AGENDA

Peninsula Corridor Joint Powers Board

Finance Committee Meeting

August 24, 2026, 2:30 pm

Public Hearing Room, 5th Floor
166 North Rollins Road, Millbrae, CA 94030

Committee Members: David J. Canepa (Chair), David Cohen (Vice Chair), Greg Wagner

Members of the public may attend in-person at the noticed location(s) or participate remotely via Zoom at **https://us02web.zoom.us/j/88990625276?pwd=s3hgI5cGUx43UCXa5ccPHS7uB7nlbE.1** or by entering Webinar ID: **# 889 9062 5276,** Passcode: **949910,** in the Zoom app for audio/visual capability or by calling 1-669-900-6833 (enter webinar ID and press **#** when prompted for participant ID) for audio only. The video live stream will be available after the meeting at https://www.caltrain.com/video-board-directors.

Public Comments: Written public comments may be emailed to publiccomment@caltrain.com or mailed to 166 North Rollins Road, Millbrae, CA 94030, and will be compiled and posted weekly along with any Finance Committee correspondence. Any written public comments received within two hours prior to the start of the meeting will be included in the weekly Finance Committee correspondence reading file, posted online at: https://www.caltrain.com/about-caltrain/meetings

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak, and callers should dial *6 to unmute themselves when recognized to speak.

Each public comment is limited to one minute. The Committee Chair has the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Note: All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee.

August 24, 2026 - Monday 2:30 pm

All items to which Government Code section 84308 applies have been marked with an asterisk.

A double asterisk indicates that one or more Directors of the JPB serve on the governing board of a public agency with which the JPB proposes to contract. Under Government code section 1091(a)((9), this relationship is considered to be a noninterest but it must be disclosed.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance / Safety Briefing

4. Public Comment on Items Not on the Agenda
   Comments by each individual speaker shall be limited to one (1) minute. Items raised that require a response will be deferred for staff to reply.

5. Consent Calendar
   Members of the Board may request that an item under the Consent Calendar be considered separately.

   5.a. Approval of Meeting Minutes for May 18, 2026 — Motion

   5.b. Authorize the Disposition of a 1999 Ford F-250 Support Service Vehicle — Motion

6. Award Contracts to Civic Edge Consulting, LLC and Omnia Associates, LLC for On-Call Ambassador Services for an Aggregate Not-To-Exceed Amount of $615,000 for a Five-Year Term — Motion

7. Award Contracts to HDR Engineering, Inc., ICF Environmental Inc., Jacobs Engineering Group Inc., and WSP USA Inc. for On-Call Environmental Planning, Permitting and Support Services for an Aggregate Not-To-Exceed Amount of $13.4 Million for a Five-Year Term — Motion

8. Authorize the Executive Director to Execute an Agreement with the California Department of Transportation for the Caltrain Fare Strategy Study — Motion

9. Receive Quarterly Real Estate Update — Informational

10. Committee Member Requests

Note: All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee.

11. Date / Time of Next Regular Finance Committee Meeting: Monday, September 21, 2026 at 2:30 pm.

    The meeting will be accessible via Zoom and in person at the San Mateo County Transit District Headquarters, Public Hearing Room, 5th Floor, 166 North Rollins Road, Millbrae, CA 94030.

12. Adjournment

Note: All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee.

Information for the Public

All items appearing on the agenda are subject to action by the Committee. Staff recommendations are subject to change by the Committee. If you have questions on the agenda, please contact the JPB Secretary at 650.551.6108. Agendas are available on the Caltrain website at https://www.caltrain.com. Communications to the Board of Directors can be e-mailed to board@caltrain.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电 *1.800.660.4287*

Date and Time of Board and Committee Meetings
JPB Board of Directors: First Thursday of the month, 9:00 am; JPB Finance Committee: Two Mondays before the Board Meeting, 2:30 pm. JPB Technology, Operations, Planning, and Safety (TOPS) Committee: Two Wednesdays before the Board meeting, 1:30 pm. JPB Advocacy and Major Projects (AMP) Committee: Two Wednesdays before the Board meeting, 3:30 pm. The date, time, and location of meetings may be changed as necessary. Meeting schedules for the Board and Committees are available on the website.

Location of Meeting
Members of the Public may attend this meeting in-person or remotely via Zoom as per the information provided at the top of the agenda. Should Zoom not be operational, please check online at https://www.caltrain.com/about-caltrain/meetings for any updates or further instruction.

Public Comment*
Members of the public are encouraged to participate remotely or in-person. Public comments may be submitted by comment card in person and given to the JPB Secretary. Written public comments may be emailed to publiccomment@caltrain.com or mailed to 166 North Rollins Road, Millbrae, CA 94030, and will be compiled and posted weekly along with any Finance Committee correspondence. Any written public comments received within two hours prior to the start of the meeting will be included in the weekly Finance Committee correspondence reading file, posted online at: https://www.caltrain.com/about-caltrain/meetings.

Oral public comments will also be accepted during the meeting in person or through Zoom or the teleconference number listed above. Online commenters will be automatically notified when they are unmuted to speak. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Each public comment is limited to one minute. The Committee Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Accessible Public Meetings/Translation
Upon request, the JPB will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 166 North Rollins Road, Millbrae, CA 94030; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records
All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that is distributed to a majority of the legislative body, will be available for public inspection at 166 North Rollins Road, Millbrae, CA 94030, at the same time that the public records are distributed or made available to the legislative body.

Peninsula Corridor Joint Powers Board
Finance Committee
Regular Meeting

1250 San Carlos Avenue, San Carlos, CA 94070

DRAFT Minutes of May 18, 2026

Members Present:	Greg Wagner, David Canepa (Chair)
Members Absent:	David Cohen (Vice Chair)
Staff Present:	M. Bouchard, C. Fromson, J. Harrison, M. Jones, K. Jordan Steiner, S. Kirkpatrick, M. Kumar, L. Lumina-Hsu, M. Stewart, K. Yin

1. **Call to Order**
   Chair Canepa called the meeting to order at 2:30 pm.

