



# VICTOR VALLEY TRANSIT AUTHORITY

*representing the communities of Adelanto, Apple Valley, Hesperia,  
Victorville, Barstow and San Bernardino County*

## TECHNICAL ADVISORY COMMITTEE MEETING AGENDA

November 7<sup>th</sup>, 3:00 p.m.

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

1. Recognition of guests and public comments: Visitors are requested to make comments only on those items not identified in the agenda. Comments concerning agenda items can be presented when that item comes up. Please limit comments to three minutes per item.

2. Review Draft Board Agenda .....K. Kane/Group
- a. Calendar of Meetings.
  - b. FTA Triennial Review Report.
  - c. TDA Triennial Review Report.
  - d. Web-based Bus Stop Mapping Project.
  - e. Budget Amendment BEB Bus Funding.
  - f. Ratify Macro Z Technologies Contract.

3. Bus stop shelters/benches/lighting .....S. Herrera

4. SBCTA Update .....N. Strickert

5. Other Business ..... Group

6. Adjournment.

The next regularly scheduled meeting is December 5<sup>th</sup>. To obtain further or available information regarding agenda items, please contact the Clerk of the Board VVTA at 760 948-3262. Posted: Friday, November 2, 2018.

VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA MATTER**

**VVTA Board of Directors Calendar of Meetings for 2019.**

**SUMMARY STATEMENT**

Every year the third Monday in January and February fall on holidays (Martin Luther King Jr. Day and Presidents Day respectively). In the past, meetings have been scheduled for the third Tuesday of the month for both January and February meetings. Otherwise all meetings are scheduled for the third Monday of the month. Meeting times (9:30 am) and the locations (Victor Valley Transit Authority and Barstow Council Chambers) are unchanged.

**RECOMMENDED ACTION**

Move for approval.

**PRESENTED BY**  
Debi Lorrh,  
Clerk of the Board

**FISCAL IMPACT**  
  
N/A

**MEETING DATE**  
  
November 19, 2018

**ITEM NUMBER**

VICTOR VALLEY TRANSIT AUTHORITY  
BOARD OF DIRECTORS  
CALENDAR OF MEETINGS 2019

**Tuesday, January 22<sup>nd</sup>, 9:30 a.m.**  
(*Monday, 21<sup>st</sup> Martin Luther King Jr. Day*)

**Monday, July 15<sup>th</sup>, 9:30 a.m.**

**Tuesday, February 19<sup>th</sup>, 9:30 a.m.**  
(*Monday, 18<sup>th</sup> Presidents Day*)  
To be held at Barstow City Council Chambers.

**Monday, August 19<sup>th</sup>, 9:30 a.m.**  
To be held at Barstow City Council Chambers.

**Monday, March 18<sup>th</sup>, 9:30 a.m.**

**Monday, September 16<sup>th</sup>, 9:30 a.m.**

**Monday, April 15<sup>th</sup>, 9:30 a.m.**

**Monday, October 21<sup>st</sup>, 9:30 a.m.**

**Monday, May 20<sup>th</sup>, 9:30 a.m.**  
To be held at Barstow City Council Chambers.

**Monday, November 18<sup>th</sup>, 9:30 a.m.**  
To be held at Barstow City Council Chambers.

**Monday, June 17<sup>th</sup>, 9:30 a.m.**

**Monday, December 16<sup>th</sup>, 9:30 a.m.**

All meetings are the third Monday of the month except January and February due to holidays.

VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA MATTER**

**FTA Triennial Performance Review for Fiscal Years 2014-2015 Through Fiscal Year 2016-2017.**

**SUMMARY STATEMENT**

On August 8 and 9, 2018, VVTA underwent its FTA Triennial Performance Review site visit for Fiscal Years 2014-2015 through 2016-2017.

No deficiencies were found in accordance with the FTA requirements in 15 of the 20 areas reviewed. Deficiencies were found in the Financial, Maintenance, Procurement, Disadvantaged Business Enterprise, and Section 5307 Program Requirements areas. Responses to the deficiencies are due to FTA by January 15, 2019. Subsequent to Board approval, Staff made the required corrective action for the Section 5307 deficiency and anticipate the remaining corrective actions will be closed prior to the due date.

**RECOMMENDED ACTION**

Receive and File FTA Triennial Performance Audit Report for Fiscal Year 2015 Through Fiscal Year 2017.

