



VICTOR VALLEY TRANSIT AUTHORITY

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

TECHNICAL ADVISORY COMMITTEE MEETING AGENDA

June 5th 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 AgendaK. Kane/Group
 - a. Release IFB 2019-13 Fuel Delivery and Carlock System.
 - b. Approve award of IFB 2019-10 Electric Bus Wraps
 - c. Approve award of IFB 2019-14 ChargePoint Bus Charger Installation.
 - d. Exercise Second option year for ADARide.
 - e. Cancel VVTA Contract 2018-05 Cummins Sales and Services for the Bus Mid-Life Rehabilitation Project.
 - f. Presentation of Final FY19-20 Budget.

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

4. SBCTA UpdateN. Strickert

5. Other Business Group

6. Adjournment.

The next regularly scheduled meeting is July 3rd. To obtain further or available information regarding agenda items, please contact the Clerk of the Board VVTA at 760 948-3262. Posted: Friday, May 31, 2019.

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Exercise Contract Option year for Contract 2015-06, ADARIDE.COM to provide ADA Complementary Paratransit Eligibility Certification Evaluation Service for VVTA for One Twelve (12) Month Period.

SUMMARY STATEMENT

In July 2015, VVTA competitively bid and awarded a contract to ADARIDE.COM, LLC, to provide Americans with Disabilities Act (ADA) Complementary Paratransit Eligibility Certification Evaluation Services. The contractor is currently performing as contracted with no issues.

VVTA uses an outside contractor to review, and approve or deny applications per the American with Disabilities Act (ADA). The use of an outside contractor provides VVTA an "arm's length" with regard to the Federal ADA application process. Applicants who are denied eligibility have the right to appeal and this process is included in the VVTA policy.

ADA Ride the current contractor has performed satisfactorily over the past several years.

Staff is seeking Board approval for VVTA to issue Amendment No. 2 to contract 2015-06, which will exercise the final option to extend the contract. The amount per application proposed in the RFP and contract for Option Year Two is \$22.00 per applications received and \$74.50 per application completed.

Continued

RECOMMENDED ACTION

Exercise Contract Option year for Contract 2015-06 ADARIDE.COM, LLC, to Provide ADA Complementary Paratransit Eligibility Certification Evaluation Services for VVTA for One Twelve (12) Month Period.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting Procurement Manager	Not to Exceed \$90,000.00	June 17, 2019	

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Exercise Contract Option year for Contract 2015-06, ADARIDE.COM to provide ADA Complementary Paratransit Eligibility Certification Evaluation Service for VVTA for One Twelve (12) Month Period.

SUMMARY STATEMENT

The Total Contract Amount is amended not to exceed \$90,000.00 for extended period. This amount is consistent with the annual amount spent during the initial three-year contract period and is not expected to increase above that amount.

The effective date for the optional year extension is July 19, 2019.

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Cancel VVTA Contract 2018-05 Cummins Sales and Services for the Bus Mid-Life Rehabilitation Project.

SUMMARY STATEMENT

On May 21, 2018, the VVTA Board of Directors approved the award of RFP 2018-05 Bus Mid-Life Rehabilitation to Cummins Sales and Services (Cummins). VVTA and Cummins executed the contract on June 8th, 2018.

VVTA sent the **“first Article bus”** to the Cummins yard in Bloomington, CA, in June 2018. After several delays, the bus was returned to VVTA in January of 2019. After inspecting the bus to assure all repairs were made correctly and that the bus was working properly, VVTA discovered that the repairs completed by Cummins exhibited poor workmanship and VVTA had to send the bus back to Cummins on two additional occasions.

The bus was finally picked up by VVTA on May 31st almost one (1) year after released to Cummins for the mid-life rebuild and is now being checked for proper operation and having body work performed to repair damage that was done while at Cummins.

The RFP and contract called for Cummins to complete the **“first Article bus”** for VVTA’s approval and acceptance *“prior to securing the Order to Proceed with the remainder of Lot 1 buses”*. In other words, Cummins was not authorized to make any advance preparations for the rest of the Lot 1 buses prior to VVTA issuing the **“Order to Proceed”**.