2. **Roll Call**
   Loana Lumina-Hsu, Deputy JPB Secretary, called the roll and confirmed a quorum was present.

3. **Pledge of Allegiance / Safety Briefing**
   Chair Canepa led the Pledge of Allegiance and delivered the safety briefing.

4. **Public Comment on Items not on the Agenda**
   There were none.

5. **Consent Calendar**
   5.a. Approval of Meeting Minutes for April 27, 2026

   Motion/Second: Wagner/Canepa
   Ayes: Wagner, Canepa
   Noes: None
   Absent: Cohen

6. **Adopt Fiscal Year 2027 Proposed Operating Budget**
   Kate Jordan Steiner, Chief Financial Officer, provided the presentation that included budget refinements, use of State Bridge Loan funding to balance the budget, and administrative cost savings that do not impact service delivery priorities.

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- State Bridge Loan funding assumptions, including anticipated Fiscal Year 2027 (FY27) usage and the availability of unused funds in the future
- Proposed reductions in operating and capital full-time equivalents (FTEs)
- Relationship between administrative staffing reductions and contracted service operations

Motion/Second: Wagner/Canepa
Ayes: Wagner, Canepa
Noes: None
Absent: Cohen

7. Adopt Framework for Caltrain's "No External Funding" Scenario
Melissa Jones, Deputy Director, Caltrain Policy Development, provided the presentation that included the following:

- Need for external funding to close deficit to sustain current service
- Potential FY28 service reductions if funding is not secured
- Revenue is tied to service levels; cuts would not fully eliminate the deficit
- Framework updated based on May 7, 2026 Board of Directors meeting feedback
- Expanded community engagement through website and stakeholder outreach

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Updated no external funding scenario framework
- Timeline for evaluating future service level options and budget impacts
- Potential funding sources if external funding is not secured
- Relationship between Measure RR, service levels, operating costs, and fare revenue
- Impacts of service reductions on regional mobility, traffic congestion, and non-transit users

Motion/Second: Wagner/Canepa
Ayes: Wagner, Canepa
Noes: None
Absent: Cohen

<u>Public Comment</u>
Roland commented on potential cost-saving measures and fare increases to maintain service levels.

8. **Award a Contract to Universal Protection Service, LP, dba Allied Universal Security Services, for Security Guard Services for a Total Not-To-Exceed Amount of $7.4 Million for a Five-Year Term***
Kevin Yin, Director, Contracts and Procurement, and Scott Kirkpatrick, Deputy Director, Safety and Security, provided the presentation that included a contract for security guard services at three Caltrain stations and Central Equipment Maintenance and Operations Facility (CEMOF), with proposals received, ten found responsive, and funding included in the current budget.

Staff provided further clarification in response to the Committee comments and questions noting the contract is a five-year term with a two-year option.

Motion/Second: Wagner/Canepa
Ayes: Wagner, Canepa
Noes: None
Absent: Cohen

9. **Authorize Execution of Contracts and Amendments for Information Technology Hardware, Software, Licenses, Maintenance Services and Professional Services, and Technology-Related Products and Services, Through Piggyback Contracts and Cooperative Purchasing Programs up to an Aggregate Not-to-Exceed Limit of $3 Million for Fiscal Year 2027***
Kevin Yin, Director, Contracts and Procurement, and Mehul Kumar, Chief Information and Technology Officer, provided the presentation that included Board-approved Resolution No. 2023-37 and noted that funds cannot be spent unless the budget is approved.

Staff provided further clarification in response to the Committee comments and questions, which included the following:

- Cooperative and piggyback contracts are competitively awarded by other agencies and leveraged to improve efficiency and pricing
- Executive Director contract authority applies to agreements under $250,000, with a $3 million annual aggregate limit not recently exceeded
- Prior to 2023, Board resolutions covered co-op maintenance, and licenses at $1.5 million each

Motion/Second: Wagner/Canepa
Ayes: Wagner, Canepa
Noes: None
Absent: Cohen

10. Authorize the Executive Director to Execute the Master Agreement with California Department of Transportation (Caltrans) for the Transit and Intercity Rail Capital Program (TIRCP)
Michelle Stewart, Director, Grants and Fund Management, provided the presentation that included renewing agreement to allow Caltrain to continue receiving TIRCP reimbursement funds.

Motion/Second: Wagner/Canepa
Ayes: Wagner, Canepa
Noes: None
Absent: Cohen

11. Receive Quarterly Financial Report: Fiscal Year 2026 Quarter 3 Year-to-Date Results and Year End Forecast
Kate Jordan Steiner, Chief Financial Officer, provided the presentation that included the following:
- Revenue above budget and expenses below budget
- Higher sales tax revenue contributing to favorable budget performance
- Majority of uses (78 percent) dedicated to direct service provision
- Year-end forecast projects $2.4 million favorable position driven by farebox, Measure RR, and State Rail assistance
- Ridership recovery continues amid inflation and economic uncertainty

Staff provided further clarification in response to the Committee comments and questions, which included favorable results reducing the need for reserve funding and timing-related expense variances expected to be reconciled by fiscal year-end.

Public Comment
Roland commented on favorable financial results and potential additional revenue sources.

12. Committee Member Requests - There were none.

13. Date/Time/Location of Next Regular Finance Committee Meeting: Monday, July 27, 2026 at 2:30 pm: Monday, July 27, 2026 at 2:30 pm. The meeting will be accessible via Zoom and in person at the San Mateo County Transit District, Public Hearing Room, 5th Floor, 166 North Rollins Road, Millbrae, CA 94030.

