

**VICTOR VALLEY TRANSIT AUTHORITY
PUBLIC HEARING AND REGULAR MEETING OF
THE BOARD OF DIRECTORS
July 16, 2018, 9:30 A.M.**

**Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345**

Victor Valley Transit Authority Board of Directors

Rich Harpole, Chair, City of Barstow
Barb Stanton, Vice-Chair, Town of Apple Valley
Larry Bird, Director, City of Hesperia
Rich Kerr, Director, City of Adelanto
Robert Lovingood, Director, County of San Bernardino
James Ramos, Director, County of San Bernardino
Gloria Garcia, Director, City of Victorville

MISSION STATEMENT

Our mission is to serve the community with excellent public transportation services in terms of quality, efficiency, and responsiveness.

AGENDA

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 Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is 760-948-3262 x112, (voice) or for Telephone Device for the Deaf (TDD) service, begin by calling 711 and provide the VVTA phone number and the office is located at 17150 Smoke Tree Street, Hesperia, CA. This agenda available and posted: Wednesday, July 11, 2018.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

PUBLIC COMMENTS

This is the time the Board will hear public comments regarding items not on the agenda or the consent calendar. Individuals who wish to speak to the Board regarding agenda items or during public comments should fill out a comment card and submit it to the Clerk of the Board. Each speaker is allowed three (3) minutes to present their comments. The Board will not remark on public comments, however each comment will be taken into consideration by VVTA.

CONSENT CALENDAR

Consent Calendar items shall be adopted by a single vote unless removed for discussion by Board member request.

- Pg. 9 ***Item #1: Minutes from Special Meeting of The Board of Directors Conducted on June 27, 2018.***
Recommendation: Move for approval.
Presented by: None.
- Pg. 19 ***Item #2: Warrants, May 2018.***
Recommendation: Move for approval.
Presented by: None.

REPORTS

- Pg. 25 ***Item #3: Meeting Notes From The Technical Advisory Committee Meeting Conducted on July 10, 2018.***
Recommendation: Information item only.
- Pg. 31 ***Item #4: Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.***
Recommendation: Information item only.
Presented by: Kevin Kane, Executive Director.

ACTION ITEMS

- Pg. 79 ***Item #5: Release of RFP 2018-17 Battery Energy Storage and Demand Response.***
Recommendation: Authorize staff to release RFP 2018-17 Battery Energy Storage and Demand Response.
Presented by: Ron Zirges, Facilities and Maintenance Director.

- Pg. 89 ***Item #6: Exercise Option year for Contract 2015-08, Flyers Energy, LLC for Fuel Delivery and Cardlock Fuel Services for One Twelve (12) Month Period.***
Recommendation: Exercise Option year for Contract 2015-08 Flyers Energy LLC to provide Fuel Delivery and Cardlock Fuel Services for One Twelve (12) Month Period.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 93 ***Item #7: Overall Triennial Disadvantaged Business Enterprise (DBE) Goal for Fiscal years 2019-2021.***
Recommendation: Approve a Triennial DBE Goal of 2.00% for Federal Fiscal Years 2019-2021 to be submitted to the FTA.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 133 ***Item #8: Approve Amendment no. 006 to Transdev Contract 11-01.***
Recommendation: Approve Amendment no. 006 to Transdev contract 11-01.
Presented by: Kevin Kane, Executive Director.
- Pg. 137 ***Item #9: Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.***
Recommendation: Receive any input and public testimony. 2) Adopt Resolution 18-06 and based on testimony approve or not approve the FY2019 Annual Operating and Capital Budget.
Presented by: Steven Riggs, Finance Director.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

Monday, August 20th at 9:30 AM
Barstow City Council Chambers
220 East Mountain View Street
Barstow, CA 92311

ADJOURNMENT

Victor Valley Transit Acronym List

Page 1 of 2

ADA	Americans with Disabilities Act
APTA	American Public Transit Association
AQMP	Air Quality Management Plan
BAFO	Best and Final Offer
BEB	Battery Electric Bus
BOE	Board of Equalization
CALCOG	California Association of Councils of Governments
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CIP	Capital Improvement Program
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CSAC	California State Association of Counties
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
CTSA	Consolidated Transportation Services Agency
CTSGP-CTAF	California Transit Security Grant Program-California Transit Assistance Fund
DAC	Disadvantaged Communities
DBE	Disadvantaged Business Enterprise
DBELO	Disadvantaged Business Enterprise Liaison Officer
DOD	Department of Defense
DOT	Department of Transportation
E&H	Elderly and Handicapped
EEM	Environmental Enhancement and Mitigation
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	United States Environmental Protection Agency
ETC	Employee Transportation Coordinator
FAST	Fixing America's Surface Transportation ACT
FEIS	Final Environmental Impact Statements
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GIMS	Geographic Information Mapping Systems
GIS	Geographic Information Systems
GPS	Global Positioning System
HOV	High-Occupancy Vehicle
IAS-FFA	Independent Auditors Statement for Federal Funding Allocation
ITS	Intelligent Transportation Systems
JPA	Joint Powers Authority
LACMTA	Los Angeles County Metropolitan Transportation Authority
LAP	Language Assistance Plan
LCFS	Low Carbon Fuel Standard
LCTOP	Low Carbon Transit Operations Program
LD	Liquidated Damages
LEED	Leadership in Energy and Environmental Design
LEP	Limited English Proficiency
LTF	Local Transportation Fund

Victor Valley Transit Acronym List

Page 2 of 2

MAP-21	Moving Ahead for Progress in the 21 st Century
MBTA	Morongo Basin Transit Authority
MDAQMD	Mojave Desert Air Quality Management District
MDT	Mobile Display Terminal
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Planning
MTBP	Mass Transit Benefit Program
NEPA	National Environmental Policy Act of 1969
NTD	National Transit Database
OCTA	Orange County Transportation Authority
OWP	Overall Work Program
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PCA	Personal Care Attendant
PTMISEA	Public Transportation Modernization Improvement and Service Enhancement
POP	Program of Projects
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RTAC	Regional Transportation Agencies' Coalition
RTAP	Rural Technical Assistance Program
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SBCTA	San Bernardino County Transportation Authority (formerly SANBAG)
SCAG	Southern California Association of Governments
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCM	Transportation Control Measure
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEAM	Transportation Electronic Award and Management
TNC	Transportation Network Company
TOCP	Transit Operating and Capital Plan
TrAMS	Transit Award and Management System
TREP	Transportation Reimbursement Escort Program
TRIP	Transportation Reimbursement Incentive Program
TSSSDRA	Transit System Safety, Security and Disaster Response Account
TSM	Transportation Systems Management
ULEV	Ultra Low Emission Vehicle
UZAs	Urbanized Areas
VOMS	Vehicles Operated in Maximum Service
ZEB	Zero Emission Bus
ZEV	Zero Emission Vehicle

Victor Valley Transit Authority Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Victor Valley Transit Authority (VVTA) Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the (VVTA) Board of Directors.

1. **Agendas** - All agendas are posted at the VVTA Administrative offices, and the Victorville, Hesperia, Barstow and Apple Valley city/town halls at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the VVTA Administrative offices located at 17150 Smoke Tree Street, Hesperia, CA 92345.
2. **Agenda Actions** - Items listed on both the "Consent Calendar" and "Action/Discussion Items" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.
3. **Closed Session Agenda Items** - Consideration of closed session items exclude members of the public. These items include issues related to personnel, ending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.
4. **Public Testimony on an Item** - Members of the public are afforded an opportunity to comment on any listed item. Individuals wishing to address the Board of Directors should complete a "Request to Speak" form. A form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. If there is a Consent Calendar, it is considered a single item; thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.
5. **Public Comment** - At the beginning of the agenda an opportunity is also provided for members of the public to speak on any subject within VVTA's authority. Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in Rule #4 still apply.
6. **Disruptive Conduct** - If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Please be aware that a NO SMOKING policy has been established for VVTA meetings. Your cooperation is appreciated!

VICTOR VALLEY TRANSIT AUTHORITY

MISSION STATEMENT

**Our mission is to serve the
community with excellent
public transportation
services in terms of quality,
efficiency, and
responsiveness.**

Quality

To increase ridership and community support by exceeding expectations.

Efficiency

To maintain an efficient operation that represents a highly-valued service.

Responsiveness

To provide services and facilities which are responsive to the needs of the community.

THIS PAGE INTENTIONALLY LEFT BLANK

**AGENDA ITEM
ONE**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Minutes from the Special Meeting of the Board of Directors Conducted on June 27, 2018.

SUMMARY STATEMENT

Following are copies of the minutes from the special meeting of the Board of Directors conducted on June 27, 2018.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Debi Lorrh, Clerk of the Board	N/A	July 16, 2018	1

**VICTOR VALLEY TRANSIT
SPECIAL MEETING OF THE
BOARD OF DIRECTORS**

**June 27, 2018
MINUTES**

CALL TO ORDER

The Special Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:04 a.m. by Chair Rich Harpole in the Victor Valley Transit Authority Council Room at 17150 Smoke Tree Street, Hesperia, CA 92345

ROLL CALL

Board Members Present: Chair Rich Harpole
Director Robert Lovingood
Director Larry Bird
Director Gloria Garcia

Board Members Absent: Vice Chair Barb Stanton
Director Rich Kerr
Alternate-Director Sandy Baca

Staff Members Present:

Kevin Kane, VVTA	Jerry Perez, VVTA
Jonathan McDowell, Transdev	Simon Herrera, VVTA
Barbara Miller, VVTA	Sandy Martinez, VVTA
Steven Riggs, VVTA	Carol Greene, County Counsel
Cindy Prothro, City of Barstow	Jesse Roach, Transdev
Aaron Moore, VVTA	Christine Plasting, VVTA
Nancie Goff, VVTA	Craig Barnes, VVTA
Marie Downing, VVTA	Christine Ortega, Transdev
Ro Ratliff, City of Victorville	Margie Cox, Transdev
Lora Sanchez, Transdev	Tina Souza, City of Hesperia
Shelly Cable, VVTA	Ashley Palmer, VVTA
Sylvia Harris, VVTA	Denise Madrid, VVTA
Tamari Denney, VVTA	David Flowers, VVTA
Monica Zepeda, VVTA Intern	

PLEDGE OF ALLEGIANCE

Director Lovingood led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Mr. Kane reported that Clerk of the Board Debi Lorrh's husband Ken passed away after a lengthy illness. Additionally, VVTA Marketing Coordinator Fidel Gonzales' mother passed away. VVTA's thoughts are with the families.

PUBLIC COMMENTS

City of Hesperia City Manager Nils Bentsen turned in a comment card late but was allowed to request time to speak on behalf of the City of Hesperia regarding Agenda Item 12, Draft FY18-19 Budget.

CONSENT CALENDAR

1. **Minutes from Regular Meeting of The Board of Directors Conducted on May 21, 2018.**
Recommendation: Move for approval.
Presented by: None.
2. **Warrants, April 2018.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Director Bird to approve the Consent Calendar. Seconded by Director Lovingood. The motion passed unanimously.

REPORTS

3. **Meeting Notes from The Technical Advisory Committee Meeting Conducted on June 6, 2018.**
Recommendation: Information item only.
4. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**
Recommendation: Information item only.

ACTION/DISCUSSION ITEMS

5. **Amend the VVTA Fiscal Year 2017-18 Annual Operating and Capital Budget, Short Range Transit Plan and TDA Claim to Include a Project for Bus Surveillance Camera Upgrades.**
Recommendation: Amend the VVTA Fiscal Year 2017-18 Annual Operating and Capital Budget, Short Range and TDA Claim to Include a Project for Bus Surveillance Camera Upgrades.
Presented by: Nancie Goff, Deputy Executive Director.

A MOTION WAS MADE BY Director Bird to approve the recommended action. Seconded by Director Lovingood. The motion passed unanimously.

6. **Amend the VVTA Fiscal Year 2017-18 Annual Operating Budget, Short Range Transit Plan and TDA Claim to Amend the Capital Project to Increase Project Funding for Paratransit Replacement Busses (2).**

Recommendation: Approve amendment to the VVTA Fiscal Year 2017-18 Annual Operating Budget, Short Range Transit Plan and TDA Claim to Amend the Capital Project to Increase Project Funding for Paratransit Buses (2)

Presented by: Nancie Goff, Deputy Executive Director.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Garcia. The motion passed unanimously.

7. **Amend the VVTA Fiscal Year 2017-18 Annual Operating and Capital Budget, Short Range Transit Plan and to Include a Project for Battery Electric Bus (BEB) Infrastructure.**

Recommendation: Amend the VVTA Fiscal Year 2017-18 Annual Operating and Capital Budget, Short Range Transit Plan and to Include a Project for Battery Electric Bus (BEB) Infrastructure.

Presented by: Nancie Goff, Deputy Executive Director.

Ms. Goff stated that BEB's are a "sign of the times" and entertained questions. Director Lovingood inquired as to whether any of the chargers were made in the USA? Mr. Kane stated that there are no made in the USA companies at this time, but that there are those being tested and will be on the market soon. Director Bird asked if this money source could only be used on the BEB project? Ms. Goff stated that these are flexible funds, however, VVTA typically uses these type of funds to supplement Capital Projects where needed.

Director Lovingood asked if this these funds could be reallocated, based on a need within the District, with some restrictions. Mr. Kane stated that they could; Ms. Green, County Counsel, stated that transit agencies cannot have reserves but may allocate these funds for future capital projects without restrictions.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Garcia. The motion passed unanimously.

8. **VVTA RFP 2018-02 Security Service Award.**

Recommendation: Award contract to American Guard Services, Carson CA.

Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting entertained questions. Director Lovingood asked if any local firms were considered. Ms. Plasting stated that she advertised in the Daily Press and with two other minority papers in the area and reached out to the DBE's (Disadvantaged Business Enterprise), including two local firms, Alltech Security (the current provider) which declined to submit a proposal and Nuway Security did not respond.

A MOTION WAS MADE BY Director Bird to approve the recommended action. Seconded by Director Lovingood. The motion passed unanimously.

9. **VVTA RFP 2018-08 Audio Visual Award.**

Recommendation: Award contract to EIDIM Group, Inc., Buena Park, CA.

Presented by: Christine Plasting, Procurement Manager.

Director Lovingood asked if any local firms had been invited to bid. Mr. Kane stated that he had personally reached out to Apple Valley Communications and they did not respond to the RFP.

A MOTION WAS MADE BY Director Bird to approve the recommended action.
Seconded by Director Garcia. The motion passed unanimously.

10. **VVTA RFP 2018-11 Computer Network Support Award.**

Recommendation: Award Contract to Sonic Systems, Victorville CA, and delegate authority for executing and overseeing the contract to the Executive Director.

Presented by: Christine Plasting, Procurement Manager.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action.
Seconded by Director Garcia. The motion passed unanimously.

11. **Exercise Option year for Contract 2015-05, Southern California Fleet Service, Inc. to Provide Nonprofit Partner Vehicle Maintenance for One Twelve (12) Month Period.**

Recommendation: Exercise Option year for Contract 2015-05, Southern California Fleet Service, Inc. to Provide Nonprofit Partner Vehicle Maintenance for One Twelve (12) Month Period.

Presented by: Aaron Moore, CTSA Director.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action.
Seconded by Director Garcia. The motion passed unanimously.

12. **Continuing Resolution for Fiscal Year 2018-19 Operating Budget.**

Recommendation: Approve Resolution 18-05 and a spending level of 1/12 of Fiscal Years 2017-18 budget for the month of July or until the Board approves the Fiscal Year 2018-19 Operation and Capital Budget and Short Range Transit Plan (SRTP).

Presented by: Steven Riggs, Finance Director.

Mr. Riggs presented a request for a Continuing Resolution for the Fiscal Year 2018-19 Operating Budget. The reason for requesting a continuing resolution was due to the need to set an accurate estimate for the Operations Contractor expense rate which reflects approximately 80% of VVTA's operating budget. An exact rate could not be determined in time for a normal budget release in May due to the cancellation of the RFP for Operations and Maintenance (RFP 2017-13) and having to re-release it as RFP 2018-14. Additionally, there have been lengthily negotiations with Transdev, the current VVTA Operations and Maintenance contractor which only recently resulted in an agreed

rate which could be included in the budget. A 90-day contract extension was finally negotiated on Tuesday, June 26; less than one day before the scheduled VVTA Board meeting.

Nils Bentsen, City Manager for the City of Hesperia submitted a request to speak card for this item.

Mr. Bentsen expressed concerns about the surplus LTF allocations being so low this year as compared to prior years and stated that as the host City, Hesperia needs those funds especially due to the fact that all VVTA routes start and end service in Hesperia and therefore have been damaging the City's roads. The City of Hesperia is not able to keep up with road maintenance and necessary repairs and depends on these LTF funds as they are their only source of revenue for these costs. Mr. Bentsen requested that if possible the budget be adjusted so that all their LTF (equal to surplus levels for the current year) can be reinstated back to the City.

He further suggested that VVTA investigate cost saving measures, such as reducing service on unproductive routes, in order that more LTF can be returned to the jurisdictions. Director Bird stated that not just Hesperia, but all jurisdictions are looking at mitigating the "draconian" cuts that have been made in this year's LTF allocations. Mr. Kane stated that there may be cuts in funding over the next few years and VVTA is prepared. He reminded the Board that eventually, VVTA may not have any surplus transit LTF funds available like most other transit systems in San Bernardino and within the entire state. Mr. Kane further stated that cutting unproductive routes for the sake of streets and roads money is unallowable per state law.

Mr. Kane stated that there may be other areas where monies could be reallocated. Director Bird said that he is glad to hear that VVTA and the City of Hesperia can work together. Mr. Kane stated that over the years VVTA has returned over \$60,000,000 of LTF to the various jurisdictions and each year staff does their best to prepare a budget that returns as much as possible LTF funds that are not absolutely necessary for VVTA's transit services.

Director Lovingood asked Mr. Kane if this was something that was an item that could go back for special study. Chair Harpole suggested that ~~was~~ something that should be addressed in item #13, the Budget Draft FY 18-19.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Bird. The motion passed unanimously.

13. **Draft Budget FY 18-19.**

Recommendation: 1) Publish the Program of Projects for the Draft Fiscal Year 18-19 Capital and Operating Budget for 30 days of public review and comment.
20 Receive any input and public testimony.

Presented by: Steven Riggs, Finance Director.

Director Harpole states that the Board would like to have staff take into consideration the concerns of Mr. Bensten and the Board and see if staff can adjust the final budget to address the issues presented.

Mr. Riggs presented the Operating and Capital Draft Budget for FY 18-19, stating that this is an overview, not a detailed presentation. After reviewing a brief history illustrating VVTA's growth in service and programs over the last five (5) years, Mr. Riggs proceeded to present the draft budget. Mr. Riggs highlighted that the budget includes \$25.2 million for operations, and \$22.8 million for capital investment, totaling \$42.7 million for the year.

Mr. Riggs also noted that Administrative costs represented only 10% of all operating costs, the lowest Administrative percentage of any transit agency in San Bernardino County, if not the state of California. Next, Mr. Riggs stated that all the approved Comprehensive Operation Analysis (COA) recommendations for the FY18-19 are included in this budget. This includes the updates on the Barstow Divisions expansion project.

Mr. Riggs noted that only a small portion, 36% of the operations budget, is funded by LTF. Staff will take the Board's concerns into consideration with respect to LTF.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Garcia. The motion passed unanimously.

14. Pursuant to Government Code 54965.5, in order to Avoid a Work Stoppage as Related to The Operations and Maintenance Contract (11-01) Between VVTA and Transdev.

Recommendation: Pursuant to Government Code 54965.5, the VVTA Board identifies an emergency item to be added to the agenda regarding the extension of the Transdev contract (11-01) for 90 days from July 1, 2018 through September 30, 2018.

Presented by: Kevin Kane, Executive Director.

Ms. Green pointed out that Government code 54965.5 should be corrected to be 54956.5.

Mr. Kane asked the Board to approve a 90-day extension of the Transdev contract since negotiations are ongoing. A new contract will start at the beginning of the new quarter, October 1, 2018.

A MOTION WAS MADE BY Director Bird to approve the recommended action. Seconded by Director Lovingood. The motion passed unanimously.

15. **Extend the Operations and Maintenance Contract (11-01) Between VVTA and Transdev for 90 Days Beginning July 1, 2018 and Ending September 30, 2018.**

Recommendation: Approve a 90-day Contract extension to the Operations and Maintenance contract no. 11-01 with Transdev from July 1, 2018 through September 30, 2018 and authorize the Executive Director to sign amendment no. 005 to that contract incorporating staff recommended/negotiated terms.

Presented by: Kevin Kane, Executive Director.

Mr. Kane stated that the agreement extension negotiation with Transdev was finalized at 9:30 am on Tuesday, June 26, 2018 with the details for the Board item being received in the afternoon. Mr. Kane apologized for not giving the Board a phone call regarding the emergency item, but with the Clerk of the Board's absence, the decision was made by Mr. Kane to send the information to the Board via email.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Bird. The motion passed unanimously.

PRESS CLIPS/CORRESPONDENCE

No comments.

BOARD OF DIRECTORS COMMENTS

Director Lovingood stated that he will not be in attendance at the July 16, 2018 meeting, but will have a representative there in his place.

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, July 16, 2018 at 9:30 am at Victor Valley Transit Authority, 17150 Smoke Tree Street, Hesperia, CA 92345.

ADJOURNMENT

The meeting was adjourned at 9:57 am.

APPROVED: _____
Rich Harpole, Chair

ATTEST: _____
Debi Lorrach, Clerk of the Board

**AGENDA ITEM
TWO**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for May 2018.

SUMMARY STATEMENT

The following registers of Payrolls and Warrants have been audited as required By Section 37202 and 37208 of the Government code, and said documents are accurate and correct.

Agency's Gross Payroll for Administrative Employees

<u>Payroll Date</u>	<u>Amount</u>	<u>Register#</u>
05/11/2018	\$ 60,207.39	PR0204-05-18
05/25/2018	\$ 60,207.39	PR0205-05-18
Total Payroll	\$ 120,414.78	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
05/04/2018	\$ 148,033.80	9170-9195	AP02033AAACYP
05/18/2018	\$ 109,079.76	9196-9217	AP02036AAACYS
05/24/2018	\$ 1,514,136.03	9218-9240	AP02047AAACZD
	\$ 1,771,246.59		

RECOMMENDED ACTION

Approve VVTA's expenditures for May 2018.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Steven Riggs, Finance Director	\$1,891,661.37	July 16, 2018	2

Bank Register Report
Victor Valley Transit Authority
May-18

Check No.	Date	Payee Name / Description	Amount
009170	05/04/2018	Alltech Industries Inc	\$19,800.00
009171	05/04/2018	Applied Natural Gas Fuel	\$9,526.91
009172	05/04/2018	Denco Sales	\$1,309.17
009173	05/04/2018	Enterprise Ride Share	\$81,435.00
009174	05/04/2018	ENTERPRISE CAR SHARE	\$725.44
009175	05/04/2018	FRONTIER-OFFICE LINES	\$53.91
009176	05/04/2018	Frontier	\$93.52
009177	05/04/2018	Southern California Fleet Services Inc	\$237.28
009178	05/04/2018	South Coast Mechanical	\$2,431.25
009179	05/04/2018	Special District Risk Management	\$439.46
009180	05/04/2018	SOUTHWEST GAS CORPORATION	\$21.30
009181	05/04/2018	Type-Set-Go	\$1,346.88
009182	05/04/2018	US BANK VOID	\$0.00
009183	05/04/2018	US BANK VOID	\$0.00
009184	05/04/2018	US BANK VOID	\$0.00
009185	05/04/2018	US BANK VOID	\$0.00
009186	05/04/2018	US BANK VOID	\$0.00
009187	05/04/2018	US BANK VOID	\$0.00
009188	05/04/2018	US BANK VOID	\$0.00
009189	05/04/2018	US BANK VOID	\$0.00
009190	05/04/2018	US BANK VOID	\$0.00
009191	05/04/2018	US BANK VOID	\$0.00
009192	05/04/2018	US BANK VOID	\$0.00
009193	05/04/2018	US BANK	\$27,771.27
009194	05/04/2018	Transdev	\$1,131.96
009195	05/04/2018	Verizon	\$1,710.45
009196	05/18/2018	AECOM	\$3,215.99
009197	05/18/2018	Applied Natural Gas Fuel	\$4,435.31
009198	05/18/2018	Charles Meier	\$4,375.00
009199	05/18/2018	BP Energy Company	\$31,250.45
009200	05/18/2018	SPECTRUM BUSINESS	\$134.24
009201	05/18/2018	Spectrum Business-Sec	\$90.00
009202	05/18/2018	Daily Press	\$852.40
009203	05/18/2018	Southern California Edison-CNG	\$11,341.77
009204	05/18/2018	Southern California Edison	\$3,048.63
009205	05/18/2018	Electronic Data Magnetics Inc	\$5,818.50
009206	05/18/2018	Federal Express Corp.	\$41.41
009207	05/18/2018	Frontier	\$278.60
009208	05/18/2018	Simon Herrera	\$134.09
009209	05/18/2018	HI-Desert Communications	\$1,308.00
009210	05/18/2018	Needles Chamber Of Commerce	\$100.00
009211	05/18/2018	Ron Turley Associates, Inc	\$2,703.88
009212	05/18/2018	San Bernardino County	\$2,211.24
009213	05/18/2018	Senior & Disabled Fund Of San Bernardino	\$25.00
009214	05/18/2018	Southwest Gas Corporation	\$35,420.93
009215	05/18/2018	State Compensation Insurance Fund	\$1,868.92
009216	05/18/2018	Tops N Barricades	\$250.00
009217	05/18/2018	Type-Set-Go	\$172.40
009218	05/24/2018	Allied Barton Security Services	\$4,351.20
009219	05/24/2018	Alltech Industries Inc	\$14,408.50
009220	05/24/2018	Applied Natural Gas Fuel	\$3,607.94

009221	05/24/2018	Bonnie Baker Senior Center	\$2,378.17
009222	05/24/2018	SPECTRUM BUSINESS	\$1,948.48
009223	05/24/2018	Christianbelle Electric Inc	\$900.00
009224	05/24/2018	Desert Communities FCU	\$60.00
009225	05/24/2018	Southern California Edison	\$568.64
009226	05/24/2018	ENTERPRISE CAR SHARE	\$1,498.81
009227	05/24/2018	Flyers Energy LLC	\$47,865.15
009228	05/24/2018	GEOGRAPHICS	\$547.35
009229	05/24/2018	Johnson Controls	\$4,299.00
009230	05/24/2018	Lincoln Financial Group	\$921.83
009231	05/24/2018	Special District Risk Management	\$32,751.18
009232	05/24/2018	SONIC SYSTEMS IT	\$2,690.00
009233	05/24/2018	Southwest Gas Corporation	\$435.33
009234	05/24/2018	Southwest Gas Corporation	\$1,424.98
009235	05/24/2018	Southwest Gas Corporation	\$373.85
009236	05/24/2018	Trona Community Senior Center	\$946.08
009237	05/24/2018	Transdev	\$1,385,260.78
009238	05/24/2018	VerizonBAT	\$950.30
009239	05/24/2018	City Of Victorville	\$5,643.46
009240	05/24/2018	Victor Valley Chamber Of Commerce	\$305.00
TOTAL			\$1,771,246.59

THIS PAGE INTENTIONALLY LEFT BLANK

**AGENDA ITEM
THREE**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Meeting Notes from The Technical Advisory Committee Meeting Conducted on July 10, 2018.

SUMMARY STATEMENT

Meeting Notes from the Technical Advisory Committee meeting conducted on July 10, 2018.

RECOMMENDED ACTION

Information item only.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Debi Lorrh, Clerk of the Board	N/A	July 16, 2018	3

**VICTOR VALLEY TRANSIT AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

July 10, 2018

MEETING NOTES

The meeting of the Technical Advisory Committee (TAC) of Victor Valley Transit Authority was opened at 3:15 p.m. at Victor Valley Transit Authority, Board room, 17150 Smoke Tree Street, Hesperia, CA.

