to the rights, if any, of any officer under any contract of employment.

### C. Other Officers.

The Board may appoint and may authorize the Executive Director to appoint any other officers that the corporation may require, including, without limitation, a Chief Operating Officer. Each officer so appointed shall have the title, hold office for the period, have the authority, and perform the duties specified in the bylaws or determined by the Board.

### D. Removal of Officers.

Without prejudice to any rights or an officer under any contract of employment, any officer may be removed with or without cause by the Board and also, if the officer was not chosen by the Board, by any officer on whom the Board may confer that power of removal.

### E. Resignation of Officers.

Any officer may resign at any time by giving written notice to the agency. The resignation shall take effect as of the date the notice is received or at any later time specified in the notice and, unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to the rights, if any, of the agency under any contract to which the officer is a party.

F. Vacancies in Office.

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for regular appointments to that office, provided, however, that vacancies need not be filled on an annual basis.

G. Responsibilities of the Officers.

1. Chairperson of the Board:

The chairperson shall preside at meetings of the Board and at meetings of the members and shall exercise such other powers and duties as the Board of Directors shall assign from time to time. In the absence of an Executive Director or Chief Operating Officer, the chairperson shall become the chief executive officer of the corporation and, subject to such supervisory powers as the Board may give to the chairperson of the Board, if any, and subject to the control of the Board, shall direct, supervise and control the agency's activities, affairs and officers until such time as an Executive Director is elected.

2. Vice Chairperson of the Board:

If the chairperson is absent or unable to perform the duties of the chair, the vice chairperson shall perform all of the duties of the chairperson. When so acting, the vice chairperson shall have the powers of and be subject to all the restrictions applied on the chairperson. The vice chairperson shall have such other powers and perform such other duties as the Board may prescribe.

3. Executive Director:

The Executive Director shall be the Chief Executive Officer of the agency and, subject to such limits as the Board may place on the supervisory powers of the Executive Director, if any, and subject to the control of the Board, shall direct, supervise and control the agency's day-to-day activities, affairs and non-board appointed officers.

4. Chief Operating Officer:

In the absence or disability of the Executive Director, the Chief Operating Officer, if any, shall perform all the duties of the Executive Director, and when so acting shall have all the powers of, and be subject to all the restrictions upon the Executive Director. The Chief Operating Officer shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the Board of Directors, the Bylaws or the Executive Director.



5. Secretary:

a. Book of Minutes:

The secretary shall keep, or cause to be kept, at the corporation's principal office or other such place as the Board may direct, a book of minutes of all meetings, proceedings, and actions of the Board, of committees of the Board and of members' meetings. The minutes of meetings shall include the time and place that the meeting was held, whether the meeting was annual, regular, or special, and, if special, how authorized, the notice given, the names of those present at Board and committee meetings, and the number of members present or represented at members' meetings. The secretary shall keep or cause to be kept, at the principal office in California, a copy of the articles of incorporation and bylaws, as amended to date.

b. Membership Records:

The secretary shall keep or cause to be kept, at the agency's principal office or at a place determined by resolution of the Board, a record of the agency's members, showing each member's name, address, and class of membership.

c. Notices, Seal and Other Duties:

The secretary shall give, or cause to be given, notice of all meetings of members, of the Board and of committees of the Board required by these bylaws to be given. The secretary shall keep the corporate seal in safe custody and shall have such other powers and perform such other duties as the Board or the bylaws may prescribe.

6. Treasurer:

a. Books of Account:

The treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the agency's properties and transactions. The treasurer shall send or cause to be given to the members and directors such financial statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

b. Deposit and Disbursement of Money and Valuables:

The treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the corporation with such depositories as the Board may designate, shall disburse the corporation's funds as the Board may order, shall render to the chairperson of the Board and the Board, when requested, an account of all transactions as treasurer and of the financial condition of the agency, and shall have such other powers and perform such other duties as the Board or the bylaws may prescribe.

c. Disbursement of Funds:

The following signatures shall be required on corporate checks:

- (i) The Board of Directors may from time to time open an account or accounts with banks or other financial institutions and shall designate which officers or other designees shall have the authority to execute checks and other items for and on behalf of the agency.
- (ii) The Treasurer shall disburse or cause to disburse the funds of the agency with such banks or the financial institutions as designated by the Board of Directors. The Treasurer shall periodically review or cause to be reviewed the disbursements of funds to ensure that all disbursements are undertaken in a manner consistent with procedures established by or under the authority of the Board of Directors.