14. Adjourn - The meeting adjourned at 3:21 pm.

Peninsula Corridor Joint Powers Board
Staff Report

To:	JPB Finance Committee
Through:	Michelle Bouchard, Executive Director
From:	Theodore Burgwyn, Chief Operating Officer, Rail Operations and Maintenance
For:	September 2026 JPB Board of Directors Meeting
Subject:	**Authorize the Disposition of a 1999 Ford F-250 Support Service Vehicle**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff recommend that the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB or Caltrain) authorize the Executive Director or designee to dispose of a 1999 Ford F-250 support service vehicle. A description and analysis are provided on the following page (Table 1).

Discussion

This asset has been identified for disposition as it has reached or exceeded its useful life. It is inoperable and the escalating costs of maintenance, combined with reliability risks and projected repair needs, makes it uneconomical to retain compared to replacement or removal from service.

Budget Impact

The total market value for the requested vehicle is less than $2,000.

Prepared By: Jendayi Santana Administrative Analyst III 08/03/2026

Table 1

Vehicle Identification Number	Model Number	Model Year	Type	Department Description	Ownership	Vehicle License Number	Disposal Basis	Mileage	Kelly Book Value	Estimated Repair Costs	Notes
1FTNF20L1XEB35706	F250	1999	TK	MOW	JPB	1013855	Significant Mechancial issues / Motor issues	218785	$ 2,000	$2500-$5700 Depending on repairs	Doesn't run, basic service quoted at $500. $350 to troublesoot. Repairs cost will be unknown until evaluated by service tech. **Located at 799 7th Street, San Francisco, CA 94103**

Resolution No. 2026-

Board of Directors, Peninsula Corridor Joint Powers Board
State of California

* * *

Authorize the Disposition of a 1999 Ford F-250 Support Service Vehicle

Whereas, a 1999 Ford F-250 pick-up truck (Vehicle) has surpassed the end of its useful life; and the vehicle will cost more to repair and replace; and

Whereas, Peninsula Corridor Joint Powers Board (JPB) staff recommends that the Board of Directors authorize disposal of a 1999 Ford F-250 / VIN 1FTNF20L1XEB35706 / ID#: 70013 / Mileage: 218,785 miles / LP#: 1013855

Now, Therefore, Be It Resolved that the Board of Directors approves the resolution and authorizes the Executive Director or designee to dispose of a 1999 Ford F-250 in accordance with the Procurement Policy.

Regularly passed and adopted this 3rd day of September, 2026, by the following vote:

Ayes:

Noes:

Absent:

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Chair, Peninsula Corridor Joint Powers Board

Attest:

____
JPB Secretary

Peninsula Corridor Joint Powers Board
Staff Report

To:	JPB Finance Committee
Through:	Michelle Bouchard, Executive Director
From:	David Santoro, Chief Administrative Officer Emily Beach, Chief Communications Officer
For:	September 2026 JPB Board of Directors Meeting
Subject:	**Award Contracts to Civic Edge Consulting, LLC and Omnia Associates, LLC for On-Call Ambassador Services for an Aggregate Not-To-Exceed Amount of $615,000 for a Five-Year Term**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Award of the proposed contracts for On-Call Ambassador Services (Services) will provide the Peninsula Corridor Joint Powers Board (JPB) with qualified, experienced firms to perform customer outreach and ambassador support on an as-needed basis. The Services will enhance the JPB's ability to support service changes, construction activities, special events, promotional campaigns, planning initiatives, and emergency response by providing timely, multilingual customer assistance and collecting feedback to improve future customer communications and service delivery. Awarding multiple on-call contracts will provide flexibility, improve responsiveness to varying workload demands, and help ensure the JPB has access to qualified firms throughout the contract term.

Staff proposes that the Finance Committee recommend that the Board of Directors (Board):

1. Award contracts to a bench of firms consisting of Civic Edge Consulting, LLC of San Francisco, California (Civic Edge) and Omnia Associates, LLC of Oakland, California (Omnia) to provide the Services for an aggregate not-to-exceed amount of $615,000 for a five-year term.

2. Authorize the Executive Director or designee to execute contracts with Civic Edge and Omnia in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in forms approved by legal counsel.

Discussion

On March 11, 2026, the JPB, the San Mateo County Transit District, and the San Mateo County Transportation Authority (collectively referred to as "Agencies") issued joint Request for Proposals (RFP) 26-S-J-T-S-132 for the Services. The RFP was advertised on the Agencies' eProcurement website. Seventeen vendors downloaded the RFP and the Agencies received proposals from three different firms: Civic Edge, Omnia and JBR Partners, Inc. of San Francisco, California (JBR Partners).

A Selection Committee (Committee), composed of the Agencies' staff, reviewed, evaluated, scored, and ranked the proposals in accordance with the following weighted criteria:

Evaluation Criteria	Maximum Points
Approach to Scope of Services and Implementation Services	35 Points
Qualifications and Experience of Key Personnel	25 Points
Company Qualifications, Experience and References	15 Points
Cost Proposal	25 Points
Small Business Enterprise (SBE) Preference	5 Points
Total	**105 Points**

After the initial scoring, the Committee found that Civic Edge and Omnia were in the competitive range and conducted oral interviews with both firms. Following the interviews, the Committee determined both firms possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents. Omnia was qualified for and awarded the SBE preference points.

Staff successfully negotiated contract terms, including prices, with both firms. Staff performed a price analysis and determined the negotiated prices to be fair, reasonable, and consistent with those charged for similar services in the Bay Area.

The firms will be engaged on an as-needed basis through the issuance of Work Directives (WDs) to perform specific tasks for the JPB. Specific deliverables will be set forth in each WD. Award of the proposed contracts will not obligate the JPB to procure any specific level of effort from either of the selected firms.