ROLL CALL

TAC Members

Present: Tina Souza, City of Hesperia
Ro Ratliff, City of Victorville

Staff Present: Kevin Kane, VVTA
Andrea Zureick, SBCTA
Nancie Goff, VVTA
Christine Plasting, VVTA
Aaron Moore, VVTA
Ron Zirges, VTA

Craig Barnes, VVTA
Debi Lorrach, VVTA
Marie Downing, VVTA
Steven Riggs, VVTA
Simon Herrera, VVTA

1. Public Comment.

None.

2. Review Draft Board Agenda.

a. Release of RFP 2018-17 Battery Energy Storage and Demand Response. Mr. Zirges stated that the maintenance building and CNG fueling of buses makes up the largest financial component of electric bill from Southern California Edison. In the night time hours, the maintenance building is in full operation and the buses refuel during the same time period, causing VVTA's demand rate to go into peak energy billing hours, increasing the cost of electricity. This RFP is seeking firms that will provide a battery energy storage system as well as demand response usage system to reduce these electric costs. Mr. Zirges stated that VVTA will see a complete return on their investment within seven (7) years; \$500,000 was budgeted last fiscal year for this project.

b. Exercise Option year for Contract 2015-08, Flyers Energy, LLC for Fuel Delivery and Cardlock Fuel Services for One Twelve (12) Month Period. Ms. Plasting stated that VVTA is happy with the service provided by Flyers and there is no increase in rack prices, therefore, VVTA would like to exercise the first option year available in the Flyers Energy contract.

c. DBE Goal for FY 18-19.

This triennial Disadvantaged Business Enterprise (DBE) goal is required by FTA; VVTA has increased their goal from 1% to 2% for fiscal years 2019-2021. Ms. Plasting said.

d. Transdev Contract Amendment 006.

Mr. Kane stated that in regard to the Board approved Amendment No. 5 at the June 27, 2018 Board meeting and due to last-minute negotiations with Transdev, the amendment did not include the agreed upon cap limit amount of \$75,000 to return the fleet back to VVTA "in the same condition in which it was received, normal wear and tear accepted". This Amendment incorporates the agreed upon language.

e. Public Hearing and Presentation of the FY 18-19 Annual Operating and Capital Budget.

The first page of this item shows three small changes from the draft budget that was presented at the June 27, 2018 Board meeting, Mr. Riggs said. The first two adjustments are to add the cost of bus inspections pursuant to Transdev Contract 11-01 and the addition of a Remix route planning software module. These additions are offset by a corresponding reduction in operating costs relating to the budgeted amounts for transit security services resulting in a net adjustment to the operating budget of \$0.

Mr. Riggs pointed out that the third and last change to the budget is the reduction of \$375,000 from the capital project, "Hesperia Transfer Center", adjusting the LTF funds from the City of Hesperia to a total of \$375,000. This reduction was due to last minute concerns by the City about the current site on "G" Street, and the need for further site studies and planning by the City and VVTA. The current purchase offer for the previously designated location was rescinded by VVTA and therefore the funding will not need to be programmed until FY19-20.

Mr. Riggs stated that the remainder of budget is the same as presented at the June 27th Board meeting.

3. Bus stop shelters/benches/lighting.

None.

4. SBCTA Update.

Ms. Zureick mentioned that the LTF allocations are the new "normal" for transit agencies.

5. Other Business.

Regarding the Zero Emissions Bus (ZEB) regulations coming down the pike, Mr. Kane shared a PowerPoint presentation that the California Air Resources Board (CARB) presented to Southern California Association of Governments on April 30, 2018.

While many of the bullet points will be in a constant state of change, Mr. Kane explained timeline including the credits that VVTA may earn for being early adopters of the ZEB technology.

Mr. Kane also shared that Southern California Edison is in the process of choosing up to six (6) transit agencies that will qualify for free charge ready funds which could culminate in cost savings to VVTA of approximately \$2 million.

During previous iterations of the ZEB regulations being proposed, the timeline has shown that 100% of all fleets need to be ZEB by 2040; Mr. Zirges pointed out that by 2029 all bus procurements need to ZEB purchases.

Ms. Goff shared a preliminary funding source breakdown spreadsheet of available funding for ZEB purchases. HVIP is only eligible for agencies that are early adopters of the technology.

6. Adjournment: 4:27 pm

**AGENDA ITEM
FOUR**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Management reports.

SUMMARY STATEMENT

The attached Performance Reports are presented to the Board of Directors to provide an overview of the transit system's costs and performance:

- Transdev invoice for May, BAT and VVTA.
- Monthly Performance Charts: Passengers Per Revenue Hour, VVTA and BAT.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Program Statistics: Operating Costs and Passenger Revenue, VVTA and BAT.
- Fort Irwin Revenue and Expenses through May.
- Monthly Complaint and Compliment Reports.
- Lift Deployment and Bike Rack Use Logs, VVTA and BAT.
- Monthly ADA Denial Report.
- Transdev On Time Performance Report FY 2018.
- Miles Between Roadcalls for May.
- PERMA Loss Detail Report for May.
- Veterans Pass Sales Update.

RECOMMENDED ACTION

Information items only.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Kevin Kane, Executive Director	N/A	July 16, 2018	4

Transdev
Transportation Services
 17150 Smoke Tree St.
 Hesperia Calif. 92345

INVOICE NO. "000518-IN0005-Revised

BILL TO Victor Valley Transit Authority
 17150 Smoke Tree St.
 Hesperia, Calif 92345

DATE 06/08/2018

CONTRACT NAME:
 Victor Valley Transit

Attention: Mr. Kevin Kane
 Executive Director

MONTH

May

BILLING PERIOD 05/01/2018 to 05/31/2018

	Budgeted Revenue hours	Actual Revenue hours	Budgeted Expense	Actual Expense	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,522.00	3,786.00	\$238,862.04	\$256,766.52	\$17,904.48	\$2,594,060.07	\$2,521,942.63	(72,117.44)
Subscription	1,055.00	1,176.00	\$71,550.10	\$79,756.32	\$8,206.22	\$787,051.10	\$853,138.30	66,087.20
Regional Fixed Rt	10,461.90	10,453.00	\$625,412.38	\$624,880.34	(\$532.04)	\$6,735,055.12	\$6,724,054.35	(11,000.77)
County	2,510.82	2,506.00	\$150,096.82	\$149,808.68	(\$288.14)	\$1,548,675.63	\$1,546,927.06	(1,748.57)
Dead Head LV-Rte.#23	15.00	15.00	\$896.70	\$896.70	\$0.00	\$9,833.81	\$9,833.81	0.00
Rte. 200	40.00	40.00	\$2,391.20	\$2,391.20	\$0.00	\$27,498.80	\$26,243.42	(1,255.38)
B.V. Link/Lifeline	636.68	635.00	\$38,060.73	\$37,960.30	(\$100.43)	\$408,725.41	\$408,058.28	(667.13)
Dead Head BV	22.00	22.00	\$1,315.16	\$1,315.16	\$0.00	\$13,928.74	\$14,048.30	119.56
Fort Irwin	635.80	636.00	\$38,008.12	\$38,020.08	\$11.96	\$400,393.87	\$396,042.50	(4,351.37)
Dead Head FI	3.75	3.75	\$224.18	\$224.18	\$0.00	\$47,525.12	\$47,524.85	(0.27)
SUBTOTALS	18,902.95	19,272.75	\$1,166,817.43	\$1,192,019.48	\$25,202.04	\$12,572,747.67	\$12,547,813.50	(24,934.17)

* County routes include 20,21,22,23 and 24

TOTAL INVOICE INCLUDING VARIANCE

\$1,192,019.48

Please REMIT TO:
 Transdev Inc.
 4157 Collection Center Drive
 Chicago, IL 60693

Manager's Signature and Business Phone

Transdev
Transportation Services
1612 State St.
Barstow Ca. 92311

INVOICE NO. "000053118-INS-05B"

DATE 06/08/2018

BILL TO Victor Valley Transit Authority
 17150 Smoke Tree St.
 Hesperia, Calif 92345

CONTRACT NAME:
 Victor Valley

Attention: Mr. Kevin Kane
 Executive Director

MONTH May BILLING PERIOD 05/01/18 to 05/31/18

	May 18 Budgeted HOURS	May 18 ACTUAL HOURS	May 18 Budgeted REVENUE	May 18 ACTUAL REVENUE	May 18 Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
Fixed Route	1882.30	1882.00	\$112,523.89	\$112,505.96	(\$17.93)	\$1,190,811.04	\$1,194,105.32	\$3,294.28
County	774.30	774.00	\$46,287.65	\$46,269.72	(\$17.93)	\$449,399.72	\$471,801.69	\$22,401.97
DAR	620.00	327.42	\$42,048.40	\$22,205.62	(\$19,842.78)	\$526,554.48	\$304,830.55	(\$221,723.93)
SUBTOTALS	3,276.60	2,983.42	\$200,859.95	\$180,981.30	(\$19,878.64)	\$2,166,765.24	\$1,970,737.56	(\$196,027.68)

TOTAL INVOICE \$180,981.30

Please REMIT TO:
 Transdev Inc.
 4157 Collection Center Drive
 Chicago, IL 60693

 Manager's Signature and Business Phone



FY 2018 -- Monthly Performance Charts

Program - Barstow City Fixed Routes

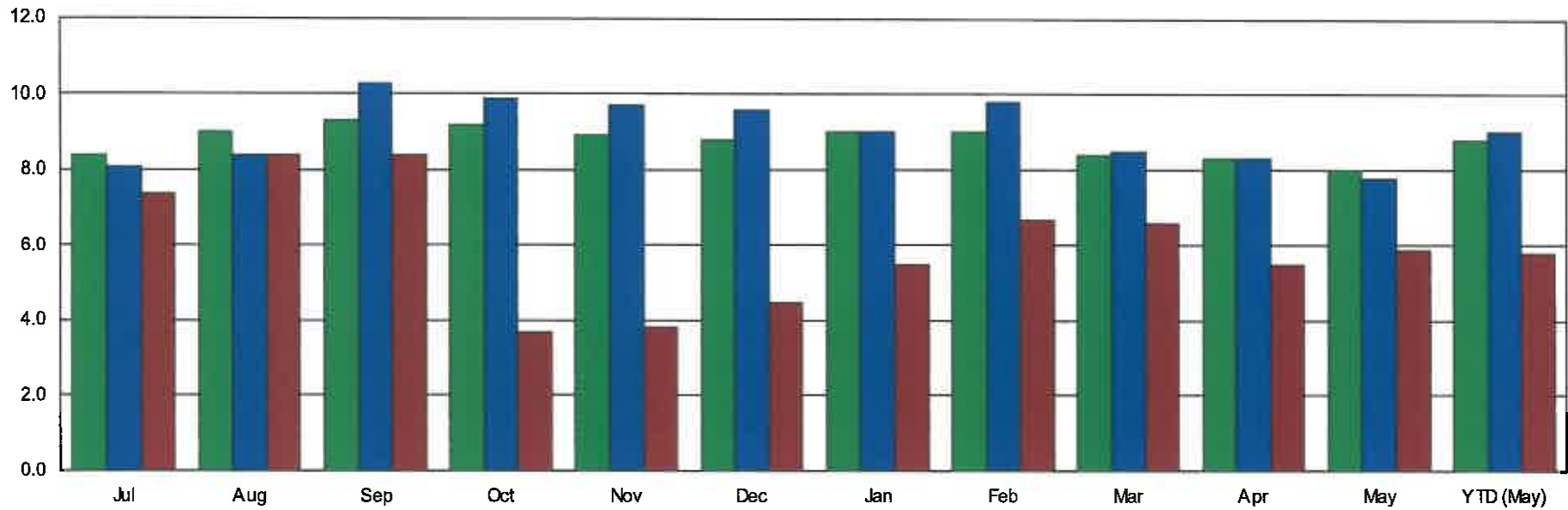
Year-To-Date through May

All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



36



FY 2018 -- Monthly Performance Charts

Program - Barstow County Routes

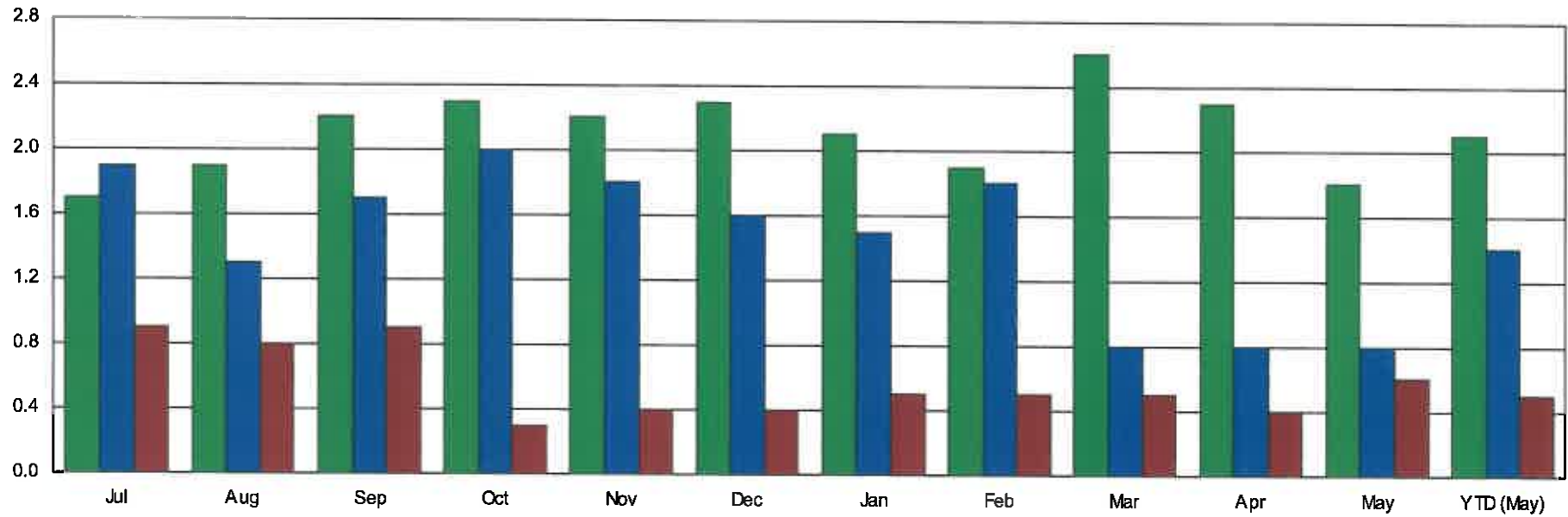
Year-To-Date through May

All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



37



FY 2018 -- Monthly Performance Charts

Program - Barstow Demand Response

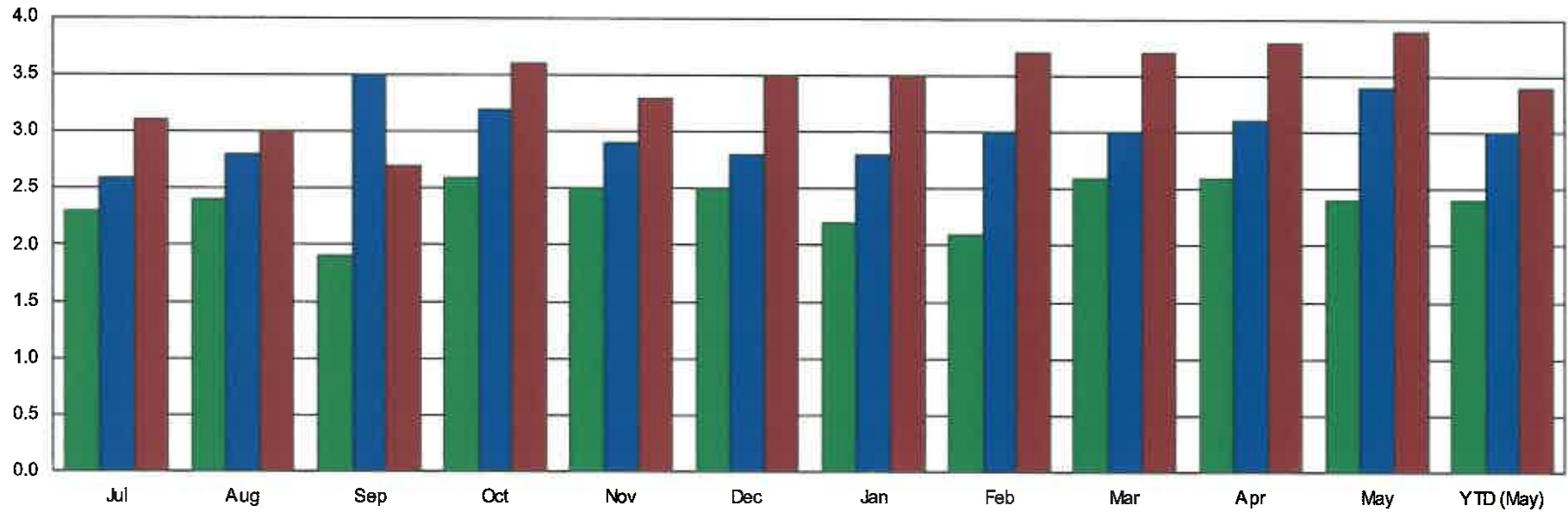
Year-To-Date through May

All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



38



FY 2018 -- Monthly Performance Charts

Program - Regional Routes

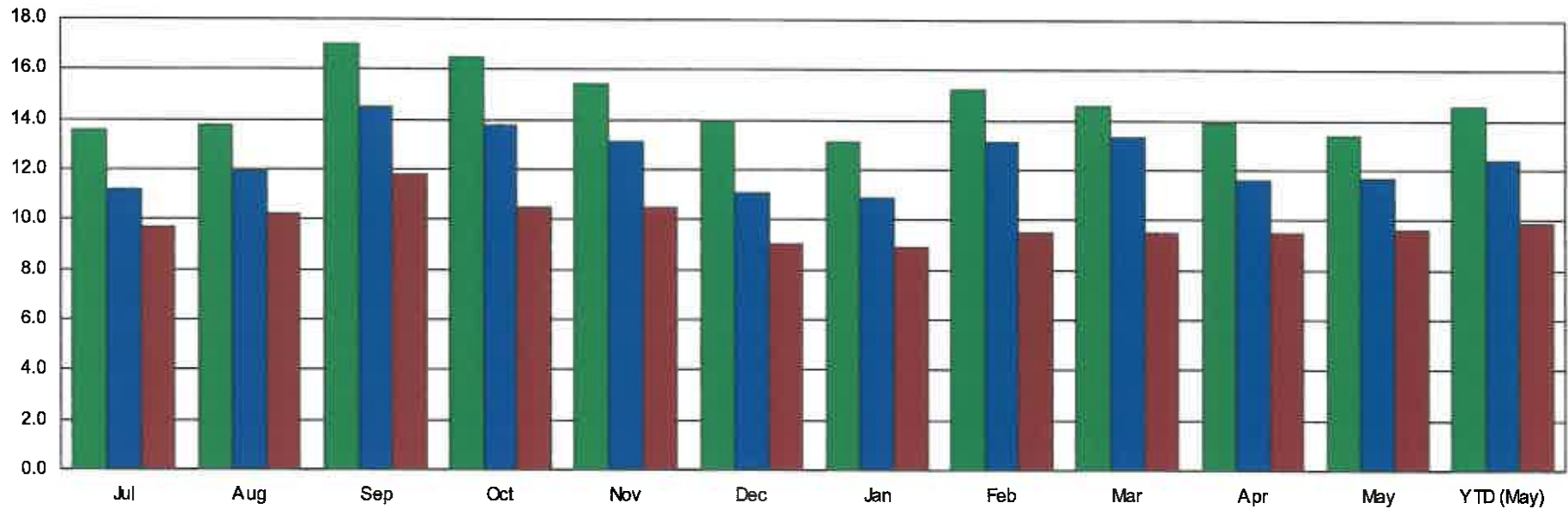
Year-To-Date through May

All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



39



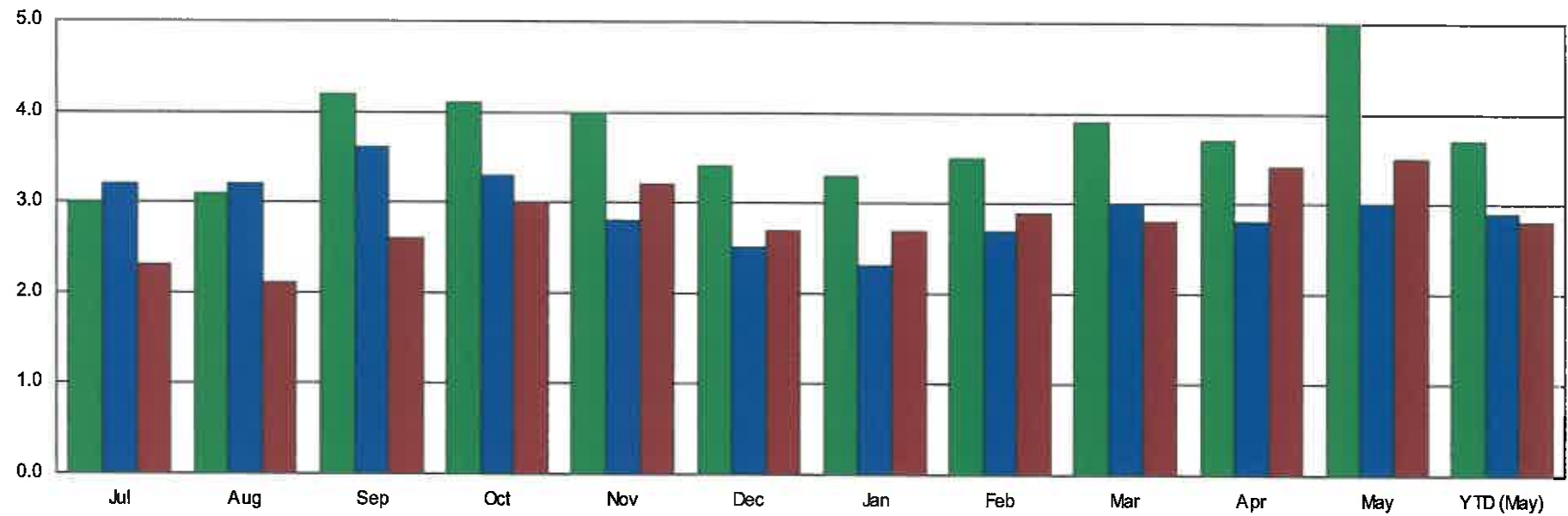
FY 2018 -- Monthly Performance Charts

Program - County Routes
Year-To-Date through May
All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



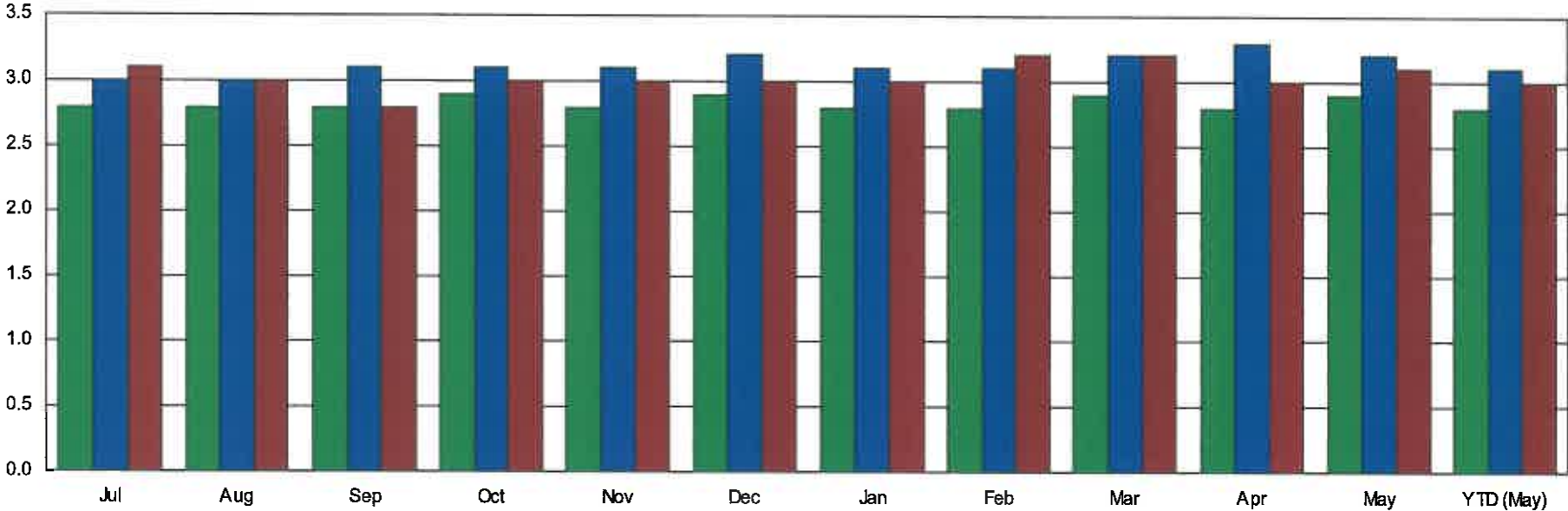


FY 2018 -- Monthly Performance Charts

**Program - Community Transit
Year-To-Date through May
All Routes**

Passengers Per Revenue Hour
Target: None

Two Years Prior Prior Year Current Year



41



FY 2018 -- Monthly Performance Charts

Program - Intercity
Year-To-Date through May
All Routes

Passengers Per Revenue Hour

Target: None





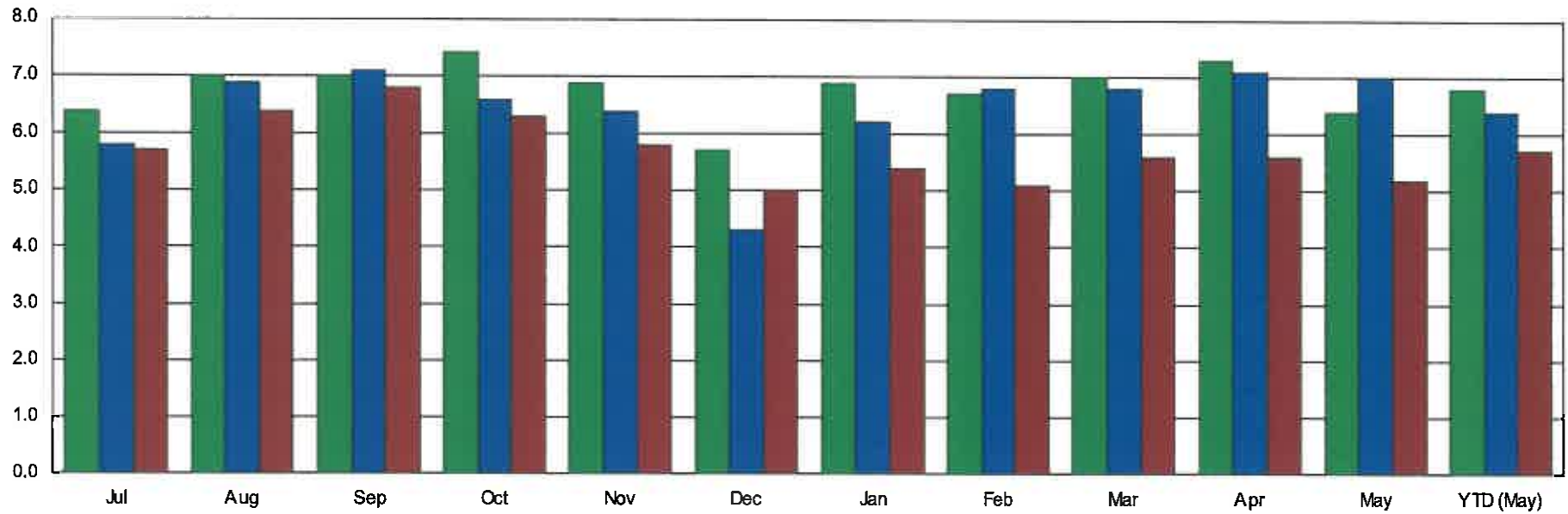
FY 2018 -- Monthly Performance Charts

Program - Commuter Bus
Year-To-Date through May
All Routes

Passengers Per Revenue Hour

Target: None

Two Years Prior Prior Year Current Year



43



FY 2018 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	3,700	376.1	\$25,849	\$2,559	9.8	\$6.99	\$68.73	\$0.69	\$6.80	9.90%
2	2,215	377.6	\$25,986	\$1,532	5.9	\$11.73	\$68.82	\$0.69	\$4.06	5.90%
3	2,766	751.0	\$52,146	\$1,913	3.7	\$18.85	\$69.44	\$0.69	\$2.55	3.67%
6	2,463	377.6	\$26,075	\$1,704	6.5	\$10.59	\$69.06	\$0.69	\$4.51	6.53%
15	6,377	635.3	\$54,591	\$15,871	10.0	\$8.56	\$85.93	\$2.49	\$24.98	29.07%
21	1,444	840.9	\$59,042	\$2,651	1.7	\$40.89	\$70.21	\$1.84	\$3.15	4.49%
22	1,993	401.4	\$28,579	\$3,660	5.0	\$14.34	\$71.19	\$1.84	\$9.12	12.81%
23	1,326	438.1	\$31,351	\$2,435	3.0	\$23.64	\$71.57	\$1.84	\$5.56	7.77%
24	3,928	826.0	\$57,593	\$7,213	4.8	\$14.66	\$69.73	\$1.84	\$8.73	12.52%
28	244	389.4	\$26,956	\$1,562	0.6	\$110.48	\$69.23	\$6.40	\$4.01	5.79%
29	212	384.9	\$26,674	\$1,357	0.6	\$125.82	\$69.30	\$6.40	\$3.53	5.09%
31	9,341	610.8	\$45,883	\$11,889	15.3	\$4.91	\$75.12	\$1.27	\$19.46	25.91%
32	9,223	838.6	\$64,012	\$11,739	11.0	\$6.94	\$76.33	\$1.27	\$14.00	18.34%
33	3,288	406.7	\$31,867	\$4,185	8.1	\$9.69	\$78.36	\$1.27	\$10.29	13.13%
40	2,026	399.9	\$29,958	\$2,579	5.1	\$14.79	\$74.91	\$1.27	\$6.45	8.61%
41	13,665	1,219.4	\$89,437	\$17,393	11.2	\$6.54	\$73.35	\$1.27	\$14.26	19.45%
42	1,898	831.2	\$64,039	\$2,416	2.3	\$33.74	\$77.05	\$1.27	\$2.91	3.77%
43	7,208	549.6	\$42,198	\$9,174	13.1	\$5.85	\$76.78	\$1.27	\$16.69	21.74%
47	1,318	399.4	\$29,410	\$1,678	3.3	\$22.31	\$73.64	\$1.27	\$4.20	5.70%
50	10,596	835.0	\$61,707	\$13,486	12.7	\$5.82	\$73.90	\$1.27	\$16.15	21.86%
50X	2,092	121.5	\$9,115	\$2,663	17.2	\$4.36	\$75.02	\$1.27	\$21.91	29.21%
51	4,888	418.1	\$30,398	\$6,221	11.7	\$6.22	\$72.71	\$1.27	\$14.88	20.47%
52	9,424	986.5	\$72,003	\$11,995	9.6	\$7.64	\$72.99	\$1.27	\$12.16	16.66%
53	8,234	786.9	\$57,631	\$10,480	10.5	\$7.00	\$73.24	\$1.27	\$13.32	18.18%