STATEMENT OF PROCEEDINGS FOR THE  
MEETING OF THE ACCESS SERVICES  
BOARD OF DIRECTORS

JUNE 30, 2025

12:00 p.m.

1. CALL TO ORDER

The meeting was called to order by Chair Theresa de Vera at 12:15 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

Present: Chair Theresa De Vera, Vice Chair Doran Barnes, Secretary Dolores Nason, Treasurer Lee Burner, Directors Valerie Gibson, Giovanna Gogreve and Liam Matthews

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: Directors Martin Gombert and John Troost

2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON MAY 27, 2025

Recommendation: Approval of minutes as written.

Motion made by Secretary Nason to approve the minutes, seconded by Director Matthews. Via Roll Call Vote - Director Gibson abstained, all others were in favor, motion passed.

3. REPORT FROM EX-OFFICIO BOARD MEMBERS

CAC Chair Yael Hagen stated they received a presentation on the FY26 budget and discussed topics related to the Promaster vehicles, same day service, and updates to the Rider's Guide. The CAC also received a presentation on the West Central request for proposals. Ms. Hagen also reported on the various subcommittees including the newest one on technology.

4. GENERAL PUBLIC COMMENT

Fernando Roldan made a public comment by asking that Access support immigrants with disabilities.

5. **SUPERIOR SERVICE AWARD**

Manager of Eligibility Karen Gilbert introduced the Superior Service Award winner, Thu Vien.

6. **CONSENT CALENDAR**

- a) Consideration to Extend Term, Change Rates and Increase Funds - TAP Card Production Memorandum of Understanding (MOU)
- b) Consideration to Award Insurance Third Party Administrator Services Contract
- c) Consideration to Approve Board Meeting Calendar Changes

Public Comment:

None.

**Director Matthews requested that Item 6-a be pulled. Motion made by Director Gogreve to approve the remaining items on the Consent Calendar, seconded by Director Gibson. Via Roll Call Vote - all were in favor, motion passed.**

**Item 6-a -**

Director Matthews asked if there were plans to digitize the Rider ID so that, in the long-term, printing and reprinting of the Rider ID cards would no longer be necessary. Director of Administration F Scott Jewell stated that Metro was in the process of digitizing the regular TAP card, but no discussions have taken place in regard to the Access Rider ID/TAP card. He stated that staff would begin looking at that as an option. Executive Director Andre Colaiace also added that they were intending to include a digital version of Rider ID card as part of the WMR app.

**Motion made by Secretary Nason to approve Item 6-a, seconded by Director Gogreve. Via Roll Call Vote - all were in favor, motion passed.**

7. **CONSIDERATION TO APPROVE PROPOSED FY2026 BUDGET**

Deputy Executive Director Hector Rodriguez presented this item.

Public Comment:

Fernando Roldan stated more improvements need to be made on the ProMasters including addressing the step inside the vehicle and having the ability to carry larger packages on board. He also asked to have more transfer times for Santa Clarita and Antelope Valley.

#### Board Member Questions:

Director Gogreve asked if the budget included the amendment to the budget passed by the Board earlier in the year. Mr. Rodriguez stated that it did, but it wasn't specifically highlighted in the budget package. Staff stated that they would add a note to the FY 26 Budget Book.

#### Board Discussion

Director Gogreve stated that the Metro Board asked staff to look for ways to be more efficient and to explore cost cutting measures for future fiscal years. She suggested that Access also look at ways to identify cost efficiencies and cost-effectiveness in every area possible so that we can ensure long-term fiscal health.

Vice Chair Barnes asked how do we deliver the service as effectively as we possibly can when the budget is all driven by demand? He stated that there are a lot of conversations, not only about the ongoing budgets, but also the mega events. The fiscal impacts those mega events create on all of the transit operators is something that he thinks our policy leaders will have to continue to lean in on. They need to keep their partners well-informed about what they're doing.

Executive Director Colaiace stated that, starting in FY 27, the federal funds that Access typically receives for its operations are now being awarded by SCAG competitively, as opposed to being directly allocated to Access. Staff has submitted a strong application for those funds, but it is a new hurdle to go through compared to previous years.

Vice Chair Barnes suggested that a presentation be given to the member agencies at the Annual Meeting on the challenges in acquiring auto liability insurance this year, so they are aware of how the agency is managing risk.