<b>PRESENTED BY</b>	<b>FISCAL IMPACT</b>	<b>MEETING DATE</b>	<b>ITEM NUMBER</b>
Nancie Goff Deputy Executive Director	None	November 19, 2018	

VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA MATTER**

**Transportation Development Act (TDA) Triennial Performance Audit for Fiscal Years 2015 - 2017.**

**SUMMARY STATEMENT**

In order to continue receipt of Transportation Development Act (TDA) funding, the California Public Utilities Code Section 99246(a) and 99248 requires that the San Bernardino County Transportation Authority (SBCTA), acting as the County Transportation Commission, designate an entity other than itself to perform triennial performance audits on each of the transit operators that receive TDA funding. These audits are subsequently submitted to the California Department of Transportation (Caltrans).

SBCTA hired Michael Baker International to conduct the TDA triennial performance audit of five (5) public transit operators under its jurisdiction. The audit serves to ensure accountability in the use of public transportation revenue. On February 26, 2018, the performance review was conducted for VVTA, covering fiscal years 2014 – 2015 through 2016 – 2017. Following is the Executive Summary from the TDA Audit.

**RECOMMENDED ACTION**

Receive and File Triennial Performance Audit (TDA) for Fiscal Year 2015 Through Fiscal Year 2017.

<b>PRESENTED BY</b>	<b>FISCAL IMPACT</b>	<b>MEETING DATE</b>	<b>ITEM NUMBER</b>
Nancie Goff Deputy Executive Director	N/A	November 19, 2018	

VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA MATTER**

**Claim for Completed Article 3 Transit Stop Access Improvement Project.**

**SUMMARY STATEMENT**

In January of 2016, SANBAG released a call for projects for Transportation Development Act – Article 3 Transit Stop Access Improvement Projects. In April of 2016, VVTA was notified of awarded projects.

Purchases for the Web-based Bus Stop Mapping project have been completed and those expenses have been accrued to FY 18.

Staff has all the major bus stops and time points uploaded. VVTA has over 1,000 bus stops system wide. The ongoing mapping and photography will provide information on accessibility of the bus stops as well as the amenities for passengers accessing the program.

Staff is requesting the Board approve the filing of the Article 3 claim form for those expenses accrued to FY 18 and ratify the submission of the reimbursement request.

**RECOMMENDED ACTION**

Approve staff to file an Article 3 reimbursement claim for \$23,852 and local over match to SBCTA for the Article 3 Web-based Bus Stop Mapping project for those expenses accrued to FY 18.

<b>PRESENTED BY</b>	<b>FISCAL IMPACT</b>	<b>MEETING DATE</b>	<b>ITEM NUMBER</b>
Nancie Goff, Deputy Executive Director	Article 3 \$23,852 and local match \$8,843	November 19, 2018	

VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA MATTER**

**Ratify Contract #2018-13 Macro-Z-Technologies for Design Build Barstow Maintenance and Operations Facility.**

**SUMMARY STATEMENT**

At its April 2018 meeting, the VVTA Board approved the release of RFP 2018-13 Design-Build Barstow Maintenance Facility to the two design build teams who were prequalified, as the result of the Request for Qualifications (RFQ) 2017-14.

VVTA RFP 2018-13 was forwarded to the two bidders on June 7, 2018. There was a job walk conducted at the location of the new facility on June 26, 2018. Addenda 1-4 were also forwarded to the two proposers. Proposals were due on August 16, 2018.

Thursday, September 27, 2018, the evaluation committee met to discuss the proposals, gather scores and determine a recommendation for award. The final scores tabulated, of a maximum possible score of 210 points:

Facility Builders and Erectors, Anaheim, CA	138.23 Points
Macro Z Technologies, Santa Ana, CA	155.75 Points

On October 15, 2018, the Board approved VVTA Staff to enter into negotiations with Macro-Z-Technologies, and delegated authority for executing and overseeing the contract to the Executive Director.

**RECOMMENDED ACTION**

Ratify Contract #2018-13 with Macro-Z-Technologies for the Design Build of the Barstow Maintenance and Operations Facility.

**PRESENTED BY**  
Christine Plasting,  
Procurement Manager

**FISCAL IMPACT**  
\$9,188,000.00  
COP Funds

**MEETING DATE**  
November 19, 2018

**ITEM NUMBER**