JBR Partners was the current provider of the Services to the JPB under Contract No. 21-J-P-018, which expired on August 17, 2026.

Budget Impact

These proposed contracts are and will be funded by local revenues from current and future approved operating and capital budgets.

Prepared By:	Manny Caluya	Procurement Administrator III	07/30/2026
	Lisa Peabody	Director, Customer Experience	07/30/2026

Resolution No. 2026-

Board of Directors, Peninsula Corridor Joint Powers Board
State of California

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Award Contracts to Civic Edge Consulting, LLC and Omnia Associates, LLC for On-Call Ambassador Services for an Aggregate Not-To-Exceed Amount of $615,000 for a Five-Year Term

Whereas, on March 11, 2026, the Peninsula Corridor Joint Powers Board (JPB), the San Mateo County Transit District, and the San Mateo County Transportation Authority (collectively referred to as "Agencies") issued joint Request for Proposals (RFP) 26-S-J-T-S-132 for On-Call Ambassador Services (Services) to establish a bench of firms to provide the Services on an as-needed basis; and

Whereas, seventeen potential proposers downloaded the RFP and the Agencies received three proposals; and

Whereas, a Selection Committee (Committee), composed of the Agencies' staff, reviewed, evaluated, scored, and ranked the proposals and found Civic Edge Consulting, LLC of San Francisco, California (Civic Edge) and Omnia Associates, LLC of Oakland, California (Omnia) to be in the competitive range; and

Whereas, the Committee conducted oral interviews with both proposers and determined both firms possess the requisite experience and qualifications required for successful performance of the Services as defined in the solicitation documents; and

Whereas, Omnia qualified for and was awarded Small Business Enterprise preference points; and

Whereas, staff successfully negotiated contract terms, including prices, with both firms; and

Whereas, staff conducted a price analysis and determined the negotiated labor rates to be fair, reasonable, and consistent with those charged for similar services in the Bay Area; and

Whereas, staff recommends that the Board of Directors (Board) award contracts to Civic Edge and Omnia to provide the Services for an aggregate not-to-exceed amount of $615,000 for a five-year term.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards contracts to:

- Civic Edge Consulting, LLC of San Francisco, California and
- Omnia Associates, LLC of Oakland, California

to provide on-call ambassador services for an aggregate not-to-exceed amount of $615,000 for a five-year term; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute contracts on behalf of the JPB with Civic Edge and Omnia in full conformity with the terms and conditions of the RFP and negotiated agreements, and in forms approved by legal counsel.

Regularly passed and adopted this 3rd day of September, 2026, by the following vote:

Ayes:

Noes:

Absent:

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Chair, Peninsula Corridor Joint Powers Board

Attest:

____
JPB Secretary

Peninsula Corridor Joint Powers Board
Staff Report

To: JPB Finance Committee

Through: Michelle Bouchard, Executive Director

From: David Santoro, SamTrans Chief Administrative Officer

Sherry Bullock, Caltrain Deputy Executive Director, Engineering, Capital and Modernization

For: September 2026 JPB Board of Directors Meeting

Subject: **Award Contracts to HDR Engineering, Inc., ICF Environmental Inc., Jacobs Engineering Group Inc., and WSP USA Inc. for On-Call Environmental Planning, Permitting and Support Services for an Aggregate Not-To-Exceed Amount of $13.4 Million for a Five-Year Term**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Award of the proposed contracts for On-Call Environmental Planning, Permitting and Support Services (Services) will provide the Peninsula Corridor Joint Powers Board (JPB) with a bench of qualified firms available to support the required and anticipated volume of work. The Services consist of, but are not limited to, environmental clearance, technical studies and scoping support, regulatory compliance and permitting, habitat restoration planning and monitoring, and interagency coordination.

Staff proposes that the Finance Committee recommend that the Board of Directors (Board) of the JPB:

1. Award contracts to the bench of firms listed below to provide the Services for an aggregate not-to-exceed amount of $13.4 million for a five-year term:

    a. HDR Engineering, Inc. of Santa Clara, California (HDR)

    b. ICF Environmental Inc. of San Francisco, California (ICF)

    c. Jacobs Engineering Group Inc. of San Francisco, California (Jacobs)

    d. WSP USA Inc. of San Francisco, California (WSP)

2. Authorize the Executive Director or designee to execute contracts with each of the above firms in full conformity with the terms and conditions of the solicitation documents and negotiated agreements, and in forms approved by legal counsel.

Discussion

HDR, ICF (formerly ICF Jones & Stokes, Inc.), and WSP (formerly Louis Berger U.S. Inc.) are currently providing the Services to the JPB under Contract No. 19-J-P-072 for an aggregate not-to-exceed amount of $10.5 million, which will expire on November 30, 2026.

The JPB Environmental Compliance team is responsible for providing regulatory compliance support for all capital projects during planning, design, and construction. This work requires access to a range of highly specialized personnel, particularly during the construction phase, many of whom must be local to the Bay Area. An available bench of consultants will help the JPB fulfill these responsibilities by providing specialized expertise and support services.

On March 3, 2026, the JPB issued Request for Proposals (RFP) 26-J-P-040 for the Services. The RFP was advertised on the JPB's eProcurement website. Staff had a virtual pre-proposal conference on March 13, 2026, which 23 potential proposers and 37 potential subconsultants attended.

By the April 10, 2026, due date, the JPB received proposals from six firms. Staff determined that all six proposals were responsive to the RFP requirements.