FY 2018 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
54	3,386	399.5	\$29,916	\$4,310	8.5	\$8.84	\$74.88	\$1.27	\$10.79	14.41%
55	4,971	419.6	\$31,016	\$6,327	11.8	\$6.24	\$73.92	\$1.27	\$15.08	20.40%
66	2,045	397.4	\$30,452	\$2,603	5.1	\$14.89	\$76.63	\$1.27	\$6.55	8.55%
68	7,189	834.4	\$62,829	\$9,150	8.6	\$8.74	\$75.30	\$1.27	\$10.97	14.56%
101	3,304	635.8	\$53,766	\$32,931	5.2	\$16.27	\$84.56	\$9.97	\$51.80	61.25%
200	40	38.0	\$95	\$100	1.1	\$2.37	\$2.49	\$2.49	\$2.62	105.18%
ADA	9,437	3,786.1	\$316,418	\$30,926	2.5	\$33.53	\$83.57	\$3.28	\$8.17	9.77%
DR - BAT	1,277	326.6	\$28,519	\$2,759	3.9	\$22.33	\$87.32	\$2.16	\$8.45	9.68%
SUB	5,913	1,176.1	\$99,596	\$19,378	5.0	\$16.84	\$84.69	\$3.28	\$16.48	19.46%
VP - Enter	23,307	4,421.5	\$28,617		5.3	\$1.23	\$6.47			
VP - VPSI	27,936	5,126.5	\$33,039		5.4	\$1.18	\$6.44			
Program:										
Barstow City Fixed Routes	11,144	1,882.3	\$130,057	\$7,708	5.9	\$11.67	\$69.09	\$0.69	\$4.10	5.93%
Barstow County Routes	456	774.3	\$53,630	\$2,919	0.6	\$117.61	\$69.26	\$6.40	\$3.77	5.44%
Barstow Demand Response	1,277	326.6	\$28,519	\$2,759	3.9	\$22.33	\$87.32	\$2.16	\$8.45	9.68%
Community Transit	15,350	4,962.1	\$416,013	\$50,304	3.1	\$27.10	\$83.84	\$3.28	\$10.14	12.09%
Commuter Bus	3,304	635.8	\$53,766	\$32,931	5.2	\$16.27	\$84.56	\$9.97	\$51.80	61.25%
County Routes	8,691	2,506.4	\$176,565	\$15,958	3.5	\$20.32	\$70.45	\$1.84	\$6.37	9.04%
Intercity	6,417	673.3	\$54,686	\$15,970	9.5	\$8.52	\$81.22	\$2.49	\$23.72	29.20%
Regional Routes	100,792	10,454.4	\$781,871	\$128,286	9.6	\$7.76	\$74.79	\$1.27	\$12.27	16.41%
Van Pools	51,243	9,548.0	\$61,656		5.4	\$1.20	\$6.46			
Mode:										
Bus (Motorbus)	127,500	16,290.7	\$1,196,808	\$170,842	7.8	\$9.39	\$73.47	\$1.34	\$10.49	14.27%
Commuter Bus	3,304	635.8	\$53,766	\$32,931	5.2	\$16.27	\$84.56	\$9.97	\$51.80	61.25%



FY 2018 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for May

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Demand Response	16,627	5,288.7	\$444,532	\$53,063	3.1	\$26.74	\$84.05	\$3.19	\$10.03	11.94%
Vanpool	51,243	9,548.0	\$61,656		5.4	\$1.20	\$6.46			
System Total:	198,674	31,763.1	\$1,756,762	\$256,836	6.3	\$8.84	\$55.31	\$1.29	\$8.09	14.62%



Monthly Ridership Report

May, FY 2018

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	4,205	3,700	13.0	9.8	31.16%	9.90%
101	4,338	3,304	7.0	5.2	55.14%	61.25%
15	6,409	6,377	10.2	10.0	40.90%	29.07%
2	2,602	2,215	8.0	5.9	19.25%	5.90%
20	277		0.8		1.31%	
200	28	40	0.7	1.1	265.16%	105.18%
21	1,824	1,444	4.2	1.7	6.41%	4.49%
22	1,821	1,993	4.5	5.0	6.80%	12.81%
23	1,652	1,326	3.9	3.0	5.78%	7.77%
24	464	3,928	1.1	4.8	1.74%	12.52%
28	145	244	0.5	0.6	7.25%	5.79%
29	263	212	1.0	0.6	13.39%	5.09%
3	3,365	2,766	5.2	3.7	12.56%	3.67%
31	11,382	9,341	18.7	15.3	19.15%	25.91%
32	8,758	9,223	10.5	11.0	10.69%	18.34%
33	3,353	3,288	8.3	8.1	8.18%	13.13%
40	2,200	2,026	5.5	5.1	5.75%	8.61%
41	16,591	13,665	13.6	11.2	14.50%	19.45%
42		1,898		2.3		3.77%
43	9,897	7,208	18.0	13.1	18.16%	21.74%
44	5,640		6.8		7.05%	
47	1,636	1,318	4.1	3.3	4.39%	5.70%
48	5,113		10.5		11.12%	
50	14,840	10,596	19.3	12.7	20.20%	21.86%
50X	2,249	2,092	18.5	17.2	19.18%	29.21%
51	4,436	4,888	10.6	11.7	11.35%	20.47%
52	9,681	9,424	15.7	9.6	16.49%	16.66%
53	8,715	8,234	10.1	10.5	10.87%	18.18%
54	3,825	3,386	9.7	8.5	9.79%	14.41%
55	3,661	4,971	8.7	11.8	9.02%	20.40%
6		2,463		6.5		6.53%

47



Monthly Ridership Report

May, FY 2018

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
66	1,996	2,045	5.0	5.1	5.35%	8.55%
68		7,189		8.6		14.56%
ADA	9,101	9,437	2.7	2.5	10.07%	9.77%
DR - BAT	1,651	1,277	3.4	3.9	7.03%	9.68%
SUB	5,623	5,913	4.6	5.0	17.28%	19.46%
VP - Enter	18,825	23,307	5.1	5.3		
VP - VPSI	35,195	27,936	5.8	5.4		
Program Subtotals						
Barstow City Fixed Routes	10,172	11,144	7.8	5.9	18.91%	5.93%
Barstow County Routes	408	456	0.8	0.6	10.29%	5.44%
Barstow Demand Response	1,651	1,277	3.4	3.9	7.03%	9.68%
Community Transit	14,724	15,350	3.2	3.1	11.98%	12.09%
Commuter Bus	4,338	3,304	7.0	5.2	55.14%	61.25%
County Routes	6,038	8,691	3.0	3.5	4.59%	9.04%
Intercity	6,437	6,417	9.6	9.5	41.05%	29.20%
Regional Routes	113,973	100,792	11.7	9.6	12.22%	16.41%
Van Pools	54,020	51,243	5.5	5.4		
System Total	211,761	198,674	7.1	6.3	13.05%	14.62%

48



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow City Fixed Routes

All Routes

Operating Costs					
Target = \$1,752,575					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$89,798	\$146,048	\$95,364	(\$50,684)	(34.70%)
Aug	\$97,900	\$146,048	\$91,751	(\$54,297)	(37.17%)
Sep	\$90,996	\$146,048	\$89,608	(\$56,440)	(38.64%)
Oct	\$92,456	\$146,048	\$132,163	(\$13,885)	(9.50%)
Nov	\$88,010	\$146,048	\$125,503	(\$20,545)	(14.06%)
Dec	\$95,030	\$146,048	\$130,070	(\$15,978)	(10.94%)
Jan	\$94,573	\$146,048	\$130,105	(\$15,943)	(10.91%)
Feb	\$84,216	\$146,048	\$125,103	(\$20,945)	(14.34%)
Mar	\$94,926	\$146,048	\$142,649	(\$3,399)	(2.32%)
Apr	\$85,976	\$146,048	\$130,026	(\$16,022)	(10.97%)
May	\$84,556	\$146,048	\$130,057	(\$15,991)	(10.94%)
YTD Total	\$998,437	\$1,606,527	\$1,322,397	(\$284,131)	(17.68%)

49



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow County Routes

All Routes

Operating Costs					
Target = \$701,443					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$24,928	\$58,454	\$34,406	(\$24,048)	(41.13%)
Aug	\$35,444	\$58,454	\$39,216	(\$19,237)	(32.91%)
Sep	\$31,876	\$58,454	\$37,110	(\$21,344)	(36.51%)
Oct	\$23,841	\$58,454	\$53,742	(\$4,712)	(8.06%)
Nov	\$22,448	\$58,454	\$50,423	(\$8,030)	(13.73%)
Dec	\$24,179	\$58,454	\$52,244	(\$6,209)	(10.62%)
Jan	\$22,972	\$58,454	\$52,733	(\$5,720)	(9.78%)
Feb	\$21,381	\$58,454	\$51,374	(\$7,080)	(12.11%)
Mar	\$40,489	\$58,454	\$57,790	(\$664)	(1.13%)
Apr	\$38,228	\$58,454	\$53,489	(\$4,965)	(8.49%)
May	\$36,070	\$58,454	\$53,630	(\$4,823)	(8.25%)
YTD Total	\$321,856	\$642,989	\$536,157	(\$106,833)	(16.61%)

50



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow Demand Response

All Routes

Operating Costs					
Target = \$608,847					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$42,273	\$50,737	\$41,207	(\$9,531)	(18.78%)
Aug	\$41,387	\$50,737	\$39,329	(\$11,409)	(22.48%)
Sep	\$46,122	\$50,737	\$35,857	(\$14,881)	(29.32%)
Oct	\$53,317	\$50,737	\$32,389	(\$18,349)	(36.16%)
Nov	\$46,934	\$50,737	\$29,902	(\$20,835)	(41.06%)
Dec	\$43,563	\$50,737	\$28,360	(\$22,377)	(44.10%)
Jan	\$45,645	\$50,737	\$26,374	(\$24,363)	(48.01%)
Feb	\$41,970	\$50,737	\$26,228	(\$24,509)	(48.30%)
Mar	\$46,310	\$50,737	\$30,342	(\$20,395)	(40.19%)
Apr	\$42,334	\$50,737	\$27,757	(\$22,980)	(45.29%)
May	\$38,736	\$50,737	\$28,519	(\$22,219)	(43.79%)
YTD Total	\$488,590	\$558,110	\$346,264	(\$211,846)	(37.95%)

51



FY 2018 -- Program Statistics

Year-To-Date Through May

Regional Routes

All Routes

Operating Costs					
Target = \$9,440,103					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$715,929	\$786,675	\$781,116	(\$5,559)	(0.70%)
Aug	\$775,746	\$786,675	\$800,155	\$13,479	1.71%
Sep	\$744,842	\$786,675	\$790,142	\$3,467	0.44%
Oct	\$784,924	\$786,675	\$827,528	\$40,853	5.19%
Nov	\$723,247	\$786,675	\$738,749	(\$47,926)	(6.09%)
Dec	\$1,067,254	\$786,675	\$1,073,661	\$286,986	36.48%
Jan	\$751,591	\$786,675	\$796,438	\$9,763	1.24%
Feb	\$675,229	\$786,675	\$747,046	(\$39,630)	(5.03%)
Mar	\$816,223	\$786,675	\$830,679	\$44,004	5.59%
Apr	\$686,977	\$786,675	\$778,744	(\$7,932)	(1.00%)
May	\$726,776	\$786,675	\$781,871	(\$4,804)	(0.61%)
YTD Total	\$8,468,737	\$8,653,428	\$8,946,128	\$292,701	3.38%

52



FY 2018 -- Program Statistics

Year-To-Date Through May

County Routes

All Routes

Operating Costs					
Target = \$1,878,132					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$114,309	\$156,511	\$155,446	(\$1,065)	(0.68%)
Aug	\$122,181	\$156,511	\$150,141	(\$6,370)	(4.07%)
Sep	\$116,569	\$156,511	\$145,751	(\$10,760)	(6.87%)
Oct	\$131,141	\$156,511	\$181,546	\$25,035	15.99%
Nov	\$141,738	\$156,511	\$168,871	\$12,360	7.89%
Dec	\$211,182	\$156,511	\$245,951	\$89,440	57.14%
Jan	\$147,193	\$156,511	\$178,182	\$21,671	13.84%
Feb	\$133,820	\$156,511	\$169,645	\$13,134	8.39%
Mar	\$153,791	\$156,511	\$189,565	\$33,054	21.11%
Apr	\$134,945	\$156,511	\$177,474	\$20,963	13.39%
May	\$141,873	\$156,511	\$176,565	\$20,054	12.81%
YTD Total	\$1,548,739	\$1,721,621	\$1,939,136	\$217,515	12.63%

53



FY 2018 -- Program Statistics

Year-To-Date Through May

Community Transit

All Routes

Operating Costs					
Target = \$4,943,141					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$370,326	\$411,928	\$380,528	(\$31,400)	(7.62%)
Aug	\$414,502	\$411,928	\$411,041	(\$888)	(0.21%)
Sep	\$411,644	\$411,928	\$407,342	(\$4,587)	(1.11%)
Oct	\$414,590	\$411,928	\$409,181	(\$2,748)	(0.66%)
Nov	\$370,485	\$411,928	\$366,745	(\$45,184)	(10.96%)
Dec	\$492,021	\$411,928	\$460,638	\$48,709	11.82%
Jan	\$376,727	\$411,928	\$392,812	(\$19,116)	(4.64%)
Feb	\$363,151	\$411,928	\$350,943	(\$60,986)	(14.80%)
Mar	\$424,040	\$411,928	\$404,140	(\$7,789)	(1.89%)
Apr	\$341,782	\$411,928	\$403,940	(\$7,989)	(1.93%)
May	\$390,315	\$411,928	\$416,013	\$4,085	0.99%
YTD Total	\$4,369,582	\$4,531,213	\$4,403,321	(\$127,891)	(2.82%)

54



FY 2018 -- Program Statistics

Year-To-Date Through May

Intercity

All Routes

Operating Costs					
Target = \$749,516					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$48,321	\$62,460	\$56,368	(\$6,092)	(9.75%)
Aug	\$53,859	\$62,460	\$55,331	(\$7,129)	(11.41%)
Sep	\$51,924	\$62,460	\$54,873	(\$7,586)	(12.14%)
Oct	\$55,594	\$62,460	\$54,601	(\$7,858)	(12.58%)
Nov	\$49,611	\$62,460	\$51,216	(\$11,244)	(18.00%)
Dec	\$73,373	\$62,460	\$73,566	\$11,106	17.78%
Jan	\$55,727	\$62,460	\$55,684	(\$6,776)	(10.84%)
Feb	\$52,018	\$62,460	\$51,681	(\$10,779)	(17.25%)
Mar	\$58,017	\$62,460	\$60,029	(\$2,430)	(3.89%)
Apr	\$51,713	\$62,460	\$54,171	(\$8,288)	(13.26%)
May	\$54,138	\$62,460	\$54,686	(\$7,774)	(12.44%)
YTD Total	\$604,295	\$687,056	\$622,206	(\$64,850)	(9.43%)



FY 2018 -- Program Statistics

Year-To-Date Through May

Commuter Bus

All Routes

Operating Costs					
Target = \$705,266					
Month	FY 2017 Actual Costs	FY 2018 Budget Costs	FY 2018 Actual Costs	Budget Variance	% Variance
Jul	\$58,058	\$45,833	\$53,649	\$7,816	17.05%
Aug	\$67,358	\$45,833	\$60,185	\$14,352	31.31%
Sep	\$57,937	\$45,833	\$54,648	\$8,815	19.23%
Oct	\$58,285	\$45,833	\$56,925	\$11,092	24.20%
Nov	\$58,242	\$45,833	\$55,678	\$9,845	21.47%
Dec	\$78,890	\$45,833	\$70,680	\$24,847	54.21%
Jan	\$57,987	\$45,833	\$59,173	\$13,340	29.10%
Feb	\$52,784	\$45,833	\$54,853	\$9,020	19.67%
Mar	\$61,568	\$45,833	\$57,490	\$11,657	25.43%
Apr	\$51,704	\$45,833	\$56,268	\$10,435	22.76%
May	\$56,453	\$45,833	\$53,766	\$7,933	17.30%
YTD Total	\$659,268	\$504,163	\$633,314	\$129,151	25.61%

56



FY 2018 -- Program Statistics

Year-To-Date Through May

Regional Routes

All Routes

Passenger Revenue					
Target = \$1,350,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$84,121	\$112,500	\$72,952	(\$39,548)	(35.15%)
Aug	\$129,998	\$112,500	\$87,423	(\$25,077)	(22.29%)
Sep	\$121,169	\$112,500	\$98,721	(\$13,779)	(12.24%)
Oct	\$86,374	\$112,500	\$84,355	(\$28,145)	(25.01%)
Nov	\$152,678	\$112,500	\$162,660	\$50,160	44.58%
Dec	\$78,827	\$112,500	\$84,466	(\$28,034)	(24.91%)
Jan	\$80,964	\$112,500	\$82,349	(\$30,151)	(26.80%)
Feb	\$88,542	\$112,500	\$73,761	(\$38,739)	(34.43%)
Mar	\$162,456	\$112,500	\$143,387	\$30,887	27.45%
Apr	\$105,485	\$112,500	\$78,808	(\$33,692)	(29.94%)
May	\$88,792	\$112,500	\$128,286	\$15,786	14.03%
YTD Total	\$1,179,407	\$1,237,500	\$1,097,168	(\$140,332)	(11.33%)

57



FY 2018 -- Program Statistics

Year-To-Date Through May

County Routes

All Routes

Passenger Revenue					
Target = \$160,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$5,637	\$13,333	\$7,579	(\$5,755)	(43.16%)
Aug	\$13,667	\$13,333	\$47,584	\$34,251	256.88%
Sep	\$8,594	\$13,333	\$6,380	(\$6,953)	(52.14%)
Oct	\$43,812	\$13,333	\$10,503	(\$2,830)	(21.22%)
Nov	\$14,500	\$13,333	\$7,159	(\$6,174)	(46.30%)
Dec	\$4,676	\$13,333	\$8,573	(\$4,760)	(35.70%)
Jan	\$6,126	\$13,333	\$13,913	\$580	4.34%
Feb	\$5,763	\$13,333	\$6,035	(\$7,298)	(54.73%)
Mar	\$7,437	\$13,333	\$7,290	(\$6,043)	(45.32%)
Apr	\$5,426	\$13,333	\$14,249	\$916	6.86%
May	\$6,509	\$13,333	\$15,958	\$2,625	19.68%
YTD Total	\$122,146	\$146,667	\$145,224	(\$1,443)	(0.98%)

58



FY 2018 -- Program Statistics

Year-To-Date Through May

Community Transit

All Routes

Passenger Revenue					
Target = \$555,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$42,533	\$46,250	\$41,113	(\$5,137)	(11.10%)
Aug	\$43,101	\$46,250	\$43,072	(\$3,178)	(6.87%)
Sep	\$44,709	\$46,250	\$48,824	\$2,574	5.56%
Oct	\$38,492	\$46,250	\$46,592	\$342	0.73%
Nov	\$44,870	\$46,250	\$41,087	(\$5,163)	(11.16%)
Dec	\$45,565	\$46,250	\$44,026	(\$2,224)	(4.80%)
Jan	\$43,027	\$46,250	\$34,356	(\$11,894)	(25.71%)
Feb	\$46,191	\$46,250	\$41,618	(\$4,632)	(10.01%)
Mar	\$44,187	\$46,250	\$38,014	(\$8,236)	(17.80%)
Apr	\$45,738	\$46,250	\$41,507	(\$4,743)	(10.25%)
May	\$46,746	\$46,250	\$50,304	\$4,054	8.76%
YTD Total	\$485,160	\$508,750	\$470,511	(\$38,239)	(7.51%)

59



FY 2018 -- Program Statistics

Year-To-Date Through May

Intercity

All Routes

Passenger Revenue					
Target = \$327,150					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$20,004	\$27,263	\$22,440	(\$4,823)	(17.68%)
Aug	\$21,925	\$27,263	\$20,874	(\$6,389)	(23.43%)
Sep	\$21,269	\$27,263	\$24,229	(\$3,033)	(11.12%)
Oct	\$21,454	\$27,263	\$27,693	\$430	1.57%
Nov	\$58,414	\$27,263	\$22,060	(\$5,202)	(19.08%)
Dec	\$20,868	\$27,263	\$33,380	\$6,118	22.44%
Jan	\$20,506	\$27,263	\$24,980	(\$2,283)	(8.37%)
Feb	\$17,030	\$27,263	\$13,840	(\$13,423)	(49.23%)
Mar	\$27,961	\$27,263	\$24,671	(\$2,592)	(9.50%)
Apr	\$24,279	\$27,263	\$21,672	(\$5,591)	(20.50%)
May	\$22,224	\$27,263	\$15,970	(\$11,292)	(41.41%)
YTD Total	\$275,934	\$299,888	\$251,810	(\$48,078)	(16.03%)

60



FY 2018 -- Program Statistics

Year-To-Date Through May

Commuter Bus

All Routes

Passenger Revenue					
Target = \$550,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$27,866	\$45,833	\$35,094	(\$10,739)	(23.43%)
Aug	\$48,909	\$45,833	\$37,138	(\$8,695)	(18.97%)
Sep	\$34,928	\$45,833	\$29,978	(\$15,856)	(34.59%)
Oct	\$37,308	\$45,833	\$38,785	(\$7,049)	(15.37%)
Nov	\$43,715	\$45,833	\$34,706	(\$11,128)	(24.27%)
Dec	\$42,114	\$45,833	\$41,799	(\$4,035)	(8.80%)
Jan	\$43,507	\$45,833	\$37,812	(\$8,021)	(17.50%)
Feb	\$40,843	\$45,833	\$37,347	(\$8,487)	(18.51%)
Mar	\$42,349	\$45,833	\$36,863	(\$8,971)	(19.57%)
Apr	\$41,159	\$45,833	\$38,675	(\$7,158)	(15.61%)
May	\$31,129	\$45,833	\$32,931	(\$12,902)	(28.14%)
YTD Total	\$433,827	\$504,167	\$401,128	(\$103,039)	(20.43%)

19



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow City Fixed Routes

All Routes

Passenger Revenue					
Target = \$150,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$5,722	\$12,500	\$13,011	\$511	4.08%
Aug	\$9,217	\$12,500	\$29,667	\$17,167	137.33%
Sep	\$6,597	\$12,500	\$10,298	(\$2,202)	(17.61%)
Oct	\$20,137	\$12,500	\$9,624	(\$2,876)	(23.00%)
Nov	\$15,974	\$12,500	\$6,798	(\$5,702)	(45.61%)
Dec	\$8,983	\$12,500	\$2,266	(\$10,234)	(81.87%)
Jan	\$10,586	\$12,500	\$10,431	(\$2,069)	(16.55%)
Feb	\$7,583	\$12,500	\$7,139	(\$5,361)	(42.88%)
Mar	\$9,413	\$12,500	\$8,377	(\$4,123)	(32.98%)
Apr	\$7,460	\$12,500	\$7,758	(\$4,742)	(37.93%)
May	\$15,986	\$12,500	\$7,708	(\$4,792)	(38.33%)
YTD Total	\$117,657	\$137,500	\$113,077	(\$24,423)	(17.76%)

62



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow County Routes

All Routes

Passenger Revenue					
Target = \$25,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$598	\$2,083	\$583	(\$1,500)	(72.01%)
Aug	\$1,445	\$2,083	\$1,075	(\$1,009)	(48.41%)
Sep	\$1,955	\$2,083	\$1,041	(\$1,042)	(50.03%)
Oct	\$1,656	\$2,083	\$3,004	\$921	44.21%
Nov	\$1,635	\$2,083	\$2,379	\$296	14.21%
Dec	\$1,442	\$2,083	\$3,136	\$1,053	50.55%
Jan	\$1,073	\$2,083	\$3,171	\$1,088	52.22%
Feb	\$2,514	\$2,083	\$2,864	\$781	37.49%
Mar	\$1,682	\$2,083	\$2,956	\$873	41.89%
Apr	\$841	\$2,083	\$2,041	(\$42)	(2.03%)
May	\$3,713	\$2,083	\$2,919	\$835	40.09%
YTD Total	\$18,555	\$22,917	\$25,171	\$2,254	9.83%