**Motion made by Vice Chair Barnes to approve the item, seconded by Secretary Nason. Via Roll Call Vote - all were in favor, motion passed**

### **8. LOCAL, STATE AND FEDERAL LEGISLATIVE UPDATES**

Director of Government Affairs & Outreach Randy Johnson presented this item along with the local, state and federal lobbyists.

#### Public Comment:

None.

#### Board Member Questions:

None.

## 9. OPERATIONS UPDATE

Chief Operations Officer Mike Greenwood presented this item.

### Public Comment:

None.

### Board Member Questions:

Director Burner asked if staff planned on holding onto some of the retired vehicles to lease to other agencies for the World Cup or Olympics. Mr. Greenwood responded that he wasn't aware of any agency expressing interest in purchasing Access vehicles, but it may be too early in the planning for those events for that to occur. If interest does occur, the agency will be happy to assist.

Director Gogreve asked if there was any planning to install stand signs for the mega events. Mr. Greenwood responded that it is still too early to discuss new locations for these events but they are part of the discussion and will be looking to establish the most appropriate pickup and drop-off locations that address proximity and security concerns.

Director Gogreve asked about emergency shuttle services for the new Metro lines and whether Metro staff has reached out to Access about them. Mr. Greenwood responded that they get a monthly email from Metro that indicates which station elevators are going to be down for maintenance, and then, if there's an unplanned emergency where an elevator goes down, the rail operations control center contacts our contractor and asks for an emergency shuttle.

Director Gogreve asked about the electric ProMasters and when they were going to be put into service. Mr. Greenwood responded that a specific date has not been established yet, but he was planning to review the training programs at San Gabriel Transit and Global Paratransit in the next few days.

Chair de Vera stated that she want to acknowledge outgoing Director Gibson's service and contributions to the agency.

## 10. UPCOMING BOARD ITEMS

Director of Administration F Scott Jewell presented this item.

### Board Member Questions:

None.

## 11. EXECUTIVE DIRECTOR'S REPORT

Executive Director Andre Colaiace stated that he was appointed to participate in a national research project, under the auspices of the federally funded Transportation Research Board. This project will be looking at the different types of same-day services that are being offered to paratransit eligible individuals around the United States and the costs and benefits involved with each of them. This research panel is in the process of issuing an RFP, and then, after it selects a consultant, it will provide guidance for this project, so hopefully we can develop a final report that will benefit the industry and its customers in the future.

## 12. BOARD MEMBER COMMUNICATION

Treasurer Burner wanted to thank staff for their patience and their passion for transportation. They're passionate ambassadors for this industry, and this certainly has not been an easy year.

Secretary Nason reminded everyone of the upcoming Disabled Resources Center's awards ceremony on July 24, 2025. She also thanked Access and Global Paratransit for getting her to work every day.

Director Matthews stated that he thinks it's important to acknowledge working together to improve services for our ridership, and it's great to see that the adoption of the Where's My Ride app and various other technologies that Access is using and is evaluating currently is improving, so it's good to see that that's being adopted for ridership.

CAC Chair Hagen thanked Director Gibson for her service. She also asked the Board to look closer at the issues related to the ProMasters.

Chair de Vera wanted everyone to know that the 4<sup>th</sup> of July represented her independence from a breathing tube after serious health issues in 1996 and she wanted to thank all the healthcare workers for making that possible

## 13. NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA

None.

## 14. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS

None.

## 15. CLOSED SESSION REPORT

There was no report out of Closed Session.

16. ADJOURNMENT

Motion made by Director Gogreve to adjourn, seconded by Vice Chair Barnes.

The meeting adjourned at 2:52 p.m.

Approved

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Dolores Nason, Secretary

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Date



JULY 28, 2025

TO: BOARD OF DIRECTORS

FROM: VINCE EWING, GENERAL COUNSEL

RE: CONSIDERATION TO APPROVE AMENDMENT TO THE EXECUTIVE  
DIRECTOR'S EMPLOYMENT AGREEMENT

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**ISSUE:**

On June 30, 2025, the Board directed the General Counsel to draft an amendment to the employment contract of Andre Colaiace as Executive Director. Said contract, set to a base salary of \$366,857.14 per year, as amended, shall be increased to \$387,503 per year effective July 1, 2025. All other terms and conditions of said contract previously negotiated and approved by the Board of Directors shall remain in full force and effect.

**RECOMMENDATION:**

Authorize the amendment of the contract with Andre Colaiace.