A Selection Committee (Committee), composed of qualified staff from Environmental Compliance and Quality Assurance/Quality Control teams, evaluated, scored, and ranked the proposals in accordance with the following weighted criteria:

Evaluation Criteria	**Maximum Points**
Company Qualifications, and Experience	20 Points
Qualifications and Experience of Key Personnel	30 Points
Project Understanding and Management Plan	25 Points
Reasonableness of Cost	25 Points
Small Business Enterprise (SBE) Preference	5 Points
Total	**105 Points**

After the initial scoring of proposals, five firms were found to be in the competitive range and were interviewed. Following the interviews, the Committee reached a consensus ranking based on each firm's proposal and interview performance, identifying HDR, ICF, Jacobs, and WSP as the top-ranked firms. The four highest-ranked firms possess the requisite experience and qualifications required for the successful performance of the scope of services as defined in the solicitation documents.

Staff successfully negotiated contract terms, including prices, with the four highest-ranked firms. Staff also conducted a price analysis and determined the negotiated labor rates to be fair, reasonable, and consistent with those currently paid by the JPB, and other public agencies in the Bay Area, for similar services.

The firms will be engaged on an as-needed basis through the issuance of Work Directives (WDs) to perform specific tasks for the JPB. Specific deliverables will be set forth in each WD. All qualified firms on the bench may be given an opportunity to submit a proposal in response to each specific work request. Award of these contracts will not obligate the JPB to procure any specific level of effort from any of these firms.

Budget Impact

There is no immediate fiscal impact associated with approval of these on-call contracts. The Services to be provided pursuant to the awarded contracts will be performed under WDs issued to the firms on a project-by-project and as-needed basis. The WDs will be funded from a variety of sources, including federal, and local funding from approved and future operating and capital budgets over the life of this contract.

Prepared By:	Terry Loo	Procurement Administrator II	07/13/2026
	Michael Tauchen	Deputy Director, Environmental Compliance	07/13/2026

Resolution No. 2026-

**Board of Directors, Peninsula Corridor Joint Powers Board
State of California**

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Award Contracts to HDR Engineering, Inc., ICF Environmental Inc., Jacobs Engineering Group Inc., and WSP USA Inc. for On-Call Environmental Planning, Permitting and Support Services for an Aggregate Not-To-Exceed Amount of $13.4 Million for a Five-Year Term

Whereas, on March 3, 2026, the Peninsula Corridor Joint Powers Board (JPB) issued Request for Proposals (RFP) 26-J-P-040 for On-Call Environmental Planning, Permitting and Support Services (Services) to establish a bench of firms to provide the Services on an as-needed basis; and

Whereas, in response to the RFP, the JPB received six proposals from AECOM Technical Services, Inc., HDR Engineering, Inc. (HDR), ICF Environmental Inc. (ICF), Jacobs Engineering Group Inc. (Jacobs), Kimley-Horn and Associates, Inc., and WSP USA Inc., (WSP); and

Whereas, staff reviewed the submitted proposals and determined all six proposals were responsive to the RFP requirements; and

Whereas, a Selection Committee (Committee), composed of qualified JPB staff, reviewed, evaluated, scored, and ranked the proposals in accordance with the evaluation criteria set forth in the RFP and found five proposals to be in the competitive range; and

Whereas, the Committee interviewed those five firms and reached a consensus ranking, based on each firm's proposal and interview performance, that HDR, ICF, Jacobs, and WSP are the top ranked firms.

Whereas, the Committee determined that HDR, ICF, Jacobs, and WSP possess the requisite qualifications and experience to successfully perform the Services; and

Whereas, staff successfully negotiated contract terms, including prices, with all four firms; and

Whereas, staff conducted a price analysis and determined the negotiated labor rates to be fair, reasonable, and consistent with those currently paid by the JPB and other public agencies in the Bay Area for similar services; and

Whereas, staff recommend that the Board of Directors (Board) award contracts to a bench of firms that consists of HDR, ICF, Jacobs, and WSP to provide the Services for an aggregate not-to-exceed amount of $13.4 million for a five-year term.

Now, Therefore, Be It Resolved that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby awards contracts to:

- HDR Engineering, Inc. of Santa Clara, California (CA),
- ICF Environmental Inc. of San Francisco, CA,
- Jacobs Engineering Group Inc. of San Francisco, CA, and
- WSP USA Inc. of San Francisco, CA

to provide On-Call Environmental Planning, Permitting and Support Services for an aggregate not-to-exceed amount of $13.4 million for a five-year term; and

Be It Further Resolved that the Board authorizes the Executive Director or designee to execute contracts on behalf of the JPB with HDR, ICF, Jacobs, and WSP in full conformity with the terms and conditions of the RFP and negotiated agreements, and in forms approved by legal counsel.

Regularly passed and adopted this 3rd day of September, 2026, by the following vote:

Ayes:

Noes:

Absent:

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Chair, Peninsula Corridor Joint Powers Board

Attest:

____
JPB Secretary

Peninsula Corridor Joint Powers Board
Staff Report

To: JPB Finance Committee

Through: Michelle Bouchard, Executive Director

From: Dahlia Chazan, Chief of Caltrain Planning

Li Zhang, Chief of Commercial and Business Development

For: September 2026 JPB Board of Directors Meeting

Subject: **Authorize the Executive Director to Execute an Agreement with the California Department of Transportation for the Caltrain Fare Strategy Study**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

Staff recommend the Board of Directors (Board) of the Peninsula Corridor Joint Powers Board (JPB or Caltrain):

1. Authorize the Executive Director to execute an agreement with the California Department of Transportation (Caltrans) to receive $500,000 in Sustainable Transportation Planning Grant Program funds from Caltrans; and

2. Authorize the Executive Director to take such actions as may be necessary to give effect to this resolution for the JPB to apply for and receive Caltrans Sustainable Transportation Planning Grant Program funds; and

3. Approve an amendment to the Fiscal Year (FY) 2027 capital budget in the amount of $500,000.

Discussion

On May 29, 2026, Caltrain received notice of a grant in the amount of $500,000 from Caltrans' Sustainable Transportation Planning Grant Program (Strategic Partnerships – Transit category) to study Caltrain's Fare Structure. The grant requires a local match of $64,780, which will be met through eligible in-kind staff time.

