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SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

Minutes of Regular Meeting of the  
Board of Directors of the District

February 28, 1980

Upon notice duly given, the Board of Directors of the Southern California Rapid Transit District met at a regular meeting in the District Board Room, 425 South Main Street, Los Angeles, California, at 1:00 p.m. on February 28, 1980 at which time President Marvin L. Holen called the meeting to order.

Directors Present:

David K. Hayward  
Marvin L. Holen  
Gerald B. Leonard  
Mike Lewis  
Carl Meseck

Thomas G. Neusom  
Jay B. Price  
Charles H. Storing  
Ruth E. Richter

Directors Absent:

Donald Gibbs  
George Takei

Staff Present:

Jack R. Gilstrap, General Manager  
Richard T. Powers, General Counsel  
Samuel M. Black, Manager of Operations  
Joe B. Scatchard, Controller-Treasurer-Auditor  
George L. McDonald, Manager of Planning & Marketing  
Jack T. Stubbs, Assistant General Manager for Administration  
John S. Wilkens, Manager of Employee Relations  
David D. Dominguez, Manager of Human Relations  
Robert G. Williams, Manager of Customer Relations  
Helen M. Bolen, District Secretary

Also present were members of the news media and the public.

Presentation of Certificates of Merit

Director Lewis presented Certificates of Merit to Lonnie Anders, Operator-of-the-Month; Sue Wilber, Information Operator-of-the-Month; and to Charles E. Cooley, Maintenance Employee-of-the-Month.

Consideration of Workers Compensation Cases in Executive Session

On motion of Director Storing, seconded and unanimously carried, the Board adjourned to Executive Session at 1:10 p.m. to consider Workers Compensation matters.

The Board returned from Executive Session at 1:20 p.m. with all Directors except Directors Gibbs and Takei responding to Roll Call.

No report of matters discussed in Executive Session was made.

Report of the Customer Relations and Public Information Committee

On motion of Director Richter, Chairman of the Customer Relations and Public Information Committee, seconded and carried as noted below, Agenda Items No. 2 and 3 were considered and the following resolutions adopted:

Resolution  
No. Assigned

Ayes: Hayward, Holen, Leonard, Lewis,  
Meseck, Neusom, Price, Richter,  
Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

R-80-074

RESOLVED, that final consideration of the Bus Stop Information Sign for District-wide use is hereby deferred pending a staff analysis of the cost and effectiveness of the program in the San Fernando Valley.

R-80-075

RESOLVED, that Requisition No. 0-4410-030 is approved and the General Manager is authorized to execute a contract amendment with the firm of Saul Bass/Herb Yager & Associates covering cost overruns incurred up to and including February 28, 1980 for extended work on the District's Visual Identification Program; form of contract amendment subject to approval of the General Counsel.

RESOLVED FURTHER, that the balance of the work on the Visual Identification Program is to be done by District staff.

Mr. McDonald reported that Mr. McCormick of Saul Bass/Herb Yager & Associates was present to make a report on the Bus Stop Information Sign. The board indicated they would hear Mr. McCormick's report later in the meeting.

On motion duly made seconded and unanimously carried, the Board took the following action on Agenda Items No. 4 and 5:

Resolution  
No. Assigned

- Receive and File Quarterly Report on the activities of the Marketing and Communications Department, 4th Quarter, 1979.
- Receive and File report on the results of the monthly pass gift certificate program.

Report of the Equipment & Maintenance Committee

On motion of Director Storing, Chairman of the Equipment & Maintenance Committee, seconded and carried as noted below, Agenda Item No. 6 was approved and the following resolution adopted:

Ayes: Hayward, Holen, Leonard, Lewis, Meseck, Neusom, Price, Richter, Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

R-80-076

RESOLVED, that Requisition No. 0-3400-17 is approved, and the General Manager is authorized to execute a Change Order with Grumman Flexible in connection with the purchase and installation of air-conditioning sensing devices on the 230 Advance Design Buses, at a total cost of \$14,950 plus tax; form of Change Order subject to approval of the General Counsel.