63



FY 2018 -- Program Statistics

Year-To-Date Through May

Barstow Demand Response

All Routes

Passenger Revenue					
Target = \$29,000					
Month	FY 2017 Actual Revenue	FY 2018 Budget Revenue	FY 2018 Actual Revenue	Budget Variance	% Variance
Jul	\$2,335	\$2,417	\$2,797	\$380	15.71%
Aug	\$2,248	\$2,417	\$3,215	\$798	33.01%
Sep	\$2,574	\$2,417	\$709	(\$1,707)	(70.64%)
Oct	\$1,872	\$2,417	\$727	(\$1,689)	(69.90%)
Nov	\$2,533	\$2,417	\$4,256	\$1,839	76.11%
Dec	\$2,644	\$2,417	\$3,111	\$694	28.72%
Jan	\$1,900	\$2,417	\$2,303	(\$114)	(4.70%)
Feb	\$2,676	\$2,417	\$2,680	\$263	10.87%
Mar	\$2,349	\$2,417	\$2,709	\$293	12.10%
Apr	\$2,825	\$2,417	\$2,762	\$346	14.30%
May	\$2,721	\$2,417	\$2,759	\$343	14.17%
YTD Total	\$26,677	\$26,583	\$28,028	\$1,445	5.43%

64

Victor Valley Transit Authority

NTC-FT. IRWIN (REVENUES & EXPENSES)

	<u>JULY</u>	<u>AUGUST</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>DECEMBER</u>	<u>2018</u>						<u>Project to</u>	<u>Avg</u>
							<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>Date Totals</u>	<u>(monthly)</u>
Cash Fares	\$ 357	\$ 375	\$ 803	\$ 532	\$ 426	\$ 584	\$ 442	\$ 797	\$ 908	\$ 110	\$ 321		\$ 5,655	\$ 514.12
Prepaid Fares	\$ 34,738	\$ 36,763	\$ 29,175	\$ 38,253	\$ 34,280	\$ 41,215	\$ 37,370	\$ 36,550	\$ 35,955	\$ 38,565	\$ 32,610		\$ 395,473	\$ 35,952.05
Base Shuttle Subsidy	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000		\$ 44,000	\$ 4,000.00
Total Revenue	\$ 39,094	\$ 41,138	\$ 33,978	\$ 42,785	\$ 38,706	\$ 45,799	\$ 41,812	\$ 41,347	\$ 40,863	\$ 42,675	\$ 36,931	\$ -	\$ 445,128	\$ 40,466
Operations Exp	\$ 38,319	\$ 43,893	\$ 38,259	\$ 42,593	\$ 40,994	\$ 39,036	\$ 42,892	\$ 38,977	\$ 39,425	\$ 40,934	\$ 38,244		\$ 443,567	\$ 40,324.30
Fuel Exp	\$ 4,745	\$ 8,760	\$ 6,458	\$ 6,316	\$ 6,624	\$ 8,254	\$ 8,442	\$ 7,680	\$ 8,377	\$ 7,338	\$ 8,058		\$ 81,052	\$ 7,368.35
Bank Fees	\$ 1,303	\$ 1,155	\$ 1,257	\$ 1,330	\$ 1,411	\$ 1,370	\$ 1,664	\$ 1,371	\$ 1,257	\$ 1,522	\$ 1,733		\$ 15,373	\$ 1,397.53
Other Exp	\$ 273	\$ 460	\$ 751	\$ 470	\$ 473	\$ 473	\$ 471	\$ 471	\$ 281	\$ 102	\$ 91		\$ 4,315	\$ 392.30
Total Expense	\$ 44,640	\$ 54,268	\$ 46,726	\$ 50,709	\$ 49,503	\$ 49,134	\$ 53,469	\$ 48,498	\$ 49,339	\$ 49,896	\$ 48,125	\$ -	\$ 544,307	\$ 49,482
Net Activity	\$ (5,545)	\$ (13,130)	\$ (12,748)	\$ (7,925)	\$ (10,797)	\$ (3,335)	\$ (11,656)	\$ (7,152)	\$ (8,476)	\$ (7,221)	\$ (11,194)	\$ -	\$ (99,179)	\$ (9,016.31)
Income/Expense Ratio	88%	76%	73%	84%	78%	93%	78%	85%	83%	86%	77%	#DIV/0!	82%	82%

Victor Valley Transit Authority Monthly Report of Complaints

Fiscal Year 2017/2018

May-18	SERVICE RELATED COMPLAINTS						DRIVER/DISPATCH RELATED COMPLAINTS						TOTAL COMPLAINTS	
	TIME		ROUTE	VEHICLE	FARES		DISCOURTEOUS	UNSAFE OPERATING	FAILURE TO			MISC.	CURRENT MONTH	YEAR TO DATE
	FAST	SLOW	DESIGN	CONDITION	FARES	MISC.			PICKUP	TRANSFER	DROP OFF			
Regional Fixed Route														
1													0	2
2													1	2
3							1				1		1	2
6 Barstow College													0	4
15	1												1	4
101													0	9
24													0	2
31		1				1							2	4
32							1						1	5
33						1							1	4
40													0	2
41							1						1	4
42	1									1			2	3
43										1			1	4
46													0	0
47													0	1
50/50X	1												1	3
51													0	0
52													0	0
53													0	4
54													0	3
55													0	1
66													0	2
68													0	1
TOTAL REGIONAL FIXED RT	3	1	0	0	0	3	2	0	2	0	0	0	12	66
County Routes														
21 Tri-Comm.							1						1	3
22 Helendale							1						1	3
23 Lucerne Valley													0	3
28 Hinkley/Helendale													0	0
29 Yermo/Newberry Springs													0	0
TOTAL COMMUNITY ROUTES	0	0	0	0	0	0	2	0	0	0	0	0	2	9
ADA Paratransit														
Direct Access		1					1	1	1				4	7
Subscription													0	0
TOTAL ADA PARATRANSIT	0	1	0	0	0	0	1	1	1	0	0	0	4	7
Personnel														
Customer Service													0	0
Routing & Scheduling													0	0
Dispatch													0	2
Passenger to Passenger													0	0
TOTAL PERSONNEL	0	0	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL COMPLAINTS	3	2	0	0	0	3	5	1	3	0	0	0	18	84



Employee Commendations! Month of May 2018

Fixed route passenger is extremely appreciative of driver Michelle Puckett for going above and beyond what is expected of her.

ADA passenger wished to compliment her driver Juanita Randle for handling a very rude passenger with kindness. Additionally, Tanika Johnson was complimented for doing an outstanding job with her passengers.

A passenger on fixed route wished to compliment driver Milford Wade for always being kind and sweet. Another fixed route passenger wished to compliment Sarah Muniz for handling a potential safety issue with skill and patience.

**LIFT DEPLOYMENT REPORT
FY 17-18**

Route #	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD TOTAL
101	9	17	15	8	11	13	12	6	0	2	3		96
15	16	17	18	17	26	21	19	13	17	8	18		190
20	0	2	0	0	0	0	0	0	0	0	0		2
21	0	3	4	14	4	1	5	2	0	7	2		42
22	11	2	9	12	4	2	23	27	33	25	57		205
23	8	11	0	3	3	1	4	2	2	1	5		40
24	7	7	2	23	23	24	43	12	19	12	27		199
31	150	154	124	161	119	137	139	18	23	23	33		1071
32	49	50	93	169	73	56	81	48	58	88	67		832
33	18	13	17	30	24	19	22	10	14	42	39		248
40	9	6	3	4	3	10	14	15	23	12	15		114
41	113	156	160	128	149	90	132	85	120	82	54		1269
42	0	0	0	0	4	2	5	2	1	12	14		40
43	44	96	102	62	79	73	76	30	35	38	21		656
44	27	43	68	0	0	0	0	0	0	0	0		138
45	48	65	71	0	0	0	0	0	0	0	0		184
46	3	0	4	0	0	0	0	0	0	0	0		7
47	31	27	15	24	13	30	35	1	6	2	3		187
48	15	14	6	0	0	0	0	0	0	0	0		35
50	0	0	0	78	80	62	55	53	63	77	71		539
51	30	39	26	38	29	28	31	0	19	19	39		296
52	35	25	66	43	61	68	49	33	37	53	41		511
53	20	39	58	43	41	29	38	48	50	73	68		507
54	19	17	4	11	22	26	16	11	7	12	20		165
55	42	99	64	75	29	44	58	9	23	19	37		499
66	0	0	0	0	13	2	5	5	5	4	3		37
68	0	0	0	46	25	36	35	75	92	43	79		431
TOTAL CURRENT	679	866	896	908	760	700	897	425	533	597	613	0	8540
TOTAL LAST YEAR	1035	1117	1080	947	812	762	1111	818	1145	801	709		10337

There were 0 wheel chair pass ups in the month of May 2018.

Prepared by: Debi Lorrah

LIFT DEPLOYMENT REPORT - BARSTOW
FY 17-18

Route #	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD TOTAL
1	215	170	185	132	143	155	95	182	70	56	44		1437
2	56	114	108	83	62	83	37	65	41	26	40		715
3	96	131	110	97	104	89	45	53	44	35	34		838
4	1	6	13	0	0	0	0	0	0	0	0		20
5	4	0	1	0	0	0	0	0	0	0	0		5
6	0	0	0	76	40	37	17	45	15	9	22		261
28	0	0	0	22	20	13	14	24	16	16	12		137
29	0	0	0	7	0	0	4	3	6	1	4		25
TOTAL, CURRENT	372	421	417	417	369	377	202	372	192	143	156	0	3438
TOTAL, LAST YEAR	268	183	178	275	227	198	193	147	293	341	240		2543

There were 0 wheel chair pass ups in May 2018.

Prepared by: Debi Lorrach

**BIKE RACK REPORT
FY 17-18**

Route #	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD TOTAL
101	11	14	19	30	22	15	13	38	15	22	24		233
15	79	148	147	90	131	106	147	103	113	92	111		1,271
20	5	15	26	0	0	0	0	0	0	0	0		46
21	26	66	82	64	93	83	105	60	29	54	71		731
22	18	38	61	38	82	26	128	32	70	42	80		615
25	18	31	49	52	15	10	22	39	57	52	74		419
26	51	74	44	116	93	129	69	100	64	80	161		1003
31	310	321	268	394	319	286	164	187	239	211	216		2846
32	139	201	120	129	120	103	181	156	236	167	230		1784
33	76	78	97	106	80	99	56	53	75	108	93		928
40	11	23	23	41	13	60	56	46	40	83	73		451
41	456	497	430	318	406	374	279	392	363	460	432		1407
42	0	0	0	16	60	26	80	49	36	118	85		473
43	285	352	279	216	310	220	158	145	180	272	361		2776
44	76	116	108	0	0	0	0	0	0	0	0		300
45	340	226	264	0	0	0	0	0	0	0	0		830
46	34	39	24	0	0	0	0	0	0	0	0		97
47	17	34	22	23	15	9	6	12	30	35	12		215
48	106	96	116	0	0	0	0	0	0	0	0		322
50/50X	0	0	0	191	176	148	142	192	236	255	235		1571
51	76	52	68	99	97	86	65	87	90	122	92		894
52	131	153	129	151	175	230	200	232	206	248	239		2094
53	106	165	123	156	220	161	139	164	159	198	214		1803
54	44	59	52	89	44	49	61	62	73	87	80		700
55	103	156	162	132	135	148	95	93	70	89	137		1264
66	0	0	0	1	22	11	56	20	15	26	47		198
68	0	0	0	82	52	148	183	147	125	116	196		1063
TOTAL CURRENT	2,430	2,794	2,577	2,318	2,518	2,388	2,198	2,270	2,413	2,803	3,118	0	28,333
TOTAL LAST YEAR	2,641	2,883	2,792	2,846	2,435	2,236	2,255	2,165	2,719	2,841	2,588		28,201

There were no pass-ups in the month of May, 2018.

Prepared By: Debi Lorrach

BIKE RACK - BARSTOW
FY 17-18

Route #	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD TOTAL
1	44	63	52	20	29	29	30	48	24	28	32		399
2	8	17	7	3	1	3	4	20	7	15	13		98
3	53	57	48	42	40	69	42	103	49	56	48		607
4	1	3	0	0	0	0	0	0	0	0	0		4
5	2	4	7	0	0	0	0	0	0	0	0		13
6	0	0	0	13	18	34	29	78	33	15	30		250
28	0	0	0	0	0	2	0	7	3	0	3		15
29	0	0	0	9	7	6	9	19	11	11	10		82
TOTAL, CURRENT	108	144	114	87	95	143	114	275	127	125	136	0	1468
TOTAL, LAST YEAR	140	113	120	165	160	156	117	98	134	120	134		1457

There were 0 bicycle pass ups in May 2018.

Prepared by: Debi Lorrach



Transdev Transportation Solutions 2016 introduced its first ADA Paratransit

For the Month of May 2017

ADA PARATRANSIT ON TIME PERFORMANCE

May-18

Rides Sampled	More Than 10 Minutes Before	More Than 30 Minutes After	TOTAL	% On Time
16398	0	15	16383	99.91%

FIXED ROUTE ON TIME PERFORMANCE

May-18

	% On Time
	78.86%

COUNTY ROUTE ON TIME PERFORMANCE

May-18

	% On Time
	71.00%

BV Link ROUTE 15 ON TIME PERFORMANCE

May-18

	% On Time
	58.00%

FT. IRWIN ROUTE ON TIME PERFORMANCE

May-18

	% On Time
	82.00%

MAY 2018
Major and Non-Major
Miles between road calls - VVTA and Barstow

	Total Miles	Road Calls	Miles Between Road Calls
Demand Response	82,626	4	20,657
Commuter Bus	22,924	3	7,641
Motor Bus	284,498	32	8,891
Total System	390,048	39	37,188

VICTOR VALLEY TRANSIT
Policy Year Summary

Print Date: 05/31/2018
Page 1

Policy Year	Claim Count			Reserves			Payments			Total Incurred		
	Open	Closed	Total	Indemnity	Expenses	Total	Indemnity	Expenses	Total	Indemnity	Expenses	Total
FY1998	0	7	7	0	0	0	9,207	21,571	30,778	9,207	21,571	30,778
FY1999	0	3	3	0	0	0	0	0	0	0	0	0
FY2000	0	3	3	0	0	0	965	0	965	965	0	965
FY2001	0	4	4	0	0	0	0	0	0	0	0	0
FY2001NC	0	1	1	0	0	0	0	0	0	0	0	0
FY2002	0	7	7	0	0	0	0	0	0	0	0	0
FY2003	0	1	1	0	0	0	0	0	0	0	0	0
FY2004	0	3	3	0	0	0	0	0	0	0	0	0
FY2005	0	2	2	0	0	0	0	0	0	0	0	0
FY2006	0	3	3	0	0	0	0	0	0	0	0	0
FY2007	0	3	3	0	0	0	0	0	0	0	0	0
FY2008	0	2	2	0	0	0	0	0	0	0	0	0
FY2009	0	1	1	0	0	0	0	0	0	0	0	0
FY2010	0	1	1	0	0	0	0	0	0	0	0	0
FY2012	0	2	2	0	0	0	0	0	0	0	0	0
FY2013	0	3	3	0	0	0	0	0	0	0	0	0
FY2014	1	4	5	0	0	0	0	19,206	19,206	0	19,206	19,206
FY2015	0	4	4	0	0	0	0	0	0	0	0	0
FY2016	0	7	7	0	0	0	2,991	0	2,991	2,991	0	2,991
FY2017	5	4	9	0	0	0	0	0	0	0	0	0
FY2018	3	0	3	0	0	0	0	0	0	0	0	0
Totals:	9	65	74	0	0	0	13,164	40,777	53,941	13,164	40,777	53,941

Veterans Ridership

FY 16	Veterans
July 2015	31
August 2015	29
September 2015	43
October 2015	18
November 2015	94
December 2015	47
January 2016	6
February 2016	23
March 2016	16
April 2016	8
May 2016	10
June 2016	
Total	325

FY 17	Veterans
July 2016	60
August 2016	76
September 2016	46
October 2016	30
November 2016	43
December 2016	54
January 2017	139
February 2017	59
March 2017	126
April 2017	28
May 2017	19
June 2017	
Total	680

FY 18	Veterans
July 2017	15
August 2017	107
September 2017	133
October 2017	54
November 2017	41
December 2017	45
January 2018	16
February 2018	12
March 2018	38
April 2018	52
May 2018	50
June 2018	
Total	563

THIS PAGE INTENTIONALLY LEFT BLANK

**AGENDA ITEM
FIVE**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Release of RFP 2018-17 Battery Energy Storage and Demand Response.

SUMMARY STATEMENT

During the past few years with the growth of VVTA's service we have seen an increase in Southern California Edison costs for "demand charges". These charges are based on the highest usage of energy in any 15-minute period of a month, which for VVTA normally occurs after dark when the solar panels are not charging and the CNG compressors are working hardest to fuel the buses. The demand charges make up over 50% of the total bill from SCE for the electricity used to run the CNG compressors.

As VVTA prepares for the inception of electrification of the buses and the required infrastructure, the demand for electricity at night will greatly increase due to the charging of electric buses. The solar system currently generates enough electricity to offset some of the usage of electricity and could reduce peak demands if the energy from the solar system could be stored during the day and reintroduced into the circuit at night when demand exceeds a preset level.

Energy storage and demand response systems have been developed in recent years and are becoming an integral component for schools, large corporations, and high demand energy users in all forms of manufacturing and retail businesses. They have reached the maturity level which will allow VVTA to save thousands of dollars in operational costs each year.

Continued

RECOMMENDED ACTION

Authorize staff to release RFP 2018-17 Battery Energy Storage and Demand Response.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Ron Zirges Facilities & Maintenance Director	None	July 16, 2018	5

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Release of RFP 2018-17 Battery Energy Storage and Demand Response.

SUMMARY STATEMENT

Staff has been researching options regarding energy storage and demand response systems and requested a study of VVTA's energy usage and solar generation along with a cost benefit analysis from one of the companies that designs such systems. The ROI on a 20-year system is less than 7 years. At the end of life, the batteries can be replaced thereby extending the benefits even longer. Additionally, as VVTA's electricity needs grow, the system can be upgraded with even greater storage capacity, offsetting the anticipated higher demand charges when BEBs comprise the entire VVTA fleet as will be required of all transit agencies by 2040.

It is recommended that the Board approve the release of this RFP. The funds to pay for this project was approved by the VVTA Board in the FY 17 budget using Prop 1B funds.

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

A. Purpose:

Victor Valley Transit Authority (VVTA) seeks a Provider to design and install a Battery Energy Storage and Demand Response System (BESDRS) to lower demand charges on 1 current and 1 future utility meter at its primary CNG fueling facility located at 9585 E. AVE., Hesperia, CA. Annual energy demand costs are a significant expenditure for the agency. Energy bills are based on two major costs: energy charges (kWh), and demand charges (kW). Our demand charges from SCE are a significant portion of our monthly fees.

B. Background and Project Goal:

The agencies goal is to generate maximum energy cost savings, by selecting a battery energy storage and demand response energy management system that can help reduce the agencies peak demand charges and thereby leveling and managing the agencies cost for demand charges over the long term. The system will use software-driven technology to reduce peak demand charges. VVTA currently has a 1-megawatt solar generating system that is divided between 2 of its current utility meters that serve the fueling station and the administration and vehicle maintenance buildings. Our CNG station consists of three, 300 hp compressors that operate mostly at night. VVTA is also working on a future Battery Electric Bus (BEB) charging circuit that is anticipated to be up to sixty-five (65) 125kW chargers being installed in stages over the next ten to fifteen years. The first stage will be seven 125kW charges and is anticipated to be completed within the coming year. VVTA is issuing this Request for Proposals (RFP) to select a provider who can supply the most efficient system that can reduce the demand charges the maximum amount for the most savings to VVTA. The RFP calls for a turn-key battery energy storage and demand response system that includes planning, design, and installation that will lower demand charges on our CNG fueling station as well as our future BEB charging system. The Provider will give access to VVTA on a real-time load profile activity (24/7) per site, via the Internet or cloud-based solution.

C. Conditions:

1. Safety Data Sheet: Contractor shall provide Authority with the appropriate safety data sheets for all applicable materials related to the BESDRS.

2. Contractor's Personnel: Contractor shall provide, at all times, personnel who possess the knowledge and skills to provide services on the BESDRS. In the event the Authority is dissatisfied with Contractor's personnel's work performance, as determined by Authority in its sole discretion, upon receiving written or verbal notification from Authority, Contractor shall replace the personnel prior to the next scheduled day, or as otherwise agreed to by the Authority, to perform Services.

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

3. **Contractor's Duty to Keep Authority Informed:** Contractor shall take action to ensure the Authority is fully informed at all times of the status of Services being provided. Such actions include immediately informing the Authority of:
 - a. Any personnel injury or damage to the system, Authority equipment, and/or VVTA's facilities.
 - b. Any actual or perceived hazard to personnel, the system being installed, authority equipment, and/or VVTA's facilities.
 - c. Any change to the time schedule for provision of Services in the approved work plan, the reasons for the change and a proposed revised time schedule.
4. **Point of Contact:** Contractor shall designate an employee of Contractor as program manager, who shall be fully cognizant of the requirements and progress of the work at all times and shall be the primary point of contact.
5. **Progress Meetings:** Contractor's personnel shall meet with VVTA's project manager, and/or project team, as determined by the Authority. The purpose of the meetings is for informing the Authority of, including but not limited to, project schedule, project milestones; assessment of approach, methodology, design, and communication strategies.
6. **Damage:** The Contractor shall be liable for any damages cause by the installation and/or manufacturer defects of the BESDRS, including, without any limitations, any damage to the storage and management equipment site, damage to the Authority's property, or injury to persons, or from any operations and/or maintenance activity of the Contractor resulting in such damage. The Contractor shall, within two (2) weeks from receiving notice of any such damage, make all repairs. In the event repairs are needed sooner or the Contractor does not make repairs, the Contractor shall reimburse the Authority for all costs related thereto incurred by VVTA within two (2) weeks after presentation by the Authority to the Contractor of supporting documentation describing the work performed and the cost thereof.

D. Services:

1. **Battery Energy Storage and demand response System:** Contractor shall fully design, engineer, procure, install, interconnect, and commission. The system must have the ability to operate on multiple circuits and be upgradable for VVTA's future electricity demands. Contractor shall connect the system to the Authority's CNG fueling station circuitry and the future BEB charging circuit when it is installed.

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

2. Self-Generation Incentive Program: (SGIP): Contractor must apply for the SGIP program and include any incentives to VVTA in their price proposals.
3. Metering System Accuracy Rate: Contractor shall provide VVTA with a minimum accuracy rate (percentage) of the Battery Energy Storage and demand response System.
4. Minimum Savings Guaranteed Percentage: Contractor shall provide VVTA with a return on investment time frame and a minimum guaranteed percentage of savings on peak demand charges, on a monthly and annual basis.
5. Methodology for Calculating Changes in Utility Conditions: In the event that Contractor receives notification of a new circumstance such as an applicable utility tariff change, and corresponding rate change or any other item that causes a rate change, within one month of receiving said notification, Contractor shall notify VVTA and give a recommended update and/or re-configure recommendation for a software system update for controlling the management system of said event.
6. Energy Storage and Demand Response Management System: Contractor shall ensure the design of the System maximizes the energy resources at the CNG station as well as the future BEB charging circuit. Contractor shall ensure the Battery Energy Storage and Demand Response System can monitor instantaneous base load (demand) via a dedicated control system, as well as weather, solar production, and other data relevant to the control system. Installing weather tracking, solar production, and other measurement devices, as needed, will provide the Battery Energy Storage and Demand Response System with relevant control system data. The Battery Energy Storage and Demand Response System design may include, but is not limited to, the following specifications:
 - a. A structure that will protect the Battery Energy Storage and Demand Response System and its components from weather, theft, vandalism, and other external hazards
 - b. A concrete foundation with an adjacent housekeeping slab; (note: VVTA's bus parking concrete is 8" thick and would probably support the energy storage system without additional concrete. Vendor is responsible to ensure this is sufficient or propose the necessary pad to meet building codes.)
 - c. Under-slab, or above at a height not to interfere with bus traffic and conform to existing regulations low voltage conduits and cabling, connecting storage to 480-volt, 3 phase electrical system;
 - d. Vault-mounted, medium voltage switchgear;
 - e. HVAC cooling, if applicable;
 - f. Fire suppression system;
 - g. Bollards if necessary;
 - h. Real time remote monitoring, and access to metering records; and
 - i. Alert system to notify VVTA of any errors, problems with the system, and other pertinent data via email and/or text message.

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

In addition to the BESDRS design requirements above, the BESDRS shall:

- a. Be designed in accordance all local, state, and federal laws and regulations;
 - b. Be constructed in such a way that the structure complies with all applicable federal, state and local building standards, codes and wind uplift requirements.
 - c. Be constructed with materials, coatings, and corrosion protections suitable to last the Term of the Useful life of the system in this hot, dry, windy, and dusty environment with little or no maintenance;
 - d. Built in compliance with Occupational Safety and Health Administration regulations (“OSHA”); and
 - e. Provide the Authority with submittals of the engineering plans and specifications in adequate detail for review.
7. BESDRS Design Documents: Within ninety (90) business days of the Agreement execution date, Contractor shall provide the Authority, in a format acceptable to the Authority, with Battery Energy Storage and Demand Response System design documents for review and approval. The BESDRS design documents shall include, but not limited to, the following:
- a. System description;
 - b. System performance evaluation (BESDRS system report);
 - c. Equipment details and description;
 - d. Layout of installation;
 - e. Layout of equipment;
 - f. Selection of key equipment;
 - g. Short circuit analysis and arc flash study;
 - h. Specifications for equipment procurement and installation;
 - i. All engineering associated with structural and mounting details including wind calculations;
 - j. All engineering associated with electrical and structural design and interconnection to the four hundred eighty (480) volt distribution system;
 - k. Performance of equipment components, subsystems;
 - l. HVAC cooling, if applicable;
 - m. Fire suppression system;
 - n. Electrical grid interconnection requirements. Contractor is responsible for trenching and duct bank design, details, and interconnection requirements to switchgear room and 480-volt distribution system, including verifying no conflicts with current equipment and transformer loads;
 - o. Verification of metering accuracy: and
 - p. Web-based performance monitoring and interconnection with the Computerized Maintenance Management System and Automated Infrastructure Monitoring and Management System.

Prior to any work being performed, said work requires a work plan submitted to and approved by the Authority twenty-one (21) days in advance; Contractor shall submit monthly construction schedule by the fifth (5th) day of each month. Contractor shall submit drafts of each document for Authority review and approval at the thirty percent (30%), sixty percent (60%), and ninety percent (90%) level of completion. Contractor

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

shall incorporate the Authority's comments into and shall obtain the Authority's approval of the final version of each document. Within five (5) working days of receipt of Authority's corrections to the 100% design documents, Contractor shall incorporate Authority review, and shall provide Authority with the hundred percent (100%) final contract documents. Contractor shall submit the BESDRS design documents in an electronic format using the latest version of AutoCAD (.DWG) and .PDF. Specifications shall be submitted in MS Word and PDF format.

8. BESDRS Permits: Upon receiving written approval from the Authority on the design documents, Contractor shall secure from applicable governing agencies and the utility company all required rights, permits, approvals, inspections, and interconnection agreements including regulatory applications, if any, at no additional cost to the Authority. Contractor shall submit all permits, and agreements, including regulatory applications to the Authority for review. Contractor is responsible for verifying existing conditions and proposing an optimal configuration for connecting to the Authorities CNG and future BEB charging circuits and meeting all city, state, and federal, municipal and permitting requirements.

9. BESDRS Installation: BESDRS activation date shall be completed within two hundred forty (240) calendar days of the Agreement execution date. If the Contractor cannot complete and activate the system by the activation date specified above, Contractor will be subject to Liquidated Damages (LD) of \$550 per day until completion and activation. Contractor shall supply all equipment, materials, labor, fencing, and other site improvements, as agreed to by both Parties, necessary to install and integrate the BESDRS with Authority power sources and to protect the BESDRS from vandalism or accidental damage. Upon receiving written approval from the Authority to proceed with the installation of the BESDRS, Contractor shall install the BESDRS as directed and approved by the Authority.