Background

Caltrain currently prices fares using a six-zone, distance-based structure with a variety of pass products. For several years, Caltrain Board members, riders, and the community have expressed interest in exploring alternative fare strategies, such as moving toward a point-to-point (station-to-station) pricing structure, similar to Bay Area Rapid Transit (BART), or offering new fare products such as fare-capping accumulators. Caltrain's last comprehensive fare strategy study was conducted over twenty years ago, and its most recent system-wide fare study, in 2018, informed an updated Fare Structure adopted by the Board in 2019. Implementation of its gradual fare increases was delayed until 2025, because of the drop in ridership at the start of the pandemic. Caltrain's service, ridership demographics, and finances have changed substantially since the pandemic: electric trains now offer more service than ever before, a larger share of riders have lower incomes than before the pandemic, and the agency faces a significant projected operating deficit beginning in FY28.

In Fall 2025, as part of the process to extend the schedule of adopted annual fare increases, the Caltrain Board directed staff to pursue funding to complete a comprehensive Fare Strategy Study. The Caltrain Fare Strategy Study (Study) will give the railroad its first opportunity in over twenty years to comprehensively assess and recommend improvements to its fare system to grow ridership, increase revenue, and enhance equity outcomes. The Board asked staff to address the following questions through the Study:

- **Existing conditions:** What are current fare products, payment, revenue, and origin/destination trends across different rider groups?
- **Goals and priorities:** What should Caltrain aim to achieve with changes to its fare strategy? What should be prioritized, and what tradeoffs could be considered?
- **Price sensitivity:** How price sensitive are different rider groups?
- **Pricing and product strategy:** What alternative pricing and product strategies could be considered? How could they impact ridership, finances, customer experience, and operations? Which fare strategy could best achieve the goals and priorities and would be preferred?
- **Implementation actions and costs:** What would be required to implement the preferred fare strategy? How much would it cost in one-time and ongoing costs?
- **Public outreach:** What input can members of the community provide on Caltrain's current fare strategy (pricing and products) and potential changes?

The Study is estimated to cost approximately $865,000. The Caltrans Sustainable Transportation Planning Grant Program (Strategic Partnerships – Transit category) award of $500,000, together with the required local match of $64,780, fully funds the partner agency engagement, public outreach, fare strategy scenario analysis, and recommendation tasks. Because the grant emphasizes public-outreach and directs a corresponding high amount of funding to that effort, it partially funds the Study's scope of work, leaving a remaining need of approximately $300,000 — for the existing conditions analysis, peer review, and price sensitivity analysis tasks — that must be funded by other sources to complete the full scope of the Study requested by the Board. Caltrain staff are currently investigating other funding sources, including funding from Santa Clara Valley Transportation Authority (VTA), but these have not yet been confirmed.

Once funding is secured and a consultant is procured, the Study is expected to take approximately 18 to 24 months, with technical and outreach work anticipated to begin in early 2027. Staff will engage with the Board as the Study progresses, and at its conclusion, staff will present the Board with a set of recommendations, which could be recommended for inclusion in an updated Fare Structure. Following completion of the Study, Title VI analysis will need to be funded and completed to accompany any recommended Fare Structure for adoption. Implementation is anticipated in 2029 or later; funding for implementation is not included in the Study's budget, and costs may be significant.

Budget Impact

This action includes amending the capital budget to include an additional $500,000 in grant funding from Caltrans, as detailed in Attachment 1. The grant's required local match of $64,780 will be met through eligible in-kind eligible staff time. The Fare Strategy Study has a total estimated cost of approximately $865,000, leaving a funding gap of approximately $300,000 beyond the Caltrans grant and local match. Caltrain staff are currently investigating other funding sources to fully fund the Study.

Prepared By:	Terra Duan	Manager, Cost Control	8/12/2026
	Melissa Jones	Deputy Director, Caltrain Policy Development	8/12/2026

Resolution No. 2026-

Board of Directors, Peninsula Corridor Joint Powers Board
State of California

* * *

Authorize the Executive Director to Execute an Agreement with the California Department of Transportation for the Caltrain Fare Strategy Study

Whereas, Caltrain prices fares using a zone-based structure that has not been comprehensively studied in over twenty years, and Caltrain Board of Directors (Board), riders, and the community have expressed interest in exploring alternative fare strategies, such as shifting to a point-to-point pricing structure or offering new fare products, such as fare-capping accumulators, to better reflect changes in Caltrain's service, ridership demographics, and finances since the fare strategy was last studied; and

Whereas, Peninsula Corridor Joint Powers Board is eligible to receive Federal and/or State funding for certain transportation planning-related plans, through the California Department of Transportation (Caltrans); and

Whereas, Caltrain wishes to use this funding to conduct the Caltrain Fare Strategy Study; and

Whereas, a Restricted Grant Agreement must be executed with the California Department of Transportation before such funds can be reimbursed through the Caltrans Sustainable Transportation Planning Grant Program for the Caltrain Fare Strategy Study; and

Whereas, staff recommends that the Board delegate authority to the Executive Director to execute an agreement with the California Department of Transportation to receive funds for the Caltrain Fare Strategy Study, and any amendments thereto; and

Whereas, pursuant to Resolution No. 2025-29 adopted on June 5, 2025, the Peninsula Corridor Joint Powers Board (JPB) adopted the Fiscal Year 2027 (FY27) Capital Budget for a total authorized budget of $23,026,000; and

Whereas, pursuant to Resolution No. 2026-34 on August 6, 2026, the JPB authorized Amendment 1 to Caltrain's FY27 Capital Budget, increasing the total adopted Capital Budget to $33,712,000; and

Whereas, the JPB has secured a grant of $500,000 from Caltrans to support the development of the Caltrain Fare Strategy Study;

Now, Therefore, Be It Resolved, by the Board of Directors of the Peninsula Corridor Joint Powers Board, authorize the Executive Director, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans, to take any further action for the JPB to apply for and Caltrans Sustainable Transportation Planning Grant Program funds and authorizes an amendment to the FY27 Capital Budget, increasing the total FY27 Capital Budget by $500,000.

