



**BOARD OF DIRECTORS MEETING**  
**Wednesday, December 3, 2008 – 8:00 a.m.**  
**Omnitrans Metro Facility**  
**1700 West 5<sup>th</sup> Street**  
**San Bernardino, CA 92411**

1. The Board of Directors meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Recording Secretary at least three (3) business days prior to the Board Meeting. The Recording Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY), located at 1700 West Fifth Street, San Bernardino, California.

**A. CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance
3. Roll Call

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. Next Board Meeting: Wednesday, January 7, 2009 at 8:00 a.m.  
 Omnitrans Metro Facility Board Room  
 1700 West Fifth Street, San Bernardino, CA 92411
2. Presentation – Outgoing Board Member – Colton Councilman John D. Mitchell

**C. COMMUNICATIONS FROM THE PUBLIC**

This is the time and place for the general public to address the Board for items that are not on the agenda. In accordance with rules applicable to meetings of the Board of Directors, comments on items not on the agenda and on items on the agenda are to be limited to a total of three (3) minutes per individual.

**D. POSSIBLE CONFLICT OF INTEREST ISSUES**

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

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**E. CONSENT CALENDAR**

The following items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion, unless the Board directs that an item be held for further discussion under Agenda Item F, Discussion Items. Any person wishing to address consent items should address the Board under Agenda Item 11 Action on Consent Calendar.

- |   |    |
|---|----|
| 1. Approve Board Minutes – November 5, 2008                               | 13 |
| 2. Approve Administrative & Finance Committee Minutes – September 8, 2008 | 17 |
| 3. Approve Planning & Productivity Committee Minutes – September 22, 2008 | 21 |



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**E. CONSENT CALENDAR CONTINUED**

- |   |    |
|---|----|
| 4. Receive and File Agency Management Report – October 2008                                     | 23 |
| 5. Adopt Board Meeting Calendar for Calendar Year 2009  | 33 |
| 6. Approve Amendment No. 2 with City of Needles – El Garces/Santa Fe Depot Rehabilitation       | 35 |
| 7. Authorize Award of Contract PLN09-15 – Bus Stop Upgrades – Rialto, San Bernardino and Upland | 41 |
| 8. Authorize Option Year 3 of Contract RFP-FIN05-1, Financial Compliance & Audit Services       | 45 |
| 9. Claims Filed Against Omnitrans – Information Item Only                                       | 49 |
| 10. Press Articles and Letters of Interest to the Board   | 52 |
| 11. Action on Consent Calendar  |    |

**F. DISCUSSION ITEMS**

The following items do not legally require any public testimony, although the Chair may open the meeting for public input.

- |  |     |
|--|-----|
| 1. CEO/General Manager's Report  | 57  |
| 2. Approve Personnel Policy Manual Changes   | 59  |
| 3. Approve Procurement Policy and Procedures Manuals Changes   | 67  |
| 4. Approve Planning Department's Capital Projects Policies and Procedures  | 79  |
| 5. Approve Planning Department's Capital Projects Policy and Procedures - In-Kind Contributions  | 99  |
| 6. Position Evaluation for FY 2009 - Approve Transfer of Marketing Clerk to Operations with Title Change of Paratransit Eligibility Technician | 107 |
| 7. Authorize Award of Contract PRC09-1 – Allison Transmission Parts  | 109 |
| 8. Authorize Award of Contract PRC09-2A and PRC09-2B – Starters and Alternators  | 115 |
| 9. Authorize Award of Contract MNT09-13 – Landscaping Services   | 125 |
| 10. Authorize Invitation for Bids for IFB-MNT09-20, Asphalt Rehabilitation   | 129 |
| 11. Authorize Award of Contract ADM09-8, Staff Legal Services  | 131 |

**G. CALL FOR PUBLIC OR ADVERTISED HEARING**

There is no Call for Public or Advertised Hearing.

**H. BOARD BUSINESS**

None.



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**I. REMARKS AND ANNOUNCEMENTS**

After adjournment, Board Members will be invited to view a 60-foot NABI (North American Bus Industries) bus.

**J. ADJOURNMENT**