10. Attachments: See "Attachment A – VVTA Site" for a satellite image of Victor Valley Transit Authority. See "Attachment B – 2017 SCE Energy Usage" for the CNG site kW and kWh during the calendar year of 2017. See "Attachment C – 2017 Solar CNG Yearly Production" for the CNG site solar production for the calendar year of 2017. See "Attachment D – 2017 SCE CNG Bills" for the calendar year of 2017.
 - a. Commissioning and Acceptance Test. The Contractor shall:
 - i. Consult and assist the Project Manager to identify and recommend best practices and/or approach during the commissioning and testing of the BESDRS; and
 - ii. Develop, document and deliver to the Project Manager a safety program for the BESDRS.

11. Monitoring and Data Acquisition System: Contractor shall provide a turnkey data acquisition and display system that allows the Authority to monitor, analyze and display historical and live BESDRS energy performance and savings to include but not limited to, a list of the monthly electricity saved, the time of use rate period during

VVTA RFP 2018-17 BATTERY ENERGY STORAGE AND DEMAND
RESPONSE
ATTACHMENT A – SCOPE OF WORK

electricity savings, and other pertinent economic data. A data acquisition system (“DAS”) shall be provided as part of each system.

12. BESDRS Manuals: Upon completion and before acceptance of the installation of the BESDRS by the Authority, Contractor shall provide the Authority, in a searchable PDF, with all material schedules and installation details of the components installed, as well as operation & maintenance manuals, installation manuals, and all other relevant manufacturer’s information on the BESDRS.

13. BESDRS Preventive Maintenance Service and Training:

a. Preventive Maintenance Schedule: Within thirty (30) business days after the BESDRS activation date, Contractor shall provide, for the Authority’s review and approval, in a format acceptable to the Authority, a complete, comprehensive Preventive Maintenance Service schedule (“Preventive Maintenance Schedule”) for the BESDRS, each subsystem, and all associated equipment. Said schedule shall be based on manufacturer maintenance recommendations and applicable industry standards.

b. On-site Training: At no additional cost to the Authority, The Contractor shall provide BESDRS training to Authority personnel on the proper operation, software end user skills, navigation, and reporting, emergency shut-down/disconnect of the BESDRS, and standard maintenance and repair procedures. Training shall be provided within 14 days of project completion and when and as requested by VVTA; VVTA shall also determine the time and duration of each training session. In providing such training, Contractor shall use lesson plans that conform to industry standards and manufacturer specifications. All Authority personnel who complete BESDRS training shall fully understand, have working knowledge of, and the ability to successfully utilize the BESDRS (including, but not limited to, shut-down of the system in emergency cases). Within thirty (30) days of receiving written notification by VVTA, Contractor shall facilitate on-site training to Authority personnel.

**AGENDA ITEM
SIX**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Exercise Option year for Contract 2015-08, Flyers Energy, LLC for Fuel Delivery and Cardlock Fuel Services for One Twelve (12) Month Period.

SUMMARY STATEMENT

In September 2015, the VVTA Board of Directors approved Contract 2015-08 to be awarded to Goodspeed, Inc., for Fuel Delivery and Cardlock Fuel Services.

On February 9, 2016, Goodspeed, Inc. was purchased by Flyers Energy, LLC. VVTA amended the contract to assign the contract to Flyers Energy, LLC.

Staff is pleased with the service we have received and requested that the Board approve the first-year option to extend the contract.

Staff is seeking Board approval for VVTA to issue Amendment No. 2 to Contract 2015-08, which will exercise the option to extend the contract for one year. The total contract amount is amended to include a not to exceed amount of \$3,720,000. This amount includes the original contract total of \$3,120,000 plus the estimated amount of \$600,000 in FY 2018-2019. The effective date for the optional year extension is October 1, 2018 through September 30, 2019.

The funding for this amendment will come from previously obligated LTF which have been designated for this program.

RECOMMENDED ACTION

Exercise Option year for Contract 2015-08 Flyers Energy LLC to provide Fuel Delivery and Cardlock Fuel Services for One Twelve (12) Month Period.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting, Procurement Manager	\$600,000 LTF Funds	July 16, 2018	6

**CONTRACT 2015-08
AMENDMENT NO. 2
BY AND BETWEEN
VICTOR VALLEY TRANSIT AUTHORITY
AND
FLYERS ENERGY LLC.**

This Amendment No. 2 to Agreement 2015-08 is made and entered commencing on October 1, 2018 by and between Victor Valley Transit Authority (hereinafter referred to as "VVTA") and Flyers Energy LLC (hereinafter referred to as "CONTRACTOR".) VVTA and CONTRACTOR are each a "Party" and collectively "Parties" herein.

RECITALS:

WHEREAS, VVTA and CONTRACTOR have entered into an agreement dated October 1, 2015, for the purpose of Fuel Delivery and Cardlock Fuel System Services; and

WHEREAS, as stated in Contract 2015-08, there are two, one-year options to extend the contracted Fuel Delivery and Cardlock Fuel System Services; and

WHEREAS, the Parties desire to amend Agreement 2015-08 in order to exercise the first option for one-year of additional service and to the agreement dollar amount in the CONTRACTOR RFP response.

The Parties agree as follows:

Exercise the first option year for renewal to extend the duration of the contract from October 1, 2018 through September 30, 2019.

The Total Contract Amount is amended not to exceed \$3,720,000.00. This amount includes the original contract amount of \$3,120,000.00, and the estimated amount of fuel and service required for Fiscal Year 2018-2019 of \$600,000.00.

Except as changed by this Amendment, all provisions of Agreement 2015-08, including, without limitation of indemnity and insurance provisions, shall remain in full force and effect and shall govern the actions of the Parties under this Agreement.

IN WITNESS WHEREOF, VVTA and CONTRACTOR have each caused the Amendment No. 2 to be subscribed by its respective duly authorized officers on its respective behalf:

VICTOR VALLEY TRANSIT AUTHORITY

FLYERS ENERGY LLC

By:

By:

Kevin Kane, VVTA Executive Director

Rich Teske, Chief Executive Officer

Date: _____

Date: _____

**AGENDA ITEM
SEVEN**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Overall Triennial Disadvantaged Business Enterprise (DBE) Goal for Fiscal years 2019-2021.

SUMMARY STATEMENT

VVTA is a direct recipient of US Department of Transportation (USDOT), Federal Transit Administration (FTA) funding. As a condition of receiving this assistance, VVTA must comply with the FTA's DBE Program: Implementations Modifications Final Rule to Title 49, Code of Federal Regulations (CFR) Part 26, and effective November 3, 2014. The DBE Program is designed to enable small businesses owned and controlled by socially disadvantaged individuals to compete for federally-funded contracts. The purpose of the DBE goal-setting process is to level the playing field, so DBE's may compete fairly for USDOT assisted contracts, however the program must be narrowly tailored in accordance with applicable law.

VVTA identified a total of 1 qualifying FTA-funded project anticipated to be solicited during the FFY 2019-2021 triennial contracting period. The attached report includes the methodology and calculations used to develop the proposed triennial goal. The overall Triennial DBE Goal for FTA-assisted projects was established utilizing the federal two-step goal setting methodology.

Continued

RECOMMEND

Approve a Triennial DBE Goal of **2.00%** for Federal Fiscal Years 2019-2021 to be submitted to the FTA.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Kevin Kane, Executive Director	N/A	July 16, 2018	7

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Overall Triennial Disadvantaged Business Enterprise (DBE) Goal for Fiscal years 2019-2021.

SUMMARY STATEMENT

The final Proposed Overall DBE Goal for FFY 2019-2021 for VVTA's FTA-assisted contracts is two-percent (2.00%) based upon the federal share on race neutral measurements implemented by VVTA. Notice regarding the proposed DBE goal has been published in three (3) local newspapers and sent to the local Chambers of Commerce with an invitation to the public to review the goal, methodology and provide comments. Monday, July 2, 2018, was the deadline for the 30-day comment period.

In response to race-neutral policy directives issued by the USDOT, VVTA utilizes a strictly race-neutral means.

Victor Valley Transit Authority

PROPOSED OVERALL DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL FOR FEDERAL TRANSIT ADMINISTRATION (FTA) ASSISTED CONTRACTS (OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2021)

BACKGROUND

VVTA is a direct recipient of U.S. Department of Transportation (USDOT), Federal Transit Administration (FTA), funding. As a condition of receiving this assistance, VVTA must comply with the FTA's DBE Program: Implementations Modifications Final Rule to Title 49, Code of Federal Regulations (CFR) Part 26, effective November 3, 2014. The DBE Program is designed to enable small businesses owned and controlled by socially disadvantaged individuals to compete for federally-funded contracts. The purpose of the DBE goal-setting process is to level the playing field so DBEs may compete fairly for USDOT assisted contracts, however the program must be narrowly tailored in accordance with applicable law.

VVTA identified a total of eight (8) FTA-funded projects anticipated to be solicited during the FFY 2019-2021 triennial contracting period. The VVTA 2019-2021 FTA Goal Methodology includes the methodology and calculations used to develop the proposed triennial goal. The Overall Triennial DBE Goal for FTA-assisted project was established utilizing the federal two-step goal setting methodology. Step 1 included establishing a base figure utilizing quantifiable evidence of the relative availability of DBEs within specified industries corresponding to VVTA's FTA-assisted contracting opportunities anticipated to be awarded within the respective goal period. VVTA utilized the California Unified Certification Program (CUCP) Directory of Certified DBE firms and the 2012 United States Census Bureau County Business Patterns North American Industrial Classification System (NAICS) database within VVTA's market area (defined as San Bernardino County) for each of the categories of work.

Step 2 adjusts the Base Figure based upon review and assessment of other known evidence potentially impacting the relative availability of DBEs within the market area, in accordance with prescribed narrowly tailored provisions set forth under 49 CFR part 26.45: Step 2: DBE Goal adjustment guidelines.

The final Proposed Overall DBE Goal for FFY 2019-2021 for VVTA's FTA-assisted contracts is 2.00% based upon the federal share on race neutral measurements implemented by VVTA. Notice regarding the proposed DBE goal is being published in three (3) local newspapers of general circulation with an invitation to the public to review the goal, methodology and provide comments. Effective November 3, 2014, USDOT amended its DBE program to reduce the comment period from 45 days to 30 days. Public review of the documents must be performed at VVTA, during normal business hours, within 30 days of published notice to allow for receipt of comments. Comments are to be forwarded to the VVTA DBELO.

In response to race-neutral policy directives issued by the USDOT, VVTA utilizes a strictly race-neutral means. In a strictly race-neutral program, VVTA may not set numeric contract goals on any of its USDOT-assisted contracts for which DBE subcontracting possibilities exist. The application of race-neutral measures is in direct response to the Ninth Circuit U.S. Court of Appeals decision in *Western States Paving Co. v United States & Washington State Department of Transportation*, whereby the FTA issued a Notice (Guidance) for Public Transportation Providers (Docket No. FTA-2006-24063).

Based on the Guidance, each recipient was requested to do the following:

- If a recipient does not currently have sufficient evidence of discrimination of its effects, then the recipient would submit an all-race-neutral Overall DBE Goal.
- The recipient's submission shall include a statement concerning the absence of adequate evidence of discrimination and its effects and a description of plans to either conduct a disparity/availability study or other appropriate evidence gathering process to determine the existence of discrimination or its effects on the recipient's marketplace.
- An action plan describing the study and timeline for its completion should also be included.

VVTA is required to perform the appropriate evidence gathering process to determine the existence of discrimination and its effects on its respective marketplace to effectively respond to the Court's ruling and the USDOT's directive (Docket No. FTA-2006-24063; Supplemental Notice dated August 21, 2006). Staff determined it is not feasible for VVTA, nor is it required, to conduct its own independent disparity study.

VVTA DBELO Contact:
Christine Plasting
17150 Smoke Tree Street
Hesperia, CA 92345
(760) 995-3583
cplasting@vvta.org

VICTOR VALLEY TRANSIT AUTHORITY

Federal Transit Administration
(FTA) Overall DBE
Goal-Setting Methodology

for

FFY 2019- FFY 2021

Goal Period

Submitted in fulfillment of:

Title 49 Code of Federal Regulations Part 26

TABLE OF CONTENTS

I.	INTRODUCTION.....	3
II.	BACKGROUND.....	3
III.	FTA-ASSISTED CONTRACTING PROGRAM FOR FFY 2016-2018.....	3
IV.	GOAL METHODOLOGY	4
	<i>Step 1: Determination of a Base Figure (26.45)</i>	4
	<i>Step 2: Adjusting the Base Figure</i>	5
	A. Past DBE Goal Attainments.....	6
	B. Other Available Evidence	6
V.	PROPOSED OVERALL DBE GOAL.....	6
	ATTACHMENT I	10
	ATTACHMENT II	11

DBE GOAL METHODOLOGY

I. INTRODUCTION

VVTA herein sets forth its Overall Disadvantaged Business Enterprise (DBE) Goal and corresponding federally prescribed goal-setting methodology for the three-year Federal Fiscal Year (FFY) goal period of 2019-2021 (October 1, 2018 through September 30, 2021), pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 "Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation Programs." The purpose of the DBE goal-setting process is to level the playing field so that DBEs can compete fairly for Department of Transportation-assisted contracts, however, the program must be narrowly tailored in accordance with applicable law.

II. BACKGROUND

VVTA is a recipient of U.S. Department of Transportation (USDOT), Federal Transit Administration (FTA), funding. As a condition of receiving this assistance, VVTA signed an assurance that it will comply with FTA's DBE requirements. In accordance with Title 49 CFR Part 26 provisions: Participation by DBEs in USDOT Programs, VVTA is required to develop and submit a Triennial Overall DBE Goal for its FTA-assisted projects.

VVTA herein presents its Overall DBE Goal Methodology for FFY 2019-2021.

III. FTA-ASSISTED CONTRACTING PROGRAM FOR FFY 2019-2021

Table 1 represents VVTA'Ss FTA-assisted contracting program, which consists of projects considered in preparing this goal methodology. The projects, which include Construction, Professional Services and Materials/Supplies contracting opportunities, are anticipated to be awarded during the triennial period:

Table 1

PROJECT NAME	TOTAL ESTIMATED PROJECT COST	ESTIMATED FTA DOLLAR SHARE	ESTIMATED FTA % SHARE
Operating Assistance	\$58,715,000.00	\$29,357,500.00	50%
Major Components	\$800,000.00	\$640,000.00	80%
Property Purchase and Design Build Victorville Transfer Center	1,500,000.00	\$1,200,000.00	80%
On-Board Security Camera System	\$86,660.00	\$69,328.00	80%
Mid-Life Engine Overhauls	\$496,000.00	\$396,800.00	80%
Garage and Shop Equipment	\$98,932.00	\$79,145.60	80%
Bus Facility Capital Lease	\$3,325,482.00	2,660,385.60	80%

Shelters and Amenities	\$150,000.00	\$120,000.00	80%
------------------------	--------------	--------------	-----

Table 2 provides a summary of the categories of work with estimated cost breakdown for each. Categories of work are groups utilizing comparable North American Industry Classification System (NAICS) codes for purposes of weighting the categories of work based on the engineer's estimates.

Table 2:

CATEGORY OF WORK	NAICS CODES	ESTIMATED FTA DOLLARS BY NAICS	ESTIMATED FTA % BY NAICS
Bus and Other Motor Vehicle Transit Systems	485113	\$28,747,568.85	50%
General Automotive Repair	811111	\$1,036,800.00	80%
Commercial and Institutional Building Construction	236220	\$725,000.00	80%
Offices of Real Estate Agents and Brokers	531210	\$475,000.00	80%
Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers	423610	\$69328.00	80%
Motor Vehicle Supplies and New Parts Merchant Wholesalers	423120	\$79,145.60	80%
Lessors of Nonresidential buildings (except Mini-warehouses)	531120	\$2,660,385.60	80%
Bus Shelter Construction	236220	\$120,000.00	80%

IV. GOAL METHODOLOGY

Step 1: Determination of a Base Figure (26.45)¹

To establish VVTA's Base Figure of the relative availability of DBEs to all comparable firms (DBE and Non-DBE) available to bid or propose on VVTA's FTA-assisted contracting opportunities projected to be solicited during the triennial goal period, VVTA followed the prescribed federal methodology to determine relative availability. This was accomplished by assessing the *California Unified Certification Program (CUCP) DBE Database of Certified Firms* and the 2016 *U.S. Census Bureau County Business Patterns Database* within VVTA'S market area (defined as San Bernardino County) for each of the categories of work defined in Table 2.

VVTA's local market area consists of the geographic area in which a substantial majority of contracting dollars are expended and/or where the substantial majority of contractor and subcontractor bids or quotes are located.

In accordance with the formula below, the Base Figure is derived by dividing the number of ready, willing and able DBE firms identified for each work category by the number of all firms

¹ 26.45 represents Title 49 CFR Part 26 regulatory goal setting methodology reference.

identified for each corresponding work category (relative availability), weighting the relative availability for each work category by the corresponding work category weight from Table 2 (weighted ratio), and adding the weighted ratio figures together.

$$\text{Base Figure} = \sum \frac{(\text{Number of Ready, Willing and Able DBEs})}{\text{Number of All Ready, Willing and Able Firms}} \times \text{weight}$$

⇒ For the numerator: CUCP DBE Database of Certified Firms

⇒ For the denominator: 2016 U.S. Census Bureau's Business Patterns Database

A concerted effort was made to ensure that the scope of businesses included in the numerator was as close as possible to the scope included in the denominator. For corresponding detail of all work category classifications, refer to Attachments I and II. The result of the Base Figure calculation is 1.64%, as shown in Table 3 as follows:

Table 3

CATEGORY OF WORK	DBES	ALL FIRMS	CATEGORY WEIGHT	WEIGHTED RATIO
Bus and Other Motor Vehicle Transit Systems	4	1825	.0021	.21%
General Automotive Repair	5	2998	.0017	.17%
Janitorial Services	49	1647	.0298	2.98%
Commercial and Institutional Building Construction	160	3134	.0510	5.10%
Offices of Real Estate Agents and Brokers	5	1768	.0028	.28%
Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers	9	2916	.0031	.31%
Motor Vehicle Supplies and New Parts Merchant Wholesalers	10	2916	.0034	.34%
Lessors of Nonresidential Buildings (except Mini-warehouses)	8	1768	.0045	.45%
Bus Shelter Construction	160	3134	.0849	5.1%
Base Figure (i.e., Sum of Weighted Ratios for all Work Categories)				=1.64%

Step 2: Adjusting the Base Figure

Upon establishing the Base Figure, VVTA reviewed and assessed other known evidence potentially impacting the relative availability of DBEs within the market area, in accordance with prescribed narrowdropbo tailoring provisions set forth under 49 CFR Part 26.45: Step 2; DBE Goal Adjustment guidelines.

Evidence considered in making an adjustment to the Base Figure included Past DBE Goal Attainments and Other Evidence, as follows:

A. Past DBE Goal Attainments

As historical DBE participation attainments provide demonstrable evidence of DBE availability and capacity to perform, VVTA proceeded to calculate past DBE participation attainments for the three (3) federal fiscal years, for which DBE attainment data is available. The table below reflects the demonstrated capacity of DBEs (measured by actual historical DBE participation attainments) on FTA-assisted contracts awarded by VVTA within the last three (3) federal fiscal years.

Table 4

FEDERAL FISCAL YEAR (FFY)	FTA DBE GOAL ATTAINMENT %
2015/16	2%
2016/17	7%
2017/18	6%
Median DBE Attainment Within the Last Three (3) Years	5%

* through 03/31/18

Because the goal for the past three years was at 1%, the award of 1 contract to Transdev, the subcontractor for VVTA, the attained goal was higher than anticipated. The contract with Transdev ends on June 30, 2018. All of the evidence available in the VVTA'S jurisdiction has been examined and the evidence does suggest that an adjustment to the base figure is necessary. In anticipation of meeting the goal as evidenced by the last two fiscal years, the adjustment is made to 2.00% as VVTA's DBE Goal for FY 2019-2021.

B. VVTA Bidder's List

VVTA will continue to capture Bidders List information for the identification and potential use in meeting future DBE goal determinations.

C. Other Available Evidence

VVTA is not aware of any current disparity studies within their jurisdiction and/or market area to consider in this step of the goal setting analysis.

V. PROPOSED OVERALL DBE GOAL

The Final Proposed Overall DBE Goal for FFY 2019-2021 for VVTA'S FTA-assisted contracts is 2.00%. The DBE Goal based on the federal share is a Race Neutral goal and VVTA will implement race neutral measures to achieve this goal, as generally described in the following section. As a part of the prescribed goal-setting methodology, VVTA must project the percentage of its Proposed Overall DBE Goal that can be met utilizing race-neutral and race-conscious measures.

Race-Conscious & Race-Neutral Projection

The VVTA DBE goal attainment data, which equals a 5.00% means for the past three years, demonstrates that VVTA is able to meet the DBE goal through race neutral means. VVTA intends to continue to use race-neutral methods to meet the overall DBE goal of 2.00% for FFY 2019-2021 in accordance with Title 49 CFR Part 26.51.

RACE-CONSCIOUS & RACE-NEUTRAL PROJECTIONS	
Race-Conscious Component	0.0%
Race-Neutral Component	2.00%

VI. RACE-NEUTRAL IMPLEMENTATION MEASURES

VVTA is currently implementing a number of race- and gender-neutral remedies to outreach and promote the participation of DBEs and small businesses in VVTA's FTA-assisted contracting program. VVTA plans to continue or implement the following race-neutral measures for FFY 2016-2018 and will continue to explore other options for consideration based on VVTA's success in meeting its overall DBE goals based on these efforts:

- VVTA will host and participate in workshops for the DBE and Small Business community. VVTA will attend and participate in vendor fairs hosted by unrepresented groups and other public agencies.
- VVTA will unbundle solicitations, provide pre-bid/pre-proposal conferences to afford networking opportunities for primes and subcontractors. VVTA will promote and encourage teaming opportunities between prospective prime contractors and the DBE and Small Business contracting community. Arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE and other small business participation. .
- Structure solicitations to remove barriers such as the inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing). Specifically, VVTA will, through its website, refer the DBE and Small Business contracting community to the SBA Bonding Assistance Program.
- VVTA will solicit DBEs and other small businesses participation by carrying out information and communication programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists of bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate).
- As a supportive service to help develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses, VVTA will actively promote the Small Business conferences, programs,

and support services offered by other agencies that have established DBE and Small Business Programs. VVTA will also begin conducting “How to do Business with VVTA” and DBE workshops.

- VVTA will advise its contracting community of the online directory of certified DBEs, found at the California Unified Certification Program website: www.CaliforniaUCP.com. VVTA will also advise the contracting community of the available small businesses certified by the California Department of General Services (DGS) and found at the following <http://www.bidsync.com/DPXBisCASB>.
- VVTA will advise the DBE and small business community to participate in Caltrans’ related bidding/proposal opportunities at <http://www.dot.ca.gov/hq/esc/oe/>. VVTA will encourage DBEs and small businesses to seek the assistance and training through the U.S. Small Business Administration at www.sba.gov.

Fostering Small Business Participation²

VVTA has implemented several strategies to foster small business participation in its contracting process. These include the following:

- Conducting “How to do Business with VVTA” and DBE workshops.
- In multi-year design-build contracts or other large contracts (e.g., for “megaprojects”) requiring bidders on the prime contract to specify elements of the contract or specific subcontracts that are of a size that small businesses, including DBEs, can reasonably perform.
- On larger prime contracts requiring the prime contractor to consider subcontracting opportunities of a size that small businesses, including DBEs, can reasonably perform, rather than self-performing all the work involved.
- Identifying alternative acquisition strategies and structuring procurements to facilitate the ability of consortia or joint ventures consisting of small businesses, including DBEs, to compete for and perform prime contracts.
- Ensuring that a reasonable number of prime contracts are of a size that small businesses, including DBEs, can reasonably perform.
- Provide outreach to current VVTA contractors or past VVTA contractors who may qualify for DBE-certification by encouraging them to seek and obtain DBE-certification.

VII. PUBLIC PARTICIPATION AND FACILITATION

In accordance with Public Participation Regulatory Requirements of Title 49 CFR Part 26, minority, women, local business associations, and community organizations within the VVTA market area will be consulted and provided an opportunity to review the triennial goal analysis and provide input. VVTA will prepare Outreach Consultation Letters advising the

² See Title 49 CFR Part 26 Section 26.39 “Fostering Small Business Participation.”

aforementioned business community of the proposed DBE goal analysis and its availability for review and comment.

VVTA plans to issue a Public Notice in general circulation media and minority focused media publishing the VVTA Draft Proposed FTA Overall DBE Goal-Setting Methodology for FFY 2019-FFY 2021. The notice would inform the public that the proposed goal and rationale are available for inspection at VVTA's principal office during normal business hours for 30 days following the date of the Public Notice, and that VVTA would accept comments on the goal analysis for 30 days from the date of the Public Notice. VVTA will give full consideration to all comments and input received as a part of this process and will assess its impact on the goal-setting methodology.

ATTACHMENT I

VVTA
 FEDERAL TRANSIT ADMINISTRATION
 FEDERAL FISCAL YEAR 2019-2021

ESTABLISHMENT OF THE NUMERATOR:

OF ESTABLISHED DBE FIRMS BY NAICS WORK CATEGORIES WITHIN THE MARKET AREA
 (SAN BERNARDINO COUNTY) ¹

NAICS Code	CATEGORY OF WORK	San Bernardino # DBE Firms
485113	Bus and Other Motor Vehicle Transit Systems	4
811111	General Automotive Repair	5
236220	Commercial and Institutional Building Construction	160
531210	Offices of Real Estate Agents and Brokers	5
423610	Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers	9
423120	Motor Vehicle Supplies and New Parts Merchants	10
531120	Lessors of Nonresidential Buildings (except Mini-warehouses)	8
236220	Commercial and Institutional Building Construction	160
TOTAL NUMBER OF ESTABLISHED DBE FIRMS:		211

¹ **DATA SOURCE:** California UCP DBE Database of Certified Firms.

ATTACHMENT II

**VVTA
FEDERAL TRANSIT ADMINISTRATION
FEDERAL FISCAL YEAR 2016-2018**

ESTABLISHMENT OF THE DENOMINATOR:

OF ALL ESTABLISHED FIRMS (DBEs and Non-DBEs) BY NAICS WORK CATEGORIES WITHIN THE MARKET AREA (DEFINED AS SAN BERNARDINO COUNTY)¹

NAICS Code	CATEGORY OF WORK	San Bernardino Total Number Established
485113	Bus and Other Motor Vehicle Transit Systems	1825
811111	General Automotive Repair	2998
236220	Commercial and Institutional Building Construction	3134
531210	Offices of Real Estate Agents and Brokers	1768
423610	Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers	2916
423120	Motor Vehicle Supplies and New Parts Merchant Wholesalers	2916
531120	Lessors of Nonresidential Buildings (Except Mini-warehouses)	1768
236220	Commercial and Institutional Building Construction	3134
TOTAL NUMBER OF ESTABLISHED DBE FIRMS:		20459

¹ **DATA SOURCE:** 2016 U.S. Census Bureau: County Business Patterns, NAICS Work Category Codes.



VICTOR VALLEY TRANSIT AUTHORITY

**DISADVANTAGED BUSINESS ENTERPRISE
(DBE) PROGRAM**

***Updated June 2018
(49 CFR Part 26)***

Revised 05/2018

SUBPART A – General Requirements

Section 26.1 Objectives

The objectives are found in the policy statement on the first page of this program.

Section 26.3 Applicability

VVTA is the recipient of federal transit funds authorized by Titles I, III, V, and VI of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), Pub. L. 102-240 or by Federal transit laws in Title 49, U.S. Code, or Titles I, II and V of the Teas-21, Pub. L 105-178.