**EFFECT OF APPROVAL OF THE RECOMMENDATION:**

If this recommendation is approved by the Board, the parties specified will be authorized, but not required, to amend the contract with Andre Colaiace under terms that are no less favorable to Access than those proposed and approved herein. Access would not be legally bound to this contract unless it is incorporated into a formal written agreement executed by all parties thereto and approved as to form by this entity's legal counsel.

**IMPACT ON BUDGET:**

No material impact on the budget is anticipated. The Board authorized an increase of 6.0% but the base salary would exceed the FY26 Annual Pay Schedule grade 10 maximum by \$1,365.57. Mr. Colaiace has agreed to limit his base salary to the maximum allowed by the FY26 Annual Pay Schedule.

JULY 28, 2025

TO: BOARD OF DIRECTORS

FROM: PETER STAWNICZY, FLEET ADMINISTRATOR  
DAVID CHIA, PROCUREMENT AND CONTRACT ADMINISTRATOR

RE: CONSIDERATION TO APPROVE PURCHASE AUTHORIZATION FOR  
ADA PARATRANSIT VEHICLES

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**ISSUE:**

Board approval is required to purchase up to 260 accessible vehicles for ADA paratransit service, as outlined in the FY26 budget.

**RECOMMENDATION:**

Authorize staff to purchase up to 260 ADA paratransit vehicles through the CalACT/MBTA Purchasing Cooperative in an amount not to exceed \$37,108,480.

**IMPACT ON BUDGET:**

The funds needed for the purchase of up to 260 vehicles will come from the FY26 authorized capital program, which utilizes local Proposition C, and/or other federal funds that may be made available by Metro. The proposed total expenditure includes applicable sales tax, licenses, and fees.

**ALTERNATIVES CONSIDERED:**

No alternatives are available. The new vehicles are necessary to replace current operating vehicles that have reached or surpassed their useful lifespan. This purchase will allow Access to continue to provide service to its customers in safe and fuel-efficient vehicles.

**EFFECT OF APPROVAL OF STAFF RECOMMENDATION:**

Should the staff recommendation be approved by the Board, staff would be authorized, but not required, to negotiate and enter written contracts for the purchase of vehicles upon terms and conditions no less favorable to Access Services than those proposed above. Access would not be legally bound to the vehicle purchase contracts unless such contracts are incorporated into a formal written agreement executed by all parties thereto and approved as to form by this entity's legal counsel.

## **BACKGROUND:**

Access service provider contracts stipulate that most vehicles will be replaced when they reach 250,000 miles. In addition, the Federal Transit Administration ("FTA") recommends the replacement of vehicles after four years of operation.

While Access successfully replaced thirty percent (30%) of the fleet in FY25, a significant portion of the remaining fleet exceeds service thresholds. As of July 1, 2025, 135 vehicles (18%) exceed mileage of 250,000, and 279 vehicles (37%) have operated beyond four years. Additionally, 57 vehicles are between 300-395,000 miles and 78 vehicles are between 250,000-299,999 miles. As the build continues, there will be roughly 10-15 vehicles that may exceed 400,000 by the time their replacement vehicle arrives because they are above 370,000 miles.

Staff seeks to continue its purchase of modified Ram ProMaster and Turtle Top vehicles to replace the aged, high mileage vehicles. Presently, the Ram ProMaster and Turtle Tops cutaway vehicles remain the best-suited vehicle bases for ADA paratransit service. Previously, Access purchased modified Dodge Caravan and MV-1 vehicles. Both vehicle types, however, ceased production (in 2019 and 2016, respectively).

Staff propose purchasing vehicles in two rounds.

### **First Round: 180 Vehicles**

In the first round, staff would purchase from RO Truck and Equipment up to 130 Ram ProMaster vehicles that have been converted by Sunset Vans for ADA paratransit service. Staff would also purchase from Davey Coach Sales up to 50 Turtle Top cutaway vehicles that have been converted by Turtle Top for ADA paratransit service.

Based on past delivery history, staff expects to receive 20 to 25 ProMaster vans per month after issuance of a purchase order. Staff expects to receive the order of Turtle Top Cutaways by early spring CY 2026, after issuance of a purchase order.

### **Second Round: 80 Vehicles**

\$11,619,880 in federal 5310 funds has been included in the FY26 budget but is not yet available to Access Services. Access will proceed with a second round of vehicle procurements once 5310 funding has been approved, appropriated, and award authority is granted by the FTA.

In the second round, staff would purchase up to 80 replacement vehicles. The allocation of vehicle type (ProMaster vans, Turtle Top Cutaway vehicles or another make) would be made at a later date following the approval of Section 5310 funding by Metro and the Southern California Association of Governments.

