Item 8 -
Consideration To Award Construction
Project Management Services
Contract (AS-4136)
Scope of Project

- Construction Project Management (CPM) firm will ensure that Access is in a position to renovate an existing facility or build a new facility to be used as the operational center for a service region.

- CPM will play important role in designing solicitation document and selecting firm(s) that will design and build or renovate facility.

- CPM will oversee design/build phase of project.
Proposals Received

- Azure Development
- Construction Management Partners Group, Inc.
- Cumming Management Group, Inc.
- Griffin Structures, Inc.
- Jones Lang LaSalle, Inc.
- Skanska USA Building Inc.
- Swinerton Builders
- The LeFlore Group/Desert Paradise
First Round Scores: Establish Competitive Range

Technical Scores Only (Max. 80 Points)

<table>
<thead>
<tr>
<th>Firm</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>JLL</td>
<td>73.53</td>
</tr>
<tr>
<td>Griffin</td>
<td>71.90</td>
</tr>
<tr>
<td>Skanska</td>
<td>68.88</td>
</tr>
<tr>
<td>Swinerton</td>
<td>65.96</td>
</tr>
<tr>
<td>CMPG</td>
<td>65.94</td>
</tr>
<tr>
<td>Cumming</td>
<td>63.86</td>
</tr>
<tr>
<td>TLG</td>
<td>62.31</td>
</tr>
<tr>
<td>Azure</td>
<td>54.38</td>
</tr>
</tbody>
</table>
Final Scores:
Five Firms in Competitive Range

Technical + Cost Scores (Max. 100 Points)

- Griffin: 87.37
- CMPG: 79.57
- JLL: 77.88
- Swinerton: 77.65
- Skanska: 71.82
## Final Proposed Costs: Five Firms in Competitive Range

<table>
<thead>
<tr>
<th>Firm</th>
<th>Renovate</th>
<th>New Build</th>
</tr>
</thead>
<tbody>
<tr>
<td>Griffin</td>
<td>$290,000</td>
<td>$625,000</td>
</tr>
<tr>
<td>CMPG</td>
<td>$289,000</td>
<td>$539,355</td>
</tr>
<tr>
<td>JLL</td>
<td>$215,929</td>
<td>$523,458</td>
</tr>
<tr>
<td>Swinerton</td>
<td>$394,289</td>
<td>$788,914</td>
</tr>
<tr>
<td>Skanska</td>
<td>$698,072</td>
<td>$1,495,580</td>
</tr>
</tbody>
</table>
Griffin’s Strengths

- Extensive Experience in Transit/Public Works Projects
- Clear Understanding of Project Goals and Challenges
- SBE-Certified Team Member
  - Jay Helekar, LEED Accredited Cost Estimator
- Experience in Managing Public Sector Solicitations
Why Select Griffin?

- Comprehensive Proposal
- Knowledgeable Key Staff
- Experience in the Field
Local Relevant Experience in Managing Design and Construction Projects

1. City of Tustin - Operations and Maintenance Facility
2. City of Covina - O & M Facility
3. City of Carlsbad - O & M Facility
4. Anaheim Transportation Network - O & M Facility
5. City of La Canada Flintridge - City Hall Offices
6. City of San Dimas - City Hall Offices
Local Relevant Experience in Managing Design and Construction Projects
Contract Terms

3 Year Base Term
Option Years Per Mutual Agreement

Proposed Base Term Cost: Not to Exceed
$625,000

Proposed Base Term Cost: New Build
$625,000

Proposed Base Term Cost: Renovate
$290,000
Recommendation

Authorize staff to execute Contract No. AS-4136 with Griffin Structures, Inc. in an amount not-to-exceed $625,000, for a period of up to three years, beginning in January 2021.
Item 9 -
COVID-19/Operations Update
Incident Timeline

- November 2\textsuperscript{nd}: Access implements new meal delivery program.
- November 3\textsuperscript{rd}-4\textsuperscript{th}: Access Emergency Operations Center activates evening shift to monitor service during the 2020 Election.
- November 20\textsuperscript{th}: Public messaging updated due to the new statewide Limited Stay at Home Order.
- November 23\textsuperscript{rd}: Delivery program restarted.
Delivery Operations

• On November 2\textsuperscript{nd}, Access implemented a new meal delivery program in partnership with the Kevin Dobson Memorial Food to Life Program.