Report of the Facilities & Construction Committee

On motion of Director Price, Vice-Chairman of the Facilities & Construction Committee, seconded and carried as noted below, Agenda Items No. 7 through 11 were approved and the following resolutions adopted:

Resolution  
No. Assigned

Ayes: Hayward, Holen, Leonard, Lewis,  
Meseck, Neusom, Price, Richter,  
Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

R-80-077

RESOLVED, that Requisition No. 9-9300-087 is approved and the Purchasing Agent is authorized to call for bids covering improvements to lower level passageway at El Monte Station; form of bid requirements and specifications subject to approval of the General Counsel.

R-80-078

RESOLVED, that the General Manager is authorized to execute a Division 3 Phase II construction contract Change Order with Shirley Brothers, Inc. to provide for the construction of a dynamometer building, at a fixed price of \$146,572, which project is funded in part under UMTA Capital Grant Project No. CA-03-0049; form of Change Order subject to approval of the General Counsel.

R-80-079

RESOLVED, that the General Manager is authorized to renew a lease agreement with Jaybee Manufacturing Corporation for Division 3 employee parking lot located at 624-630 Avenue 27 and 631 Avenue 26, Los Angeles, for a term of two years at a rate of \$2,400 per month for the first year and \$2,650 per month for the second year; form of agreement subject to approval of the General Counsel.

Resolution  
No. Assigned

R-80-080

RESOLVED, that the General Manager is authorized to award a contract to E. C. Construction, 2213 North Chico, South El Monte, the lowest responsible bidder under Bid No. 2-8005 covering construction of employee parking lot at Division 5 at a total bid price of \$75,240; form of contract subject to approval of the General Counsel.

R-80-081

RESOLVED, that the General Manager is authorized to award a contract to McAlpine Construction, 15709 Illinois Ave., Paramount, the only bidder responding to Bid No. 2-8008 covering alternations to the Pomona service and bus storage facility at a total bid price of \$29,777; form of contract subject to approval of the General Counsel.

Under Agenda Item No. 7 staff was requested to submit a report on the options available in the improvements to the lower level passageway at the El Monte Station before the award of contract on these improvements is made.

Report of the Rapid Transit Committee

Under Agenda Item No. 12, Director Meseck, Chairman of the Rapid Transit Committee, reported that the Committee had met and interviewed finalist firms on the Rapid Transit Starter Line Project Control System on Friday, February 22nd, and

Resolution  
No. Assigned

recommended negotiation of a contract with TDA-Log/An for Phase I. On motion duly made, seconded and carried as noted below, the following resolution was adopted:

Ayes: Hayward, Holen, Lewis, Meseck,  
Neusom, Price, Richter, Storing  
Noes: None  
Abstain: Leonard  
Absent: Gibbs, Takei

R-80-082

RESOLVED, that the General Manager is authorized to negotiate a contract with TDA-Log/An covering Phase I Rapid Transit Starter Line Project Control System Consulting Services, with negotiated contract to be brought back to the Board for consideration and approval.

Under Agenda Item No. 13, Director Meseck reported that the Rapid Transit Committee recommends initially that the Rapid Transit Interface with the Busway and Downtown People Mover in the Union Station area be located on Macy Street and that the Transportation Center be designed to allow buses to enter and use the facility as a turn-around facility, subject to review by other involved agencies. The Committee also recommends that the District participate in the Joint Powers Agreement generally along the lines of Option No. 1, with the President to be the District's representative.

Resolution  
No. Assigned

President Holen stated that he feels there are some problems in Option No. 1 involving the District's role and that approval of the District's participation at this point should be conceptual only. There was discussion concerning this matter, with Director Meseck indicating that the Committee's recommendation provides a means for the District to have input into the decision-making process. Director Lewis indicated that the decision-making process is farther along and that District action along these lines will delay the project. He further indicated that he is opposed to the Joint Powers Agreement concept.

Jerry Baxter of CalTrans appeared before the Board indicating that the Transportation Center is part of the Downtown People Mover. It is essential to interface all modes of travel within the Transportation Center as part of the conditions for funding. It is important to know where the Starter Line will be so that it can be accommodated in the Transportation Center.

Director Meseck stated that based on the information the District has at this time, the recommendation is to go along with the Macy Street alignment.