Regularly passed and adopted this 3rd day of September, 2026, by the following vote:

Ayes:

Noes:

Absent:

____

Chair, Peninsula Corridor Joint Powers Board

Attest:

____

JPB Secretary

	Project Identification			FY2027 Adopted Capital Budget	Amendment 1 *(August 2026)*	Proposed Amendment 2 *(September 2026)*	FY2027 Revised Capital Budget	FY27 Funding Source (in millions)								
	Project #	CIP Priority	Project Name					Measure RR	SFCTA	SMCTA	VTA	Federal	STA SGR	AB664	Other	Unfunded
I. Mandates and Compliance																
1	100912	Mandate	Storm Water Management Program	.570			.570	.000	.000	.000	.000	.270	.000	.300	.000	.000
			Subtotal	**.570**	**.000**	**.000**	**.570**									
II. Maintain Core Services																
Projects																
2	100696	High	Fiber Optic Permanent Repair	1.350			1.350	.000	.350	.000	.000	1.000	.000	.000	.000	.000
3	100913	High	Tunnel 1, 2, 3 and 4 Weep Hole Rehabilitation and Drainage Improvements	1.500			1.500	.000	.300	.000	.000	1.200	.000	.000	.000	.000
4	100427	High	San Francisquito Creek Bridge Replacement	3.375			3.375	.000	.000	.000	.000	2.700	.675	.000	.000	.000
5	100919	Medium	Control Center Power Resiliency - *UPS Procurement*	.625			.625	.000	.000	.000	.000	.500	.125	.000	.000	.000
15	100621	Medium	Capital Planning Technical Support [2]	.000	.300		.300	.300	.000	.000	.000	.000	.000	.000	.000	.000
16	101005	Medium	Capital Project Development and Support [2]	.000	.500		.500	.500	.000	.000	.000	.000	.000	.000	.000	.000
22	101006	Medium	State of Good Repair Program Support [3]	.000	.500		.500	.500	.000	.000	.000	.000	.000	.000	.000	.000
Recurring Programs																
6	100915	High	SOGR Program - Stations	1.875			1.875	.000	.375	.000	.000	1.500	.000	.000	.000	.000
7	100429	High	SOGR Program - MOW Tracks	6.250			6.250	.000	1.250	.000	.000	5.000	.000	.000	.000	.000
8	100428	High	SOGR Program - Bridges and Structures	1.750			1.750	.000	.000	.000	.000	1.400	.350	.000	.000	.000
9	100695	High	SOGR Program - ROW and ROW Fencing	1.286			1.286	.000	.000	.000	.000	1.036	.250	.000	.000	.000
10	100920	High	SOGR Program - Communication/System Technologies	.625			.625	.000	.125	.000	.000	.500	.000	.000	.000	.000
11	100727	High	SOGR Program - Signal	.500			.500	.000	.100	.000	.000	.400	.000	.000	.000	.000
17	101007	High	SOGR Program - ROW Cleaning [3]	.000	1.000		1.000	1.000	.000	.000	.000	.000	.000	.000	.000	.000
18	100611	Medium	San Carlos Historic Station Essential Repairs [4]	.000	.424		.424	.000	.000	.000	.000	.000	.000	.000	.424	.000
			Subtotal	**19.136**	**2.724**	**.000**	**21.860**									
III. Provide a Safe and Secure Railroad																
14	100951	High	At-Grade Crossing Baseline Safety Enhancement [5]	.000	3.320		3.320	.000	.000	.000	.000	.000	.000	.000	3.320	.000
			Subtotal	**.000**	**3.320**	**.000**	**3.320**									
IV. Enhance Service and Customer Experience																
19	101008	New	Energy Resiliency and Optimization Strategy [6]	.000	.800		.800	.000	.000	.000	.000	.000	.000	.000	.800	.000
23	New	New	Caltrain Fare Strategy Study [9]	.000	.000	.500	.500	.000	.000	.000	.000	.000	.000	.000	.500	.000
			Subtotal	**.000**	**.800**	**.500**	**1.300**									
V. Deliver the Long-Range Service Vision																
			Subtotal	**.000**	**.000**	**.000**	**.000**									
VI. Contribute to the Region's Economic Vitality																
12	100917	n/a	Diridon Station - Environmental Clearance [1]	2.000			2.000	.000	.000	.000	.000	.000	.000	.000	2.000	.000
20	100687	n/a	DTX/The Portal - Caltrain Service Extension to Salesforce Transit Center [7]	.000	3.580		3.580	.000	.000	.000	.000	.000	.000	.000	3.580	.000
			Subtotal	**2.000**	**3.580**	**.000**	**5.580**									
VII. Partner with Local Jurisdictions																
21	002088	n/a	25th Avenue Environmental Mitigation [8]	.000	.262		.262	.000	.000	.000	.000	.000	.000	.000	.262	.000
24	100244	n/a	Broadway Burlingame Grade Separation [10]	.000	.000	24.000	24.000	.000	.000	.000	.000	.000	.000	.000	24.000	.000
			Subtotal	**.000**	**.262**	**24.000**	**24.262**									
VIII. Capital Contingency Funds																
13	002121 002122 002124	n/a	Capital Contingency Funds	1.320			1.320	.000	.000	.000	.000	.000	.000	.000	.000	1.320
			Subtotal	**1.320**	**.000**	**.000**	**1.320**									
			Total	**23.026**	**10.686**	**24.500**	**58.212**	2.300	2.500	.000	.000	15.506	1.400	.300	34.886	1.320