• On November 23\textsuperscript{rd}, the delivery program with the I Did Something Good Today Foundation was restarted.

• Access now has four active delivery projects and operations remain ongoing in four service regions.

• Access has now made 301,240 total deliveries through November 30\textsuperscript{th}.
Same Day Service Update

- As of November 30th, Access has completed 29,378 same-day trips since the program was implemented on May 4.
- As of November 30th, Access has completed 60 total curbside pick up trips since the program was implemented on June 8.
# COVID-19 Positive Cases

*Data as of 12/1/20

<table>
<thead>
<tr>
<th></th>
<th>Confirmed Cases*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Headquarters Employees</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Contract Employees</strong></td>
<td></td>
</tr>
<tr>
<td>Eastern Region</td>
<td>11</td>
</tr>
<tr>
<td>Antelope Valley Region</td>
<td>0</td>
</tr>
<tr>
<td>Northern Region</td>
<td>8</td>
</tr>
<tr>
<td>West/Central Region</td>
<td>7</td>
</tr>
<tr>
<td>Santa Clarita Region</td>
<td>1</td>
</tr>
<tr>
<td>Southern Region</td>
<td>5</td>
</tr>
<tr>
<td>Eligibility Center</td>
<td>1</td>
</tr>
<tr>
<td>Customer Service</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>35</strong></td>
</tr>
<tr>
<td><strong>Drivers</strong></td>
<td><strong>58</strong></td>
</tr>
<tr>
<td><strong>Riders</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>
Impacts on Ridership

Weekday Trip Volume

- **Booked**
- **Completed**

Date Range:
- 3-Feb-20 to 23-Nov-20
Other COVID-19 Updates

• Access is awaiting confirmation from FEMA on our request for reimbursement for approximately $2.9 million.

• Access staff continue to monitor developments with COVID-19 vaccine development and distribution, including if/when priority will be given to transit workers.
2020 Election EOC Activation

- On November 3rd and 4th, the Access Emergency Operations Center (EOC) activated with an additional evening shift to monitor for potential service disruptions related to the election.
- A Road Safety Inspector was on duty late into the evening hours.
- A total of 332 trips to voting locations or ballot drop off sites were scheduled on Election Day.
  - Voting Locations: 229
  - Ballot Drop Off: 103
- No impacts to service were reported.
## Performance Update

<table>
<thead>
<tr>
<th>Key Performance Indicator</th>
<th>Standard</th>
<th>Oct 20</th>
<th>FY21</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Time Performance</td>
<td>≥ 91%</td>
<td>92.2%</td>
<td>92.7%</td>
</tr>
<tr>
<td>Excessively Late Trips</td>
<td>≤ 0.10%</td>
<td>0.04%</td>
<td>0.05%</td>
</tr>
<tr>
<td>Excessively Long Trips</td>
<td>≤ 5%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Missed Trips</td>
<td>≤ 0.75%</td>
<td>0.30%</td>
<td>0.33%</td>
</tr>
<tr>
<td>Denials</td>
<td>≤ 0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Access to Work On Time Performance</td>
<td>≥ 94%</td>
<td>98.2%</td>
<td>97.4%</td>
</tr>
<tr>
<td>Average Hold Time (Reservations)</td>
<td>≤ 120</td>
<td>53</td>
<td>52</td>
</tr>
<tr>
<td>Calls On Hold &gt; 5 Min (Reservations)</td>
<td>≤ 5%</td>
<td>2.1%</td>
<td>2.2%</td>
</tr>
<tr>
<td>Calls On Hold &gt; 5 Min (ETA)</td>
<td>≤ 10%</td>
<td>1.6%</td>
<td>1.5%</td>
</tr>
<tr>
<td>Complaints Per 1,000 Trips</td>
<td>≤ 4.0</td>
<td>2.1</td>
<td>2.2</td>
</tr>
<tr>
<td>Preventable Incidents</td>
<td>≤ 0.25</td>
<td>0.11</td>
<td>0.08</td>
</tr>
<tr>
<td>Preventable Collisions</td>
<td>≤ 0.50</td>
<td>0.49</td>
<td>0.44</td>
</tr>
<tr>
<td>Miles Between Road Calls</td>
<td>≥ 25,000</td>
<td>70,362</td>
<td>60,153</td>
</tr>
</tbody>
</table>
RFP Update