Excerpt from Contract/RFP

“The Contractor upon award shall receive the first Article bus of Lot 1 engine re-power. It is a contractual requirement to have successfully completed, VVTA inspected and accepted, First Article bus re-powered prior to securing the Order to Proceed with the remainder of Lot 1 buses. These will be completed on a one for one exchange basis until all 6 of Lot 1 have been successfully completed.”

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Ron Zirges, Director of Maintenance & Facilities	None	June 17, 2019	

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Cancel VVTA Contract 2018-05 Cummins Sales and Services for the Bus Mid-Life Rehabilitation Project.

SUMMARY STATEMENT

Due to the Cummins poor performance VVTA seeks Board approval to cancel its contract with Cummins with cause. Complete Coach Works, the next highest scored proposer, was contacted to see if they could provide the service but an agreement with VVTA could not be reached.

With the more than one full year delay and the cancellation of the Cummins contract (if approved), VVTA staff believes that mid-life overhauls would cease to be cost-effective. Instead, VVTA will resume the process of having the operations and maintenance contractor perform in frame overhauls of the engines and transmission replacements on an as needed bases until the vehicles reach the end of their useful life. Replacement coaches are already planned for in future budgets.

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019-20 Annual Operating and Capital Budget.

SUMMARY STATEMENT

The Fiscal Year 2019-20 Annual Operating and Capital Budget proposes a spending level of \$26,434,124 for operations which represents a 4.9% increase as compared to FY 2018-19. Additionally, \$21,479,970 is programmed for capital projects which reflects a decrease of \$962k when compared with FY 2018-19. Of the \$26.4m in Operating, fully \$8.3m (almost 1/3) is programmed as non-LTF operating subsidies which reduces the LTF funds needed to support operating expenses. The FY 2019-20 budget continues to provide a robust transit system that effectively meets the growing needs of the entire VVTA system while conservatively and efficiently utilizing resources to do so.

FY 2019-20 includes a substantial \$21.5 capital investment program that provides \$5.6m for the purchase of five (5) additional battery electric buses (BEB) along with needed infrastructure, consulting, and technical support to help meet VVTA's goal of being a 100% electric vehicle fleet by 2040. Also included is \$375k for VVTA's ongoing transfer center development projects, \$268k for two (2) paratransit replacement buses for the Direct Access program, \$2.7m to replace 5 CNG 40ft buses for the Fixed Routes division, \$70k to add 2 service vehicles, \$299k for the ITS – GFI software/hardware upgrades, \$8.3m for operating assistance, \$96k to support on board and facility security cameras, \$974k for the CNG fueling upgrade and expansion, consulting and technical support and the balance of \$1.5m for continuing capital support of facilities.

Continued

RECOMMENDED ACTION

1) Receive any input and public testimony. 2) Adopt Resolution 19-02 and based on testimony approve or amend the FY 2019-20 Annual Operating and Capital Budget.

PRESENTED BY
Maged Azer,
Director of Finance

FISCAL IMPACT
Operating \$26,434,124
Capital \$21,479,970

MEETING DATE
June 17, 2019

ITEM NUMBER

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019-20 Annual Operating and Capital Budget.

SUMMARY STATEMENT

In FY 2019-20, the budget provides \$744k in support for the Mobility Management programs administered by VVTA's Consolidated Transportation Services Agency (CTSA). In FY 2017-18 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 educational courses used to instruct agencies of all sizes across the country. In FY 2019-20 the CTSA Division adds a Brokerage program which allows the non-profit organizations to provide transportation services, this program will add measurable ADA savings 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.

Rounding out the FY 2019-20 budget is ongoing support of several programs which continue to be well received and extensively used by the communities we serve. These programs include the 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.

FY 2019-20 OPERATIONAL EXPENSES - \$26.4m

The FY 2019-20 budget for VVTA to support operations is as follows:

<u>FY19-20</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>	<u>%</u>
\$26.4m	\$25.2m	\$1.3m	4.9

Operational cost increases are due to:

- | | |
|--|--------|
| 1. Increase in Fuel cost; and | \$770k |
| 2. Higher Operations & Maintenance Contractor costs due to new contract and a more livable wage for drivers; | \$430k |

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2019-20 Annual Operating and Capital Budget.