[1] Funded by an agreement with the Valley Transportation Authority (VTA)
[2] Funded by Caltrain Measure RR - Capital Reserve
[3] Funded by Caltrain Measure RR - SOGR Set-Aside
[4] Funded by $424,000 from San Mateo County Measure A Caltrain Category
[5] Funded by $1,000,000 from Federal Transit Administration (FTA) 5537 Congressionally Directed Spending Earmark and $2,320,000 from the San Mateo County Transportation Authority (SMCTA)
[6] Funded by $800,000 from Low Carbon Fuel Standard (LCFS) credits, a California Air Resources Board (CARB) program
[7] Funded by $3,580,000 via funding agreement with the Transbay Joint Powers Authority (TJPA)
[8] Funded by $262,000 from San Mateo County Measure A Caltrain Category
[9] Subject to approval by the Finance Committee. Funded by $500,000 in Sustainable Transportation Planning Grant Program funds from the California Department of Transportation (Caltrans)
[10] Subject to approval by the TOPS Committee. The project is funded by $21.6 million from the San Mateo County Transportation Authority (SMCTA) and $2.4 million from the City of Burlingame.

Peninsula Corridor Joint Powers Board
Staff Report

To:	JPB Finance Committee
Through:	Michelle Bouchard, Executive Director
From:	Dahlia Chazan, Chief of Caltrain Planning
For:	September 2026 JPB Board of Directors Meeting
Subject:	**Receive Quarterly Real Estate Update**

☐ Finance Committee Recommendation ☐ Technology, Operations, Planning, and Safety Committee Recommendation ☐ Advocacy and Major Projects Committee Recommendation

Purpose and Recommended Action

This report provides a quarterly update on Peninsula Corridor Joint Powers Board's (JPB or Caltrain) real estate activities, with a focus on revenue-generating initiatives and implementation of the Commercial Lease Strategy. The report covers Fiscal Year 2026 Quarter 4 (FY26 Q4) and is provided for informational purposes only.

Discussion

Property Leasing

For Fiscal Year 2026, annual contracted lease revenue totaled approximately $1.61 million, exceeding the original forecast of $1.49 million. During FY26 Q4, contracted lease revenue totaled approximately $419,900, an increase of approximately 2.6 percent from the previous quarter. Non-station leases continue to account for the majority of lease revenue, representing approximately 78 percent of the portfolio in Q4.

Total leasing revenue includes rent from:

- **Station buildings** such as retail at the San Francisco 4th and King Station;
- **Station parking lots** for commercial parking or active uses such as farmer's markets; and
- **Leases not at stations** which include use of parcels along the right of way for parking for auto dealerships, leases for areas behind buildings adjacent to the right of way (often parking), storage facilities, cell sites/ utilities, and billboards.

Caltrain owns nine station buildings totaling approximately 27,200 square feet of occupiable space. Of this, approximately 10,500 square feet is used for railroad operations (TASI). The remaining leasable space is 71 percent occupied, an improvement from the 61 percent at beginning of the fiscal year, reflecting continued leasing efforts and activation of vacant properties.

Commercial Lease Strategy

During FY26, staff completed the Commercial Lease Strategy, establishing a roadmap to maximize non-fare revenue from station buildings and parking lots. The strategy evaluated Caltrain's station building portfolio, identified opportunities and constraints, and established priorities for future leasing efforts. Key findings include the need for targeted capital improvements, particularly for historic structures where rehabilitation needs may affect the financial viability of commercial leasing, updated building assessments, and continued focus on station-specific leasing opportunities.

Since completion of the strategy, staff have made significant progress implementing the recommendations, including:

- Leasing vacant space at Menlo Park and San Francisco 4th and King stations;
- Expanding food truck opportunities;
- Updating the Property Conveyance Policy to streamline leasing;
- Securing grant funding for repairs at the historic San Carlos Station; and
- Further investigating building conditions at station properties.

Transit-Oriented Development (TOD)

Staff continue to actively work with the San Francisco Railyards team to advance TOD in partnership with Prologis, Inc. Staff are also preparing a TOD Portfolio Analysis, which will evaluate market and development potential across all TOD sites and provide estimates of build out potential for each site. This effort will inform a planned TOD policy update, described below, and assist in developing a strategy for advancing TOD across the corridor.

Policy Updates

A range of real estate policy efforts have been underway in the past fiscal year to clarify goals and requirements, streamline processes, and support increased revenue from JPB-owned assets. The Property Conveyance Policy was updated in May 2026. Other efforts underway include updates to the following:

- **Rail Corridor Use Policy (RCUP):** Identifies which Caltrain-owned properties are required for the railroad’s current and future property needs including capital projects, as defined by the Adopted Service Vision (ASV) and other adopted plans and policies. Properties not needed for future rail operations may be considered for TOD or long-term other uses.

- **TOD Policy:** Defines Caltrain's objectives and approach to advancing TOD in partnership with private developers. Key provisions include affordable housing requirements, prevailing wage compliance, a fair market value objective, and revenue participation.

The RCUP update is currently underway. Following completion of the TOD Portfolio Analysis, staff will begin work on the TOD Policy update.

Budget Impact

There is no impact on the budget.

Prepared By:	Nadine Fogarty	Director, Caltrain Real Estate and Transit-Oriented Development	8/4/2026
	Jenny Lin	Manager, Caltrain Real Estate and Transit-Oriented Development	8/4/2026