Resolution  
No. Assigned

On motion of Director Neusom, seconded and carried as noted below, the following resolution was adopted:

Ayes: Hayward, Holen, Leonard, Meseck,  
Neusom, Price, Richter, Storing  
Noes: Lewis  
Abstain: None  
Absent: Gibbs, Takei

R-80-083

RESOLVED, the Board of Directors supports in concept staff's plans that the Rapid Transit Interface with the Busway and Downtown People Mover in the Union Station area be located on Macy Street, and that the Transportation Center be designed to allow buses to enter and use the facility as a turn-around facility; subject to review by other involved agencies;

RESOLVED FURTHER, that the District will participate in the Joint Powers Agreement generally along the lines of Option No. 1, which is attached to the report dated February 25, 1980, a copy of which is filed with the Secretary, with the President to be the District's representative.

#### Report of the Personnel Committee

On motion of Director Price, Acting Vice-Chairman of the Personnel Committee, seconded and carried as noted below, Agenda Item No. 14-1 was approved and the following resolution adopted:

Resolution  
No. Assigned

Ayes: Hayward, Holen, Leonard, Lewis,  
Meseck, Neusom, Price, Richter,  
Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

R-80-084

RESOLVED, that the report dated February 25, 1980, a copy of which is filed with the Secretary, is adopted and a Non-Contract position of Assistant Director of Public Safety, Salary Grade 85, is established.

On motion of Director Price, seconded and carried as noted below, Agenda Item No. 14-2 was approved and the following resolution adopted:

Ayes: Hayward, Holen, Leonard, Lewis,  
Meseck, Neusom, Price, Storing  
Noes: Richter  
Abstain: None  
Absent: Gibbs, Takei

R-80-085

RESOLVED, that the report dated February 25, 1980, a copy of which is filed with the Secretary, relative to the splitting of one Non-Contract position into two new Non-Contract positions is approved, and the position of Deputy Administrator, Planning and Real Estate, Grade 85, is abolished and the positions of Real Estate Assistant, Grade 39 and Planning Analyst, Grade 39, are established.

Director Price reported that the Personnel Committee also recommends the removal of Agenda Item No. 26 from the agenda, with the item to be

Resolution  
No. Assigned

referred to the Personnel Committee for further review.

On motion duly made, seconded and carried, the following resolution was adopted:

R-80-086

RESOLVED, that Agenda Item No. 26 concerning the adoption of a resolution providing for a Statute of Limitations for actions to review administrative decisions pertaining to personnel matters, pursuant to Section 1094.6 of the Code of Civil Procedure, is removed from the Agenda and referred to the Personnel Committee for review.

Director Price also reported that the Personnel Committee had instructed staff to take the steps necessary to obtain an executive search firm to aid in the search for a Rapid Transit Project Manager, and also for staff to develop specifications and a job description for this position and to bring them back to the Personnel Committee for review and consideration. Mr. Gallagher addressed the Board on this subject, stating that he was surprised to learn that the Personnel Committee had taken this action, in view of their prior decision not to take any action on the staffing of the Rapid Transit Department until the Rapid Transit Committee

Resolution  
No. Assigned

had determined the organizational structure for the department. He also stated that he did not think this was a normal procedure to take. If the Board felt there was any deficiencies in the department, the normal procedure would be to strengthen the staff in those areas, or to ask the department head to step down. President Holen explained that this is a procedural move at this time; certainly that the Board felt that Mr. Gallagher would be one of the lead candidates for the position of Rapid Transit Project Manager.

Mr. Gilstrap commented that he was not aware that this matter was going to come up today; however, in fairness to the situation, he indicated that he has discussed with Mr. Gallagher his recommendations on this subject and that he was aware that Mr. Gallagher did not agree with him on this matter. He firmly stated that in a project of this size, the District must be satisfied that the staff is the very best available to carry the project forward. He indicated that in his opinion Mr. Gallagher should not view this move as a lack of confidence or criticism of his abilities.

Resolution  
No. Assigned

Mr. Meseck, Chairman of the Rapid Transit Committee, commented that it is his understanding that the organizational structure would come first and that to bring this subject up at this time is premature and is not being handled in the most professional manner.

Director Hayward indicated that he felt it was important to develop the criteria for the job; however, he found it disturbing that this matter was being discussed in an open meeting at this time.

There was further discussion, with Mr. Gilstrap stating that the staff will bring to the Rapid Transit Committee an organizational recommendation at their next meeting which will identify the duties and responsibilities of the lead positions. He said he will recommend that the District go through the search process to assure ourselves that we have the most qualified persons for the positions.

Director Meseck moved that staff not proceed with the job description until after the Rapid Transit Committee has met and approved the organizational structure, which motion was seconded by Director Lewis and failed.