Section 26.5 Definitions

VVTA will adopt the definitions contained in section 26.5 for this program.

Section 26.7 Non-discrimination Requirements

VVTA will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, VVTA will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.11 Record Keeping Requirements

Reporting to DOT: 26.11(b)

VVTA will report DBE participation to DOT as follows:

VVTA will report DBE participation on a quarterly basis, using DOT Form 4630. These reports will reflect payments actually made to DBEs on DOT-assisted contracts.

Bidders List: 26.11 (c)

VVTA has created a bidders list, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders list approach to calculating overall goals. The bidder list will include the name, address, DBE non-DBE status, age, and annual gross receipts of firms.

DBE Program Updates (49 CFR Part 26.21)

VVTA will continue to carry out this DBE program until all funds from DOT financial assistance have been expended. VVTA will provide to DOT updates concerning significant changes in the DBE program.

**VICTOR VALLEY TRANSIT AUTHORITY (VVTA)
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM**

2019-2021

Policy Statement

Section 26.1, 26.23 Objectives/Policy Statement

Victor Valley Transit Authority (VVTA) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. VVTA receives Federal financial assistance from the Department of Transportation and, as a condition of receiving this assistance, VVTA has signed an assurance that it will comply with 49 CFR Part 26.


It is the policy of VVTA to ensure that DBEs, as defined in Part 26, have an equal opportunity to participate in DOT-assisted contracts. It is also VVTA's policy:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBE's can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBE's;
5. To help remove barriers to the participation of DBE's in DOT- assisted contracts; and
6. To assist the development of firms that can compete successfully in the market place outside the DBE program.

The Procurement Manager position has been designated as the DBE Liaison Officer. In that capacity, Christine Plasting is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by VVTA in its financial assistance agreements with the Department of Transportation.

VVTA has disseminated this policy statement to the Board of Directors, to employees of the organization, and to DBE and non-DBE businesses that have performed work for VVTA on DOT-assisted contracts. Distribution of this policy statement is accomplished by the posting of this policy on the VVTA website at <http://vvta.org/bids/>.


Kevin Kane, Executive Director


Date

Revised 05/2018

VVTA collects this information in the following ways:

State of CA DBE listing; State of CA Small Business/DVBE listing; a notice in all solicitations requiring bidders to report information directly to VVTA within their proposal package. Subcontractors will be required to report this information directly to VVTA once the Notice to Proceed has been issued to the Prime contractor.

Section 26.13 Federal Financial Assistance Agreement

VVTA has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

Assurance: 26.13 (a)

VVTA shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. VVTA shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. VVTA's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to VVTA of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et. Seq.).

This language will appear in financial assistance agreement with sub-recipients.

Contract Assurance: 26.13b

VVTA will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

SUBPART B – ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

Since VVTA has received a grant for \$250,000, or more, in FTA planning, capital, and or operating assistance in a federal fiscal year, VVTA will continue to carry out this program until all funds from DOT financial assistance have been expended. VVTA will provide to DOT updates representing significant changes in the program.

Section 26.23 Policy Statement

The Policy Statement is elaborated on the first page of this program.

Section 26.25 DBE Liaison Officer (DBELO)

VVTA has designated the following individual as its DBE Liaison Officer:

Christine Plasting
Procurement Manager
Victor Valley Transit Authority
17150 Smoketree St.
Hesperia, California 92345
(760) 995-3583 (P) * (760) 948-1380 (F)
CPlasting@vvta.org

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that VVTA complies with all provisions of 49 CFR Part 26. The DBELO has direct, independent access to the Executive Director of VVTA concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in Attachment 1 to this program.

The DBELO is responsible for developing, implementing, and monitoring the DBE program in coordination with other appropriate officials. The DBELO's duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with the DBE program.
3. Works with all departments to set overall goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurement so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
6. Analyzes VVTA's progress toward goal attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the Executive Director and Board of Directors on DBE matters and achievement.
9. Participates with the Project Manager to determine contractor compliance with good faith efforts.
10. Provides DBE's with information and assistance in preparing bids and obtaining bonding and insurance.
11. Plans and participates in DBE training seminars.
12. Provides outreach to DBEs and community organizations to advise them of opportunities.
13. Maintains VVTA's updated directory on certified DBE's.
14. Delegates the above and other DBE tasks to appropriate staff.

Section 26.27 DBE Financial Institutions

It is the policy of VVTA to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contracts to make use of these institutions. VVTA has identified the following such institutions:

Through the California UPC website, to date VVTA has identified the following such institutions:
Alamo Capital Financial Services, 201 N. Civic Drive #360, Walnut Creek, CA
Denali Advisors, 5075 Shoreham Place #270, San Diego, CA
Grass Valley Associates, 4100 Redwood Road, Suite 182, Oakland, CA
Providence Capital Resources, 1171 S. Robertson Blvd., Suite 371, LA, CA
World Banknotes Exchange, 520 S. Grand Ave., Suite L100, LA, CA

Information on the availability of such institutions can be obtained from the DBE Liaison Officer.

Section 26.29 Prompt Payment Mechanisms

VVTA includes the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 7 days from the receipt of each payment the prime contractor receives from VVTA. The prime contractor further agrees to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of VVTA. This clause applies to both DBE and non-DBE subcontractors. A delay in payment by a prime contractor to a subcontractor is grounds for delay in the release of any retention payments due the prime contractor until restitution has been made to the subcontractor.

Section 26.31 Directory

VVTA maintains a directory identifying all firms eligible to participate as DBEs. The directory lists the firm's name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. VVTA revises the Directory at the end of each semi-annual period and during the planning period of a solicitation. VVTA makes the Directory available as follows:

www.vvta.org/bids, and requests made directly to the DBELO at bids@vvta.org.

The State of California Unified Certification Directory may be found at http://www.dot.ca.gov/hq/bep/find_certified.htm.

Section 26.33 Overconcentration

VVTA has not identified that overconcentration exists in the types of work that DBEs perform.

Section 26.35 Business Development Programs

VVTA has not established a business development program.

Section 26.37 Monitoring and Enforcement Mechanisms

VVTA will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR Part 26.

1. VVTA will bring to the attention of the Department of Transportation any false, fraudulent, or dishonest conduct in connection with the DBE program, so that DOT can take the steps as provided for in Section 26.109 (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules).
2. VVTA will also consider similar action under its own legal authority, including responsibility determinations in future contracts.
3. VVTA will also provide a monitoring and enforcement mechanism to verify the work committed to DEBs at contract award is actually performed by the DBEs. This will be accomplished by Contract Compliance vehicle inspections; the DBELO performing site visits and employee interviews with workers on the job sites, for any other contracts let out not affiliated with the Operations contract at VVTA.
4. VVTA will keep a running tally of actual payments to DBE firms for work committed to them at the time of contract award.

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

VVTA does not use any quotas in any way in the administration of this DBE program.

Section 26.45 Overall Goals

The purpose of an overall goal is to achieve a “level playing field” for ready, willing, and able DBEs seeking to participate in federally-assisted contracts at VVTA. In an effort to establish this level playing field, VVTA has examined its programs and relevant local markets and has determined the amount of participation that DBEs would be expected to achieve in the absence of present and past effects of discrimination. The Code of Federal Regulations (49 CFR part 26) requires recipients of DOT federal aid to use a two-step process in the development of their Overall DBE Goal.

Step One:

(1) Determine the base figure for the Overall DBE Goal. VVTA first identified the upcoming Federally-funded operational and capital projects and the total FTA funding amount, which is required to be at least \$250,000. Revenue vehicle purchases were not considered. VVTA then identified subcontracting opportunities attributable to the upcoming Federally-funded capital and operational projects and used the North American Industry Classification System (NAICS) Codes and the American Public Transportation Association (APTA) comparables. VVTA then decided on the San Bernardino County market range for each subcontracting opportunity.

VVTA next calculated the relative availability of certified DBE firms that are ready, willing, and able to work on DOT-assisted contracts. This figure is a measurement of the current percentage of ready, willing, and able certified firms and is based on demonstrable evidence of the Victor Valley, San Bernardino County, and nationwide labor market conditions. In determining this percentage, VVTA used three data sources immediately available to the agency, consisting of (1) the CUCP Database for Certified DBEs Directory at http://www.dot.ca.gov/hq/bep/dbe_query.htm; (2) The American Public Transportation Association (APTA) Database for transit related companies at <https://www.apta.com> and selecting Industry Information, then selecting COMPS (Catalog of Member Products & Services); and (3) the 2005 US Census Bureau County Business Patterns for all firms located at <http://censtats.census.gov/cbpnaic/cbpnaic.shtml>.

The percentage of available certified DBE firms was multiplied by each subcontracting opportunity cost to arrive at a Weighted Cost for each subcontracting opportunity total of all Weighted Costs was divided by the total FTA funding amount to arrive at the current Overall DBE Goal.

Step Two:

Adjust the Overall DBE Goal calculated in Step One to account for other evidence, such as prior years' actual percentages that were lower than the current year's calculations.

In accordance with Section 26.45, VVTA submits its overall DBE goal to DOT on August 1 every three years. Before establishing the overall goal for each period of time, VVTA will consult with the State of California CUCP Database, the area Chambers of Commerce, and other community organizations to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses and the effects of discrimination on opportunities for DBEs and will review VVTA's efforts to establish a level playing field for the participation of DBEs.

Following this consultation, VVTA will publish a notice of the proposed overall DBE goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at VVTA's principal office for 30 days following the date of the notice, and that VVTA will accept comments on the goal for 45 days from the date of the notice. This notice will be placed in local newspapers of general circulation, and on the VVTA website. VVTA will issue this notice by June 15 of the first year of triennial period. The notice will include the address to which comments may be sent and the address (including offices and websites) where the proposal may be reviewed.

VVTA's overall DBE goal submission to DOT will include a summary of information and comments received during this public participation process and VVTA's responses. VVTA will begin using its overall DBE goal on October 1 of each triennial period, unless other instructions are received from DOT. If VVTA establishes a goal on a project basis, VVTA will begin using the goal by the time of the first solicitation for a DOT-Assistant contract for the project.

Section 26.49 Transit Vehicle Manufacturers

VVTA will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, to certify that it has complied with the requirements of this sections. Alternatively, VVTA may, at its discretion and with FTA approval, establish project-specific goals for DBE participation in the procurement of transit vehicles in lieu of the TVM complying with this element of the program.

Section 26.51 (a-c) Breakout of Estimated Race-Neutral & Race-Conscious Participation

The breakout of estimated race-neutral and race-conscious participation can be found in Attachment 4 to this program. This section of the program will be updated annually when the goal calculation is updated.

Section 26.51 (d-g) Contract Goals

VVTA will use contract goals to meet any portion of the overall goal VVTA that does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of VVTA's goal that is not projected to be met through the use of race-neutral means.

VVTA will establish contract goals only on those DOT assisted contracts that have subcontracting possibilities. VVTA need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work).

VVTA will express its contract goals as a percentage of [total amount of a DOT-assisted contract] or [the Federal share of a DOT-assisted contract.]

Section 26.53 Good Faith Efforts Procedures

Demonstration of good faith efforts (26.53(a) &(c))

The obligation of the bidder/offeror is to make good faith efforts. The bidder/offeror can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to Part 26.

The DBE Liaison Officer is responsible for determining whether a bidder/offeror that has not met the contract goal has documented sufficient good faith efforts to be regarded as responsible. VVTA will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before VVTA commits to the performance of the contract by the bidder/offeror.

Information to be submitted (26.53(b))

VVTA treats bidder/offerors' compliance with good faith efforts' requirements as a matter of responsiveness. Each solicitation for which a contract goal has been established will require the bidders/offerors to submit the following information:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
6. If the contract goal is not met, evidence of good faith efforts.

Administrative reconsideration (26.53 (d))

Within 30 days of being informed by VVTA that it is not responsible, because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. The bidder/offeror should make this request in writing to the following reconsideration official:

Simon Herrera
Senior Operations Manager
Victor Valley Transit Authority
17150 Smoketree St.
Hesperia, California 92345
(760) 995-3583
sherrera@vvta.org

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith effort.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with VVTA to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. VVTA will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The decision resulting from this reconsideration process is not administratively appealable to the DOT.

Good Faith Efforts when a DBE is replaced on a contract (26.53(f))

VVTA will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. VVTA will require the prime contractor to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, VVTA will require the prime contractor to obtain prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

If the prime contractor fails or refuses to comply in the time specified, VVTA's Senior Procurement Specialist will issue an order stopping all or part of payment or work until satisfactory action has been taken. If the prime contractor still fails to comply, VVTA may initiate a termination for default proceeding.

Sample Bid Specification:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of VVTA to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements

apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of _____ percent has been established for this contract. The bidder/Offeror shall make good faith efforts, as defined in Appendix A. 49 CFR Part 26 (Attachment 6), to meet the contract goal for DBE participation in the performance of this contract.

The bidder/Offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (6) if the contract goal is not met, evidence of good faith efforts.

Counting DBE Participation (49 CFR Part 26.55)

VVTA will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55.

SUBPART D – CERTIFICATION STANDARDS

Section 26.61 – 26.73 Certification Process

VVTA will use the certification standards of subpart D of Part 26 to determine the eligibility of firms to participate as DBEs in DOT-assisted contracts. To be certified as a DBE, a firm must meet all certification eligibility standards.

For information about the certification process or to apply for certification, firms should contact: <http://www.dot.ca.gov/hq/bep/>

SUBPART E – CERTIFICATION PROCEDURES

Section 26.81 Unified Certification Programs

VVTA is a member of a Unified Certification Program (UCP) administered by the California Department of Transportation (CALTRANS). The UPC will meet all of the requirements of this section. The following is a description of the UCP:

The main objectives of the DBE Program are:

- * To ensure that small DBE firms can compete fairly for federally funded transportation-related projects.
- * To ensure that only eligible firms participate as a DBE firm.
- *To assist DBE firms in competing outside of the DBE Program.

In order for small disadvantaged firms, including those owned by minorities and women, to participate as a DBE in DOT-assisted contracts, they must apply for and receive certification as a DBE. For the state of California, DBE certification is performed by the certifying agencies of the California Unified Certification Program (CUCP).

For additional information about the DBE Program, please visit the U.S. D.O.T., Office of Small and Disadvantaged Business Utilization.

Section 26.83 Procedures for Certification Decisions

Re-certifications 26.83(a) & (c)

If firms were certified under former part 23, VVTA will ask firm to contact the CUCP for instructions on re-certification.

“No Change” Affidavits and Notices of Change (26.83(j))

In the event a firm has a change in its ability to meet size, disadvantaged status, ownership or control criteria of 49 CFR Part 26 or any material changes in the information they provided, VVTA will ask the firm to contact the CUCP for instructions.

The CUCP will require all owners of all DBEs who have certified to submit on their anniversary date of their certification, a “no change” affidavit meeting the requirements of 26.83(j).

Section 26.85 Denials of Initial Requests for Certification

If the CUCP denies a firm’s application or decertifies it, the firm may not reapply for a time as determined by the CUCP. Please see the CUCP website for instructions.

Section 26.87 Removal of a DBE’s Eligibility

Only the CUCP has the authority to remove a DBE’s certifications. For any questions, please refer to the CUCP website.

Section 26.89 Certification Appeals

Any firm or complainant may appeal the CUCP’s decision in a certification matter to DOT. Such appeals may be sent to:

U.S. Department of Transportation
Departmental Office of Civil Rights
External Civil Rights Programs Division (S-33)
1200 New Jersey Ave., S.E.
Washington DC 20590
Phone (202) 366-4754
TTY: (202) 366-9696
Fax: (202) 366-5575

SUBPART F – COMPLIANCE AND ENFORCEMENT

Section 26.109 Information, Confidentiality, Cooperation

VVTA will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law. VVTA will adhere to California Public Records Act – Government Code 6250-6270.

Notwithstanding any contrary provisions of state or local law, VVTA will not release personal financial information submitted in response to the personal net worth requirement to a third party (other than DOT) without the written consent of the submitter.

Monitoring Payments to DBEs

VVTA will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request of any authorized representative of VVTA or DOT. This reporting requirement also extends to any certified DBE subcontractor.

VVTA will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

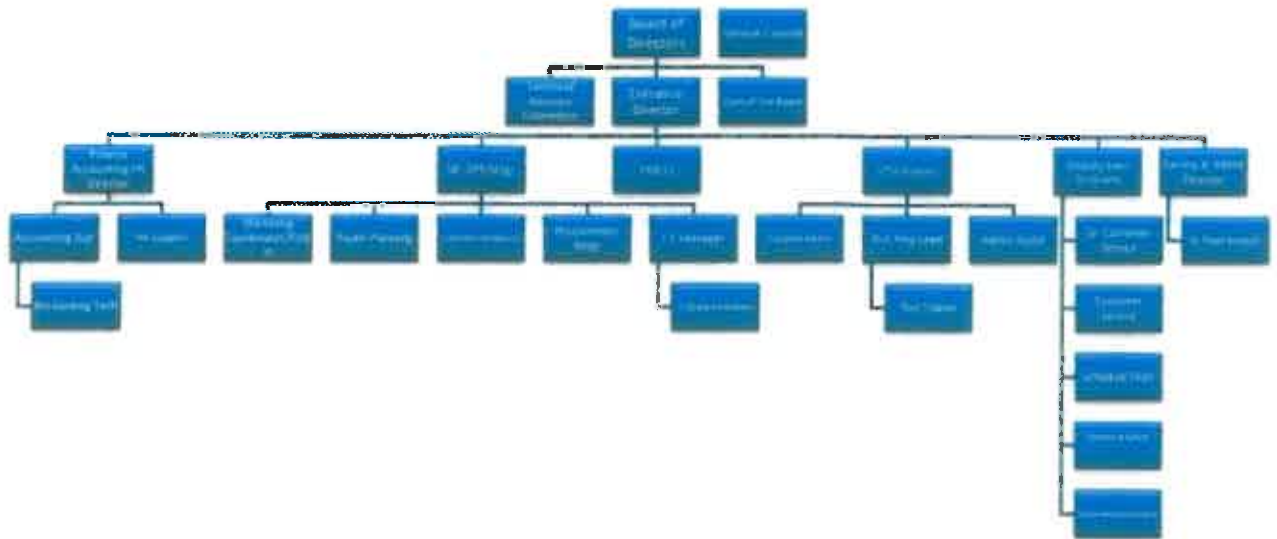
ATTACHMENTS

- Attachment 1 Organizational Chart
- Attachment 2 DBE Directory
- Attachment 3 Monitoring and Enforcement Mechanisms
- Attachment 4 Breakout of Estimated Race-Neutral & Race-Conscious Participation
- Attachment 5 Form 1 & 2 for Demonstration of Good Faith Efforts
- Attachment 6 Regulations: 49 CRF Part 26

**ATTACHMENT 1
ORGANIZATION CHART**



**Victor Valley Transit Authority
Organizational Chart by Department
FY 2017-2018**



ATTACHMENT 2
DBE DIRECTORY

DBE Firm	Address	City	State	Zip	Tel	Fax	email address	Rep	Type
MK consulting	PO Box 4230	Big Bear Lake	CA	92315	909-534-8767		michelle@mkconsultins.me	Michelle Kirkhoff	Consulting
TransTrack systems	265 Belmont Avenue	Long Beach	CA	90803	562-987-4755	562-987-4756			ITS
Inland Computer systems	114 Airport Drive, Suite 107	San Bernardino	CA	92408	909-890-9696	909-890-9095	dispatch@inlandcomp.com	Sergio Guevara	IT
AMMA Transit Planning	393 Two Trees Road	Riverside	CA	92507	951-784-1333	951-784-1212	heather@ammatrasitolanning.com	Heather Menninger-Mayeda	Consulting
Joshua Contracting Co	84508 White Road	Phelan	CA	92371	760-949-5867	760-947-6848	kim@joshuaconsulting.com	Muriel Craft	Public Works
Geographics	4178 Chestnut Street	Riverside	CA	92501	951-369-1564	951-369-8837	inbox@geomail.info	Lisa Van Olden	Consulting
American News	PO Box 837	Victorville	CA	92393	909-889-7677	909-889-2882	msbamericannews@gmail.com	Mary Martin-Harris	Newspaper Publisher

ATTACHMENT 3

MONITORING AND ENFORCEMENT MECHANISMS

VVTA has available a number of remedies to enforce the DBE requirements contained in its contract, including, but not limited to the following:

1. Breach of contract action, pursuant to the terms of the contract;
2. Breach of contract action, pursuant to Civil Code Section 3300-3322.

In addition, the federal government has available several enforcement mechanism that it may apply to firms participating in the DBE program, including, but not limited to, the following:

1. Suspension or debarment proceedings pursuant to 49 CFR part 26;
2. Enforcement action pursuant to 49 CFR part 31;
3. Prosecution pursuant to 18 USC 1001.

ATTACHMENT 4

BREAKOUT OF ESTIMATED RACE-NEUTRAL & RACE-CONSCIOUS PARTICIPATION

In response to race-neutral policy directives issued by the USDOT, VVTA utilizes a strictly race-neutral means. In a strictly race-neutral program, VVTA may not set numeric contract goals on any of its USDOT-assisted contracts for which DBE subcontracting possibilities exist. The application of race-neutral measures is in direct response to the Ninth Circuit U.S. Court of Appeals decision in *Western States Paving Co. v United States & Washington State Department of Transportation*, whereby the FTA issued a Notice (Guidance) for Public Transportation Providers (Docket No. FTA-2006-24063).

Based on the Guidance, each recipient was requested to do the following:

- If a recipient does not currently have sufficient evidence of discrimination of its effects, then the recipient would submit an all-race-neutral Overall DBE Goal.
- The recipient's submission shall include a statement concerning the absence of adequate evidence of discrimination and its effects and a description of plans to either conduct a disparity/availability study or other appropriate evidence gathering process to determine the existence of discrimination or its effects on the recipient's marketplace.
- An action plan describing the study and timeline for its completion should also be included.

VVTA is required to perform the appropriate evidence gathering process to determine the existence of discrimination and its effects on its respective marketplace to effectively respond to the Court's ruling and the USDOT's directive (Docket No. FTA-2006-24063; Supplemental Notice dated August 21, 2006). Staff determined it is not feasible for VVTA, nor is it required, to conduct its own independent disparity study.

ATTACHMENT 5

FORM 1 & 2 FOR DEMONSTRATION OF GOOD FAITH EFFORTS

FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/Offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

_____ The bidder/offeror is committed to a minimum of _____ % DBE utilization on this contract.

_____ The bidder/Offeror (if unable to meet the DBE goal of _____ %) is committed to a minimum of _____ % DBE utilization on this contract and submits documentation demonstrating good faith efforts.

Name of bidder/offeror's firm: _____

State Registration No.: _____

By: _____
(Signature)

Title: _____

FORM 2: LETTER OF INTENT

Name of bidder/offer's firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ email: _____

Description of work to be performed by DBE firm:

The bidder/Offeror is committed to utilizing the above-named DBE firm(s) for the work described above. The estimated dollar value of this work is \$ _____.

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By: _____
(Signature)

Title: _____

If the bidder/offer does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.

(Submit this page for each DBE subcontractor)

ATTACHMENT 6

REGULATIONS: 49 CFR PART 26

A copy of 49 CFR Part 26 can be found at:

**[http://www.ecfr.gov/cgi-
bin/retrieveECFR?gp=&SID=8184acbe3990c7bc4ae31bce1991da75&mc=true&r=PART&n=
pt49.1.26](http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=8184acbe3990c7bc4ae31bce1991da75&mc=true&r=PART&n=pt49.1.26)**

PROOF OF PUBLICATION

(2015.5 C.C.P.)

**STATE OF CALIFORNIA,
County of San Bernardino**

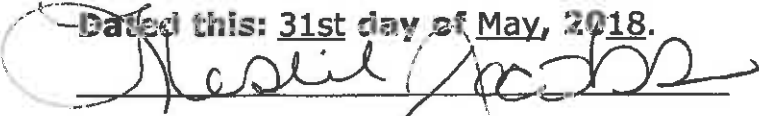
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the publisher of the DAILY PRESS, a newspaper of general circulation, published in the City of Victorville, County of San Bernardino, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of San Bernardino, State of California, under the date of November 21, 1938, Case number 43096, that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 31

All in the year 2018.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated this: 31st day of May, 2018.



Signature

Leslie Jacobs

This space is the County Clerk's Filing Stamp

**Proof of Publication of
Public Notice
Victor Valley
Transit Authority
2019-2021 DBE Goal**

**Public Notice
Victor Valley
Transit Authority
2019-2021 DBE Goal**

June 1, 2018

Victor Valley Transit Authority (VTA), in accordance with 49 CFR Part 26.45, hereby publishes this notice of its 2019-2021 proposed Disadvantaged Business Enterprise (DBE) goal. VTA's proposed DBE goal is 2.00% participation for the combined US Department of Transportation (DOT) awarded contracting opportunities.

VTA's proposed goals and methodology are available for inspection during normal business hours at 17:50 Smoke Tree Street, Heapara, CA 92345, for 30 days from the date of this notice. The US Department of Transportation and VTA will accept comments on the goal for 30 days from the date of this notice.

Comments may be directed to the attention of Christine Plasting, Disadvantaged Business Enterprise Liaison Officer (DBELO), at the address above or via email at cplasting@vta.org.

Published in the
Daily Press
May 31, 2018
(TH-73)

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

**STATE OF CALIFORNIA
County of San Bernardino**

I declare under penalty of perjury that:

I am a citizen of the United States and a resident of the County of aforesaid; I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of

The San Bernardino American

A printed newspaper of general circulation, published WEEKLY in the city of San Bernardino County of San Bernardino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of San Bernardino California under the date of September 30, 1971, Case Number 153913; that the notice of which annexed is a printed copy (set in type not smaller than nonparallel) has been published in every regular and entire issue of said newspaper and not in any supplement thereof on the following dates to wit:

_____ June 7, _____, 2018

I certify (or declare) under penalty of perjury that the foregoing is true and correct

Dated at VICTORVILLE, California, this

_____ 7th of June _____, 2018

1/s/ Mary Harris
Mary Harris - Legal Advertising

The San Bernardino American- P.O. Box 837 Victorville, CA 92393

THIS SPACE RESERVED FOR CLERK/RECORDING STAMP

Public Notice
Victor Valley Transit
Authority
2019-2021 DBE Goal

June 1, 2018

Victor Valley Transit Authority (VTA), in accordance with 49 CFR Part 26.45, hereby publishes this notice of its 2019-2021 proposed Disadvantaged Business Enterprise (DBE) goal. VTA's proposed DBE goal is 2.00 % participation for the combined US Department of Transportation (DOT) assisted contracting opportunities.

VTA's proposed goals and methodology are available for inspection during normal business hours at 17150 Smoke Tree Street, Hesperia, CA, 92345, for 30 days from the date of this notice. The US Department of Transportation and VTA will accept comments on the goal for 30 days from the date of this notice.

Comments may be directed to the attention of Christine Plasting, Disadvantaged Business Enterprise Liaison Officer (DBELO), at the address above or via email at cplasting@vta.org.

Published in The San Bernardino American Newspaper June 7, 2018.

Proof of Publication

(201.15.5 C.C.P.)q

STATE OF CALIFORNIA.

SS

County of San Bernardino.,

I declare under penalty of perjury that:

I am a citizen of the United States and a resident of the County aforesaid: I am over the age of eighteen years, and not a party to nor interested in the above entitled matter. I am the principal clerk of the printer of the El Chicano Community Newspaper, a newspaper printed and published weekly in the City of San Bernardino, County of San Bernardino and which newspaper has petitioned the Superior Court of said county for determination as a newspaper of general circulation being case no. 154019; dated May, 1, 1972, that the Notice of Application for Determination as a Newspaper of General Circulation and Petition for Determination as a Newspaper of General Circulation, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

June 7, 2018

I certify under penalty of perjury that the foregoing is true and correct.