### CalACT / MBTA Purchasing Cooperative

To expedite the purchase, staff seeks to make all vehicle purchases through the CalACT/MBTA (California Associate for Coordinated Transportation and Morongo Basin Transit Authority) Purchasing Cooperative. This program offers pre-negotiated contracts for vehicles that have been vetted to meet FTA requirements.

JULY 28, 2025

TO: BOARD OF DIRECTORS

FROM: PETER STAWNICZY, FLEET ADMINISTRATOR  
DAVID CHIA, PROCUREMENT AND CONTRACT ADMINISTRATOR

RE: CONSIDERATION TO APPROVE CONTRACT FOR ON-BOARD  
VEHICLE CAMERA RECORDING SYSTEM AND SERVICES

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**ISSUE:**

Board approval is required to execute a contract to install, maintain, and operate a turnkey vehicle camera recording system.

**RECOMMENDATION:**

Authorize staff to execute Contract No. AS-4184, beginning in August 2025, for the installation, maintenance, and operation of a turnkey fleet camera recording and telematics solution for a base term of five (5) years with Samsara, Inc. ("Samsara") in an amount not to exceed \$4,190,025.

**IMPACT ON BUDGET:**

The not-to-exceed maximum of \$4,190,025 would be expended through monthly subscription fees. This contract would be financed through local funds, including Proposition C funds and fare box collections. The contract will have options to extend the contract for up to three additional years in one-year increments, subject to future funding authorizations pursuant to Access' procurement policy and procedures. The contract amount of \$4,190,025 is inclusive of one-time hardware and installation costs of \$350,000 for approximately 1,090 Access-owned and Contractor-dedicated vehicles with annual subscription fees of \$728,700. The average per vehicle monthly subscription is \$57.50 in comparison to the SmartDrive average monthly subscription of \$38.52.

This action is consistent with the FY26 budget and will be programmed for future fiscal years.

**ALTERNATIVES CONSIDERED:**

No suitable alternatives are available. No other vendor offers a camera recording platform of integrated features, functionalities, and tools that satisfy Access' requirements.

Since 2010, Access has contracted with SmartDrive Systems, Inc. ("SmartDrive Systems") for its vehicle-based video camera recording system. Vehicle based video recording is

a major component of Access' safety program, but the current system is outdated, and not as reliable as required. SmartDrive Systems has not been able to demonstrate that they have a suitable replacement system that is both cost-effective and technologically advanced. Access has tested SmartDrive's newest system on 10 vehicles in the West/Central region over the past 14 months. It did not satisfy Access' technical requirements. Staff has also reviewed other systems available in the marketplace over the past few years. None, other than Samsara's, met Access' requirements.

### **EFFECT OF APPROVAL OF STAFF RECOMMENDATION:**

If this staff recommendation is approved by the Board, staff would be authorized, but not required, to negotiate and enter into a written contract upon terms and conditions no less favorable to Access than those proposed above. Access would not be legally bound to the contract herein proposed unless and until it is incorporated into a formal written agreement that is executed by all parties thereto and approved as to form by this entity's legal counsel.

### **BACKGROUND:**

#### **Legacy System**

In 2010, the Board authorized the purchase of the "SmartDrive" on-board vehicle camera recording system to enhance driver safety, improve incident monitoring, and increase operational efficiency. In 2015, the Board authorized further expansion of the system through a United States General Services Administration ("GSA") legacy procurement schedule (IT Schedule 70). In 2019, the Board authorized the system's upgrade from 3G to 4G broadband cellular network technology.

Subsequently, Access staff planned a complete system replacement that would incorporate advanced features, functionalities, and tools. Staff efforts, however, were hindered by the global COVID-19 pandemic and SmartDrive System's next-tier SR-4 system's limitations.

#### **Connected Operations Platform**

Samsara offers a turnkey camera recording and telematics solution that meets Access' specifications. Its connected operations platform is a flexible, cloud-based system that unifies data across transit operations (drivers, vehicles, and equipment) into a single, intelligent interface. Access completed a 90-day pilot with Samsara that began on April 17<sup>th</sup>, 2025, and incorporated 10 vehicles from Access' Southern region. During the pilot, the quality of the footage, level of support, and features met or exceeded specifications.