Resolution  
No. Assigned

After further discussion, the Board directed the staff not to proceed on this matter at this time.

Mr. Gilstrap summarized the Board's direction by saying that he assumed that the Rapid Transit Committee has jurisdiction over a recommendation on the organizational structure and that Committee would look at the staff requirements and at some point there would be a referral on some points to the Personnel Committee.

Report of the Finance Committee

On motion of Director Lewis, Chairman of the Finance Committee, Agenda Item No. 15 and 16 were approved as noted below and the following resolutions adopted:

Ayes: Hayward, Holen, Leonard, Lewis,  
Meseck, Neusom, Price, Richter,  
Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

R-80-087

RESOLVED, that Requisition No. 0-7100-15 is approved, and the General Manager is authorized to execute a contract with Lloyds Bank California, P. O. Box 54136 Terminal Annex, Los Angeles, covering trustee services for the Equipment Trust Certificates recently sold by the District, at an estimated cost of \$110,000 for the ten-year term; form of contract subject to approval of the General Counsel.

Resolution  
No. Assigned

R-80-088

RESOLVED, that Requisition No. 0-7100-13 is approved, and the Purchasing Agent is authorized to issue Requests For Proposals covering a consultant study for automated payroll needs analysis and feasibility; form of RFP subject to approval of the General Counsel.

On motion of Director Lewis, seconded and unanimously carried, Agenda Items No. 17 and 18, reading as follows were "Received and Filed":

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Report to management by auditors Cooper & Lybrand/Wilfong & Co. relating to internal accounting controls.

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Operating Report for the month of January, 1980.

Approval of Consent Calendar

On motion of Director Richter, seconded and carried as noted below, Agenda Items No. 19 through 28 on the Consent Calendar, except Agenda Item No. 26, were approved, and the following resolutions adopted and/or actions taken:

Ayes: Hayward, Holen, Leonard, Lewis, Meseck, Neusom, Price, Richter, Storing  
Noes: None  
Abstain: None  
Absent: Gibbs, Takei

Resolution  
No. Assigned

R-80-089

RESOLVED, that the General Manager is authorized to award contracts to the following firms, who were the lowest responsible bidders under Bid No. 1-8002 covering air suspension bellows; with form of contracts subject to approval of the General Counsel:

- a. Hausman Bus Parts, 9846 Atlantic Ave., South Gate, covering ten line items at an estimated bid price of \$183,089 for the two-year contract period;
- b. Graham Brake & Diesel, 9530 Owensmouth Chatsworth, covering four line items at an estimated bid price of \$65,592 for the two-year contract period, and
- c. Grumman Flexible Distribution Center, 3215 North Alameda, Compton, covering one line item at an estimated bid price of \$16,621 for the two-year contract period.

R-80-090

RESOLVED, that the General Manager is authorized to award a contract to Stationers Corporation, 1400 West 8th Street, Los Angeles, the lowest responsible bidder under Bid No. 2-8011 covering printing of the employee newspaper at an estimated cost of \$72,960 for the two-year contract period; form of contract subject to approval of the General Counsel.

R-80-091

RESOLVED, that the General Manager is authorized to award a contract to Star Machine & Tool Company, 201 Sixth Street, S.E., Minneapolis, Minnesota, the only bidder responding to Bid No. 2-8007 covering procurement of a heavy-duty double spindle brake drum lathe at a total bid price of \$25,148; form of contract subject to approval of the General Counsel.



Resolution  
No. Assigned

R-80-092

RESOLVED, that Requisition No. 0-3099-2 is approved, and the General Manager is authorized to execute a contract with Digital Equipment Corporation, 10850 Wilshire Blvd., Los Angeles, covering maintenance of AVM Computer equipment for a one-year period, at a cost of \$16,008; form of contract subject to approval of the General Counsel.

R-80-093

RESOLVED, that the General Manager is authorized to award a contract to Grumman Flexible Distribution Center, 3215 North Alameda Street, Compton, the lowest responsible bidder under Bid No. 1-8029 covering the District's requirements for splitter drums for a one-year period at an estimated cost of \$14,435; form of contract subject to approval of the General Counsel.