Dated: June 7, 2018

Signature _____



El Chicano Newspaper

P.O. Box 110

Colton, CA 92324

Phone (909) 381-9898 • 384-0406 FAX

**Public Notice
Victor Valley Transit
Authority
2019-2021 DBE Goal**

June 1, 2018

Victor Valley Transit Authority (VVTA), in accordance with 49 CFR Part 26.45, hereby publishes this notice of its 2019-2021 proposed Disadvantaged Business Enterprise (DBE) goal. VVTA's proposed DBE goal is 2.00 % participation for the combined US Department of Transportation (DOT) assisted contracting opportunities.

VVTA's proposed goals and methodology are available for inspection during normal business hours at 17150 Smoke Tree Street, Hesperia, CA, 92345, for 30 days from the date of this notice. The US Department of Transportation and VVTA will accept comments on the goal for 30 days from the date of this notice.

Comments may be directed to the attention of Christine Plasting, Disadvantaged Business Enterprise Liaison Officer (DBELO), at the address above or via email at cplasting@vvta.org.
PUBLISHED EL CHICANO
JUNE 7, 2018 E-7819

**AGENDA ITEM
EIGHT**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve Amendment no. 006 to Transdev Contract 11-01.

SUMMARY STATEMENT

At the June 27, 2018 meeting the VVTA Board of Directors approved a 90-day extension, Amendment 005, to the Operations and Maintenance Contract (11-01) by and between VVTA and Transdev, to maintain bus service pending the completion of a new contract under RFP 2018-14.

During those last-minute negotiations Transdev and VVTA staff came to an agreement regarding a limit to the cost (\$75,000) to return the fleet back to VVTA *"in the same condition in which it was received, normal wear and tear accepted"* as required in the contract.

This was not specifically included in Amendment 005. Upon receipt of Amendment 005, Transdev requested the cost limit be included. The most expedient course of action was to simply create an additional amendment.

Therefore, staff is recommending the approval of Amendment 006, which sets an amount of up to Seventy-Five thousand dollars (\$75,000) that VVTA can charge to Transdev to return *"in the same condition in which it was received, normal wear and tear accepted"* any fleet or facility asset under Transdev's custody, and to which Transdev is liable, should Transdev be unsuccessful in its bid for the new contract. This limit is not subject to gross negligence, abuse or purposeful misuse by Transdev of any VVTA assets.

RECOMMENDED ACTION

Approve Amendment no. 006 to Transdev contract 11-01.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Kevin Kane, Executive Director	N/A	July 16, 2018	8



VVTA STANDARD SERVICES AGREEMENT

(AMENDMENT #006)

OPERATIONS AND MAINTENANCE CONTRACT No. 11-01

The parties to the Victor Valley Transit Authority (VVTA) Standard Services Agreement, do hereby amend such agreement by:

- 1. Amending section 17 D (3) by adding to the end of the paragraph: "up to a not to exceed cost of seventy-five thousand dollars (\$75,000). In addition, the contractor would be liable for any excessive damages to the Vehicles due to gross negligence, misuse or abuse."
- 2. All other terms and conditions contained in Operations and Maintenance Contract No. 11-01 and Amendments 1-5 shall remain in full force and effect.

VICTOR VALLEY TRANSIT AUTHORITY

By: _____

Kevin Kane, VVTA Executive Director

APPROVED AS TO FORM

By: _____

Carol Greene, VVTA General Counsel

CONTRACTOR (Transdev Services, Inc.)

By: _____

Name: Duane Eskierka

Title: Chief Operating Officer

**AGENDA ITEM
NINE**

THIS PAGE INTENTIONALLY LEFT BLANK

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

At the June 27, 2018 Board meeting, staff presented the draft budget for FY2018/19. Since that time the following amendments have been made to that draft:

OPERATING:

1)	ADD: Cost of bus inspection pursuant to Transdev Contract 11-01:	\$38,000
2)	ADD: Cost of Remix route planning software module addition:	\$12,000
3)	<u>LESS: Security Expense adjustment:</u>	<u>(\$50,000)</u>
	Net Adjustment to Operating Budget:	\$0.00

CAPITAL:

1: LESS: Hesperia Transfer Center Capital Project (1/2 funding):	(\$375,000)
--	-------------

All other budget items have remained unchanged and are detailed as follows:

The Fiscal Year 18-19 Annual Operating and Capital Budget proposes a spending level of \$25,181,216 for operations which represents 12.7% increase as compared to FY18. This is due in large part to an estimated increase in the contracted Operations rate pursuant to the expiration of VVTA's current contract. A detailed explanation of this change and its impact on the FY19 budget is presented later in this report. Additionally, \$22,442,164 is programmed for capital projects which reflects an increase of \$8.7m when compared with FY18. Of the \$22.4m in capital, \$5.3m is programmed as an operating cost subsidy which reduces the amount of LTF funds needed to cover operating expenses.

Continued

RECOMMENDED ACTION

1) Receive any input and public testimony. 2) Adopt Resolution 18-06 and based on testimony approve or not approve the FY2019 Annual Operating and Capital Budget.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Steven Riggs, Finance Director	Operating \$19,881,216 Capital \$22,442,164	July 16, 2018	9

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

On July 1, 2015, Barstow Area Transit joined the VVTA joint powers authority (JPA), effectively increasing both the size and scope of services provided to these desert communities which encompass an area in excess of 950 square miles. The FY19 budget provides a robust transit system that effectively meets the growing needs of the entire VVTA system while conservatively and efficiently utilizing resources to do so.

On February 21, 2017, the VVTA Board of Directors approved the final Comprehensive Operations Analysis (COA) report completed by contractor AECOM. This analysis provided a five-year strategic plan for capital investment and route optimization of VVTA's extensive service area in both its Hesperia and Barstow divisions. The plan provides for efficient service that meets both the needs of VVTA's customers, while maintaining compliance with state and federal regulations and maximizing the use of public funds in a responsible manner.

The COA recommendations included in the FY19 budget consist of the implementation of a new "Tap Card" Fare technology, development of the "Warrior Pass" program for Barstow Community College which will create similar opportunities for increased student ridership as with the Ram Pass program, funding for construction of transfer points in Hesperia and Barstow, and the addition of a TRIP program brokerage technician. One of the COA's recommendations for FY19 was to increase route hours by 10% on the intercity route (Route 15) that provides VVTA's lifeline services, has been postponed until FY19-20. One recommendation from FY18 to add an additional vehicle (VOM) on route 24 has been fully implemented in FY19.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY19 includes a robust Capital investment program that provides \$7.3m for the purchase of seven (7) new battery electric busses (BEB) along with needed infrastructure and consulting support to help meet VVTA's goal of being a 100% electric vehicle fleet by 2040, \$5.0m in Certificates of Participation (COP) funding for the new Bus Maintenance facility in Barstow, an additional \$425k for VVTA's ongoing transfer center development projects, \$1.6m for ten (10) new paratransit buses that will be used to replace retiring buses in the Direct Access program, \$550k for a new 40ft bus for the Barstow division, \$620k for VVTA's mid-life overhaul program of VVTA's revenue vehicles, \$94k for two accessible supervisor vehicles that will be deployed to the Hesperia and Barstow divisions, \$5.3m for operational support, and the balance of \$1.6m for continuing capital support of facilities and system security.

In FY19, the budget provides \$748k in support for the Mobility Management programs administered by VVTA's Consolidated Transportation Services Agency (CTSA). In FY18 this program was recognized by the National Transit Institute as one of the most comprehensive and innovative programs in the United States and will be used as a model for development of new courses used to instruct other agencies across the country. Since its inception this program has provided measurable savings in excess of \$1.3m by reducing dependency on higher cost ADA services while also expanding mobility options for those clients that are able to benefit from the alternative programs provided. Additionally, due to these services the resulting forecasted Complementary Paratransit service hours in the FY19 budget reflects a decrease of (7.1%) as compared to a historical average increase of 10%.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY19 OPERATIONAL EXPENSES - \$25.2m

Rounding out the FY19 budget is ongoing support of several programs which continue to be well received and extensively used by the communities we serve. These programs include a Vanpool program; Lifeline Services connecting Needles with the High Desert as well as Intercity service from Barstow to the San Bernardino Valley, a reduced Veteran's fare, and the Commuter Service to NTC Fort Irwin, which supports our troops.

The FY19 budget for VVTA to support operations is as follows:

<u>FY18-19</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>	<u>%</u>
\$25.2m	\$22.4m	\$2.8m	12.7

Operational cost increases are due to:

1. Estimated increase in Contracted Operations rate: \$1.9m
2. Increase in Security and ITS expenses: \$0.5m
3. County Route 24 addition of one VOM: \$0.3m
4. Increase in other program costs: \$0.1m

As a subset of Operational costs, Administrative costs are normally considered to be a measurement of efficient management of a transit system. The FY18-19 budget spends only 10% of its total funding on Administration. This funding level represents the lowest administrative funding percentage of any transit agency in San Bernardino County. Included in FY 19 is one additional position in the Procurement department to handle the increased need for compliance and control of VVTA's fixed assets.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

The FY19 Administrative Expenses for VVTA:

<u>FY18-19</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$ 2.6m	\$ 2.4m	\$0.2m

FY19 CAPITAL PLAN - \$22.4m

In FY19 VVTA has created a capital spending plan that will provide for enhancements throughout its system. These enhancements ensure that VVTA can provide a high quality, responsive, responsible and secure service to its riders, while maintaining operational efficiency and regulatory compliance by utilizing state of the art technologies and keeping its fleet vehicles and support facilities in a state of good repair. In FY19 the capital expenditure plan provides \$22.8m to fund the following projects:

Battery Electric Buses (7) and project support:	\$7.3m
Other Vehicle Replacements and Upgrades:	\$2.8m
Operational Support:	\$5.3m
Stops and Stations support and improvements:	\$0.5m
Facility capital investment:	\$6.4m
Misc. projects:	\$0.1m
TOTAL	\$22.4m

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

This year's capital plan includes \$6.8m for seven (7) Battery Electric buses (BEB) along with \$0.5m for BEB project management and tech support. At the May 2018 Board meeting, VVTA's Board passed Resolution 18-04 resolving to *"operate a 100% all electric fleet and establish a goal to meet this objective by 2040"*. This capital investment of \$7.3m represents the first step towards that goal.

The FY19 capital budget also includes \$5.0m in capital financing using Certificates of Participation (COP) for the new Operations and Maintenance Center to be constructed in Barstow. This financing will be added to the initial VVTA Board funding of \$5.0m in FY17 to provide total funding of \$10m for this project. The additional funding will be used to expand the project to include a CNG fueling station, BEB infrastructure, and a photovoltaic array and battery storage system to enhance utilities cost savings. These additions will also provide VVTA with additional opportunities to increase auxiliary revenues from federal excise tax rebates and Low Carbon Fuel Standards (LCFS) credits. Contract award and construction on this project are scheduled during FY19.

Additionally, \$0.5m in project funding to build out two new transfer points located in Hesperia and Barstow. These funds from the FY19 budget will combine with prior year approvals to increase total funding to \$4.6m for these transfer center projects along with transfer centers in Victorville at VVC, Costco and the mall. These transfer centers will improve service while supporting on time performance metrics highlighted in the COA. Purchase of real estate and construction of the transfer centers is scheduled for FY19.

Other major features of this year's capital investment program include the purchase of ten (10) Class C paratransit buses to replace retiring vehicles used in Direct Access service, one (1) full size (class H) bus for the Barstow division, and five (5) mid-life rebuilds that will reduce vehicle down time due to engine failures while increasing useable service life of revenue vehicles by as much as 20%. Additionally, there is \$94k in funding for two new accessible supervisor vehicles.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

VVTA's FY19 Capital plan is 85% funded by Federal, State and miscellaneous funding sources other than LTF.

FY19 REVENUES

The FY19 budget is fully funded with a combination of passenger fares, federal funding, state funding, and miscellaneous income sources. In FY19 VVTA can take advantage of an estimated \$3.0m increase in federal funding generated by its very successful Vanpool program and use the majority of these funds to support operational expenses. In addition, VVTA has received "State of Good Repair" (SGR) funding from SB1 gasoline tax. This new funding source has provided \$1.3m in funding for VVTA's capital investment program in FY19. These SGR funds represent allocations for two years (FY18 and 19).

LTF allocations decreased \$5.2m as compared to FY18 due to a one-time funding reserves release of \$3.9m in FY18 along with a decrease in the FY19 allocation of \$1.3m. In spite of these changes, the current year budget still provides for \$2.0m of unprogrammed LTF funds. A partial contributor to these unprogrammed LTF funds were the one-time allocations of \$760k in unprogrammed AB2766 funds by VVTA's member agencies.

ADDITIONAL HIGHLIGHTS:

CONTRACTED OPERATIONS RATE INCREASE:

In June 2018 VVTA released RFP 2018-14 to replace its current operations contract that will expire at the end of Fiscal Year 2018. A new contract award is expected to be made in August 2018, with an interim "month to month" agreement. For the purposes of this budget staff has included a 12% rate increase as a budgetary estimate based on in-house cost estimates, but actual contract rates may vary. Any needed adjustment will be included as a budget amendment at a future date.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FIXED ROUTE:

New for FY19 is \$197k in LCTOP funding for marketing promotions to increase ridership. Additionally, this year's budget includes full year funding for service increases initiated in FY18 pursuant to VVTA's COA strategic plan. Continued support for the popular express service between Costco and Victor Valley College (50X), as well as security at Costco, the VV mall, the VV transportation Center and the Hesperia Park n Ride lot is included.

COUNTY ROUTES:

This year's budget increases one VOM on route 24 (Oak Hills) to improve route performance and includes \$200k in Federal funding to offset operations costs.

INTERCITY ROUTES:

Previously known as "BV Link" and "SB Lifeline" these routes have a rich history of expansion that meets the growing needs of our desert communities. In FY17 an added service connecting Needles to Barstow and the Victorville Court House provides valuable assistance to residents in that extreme remote area. In FY18, VVTA combined these services into the "Intercity Routes" department and has provided full funding in the FY19 budget for these high demand services which are 45% funded by passenger fares.

COMMUTER ROUTES (NTC-Ft Irwin):

In FY19, the Federal Mass Transit Benefit is projected to remain at \$255 supporting ridership funding for this critical commuter route that serves active military and DOD personnel in our communities. This service is 75% funded by passenger fares and a federal subsidy for the on base shuttle service.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

ADA:

ADA service in FY19 is projected to have a 7% decrease in revenue hours for the demand response services due to a combination of programs developed by VVTA's CTSA, as well as the transfer of a number of ADA riders to a lower cost subscription service. Procurement of ten (10) new Class C paratransit vehicles to replace retiring vehicles will help to improve passenger experience while increasing fuel economy and reducing pollutant emissions through the use of CNG fuel.

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA ride services or are outside of VVTA's traditional service area. In FY19 these programs include partnerships with local non-profits, Travel Training that transitions ADA riders to fixed route services, a car share program in Needles, and the continuation of the TRIP program which is a recipient directed mileage reimbursement program that complements public transportation to individuals who with disabilities or health condition which prohibit them from using traditional public transportation. In addition, by using these alternative ride programs VVTA has been able to provide much-needed transportation services in remote areas such as Trona and Big River. A new Brokerage Planning position is programmed in this year's budget to increase the effectiveness of the Authority's non-profit partnerships in providing much needed ride services in addition to the expansion of an existing part-time Travel Trainer position to full time to meet the increasing demands of that program.

VVTA's CTSA program has provided \$1.3m in measurable savings since its inception.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019 Annual Operating and Capital Budget.

SUMMARY STATEMENT

VANPOOLS:

VVTA's Vanpool service was launched in October 2012 and has seen steady demand ever since. This program provides funding for commute options that serve our local communities. In FY18 VVTA provided subsidies for 212 vanpools. In FY19, the goal is to increase the total number of vanpools to 250 through increased marketing and direct outreach programs while not increasing program expenses. Vanpools play a significant role in reducing congestion and improving air quality. Additionally, through the reporting of increased passenger miles, these services provide a significant increase in Federal formula grant funding to VVTA.

VVTA's vanpool program activity will contribute an estimated \$3.0 million dollars in increased federal funding for the FY19 budget.



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2018-2019

(SUMMARY)

Victor Valley Transit Authority
FY 2019 Budget

BUDGET NOTES & ASSUMPTIONS :

Listed below are some notes and assumptions that were used to build the FY18-19 Budget. They are designed to supplement the numerical presentation in the "Summary" and "Detailed" Budget pages.

Line no.	Department	Note/Assumption
1	ADA, Fxd Rte, County, BAT, BV Lnk, Ft. Irwn	Includes a 12% "estimated" increase in operator rate anticipated per Operations RFP. New Security contract rate incr. (\$42.6k), New "Touch Pass" tap card program (\$38k). Increased FTA 5307 funding for Operational support due to reduction in LTF allocations.
2	Direct Access	4% reduction in ADA hours (CTSA Programs). Capital replacement of 10 vehicles.
3	Fxd Rte	Increased Federal Funding for operational expense, 4.8% Increase in Fixed Route hours (RTE 52/47, COA estimates FY18 vs. actual), Battery Electric Bus (7) capital replacements, Accessible Supervisor Vehicle (1) replacements, Mid-Life Overhauls (5), add'l funding for Hesperia Transfer Center, Onboard security cameras.
4	County	Increased Federal Funding for operational expense, Route 24 additional VOM (Full year).
5	Barstow	Reduction in ADA hours, increased revenue CNG sales, LCTOP funding for new "Warrior Pass" prgm and "New and Expanded Service", \$5m add'l COP funding for New Transit Facility to include CNG/BEB fueling and Solar, 1 Fixed Route replacement bus, New Transfer Center, and an Accessible Service Vehicle (1).
6	Commuter (NTC)	Increase in fuel costs, 75% funded by passenger fares and subsidies.
7	Intercity (BV link/ Needles)	5% service expansion per COA <i>not</i> included in FY18-19, reduced fuel costs.
8	CTSA	Less than 1% increase in budget expense as compared to FY17-18. Changes PT staff position to FT (Trvl Trainer), adds 1 new position (Brokerage Admin), funding for compensation level realignment.
9	Facilities-HESP	Reallocated some electricity costs used in CNG fuel production to vehicle operating fuel cost. Increased electricity utilities expense (\$60k) based on FY17-18 actuals.
10	Admin	Administration = 10% of total operating expense. Adds 1 new position (Fixed Asset/Inventory Specialist), funding for compensation level realignment.
11	Fuel Expense	5% Net fuel cost decrease compared to FY17-18 due to improved data and increased CNG usage. Impact from BEB to be scheduled in FY19-20.



Victor Valley Transit Authority
ANNUAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2018-2019
(SUMMARY)

<u>Expense Plan</u>	<u>FY18-19</u>		<u>FY17-18</u>		<u>\$ Change</u>	<u>% Change</u>
Operating	\$ 25,181,216	\$ 22,352,525	\$ 22,352,525	\$ 2,828,691		12.7%
(Less Subsidy)	\$ (5,300,000)	\$ (4,000,000)	\$ (4,000,000)	\$ (1,300,000)		
Capital	\$ 22,442,164	\$ 14,127,768	\$ 14,127,768	\$ 8,314,396		59%
Total Expense	\$ 42,323,380	\$ 32,480,293	\$ 32,480,293	\$ 9,843,087		30%

**VICTOR VALLEY TRANSIT AUTHORITY
CAPITAL PROJECT SUMMARY CHART
FY 2018-2019**

Program	Project Description	Section 5307	Section 5339	CMAQ	LTF	STA	SGR	Other	Project Cost	Notes
Direct Access	Paratransit vehicle rplc (10)	\$1,329,400					234600		\$1,564,000	
Fixed Route	FTA operating assistance	\$2,450,000			\$2,450,000				\$4,900,000	
	On Board Security Cameras	\$69,327				\$17,332			\$86,659	
	Regional buses rplc Hsp 40' (2) BEB		\$609,464	\$966,000			\$175,000	\$310,002	\$2,060,466	Other = CNG Excise Tax Credits & HVIP Incentive
	Regional buses rplc Hsp 35' (5) BEB	\$2,273,750	\$1,389,880			\$135,326	\$280,094	\$704,927	\$4,783,977	Other = CNG Excise Tax Credits & HVIP Incentive
	BEB Project Mgt & Tech Assistance		\$442,939					\$24,511	\$467,450	Other = CNG Excise Tax Credits & HVIP Incentive
	Midlife overhauls (5)		\$496,000				\$124,000		\$620,000	
	Service vehicles accessible (1)					\$46,827			\$46,827	
	Garage and shop equipment		\$31,472			\$7,868			\$39,340	
	Transfer centers - Hesperia					\$375,000			\$375,000	
County	FTA operating assistance	\$200,000			\$200,000				\$400,000	
BAT	Regional buses rplc 40' Barstow (1)						\$550,000		\$550,000	
	Service vehicle accessible (1)					\$46,827			\$46,827	
	Barstow New Transit Facility							\$5,000,000	\$5,000,000	Other= COP Funding
	Transfer point (Williams St.)				\$50,000	\$50,000			\$100,000	
Facilities	Bus facility capital lease	\$1,108,494				\$277,124		\$16,000	\$1,401,618	Other = Interest on COP Reserve
Total		\$7,430,971	\$2,969,755	\$966,000	\$3,075,000	\$581,304	\$1,363,694	\$6,055,440	\$22,442,164	

OPERATING EXPENSE SUMMARY

<u>System</u>	<u>FY 2018/19</u>	<u>FY 2017/18</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Notes</u>
Fixed Route	\$ 9,460,010	\$ 8,094,765	\$ 1,365,245		OPS Contractor Rate Incr/ New Touch Pass / New Security contract
Complementary Paratransit	\$ 4,533,187	\$ 4,238,679	\$ 294,508		OPS Contractor Rate Incr/Reduced hours
County Routes	\$ 2,164,784	\$ 1,610,474	\$ 554,310		OPS Contractor Rate Incr/ Route 24 add'l VOM full year
Intercity Routes	\$ 666,080	\$ 642,700	\$ 23,380		OPS Contractor Rate Incr/ Reduced fuel costs
Barstow Division	\$ 2,878,984	\$ 2,626,365	\$ 252,619		OPS Contractor Rate Incr/New Warrior Pass Prgm
Commuter Routes	\$ 727,147	\$ 604,756	\$ 122,391		OPS Contractor Rate Incr/Fuel cost increase
Van Pools	\$ 1,238,337	\$ 1,239,500	\$ (1,163)		
CTSA	\$ 748,135	\$ 743,112	\$ 5,023		1.5 New FTE staff positions/Comp Level Adj
VVTA Yard/Facilities	\$ 207,578	\$ 192,404	\$ 15,174		Electricity cost incr.
Administration	\$ 2,556,974	\$ 2,359,769	\$ 197,205		1 new FTE / Comp Level Adj.
TOTAL EXPENSES:	\$ 25,181,216	\$ 22,352,525	\$ 2,828,691	12.7%	
Less Operating Capital	\$ (5,300,000)	\$ (4,000,000)	\$ (1,300,000)		
NET Expenses	\$ 19,881,216	\$ 18,352,525	\$ 1,528,691		

CAPITAL EXPENSE SUMMARY

<u>System</u>	<u>FY 2018/19</u>	<u>FY 2017/18</u>	<u>\$ Change</u>	<u>% Change</u>	
Fixed Route	\$ 13,379,719	\$ 7,714,441	\$ 5,665,278		\$4.9m Ops support/\$7.3m BEB/\$750k transit cntr
Complementary Paratransit	\$ 1,564,000	\$ 917,884	\$ 646,116		10 new vehicles
County Routes	\$ 400,000	\$ 3,380,481	\$ (2,980,481)		Operating Assistance
Intercity Routes	\$ -	\$ -	\$ -		
Barstow Division	\$ 5,696,827	\$ -	\$ 5,696,827		\$5m New Facility/1(40') bus/1 Svc Veh
Commuter Routes	\$ -	\$ -	\$ -		
Van Pools	\$ -	\$ -	\$ -		
CTSA	\$ -	\$ 67,762	\$ (67,762)		
VVTA Yard/Facilities	\$ 1,401,618	\$ 2,035,500	\$ (633,882)		\$1.4m Cap Lease
VVTA Administration	\$ -	\$ 11,700	\$ (11,700)		
TOTAL Capital Expense:	\$ 22,442,164	\$ 14,127,768	\$ 8,314,396	59%	

COMBINED EXPENSE SUMMARY

	<u>FY 2018/19</u>	<u>FY 2017/18</u>	<u>\$ Change</u>	<u>% Change</u>
Operating Expense	\$ 19,881,216	\$ 18,352,525	\$ 1,528,691	
Capital Expense	\$ 22,442,164	\$ 14,127,768	\$ 8,314,396	
TOTAL:	\$ 42,323,380	\$ 32,480,293	\$ 9,843,087	30%

OPERATING REVENUE SUMMARY

Source	FY 2018/19	FY 2017/18	\$ Change	% Change	Notes
Section 5311	\$ 671,949	\$ 647,285	\$ 24,664		
Section 5310	\$ 28,048	\$ 35,000	\$ (6,952)		
Section 5316 /5317	\$ 16,000	\$ 89,294	\$ (73,294)		
CMAQ demonstration	\$ 280,617	\$ 101,689	\$ 178,928		Supports Route 15
LTF	\$ 12,727,216	\$ 12,481,745	\$ 245,471		
Measure I	\$ 1,144,842	\$ 1,549,464	\$ (404,622)		
AB 2766	\$ 1,105,015	\$ 113,320	\$ 991,695		Member Agency prior years unprogrammed funds
LCTOP	\$ 646,529	\$ 45,878	\$ 600,651		Free Ride promo/Warrior Pass/CTSA/BAT New & Exp Svc yr 2
Passenger Fares	\$ 3,036,000	\$ 3,146,150	\$ (110,150)		Based on FY18 actuals
Other (Interest/Misc.)	\$ 225,000	\$ 142,700	\$ 82,300		Incr CNG fuel sales
TOTAL:	\$ 19,881,216	\$ 18,352,525	\$ 1,528,691	8%	