#### **Video Features**

Samsara's connected operations platform provides critical video features. It includes high-resolution footage that operates at 1080p video resolution, providing high-definition clarity that allows users to read license plates of vehicles driving directly in front of a Samsara-equipped vehicle. It includes enhanced footage export capabilities

that allow users to extract up to 5 minutes of high-resolution footage with clear audio from all cameras. This is a significant improvement over the 30-second intervals available from SmartDrive.

Samsara's driver and road facing camera offers integrated Artificial Intelligence (AI) that can trigger a video recording rather than relying on inertia or speed. Examples include inattentive driving, cell phone usage, and unbuckled seatbelts while operating a vehicle. The system also allows for instant feedback to the drivers in the form of audible tone generation if a speed threshold is exceeded, forward following distance is too short, and drowsiness is detected. AI, coupled with a human review center, allows Access and its contractors to pre-emptively identify and improve driver behavior.

Samsara's connected operations platform includes a "wake-up" feature that prevents hardware from shutting down to "sleep mode" and allows a vehicle to offload stored data through a low-power network connection. It enables users to configure video retention duration at both the vehicle and cloud levels, with flexible options including retaining footage in perpetuity. The dashboard provides video metadata that allows users to search and extract critical information such as time, location coordinates, vehicle speed, and G-force for inertia-based events.

Samsara also supports additional camera feeds within their platform, which will allow Access to install a ramp-view camera to better review incidents that occur while boarding and alighting the vehicles.

### Dashboard Integration

Samsara's connected operations platform provides an integrated dashboard with numerous functionalities. The dashboard can display a wide range of customizable information that includes real-time trip data odometer reading, fuel level, speed and vehicle health diagnostic trouble codes, coolant temperature, and battery voltage. The dashboard can show different tools simultaneously. For instance, a user can track a vehicle's speed while investigating video footage of accidents on the same screen.

The dashboard also includes a versatile proximity search to track and verify events. The proximity search allows users to define a virtual (geofence) boundary around a location (e.g., job site or restricted area), specify a time window, and identify all vehicles that entered, existed, or passed through that area during a particular period.

### Customizable Reports

Samsara's connected operations platform provides customizable reporting features. A user can program the platform to issue alerts on a variety of metrics such as maintenance schedules, fuel consumption, and camera malfunction. A user can package data in prebuilt templates for review. A user can create tailored reports on driver behavior, trip history, and other transit data for analysis. A user can also schedule routine delivery of reports to designated staff members by email.

Samsara's dashboard features a dynamic driver coaching module that identifies key risk factors across the fleet. Its AI reviews each driver's history and provides safety personnel with relevant past events during coaching.

#### Online Resources and Local Support

Samsara's connected operations platform provides online resources to optimize the use of its platform. Online resources include self-guided learning modules, quick-tip references, an AI (artificial Intelligence) agent that references Samsara's knowledge base, and structured credential paths.

The platform also provides local support to facilitate troubleshooting. This support includes online chat assistance and phone assistance with support staff.

#### Unique, Innovative, and Proprietary Nature

Samsara's connected operations platform meets Access's system requirements, operational needs, and user expectations. No other supplier offers Samsara's unique combination of integrated features, functionalities, and tools. This platform is proprietary in nature and only available by purchase through Samsara.

#### Price and Warranty

Pursuant to Federal Acquisition Regulation (FAR) 8.405-4, Samsara offers Access a subscription plan that packages hardware and software services at a flat monthly price that is lower than the aggregate price of all items offered on the GSA Federal Supply Service Price List for Samara products. (The GSA Federal Supply Service Price List supersedes the legacy GSA Multiple Award Schedule that included IT Schedule 70.) No separate fees for system design or cloud storage apply.

In addition, Samsara provides full warranty coverage for all items throughout the duration of the subscription plan and complementary upgrades of hardware if new products related to on-board camera solutions were to be developed.

Samsara is based in San Francisco, CA, and has more than 1.3 million camera systems deployed on a wide variety of fleets including transit, delivery, utility, and trucking.



JULY 28, 2025

TO: BOARD OF DIRECTORS

FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION

RE: UPCOMING BOARD ITEMS

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**ISSUE:**

The following items are tentatively scheduled to be addressed by the Board through October 2025.

**September 22, 2025**

<b>Agenda Items:</b>	<b>Disposition:</b>
Title VI Plan Approval	Action
2025 Customer Survey	Presentation
Managed IT Support Services Contract Award	Action

**October 27, 2025**

<b>Agenda Items:</b>	<b>Disposition:</b>
Strategic Plan Approval	Action
Legislative Updates	Presentation