• The Southern Region contract will end in August 2021.
• An RFP was issued in July 2020 and staff is finalizing the review and scoring of proposals.
• A recommendation will be made to the Performance Monitoring Committee in January 2021 and to the Board in February 2021.
• The Antelope Valley contract will end in April 2022.
• Staff is preparing a new RFP and will apprise the Board of possible changes in January/February 2021; the RFP is to be issued in March 2021.
New Coupon Design Unveiled

• Staff has been working with the CAC to replace the outdated coupon design.
• Additional holographic logo for security.
• Introduce $2 Flex Coupon for Antelope Valley/Santa Clarita customers.
• Increased to 14 point font.
• Removed perforation and replaced with glued edge for dexterity.
• Tactile edge for differentiation.
Current Coupon Design

current size: 3.5” x 3.25”

**Base Coupon**
*non-refundable*

Good for one ride up to 19.9 miles

**Customer Service**
1.800.827.0829
TDD 1.800.827.1359

**access**

---

current size: 2.75” x 2.5”

**Plus Zone Coupon**
*non-refundable*

For use with Base Coupon

**Customer Service**
1.800.827.0829
TDD 1.800.827.1359

**access**

TEAR OFF DIFFERENTIATOR
New Coupon Design

3.5” x 2.5”

**BASE COUPON**

Z06922T

Good for one ride up to 19.9 miles
non-refundable

**Customer Service**
1.800.827.0829  
(TDD) 1.800.827.1359

NO TACTILE DIFFERENCE NEEDED BECAUSE BASE COUPON IS THE LARGEST OF ALL THE COUPONS

3” x 2.5”

**PLUS ZONE +**

Z06922T

For use with Base Coupon
non-refundable

**Customer Service**
1.800.827.0829  
(TDD) 1.800.827.1359

3” x 2.5”

**FLEX COUPON**

Z06922T

$2.00 value
non-refundable

**Customer Service**
1.800.827.0829  
(TDD) 1.800.827.1359
Item 10 -
Financial Update
Investments - Through November 2020

- Current Strategy
  - ZBA
    - Money Market
  - T-Bills
  - Meetings with Investment Banks
# Ridership

<table>
<thead>
<tr>
<th>TRIPS</th>
<th>FY21 BUDGET YTD Total</th>
<th>FY21 ACTUAL YTD Total</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southern</td>
<td>146,221</td>
<td>207,364</td>
<td>42%</td>
</tr>
<tr>
<td>Eastern</td>
<td>134,489</td>
<td>136,192</td>
<td>1%</td>
</tr>
<tr>
<td>Northern</td>
<td>50,458</td>
<td>74,845</td>
<td>48%</td>
</tr>
<tr>
<td>West/Central</td>
<td>51,741</td>
<td>89,452</td>
<td>73%</td>
</tr>
<tr>
<td>Antelope Valley</td>
<td>30,490</td>
<td>28,271</td>
<td>-7%</td>
</tr>
<tr>
<td>Santa Clarita</td>
<td>2,340</td>
<td>5,589</td>
<td>139%</td>
</tr>
<tr>
<td>Back-up</td>
<td>69</td>
<td>5</td>
<td>-93%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>415,808</strong></td>
<td><strong>541,719</strong></td>
<td><strong>30%</strong></td>
</tr>
</tbody>
</table>
# Draft Financials - As of October 31, 2020

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Budget Total</th>
<th>Actuals Total</th>
<th>YTD B/(W)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations</td>
<td>$47,011,035</td>
<td>$49,048,991</td>
<td>($2,037,956)</td>
</tr>
<tr>
<td>Eligibility</td>
<td>$2,252,058</td>
<td>$1,886,990</td>
<td>$365,068</td>
</tr>
<tr>
<td>CTSA/Ride-Info</td>
<td>$164,564</td>
<td>$173,027</td>
<td>$(8,463)</td>
</tr>
<tr>
<td>Administration</td>
<td>$2,687,017</td>
<td>$2,505,448</td>
<td>$181,569</td>
</tr>
</tbody>
</table>

**Total Expenses for YTD FY21:**

- **Budget Total:** $52,114,674
- **Actuals Total:** $53,614,456
- **YTD B/(W):** ($1,499,782)
Potential Impact to Future Budgets

- Metro Fareless Initiative
- Facility Acquisition
- Southern Region RFP
- Antelope Valley RFP
Next Steps

- Budget Development – February 2021
- Fareless Initiative Updates
- Facility Acquisition Update