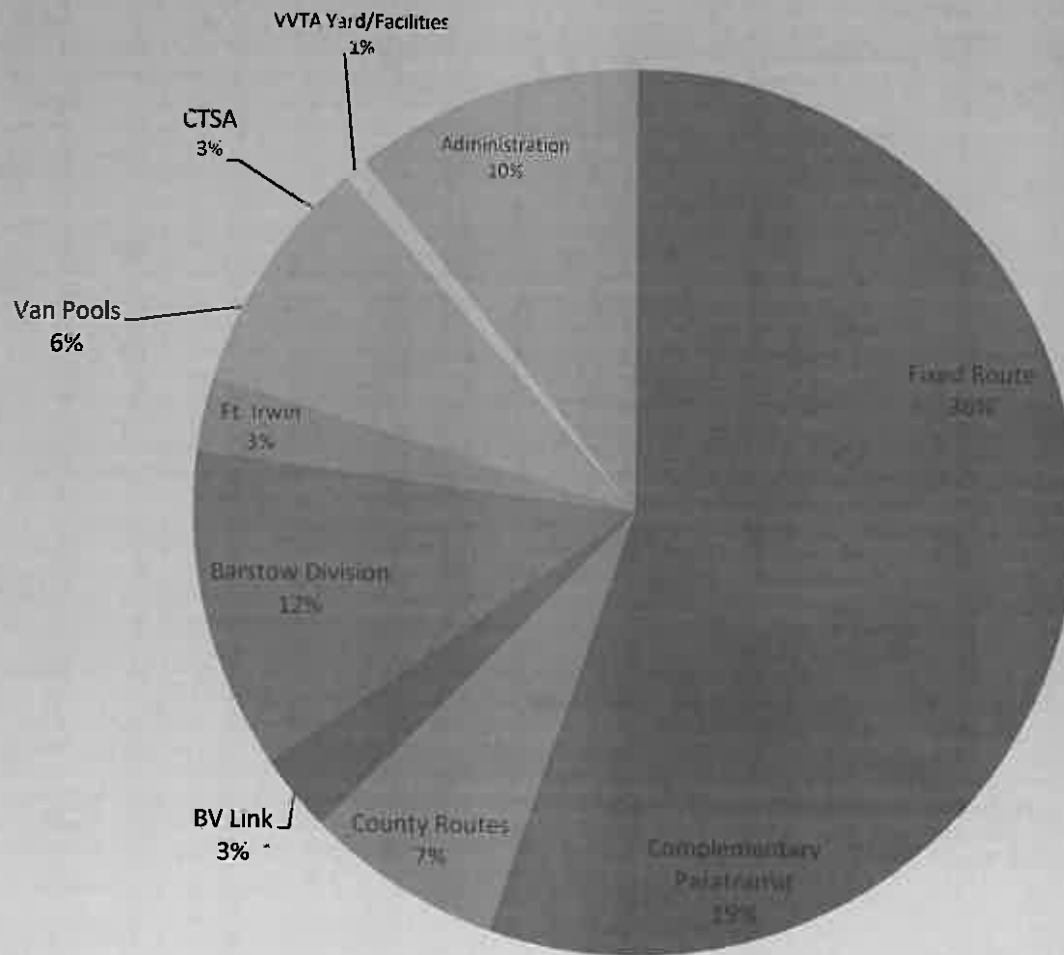
CAPITAL REVENUE SUMMARY

Source	FY 2018/19	FY 2017/18	\$ Change	% Change	
Section 5307	\$ 7,430,971	\$ 5,203,357	\$ 2,227,614		
Section 5339	\$ 2,969,755	\$ 753,992	\$ 2,215,763		
CMAQ	\$ 966,000	\$ 2,713,000	\$ (1,747,000)		
LTF	\$ 3,075,000	\$ 4,343,582	\$ (1,268,582)		
STAF	\$ 581,304	\$ 263,557	\$ 317,747		
SGR	\$ 1,363,694	\$ -	\$ 1,363,694		New SBI funds = 2years of funding (FY18 & 19)
Other	\$ 6,055,440	\$ 850,280	\$ 5,205,160		\$5m COP Funds/\$1m HVIP Incentives/ CNG Excise Tax Credits
TOTAL:	\$ 22,442,164	\$ 14,127,768	\$ 8,314,396	59%	

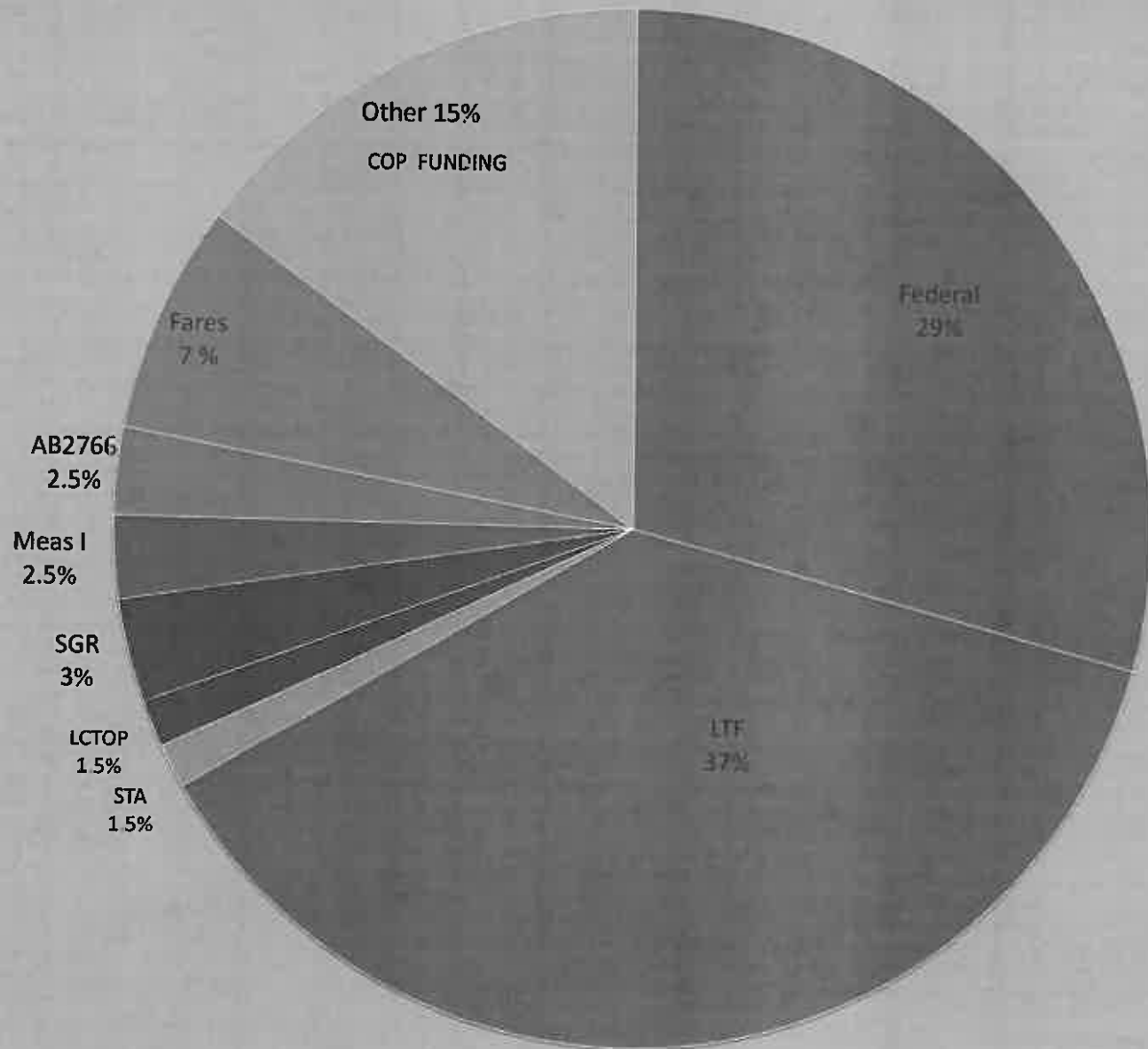
COMBINED REVENUE SUMMARY

	FY 2018/19	FY 2017/18	\$ Change	% Change
Operating Revenue	\$ 19,881,216	\$ 18,352,525	\$ 1,528,691	
Capital Revenue	\$ 22,442,164	\$ 14,127,768	\$ 8,314,396	
TOTAL:	\$ 42,323,380	\$ 32,480,293	\$ 9,843,087	30%

VVTA FY2019 Operating Expenses



VVTA FY2019 Funding Sources
(Capital and Operating)



Victor Valley Transit Authority

FY 2019 Budget

LTF SUMMARY					
	FY '19 LTF Allocations	Programmed Transit Funds	Percent Programmed	Unprogrammed Transit Funds	AB2766 (Reserves)
Adelanto	\$ 1,351,901	\$ 1,246,720	92.22%	\$ 105,181	\$ 88,491
Apple Valley	\$ 2,946,587	\$ 2,867,493	97.32%	\$ 79,094	\$ 9,000
Barstow	\$ 956,464	\$ 764,269	79.91%	\$ 192,195	\$ 94,653
County	\$ 4,337,972	\$ 4,217,257	97.22%	\$ 120,715	\$ -
Hesperia	\$ 3,713,084	\$ 2,905,219	78.24%	\$ 807,865	\$ 27,890
Victorville	\$ 4,874,031	\$ 3,801,258	77.99%	\$ 1,072,773	\$ 634,980
Total	\$ 18,180,039	\$ 15,802,216	86.92%	\$ 2,377,823	\$ 855,014

FY17-18 LTF FUNDING	\$ 23,408,898	\$ 16,825,328
----------------------------	----------------------	----------------------

Variance \$ (5,228,859) \$ (1,023,112) =(Reduction in LTF Programmed FY18-19)

Variance Detail	
FY17-18 One time LTF Reserve	\$ 3,912,509
Reduction in FY19 LTF Allocation	\$ 1,316,350
Total Reduction	\$ 5,228,859



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2018-2019

(Dept. Detail)

Victor Valley Transit Authority
 FY18-19 Budget

DEPT: COMPLEMENTARY PARATRANSIT

EXPENSES	FY18 HRS	FY19 HRS	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Direct Access)	39,260	42,265	(3,005)		\$ 2,982,152	\$ 2,866,412	\$ 115,740		12% Increase in contracted rates
Purchased Transportation (Subscription)	13,595	12,665	930		\$ 1,032,638	\$ 858,940	\$ 173,698		12% Increase in contracted rates
Fuel					\$ 381,000	\$ 412,000	\$ (31,000)		Reduced ADA hours / More CNG busses
Certification Contractor					\$ 66,500	\$ 65,536	\$ 964		
Misc					\$ 70,897	\$ 35,791	\$ 35,106		Allocation of ITS / Radio/ Security/Fare Media
TOTAL	52,855	54,930	(2,075)	-3.9%	\$ 4,533,187	\$ 4,238,680	\$ 294,508	7%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
ADA Fares	\$ 315,000	\$ 350,000	\$ (35,000)		Pax usage reduction
Subscription Fares	\$ 225,000	\$ 205,000	\$ 20,000		
Measure I	\$ 628,111	\$ 569,492	\$ 58,619		
TOTAL	\$ 1,168,111	\$ 1,124,492	\$ 43,619	4%	

NET EXPENSE	\$ 3,365,076	\$ 3,114,188	\$ 250,888	8%
--------------------	---------------------	---------------------	-------------------	-----------

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 3,365,076	\$ 3,114,188	\$ 250,888		
TOTAL	\$ 3,365,076	\$ 3,114,188	\$ 250,888	8%	

	Funding Sources								FY19 TOTAL	
	Sect. 5307	Sect. 5310	Sect. 5330	CMAQ	LTF	STAF	LCTOP	SGR		Other
Paratransit Rplc vans (10)	\$ 1,329,400							\$ 234,600		\$ 1,564,000
										\$ -
										\$ -
TOTAL	\$ 1,329,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 234,600	\$ -	\$ 1,564,000

SGR= State of Good Repair (New SB1 Tax Funds)

DEPT: **FIXED ROUTE**

EXPENSES	FY18 HRS	FY19 HRS	Incr/(Decr)	%	FY18\$	FY19\$	Incr/(Decr)	%	NOTES
Purchased Transportation (FR)	123,695	116,647	7,048		\$ 8,281,377	\$ 7,054,683	\$ 1,226,694		12% "estimated" increase in contracted rates
Fuel					\$ 740,000	\$ 846,000	\$ (106,000)		
Fuel Contingency					\$ 40,000	\$ 40,000	\$ -		
Mall/Costco Security					\$ 201,032	\$ 77,140	\$ 123,892		New Contract starts FY19
Misc					\$ 187,601	\$ 76,942	\$ 110,659		Allocation of ITS / Radio/ Fare Media expenses
TOTAL	123,695	116,647	7,048	5.7%	\$ 9,450,010	\$ 8,094,765	\$ 1,355,245	17%	

REVENUES	FY18\$	FY19\$	Incr/(Decr)	%	NOTES
Fixed Route Fares	\$ 1,300,000	\$ 1,350,000	\$ (50,000)		Anticipated decreased ridership as compared to prior year.
LCTOP Free Ride Promotion	\$ 196,529	\$ -	\$ 196,529		
TOTAL	\$ 1,496,529	\$ 1,350,000	\$ 146,529	11%	

NET EXPENSE	\$ 7,953,481	\$ 6,744,765	\$ 1,208,716	18%
--------------------	---------------------	---------------------	---------------------	------------

SUBSIDIES	FY18\$	FY19\$	Incr/(Decr)	%	NOTES
FTA 5307	\$ 2,450,000	\$ 1,950,000	\$ 500,000		Increased Federal Funding for Operational Support
FTA 5311	\$ 160,445	\$ 169,089	\$ (8,644)		
AB2766	\$ 993,362	\$ 113,320	\$ 880,042		Allocation of prior years funds (Victorville/Hesperia/Adelanto/AV)
LTF CAP MATCH	\$ 2,450,000	\$ 1,950,000	\$ 500,000		
LTF OPERATING	\$ 1,909,674	\$ 2,562,356	\$ (652,682)		
TOTAL	\$ 7,963,481	\$ 6,744,765	\$ 1,218,716	18%	

101

	Funding Sources						FY19 TOTAL	
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR		Other
FTA Operating Assistance	\$ 2,450,000			\$ 2,450,000				\$ 4,900,000
Solar Lights								\$ -
Shelters & Accessibility Imprvments								\$ -
On Board Security Cameras	\$ 66,327	\$ -	\$ -	\$ -	\$ 17,332	\$ -	\$ -	\$ 86,659
ITS Upgrades								\$ -
Major Components	\$ -				\$ -			\$ -
Regional buses rplc Hsp 40' (2) BEB	\$ -	\$ 609,484	\$ 906,000	\$ -	\$ -	\$ 175,000	\$ 310,002	\$ 2,060,466
Regional buses rplc Hsp 35' (5) BEB	\$ 2,273,750	\$ 1,389,880	\$ -	\$ -	\$ 135,326	\$ 280,094	\$ 704,927	\$ 4,783,977
BEB Project Mgt & Tech Assistance	\$ -	\$ 442,939	\$ -	\$ -	\$ -	\$ -	\$ 24,511	\$ 467,450
Regional Bus expansion (1)								\$ -
Mid-life overhauls (5)	\$ -	\$ 496,000	\$ -	\$ -	\$ -	\$ 124,000	\$ -	\$ 620,000
Service vehicle accessible (1)	\$ -	\$ -	\$ -	\$ -	\$ 46,827	\$ -	\$ -	\$ 46,827
Garage and shop equipment	\$ -	\$ 31,472	\$ -	\$ -	\$ 7,868	\$ -	\$ -	\$ 39,340
Hesperia Transfer Center	\$ -	\$ -	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ 375,000
								\$ -
								\$ -
TOTAL	\$ 4,793,077	\$ 2,969,766	\$ 906,000	\$ 2,825,000	\$ 207,353	\$ 579,094	\$ 1,039,440	\$ 13,379,718

SGR= State of Good Repair (New SB1 Tax Funds)
Other Funds: HVIP Credits / CNG Excise Tax Credits
BEB: Battery Electric Bus

Victor Valley Transit Authority
FY18-19 Budget

DEPT: COUNTY

EXPENSES	FY19 HRS	FY18 HRS	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Tri-Community)	10,029	9,730	299		\$ 671,440	\$ 581,633	\$ 89,807		12% "estimated" increase in contracted rates (all routes)
Purchased Transportation (Helendale)	4,789	4,827	(59)		\$ 319,262	\$ 288,574	\$ 30,688		12% "estimated" increase in contracted rates (all routes)
Purchased Transportation (Lucerne Valley)	5,344	5,305	39		\$ 357,786	\$ 317,143	\$ 40,643		12% "estimated" increase in contracted rates (all routes)
Purchased Transportation (Oak Hills)	9,824	4,967	4,857		\$ 857,702	\$ 296,927	\$ 360,775		Increased to 2 VOM's/ 12% "estimated" incr in contracted rate
Fuel					\$ 80,000	\$ 71,745	\$ 8,255		
Mall/Costco Security					\$ -	\$ 38,570	\$ (38,570)		Cost moved to "misc"
Misc					\$ 78,594	\$ 15,881	\$ 62,713		Allocation of ITS /Security/ Radlo/ Fare Media
TOTAL	29,966	24,830	5,136	20.7%	\$ 2,164,785	\$ 1,594,592	\$ 570,193	36%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
County Route(s) Fares	\$ 175,000	\$ 160,000	\$ 15,000		
TOTAL	\$ 175,000	\$ 160,000	\$ 15,000	9%	

NET EXPENSE	\$ 1,989,785	\$ 1,434,592	\$ 555,193	39%
--------------------	---------------------	---------------------	-------------------	------------

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
FTA 5307	\$ 200,000	\$ 50,000	\$ 150,000		Increased Federal Funding for Operational Support
FTA 5311	\$ 160,445	\$ 169,089	\$ (8,644)		
LTF CAP MATCH	\$ 200,000	\$ 50,000	\$ 150,000		
LTF OPERATING	\$ 1,429,340	\$ 1,181,385	\$ 247,955		
TOTAL	\$ 1,989,785	\$ 1,450,474	\$ 539,311	37%	

101

	Funding Sources							FY19	
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	TOTAL
FTA Operating Assistance	\$ 200,000				\$ 200,000				\$ 400,000
TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 400,000

Victor Valley Transit Authority

FY18-19 Budget

DEPT: **BARSTOW DIVISION**

EXPENSES	FY19 HRS	FY18 HRS	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Purchased Transportation	36,783	38,515	(1,732)		\$ 2,511,762	\$ 2,358,581	\$ 153,181		12% "estimated" increase in contracted rates (all routes)
Fuel					\$ 220,000	\$ 171,000	\$ 49,000		
Facilities					\$ 98,106	\$ 69,700	\$ 28,406		
Certification Contractor					\$ 15,000	\$ -	\$ 15,000		Increase for CNG Station Repairs/Maint
Marketing (BCC Warrior Pass)					\$ 18,000	\$ -	\$ 18,000		ADA RIDE certification
Misc					\$ 16,116	\$ 27,085	\$ (10,969)		New program funded by LCTOP
TOTAL	36,783	38,515	(1,732)	-4.7%	\$ 2,878,984	\$ 2,626,366	\$ 252,618	10%	Allocation of ITS / Radio/ Fare Media expenses

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Passenger Fares (BAT)	\$ 171,500	\$ 204,000	\$ (32,500)		Forecast lowered due to Warrior Pass program
CNG/LNG Revenue	\$ 200,300	\$ 69,700	\$ 130,300		Increased Revenue from Commercial contracts
TOTAL	\$ 371,500	\$ 273,700	\$ 97,800	36%	

NET EXPENSE	\$ 2,507,484	\$ 2,352,666	\$ 154,818	7%
--------------------	---------------------	---------------------	-------------------	-----------

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
FTA 5311	\$ 351,060	\$ 309,107	\$ 41,953		
Measure I	\$ 221,731	\$ 614,972	\$ (393,241)		
LCTOP (New / Expanded Service)	\$ 250,000	\$ 34,604	\$ 215,396		
LCTOP (Warrior Pass)	\$ 180,000	\$ -	\$ 180,000		
AB2766	\$ 111,853	\$ -	\$ 111,653		
LTF OPERATING	\$ 1,393,040	\$ 1,393,982	\$ (942)		Allocation of prior years funds
TOTAL	\$ 2,507,484	\$ 2,352,665	\$ 154,819	7%	

	Funding Sources							FY19 TOTAL	
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	SGR		Other
Regional buses rpic 40' Barstow (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ 550,000
Service vehicle accessible (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,827	\$ -	\$ -	\$ 46,827
Barstow New Facility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000
Transfer point (Williams St.)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 100,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 96,827	\$ 550,000	\$ 5,000,000	\$ 5,696,827

\$5m Additional COP Funds for Barstow New Facility

DEPT: **INTERCITY ROUTES**

EXPENSES	FY19 HRS	FY18 HRS	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Purchased Transportation	8,147	8,220	(73)		\$ 545,431	\$ 491,362	\$ 54,069		12% "estimated" increase in contracted rates (all routes)
Fuel					\$ 86,000	\$ 145,000	\$ (59,000)		Increased use of CNG fueled vehicles
Misc					\$ 34,649	\$ 6,338	\$ 28,311		Allocation of ITS /Security/ Radio/ Fare Media
TOTAL	8,147	8,220	(73)	-0.9%	\$ 666,080	\$ 636,362	\$ 29,718	5%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Intercity Fares	\$ 301,500	\$ 327,150	\$ (25,650)		Based on FY18 actuals
TOTAL	\$ 301,500	\$ 327,150	\$ (25,650)	-8%	

NET EXPENSE	\$ 364,580	\$ 309,212	\$ 55,368	18%
--------------------	-------------------	-------------------	------------------	------------

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
CMAQ Demonstration Grant	\$ 280,617	\$ 101,689	\$ 178,928		Supports Route 15
FTA 5316/5317 demonstration grant	\$ 16,000	\$ 89,294	\$ (73,294)		
LTF CAP MATCH		\$ -	\$ -		
LTF OPERATING	\$ 67,963	\$ 124,567	\$ (56,604)		
TOTAL	\$ 364,580	\$ 315,550	\$ 49,030	16%	

	Funding Sources							FY19 TOTAL
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	
								\$ -
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

No capital projects budgeted for FY18-19

DEPT: **COMMUTER ROUTES**

EXPENSES	FY19 HRS	FY18 HRS	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Ft. Irwin)	8,857	8,712	145		\$ 592,949	\$ 520,793	\$ 72,156		12% "estimated" increase in contracted rates (all routes)
Fuel					\$ 110,000	\$ 63,000	\$ 47,000		Based on FY18 Actuals
Misc					\$ 24,197	\$ 20,964	\$ 3,233		Allocation of ITS / Radio/ Printing expenses. Bank Fees
TOTAL	8,857	8,712	145	1.6%	\$ 727,146	\$ 604,757	\$ 122,389	20%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Ft. Irwin Passenger Fares	\$ 500,000	\$ 550,000	\$ (50,000)		Passenger loss due to increase in vanpools
Ft. Irwin On Base Shuttle Fee	\$ 48,000	\$ 48,000	\$ -		
TOTAL	\$ 548,000	\$ 598,000	\$ (50,000)	-8%	
NET EXPENSE	\$ 179,146	\$ 6,757	\$ 172,389	2551%	

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 176,146	\$ 6,757	\$ 169,389		
TOTAL	\$ 176,146	\$ 6,757	\$ 169,389		

	Funding Sources							FY19 TOTAL		
	Sect. 5307	Sect. 5318	Sect. 5317	Sect. 5339	CMAQ	LTF	STAF		Prop 1B	Other
										\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

No capital projects budgeted for FY18-19

Victor Valley Transit Authority
 FY18-19 Budget

DEPT: VANPOOLS

EXPENSES	FY18 Vans	FY18 Vans	Incr/(Decr)	%	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Lease Subsidies	250	250	-		\$ 1,104,000	\$ 1,152,000	\$ (48,000)		
Web Based Reporting System					\$ 15,000	\$ 17,000	\$ (2,000)		
Marketing					\$ 30,000	\$ 30,000	\$ -		
Legal					\$ 500	\$ 1,000	\$ (500)		
Development/Management					\$ 15,000	\$ 15,000	\$ -		
Clerical/Technical support					\$ 73,837	\$ 24,500	\$ 49,337		Compensation level realignment
TOTAL	250	250	0%		\$ 1,238,337	\$ 1,239,500	\$ (1,163)	-0.1%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
TOTAL	\$ -	\$ -	\$ -		Vanpools generate on average more than \$3m per year In additional FTA 5307 formula grant funds for VVTA.
NET EXPENSE	\$ 1,238,337	\$ 1,239,500	\$ (1,163)	0%	

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 1,238,337	\$ 1,239,500	\$ (1,163)		
TOTAL	\$ 1,238,337	\$ 1,239,500	\$ (1,163)	0%	

165

	Funding Sources							FY19 TOTAL
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

No capital projects budgeted for FY18-19

Victor Valley Transit Authority
FY18-19 Budget

DEPT: CTSA

EXPENSES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
Program Management	\$ 204,648	\$ 190,548	\$ 14,100		Compensation level realignment
Grant Admin Support	\$ 76,468	\$ 40,647	\$ 35,821		Compensation level realignment
Advertising/Marketing	\$ 25,000	\$ 55,000	\$ (30,000)		
Training and Professional Development	\$ 5,000	\$ 8,000	\$ (3,000)		
Legal Services	\$ 500	\$ 1,000	\$ (500)		
Transit Ambassador Program	\$ 800	\$ 400	\$ 400		
Brokerage Planning/ Administration	\$ 45,000	\$ 45,000	\$ -		1 Position Incr.
Brokerage Trips	\$ 20,000	\$ 40,000	\$ (20,000)		
TRIP Program (Urban)	\$ 50,000	\$ 75,000	\$ (25,000)		
TRIP Program (Non-Urban)	\$ 90,000	\$ 75,000	\$ 15,000		Planned transfer of clients from the Valley
Travel Training Program	\$ 110,000	\$ 84,896	\$ 25,104		Change (1) PT staff member to FT Travel Trainer
Car Share	\$ 20,000	\$ 20,000	\$ -		
Big River	\$ 40,000	\$ 47,824	\$ (7,824)		Contract to operate ride services. Reduced cost.
Trona	\$ 40,000	\$ 47,824	\$ (7,824)		Contract to operate ride services. Reduced cost.
Nonprofit Agency Transit Fare Scholarship	\$ 20,000	\$ 11,274	\$ 8,726		
Misc	\$ 720	\$ 700	\$ 20		
TOTAL	\$ 748,135	\$ 743,113	\$ 5,022	1%	

REVENUES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
			\$ -		
			\$ -		
			\$ -		
			\$ -		
TOTAL	\$ -	\$ -	\$ -		

NET EXPENSE	\$ 748,135	\$ 743,113	\$ 5,022	1%
--------------------	-------------------	-------------------	-----------------	-----------

SUBSIDIES	FY19\$	FY18\$	Incr/(Decr)	%	NOTES
TRIP 5310/Toll Credits	\$ 28,048	\$ 35,000	\$ (6,952)		
Mt. Measure I	\$ 15,000	\$ 15,000	\$ -		Manage Mt. TRIP Clients
Measure I	\$ 280,000	\$ 350,000	\$ (70,000)		
LCTOP	\$ 20,000	\$ 11,274	\$ 8,726		
LTF	\$ 405,087	\$ 331,839	\$ 73,248		
TOTAL	\$ 748,135	\$ 743,113	\$ 5,022	1%	

	Funding Sources							FY19 TOTAL
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	
								\$ -
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

No capital projects budgeted for FY18-19

DEPT: **FACILITIES**

EXPENSES		FY19\$	FY18\$	Incr/(Decr)	%	NOTES
FUEL YARD	Maintenance/Operation of New Station	\$ 10,373	\$ 3,020	\$ 7,353		Fuel Force software maintenance price change
	Electricity	\$ -	\$ 32,000	\$ (32,000)		Allocated to Operations fuel costs
	Equipment, Material, & Supplies	\$ 1,500	\$ 10,000	\$ (8,500)		Incidentals not covered by Facility Maint Fund
FACILITIES	Property Insurance	\$ 21,305	\$ 19,584	\$ 1,721		
	Facility Misc. Maintenance & Repairs	\$ 5,000	\$ 10,000	\$ (5,000)		Minor repairs/maint. Major repairs funded by Maint Fund
	Electricity	\$ 120,500	\$ 60,000	\$ 60,500		Increased electricity rates
	Water	\$ 14,200	\$ 14,000	\$ 200		
	Waste	\$ 2,700	\$ 2,000	\$ 700		
	Gas	\$ 32,000	\$ 41,800	\$ (9,800)		
TOTAL		\$ 207,578	\$ 192,404	\$ 15,174	8%	

REVENUES		FY19\$	FY18\$	Incr/(Decr)	%	NOTES
TOTAL		\$ -	\$ -	\$ -		
NET EXPENSE		\$ 207,578	\$ 192,404	\$ 15,174	8%	

SUBSIDIES		FY19\$	FY18\$	Incr/(Decr)	%	NOTES
LTF OPERATING		\$ 207,578	\$ 192,404	\$ 15,174		
TOTAL		\$ 207,578	\$ 192,404	\$ 15,174	8%	

CAPITAL PROJECTS

	Funding Sources							FY19 TOTAL
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	
Bus Facility Capital Lease	\$ 1,108,494			\$ -	\$ 277,124		\$ 16,000	\$ 1,401,618
TOTAL	\$ 1,108,494	\$ -	\$ -	\$ -	\$ 277,124	\$ -	\$ 16,000	\$ 1,401,618

Other = Reserve fund interest income
Funding from CSI Solar Rebates/ CNG Excise Tax Credit