R-80-094

RESOLVED, that the following requisitions are approved:

- a. Requisition No. 0-3399-17 covering miscellaneous furniture for the District's new maintenance facility to be located in Downey;
- b. Requisition No. 9-9300-074 covering furniture, furnishings and equipment for the Division 1 Transportation Building; and
- c. Requisition No. 0-9300-027 covering furniture, furnishings and equipment for the District's Division 6 Transportation Building;

and the Purchasing Agent is authorized to call for bids covering the furniture procurement; form of bid requirements and specifications subject to approval of the General Counsel.

Resolution  
No. Assigned

R-80-095

RESOLVED, that Requisition No. 9-3900-17 is approved and the Purchasing Agent is authorized to call for bids covering carpeting for the Fourth Floor Alteration Project; form of bid requirements and specifications subject to approval of the General Counsel.

R-80-096

RESOLVED, that membership renewal in the International Union of Public Transport (UITP) for calendar year 1980 is approved and the Treasurer is authorized to pay \$3,040 annual dues.

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Approved minutes of Regular Meeting held February 14, 1980.

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Ratified bus stop zone changes as described in report dated February 22, 1980 filed with the Secretary.

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Ratified temporary route diversions as described in report dated February 22, 1980 filed with the Secretary.

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Received and Filed Purchasing Agent's Statement of Purchases Over \$1,000 for the month of January, 1980.

Report of the General Manager

General Manager Gilstrap reported that as an element of the Operating Report under Agenda Item No. 18, he had reported to the Finance Committee that the Consumer Price Index had been very high which will result in an higher cost of

Resolution  
No. Assigned

living adjustment for contract workers on March 1. Mr. Gilstrap reported that he would like to make a full report at the next Board meeting and that some action will be required and that he would like to present the options available at that time.

President Holen stated that because of a conflict between the first regularly scheduled Board meeting for March and the APTA Legislative Conference in Washington, he would like to suggest that the Board meeting be rescheduled from March 13 to March 6 to take place immediately following the Committee of the Whole Meeting at 1:00 p.m. in Glendale.

On motion of Director Price, seconded and carried as noted below, the following resolution was adopted:

Ayes:	Hayward, Holen, Leonard, Lewis, Meseck, Neusom, Price, Richter, Storing
Noes:	None
Abstain:	None
Absent:	Gibbs, Takei

Resolution  
No. Assigned

R-80-097

RESOLVED, that the first regular meeting for the month of March of the Board of Directors will be held Thursday, March 6, 1980 in Glendale City Hall immediately following the Committee of the Whole Meeting which is scheduled at 1:00 p.m.

Appointment of Nominating Committee

Under Agenda Item No. 29, President Holen announced that he has greatly enjoyed being President of the Board of Directors, but he will not be a candidate for re-election. President Holen then appointed a nominating committee composed of Directors Price, Storing and Holen. President Holen stated that in accordance with the District's Rules and Regulations, the report of the nominating committee will be made and the election of officers will be on the agenda for the March 6, 1980 Board meeting.

(Director Meseck left the meeting at  
2:25 p.m.)

Director Special Items

Director Hayward commented that he had seen an article in the Los Angeles Times on zoning and zone planning as it pertains to the Rapid Transit Project. He requested that an answer

Resolution  
No. Assigned

to this article should be provided to the newspaper and to the City of Los Angeles pointing out what the District's role is and that we are in concert with their needs and that we will not move into the municipal planning field.

Director Neusom reported on his attendance at the APTA Management Seminar held in Miami and the APTA Executive Board's search for a person to fill the position of Executive Vice President. He indicated that the Executive Board has named Herb Scheuer as Acting Director.

Director Lewis commented on the Los Angeles County Transportation Commission's draft Memorandum of Understanding for the Rapid Transit Starter Line, which had been distributed at a Committee meeting earlier in the day. He requested staff to prepare alternate arrangements, indicating he was concerned about the way the Memorandum of Understanding is drafted.

Director Lewis also stated that the Commission has to appoint a Committee similar to the District's Citizens Advisory Committee

Resolution  
No. Assigned

on Accessible Transportation, and he suggested that rather than the appointment of another Committee, the District look at the requirements for the Commission's committee to see if the two agencies can work together.

Presentation by Saul Bass/Herb Yager & Associates

Mr. McCormick of Saul Bass/Herb Yager & Associates made a presentation before the Board on the final design of Bus Stop Information signs for District-wide use.

The meeting adjourned at 3:22 p.m.

  
District Secretary