SUMMARY STATEMENT

As a subset of Operational costs, Administrative costs are normally considered to be a measurement of efficient management of a transit system. The FY 2019-20 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. No additional administrative positions are included in FY 2019-20. Capital projects include replacing obsolete computers and upgrading 2 servers. SBCTA has provided funds for a Short-Range Transit Plan (SRTP) to include an analysis of moving the Costco transfer point to the Victorville Transportation Center.

The FY 2019-20 Administrative expenses for VVTA:

<u>FY 2019-20</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$ 2.7m	\$ 2.6m	\$0.1m

FY 2019-20 CAPITAL PLAN - \$21.5m

In FY 2019-20 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 cutting edge technologies and keeping its fleet vehicles and support facilities in a state of good repair. In FY 2019-20 the capital expenditure plan provides \$21.5m to fund the following projects:

Battery Electric Buses (5) and Infrastructure:	\$5.6m
5 CNG Replacement Buses:	\$2.7m
Federal Operating Assistance:	\$8.3m
GFI Software & Hardware upgrades:	\$0.3m
Facilities Capital Investment:	\$2.2m
CNG Fueling Upgrade/Expansion:	\$1.0m
Transfer Centers – Hesperia:	\$0.4m
SRTP Update:	\$0.3m
Misc. projects:	\$0.7m
Total	\$21.5m

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SUMMARY STATEMENT

This year's capital plan includes \$4.9m for Five (5) Battery Electric buses (BEB) along with \$0.7m for BEB project management and technical support and Infrastructure. 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"*. The FY 2018-19 Budget included the first step by purchasing 7 BEB Electric Buses, this year's capital investment of \$5.6m represents the second step towards that goal. The FY 2019-20 capital budget also includes \$639k in capital financing using Certificates of Participation (COP) for the new Barstow Facility scheduled for a March 2020 completion. Also, this year's Capital plan includes a CNG fueling station upgrade and expansion, BEB infrastructure, consulting and technical support. The planned completion of the battery storage system project this year will enhance utilities cost savings. These FY 2019-20 capital projects will provide VVTA additional opportunities to increase auxiliary revenues from federal excise tax rebates and Low Carbon Fuel Standards (LCFS) credits. Additionally, there is \$0.4m to increase the stacked funding for a safer "off street" transfer center in Hesperia. Finally, this year's capital investment program includes (2) replacement paratransit buses as well as the replacement of 5 CNG Buses, and 2 service vehicles.

VVTA's FY 2019-20 Capital plan is 73% funded by Federal, State and miscellaneous funding sources other than LTF.

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SUMMARY STATEMENT

FY 2019-20 REVENUES

The FY 2019-20 budget is fully funded with a combination of passenger fares, federal and state funding, and miscellaneous income sources. In FY 2019-20 VVTA continues to use the State of Good Repair" (SGR) funding from SB1 gasoline tax. This funding source has provided \$0.7m in funding for VVTA's capital investment program in FY 2019-20. LTF subsidies increased \$1.9m as compared to FY2018-19 largely due to the increase of the contractor rate and the fuel cost. Despite these increases in subsidies and the elimination of the one-time "residual funds" of \$855k in prior unprogrammed AB2766 from last year's Budget, the current year budget still provides **\$1.2m** in surplus LTF transit funds (subject to SBCTA final reconciliation). These funds should be available for jurisdictions' FY 2020-21 budgeting and spending.

ADDITIONAL HIGHLIGHTS:

CONTRACTED OPERATIONS RATE INCREASE:

Last year's contractor rates were estimated and included in the FY 2018-19 Budget before the agreement process with the new contractor was finalized, The FY 2019-20 budget includes rates based on the actual new contractor (NEXT) agreement.

FIXED ROUTE:

Federal Funding for operational assistance was increased \$1.2m in FY 2019-20 compared to FY 2018-19. Capital projects include replacement of 5 CNG Buses, 2 service vehicles, On-board Security Cameras, and the GFI Software/Hardware upgrade. Route 64 will assume the route miles within the City of Hesperia that the COA inaccurately attributed to the County.

COUNTY ROUTES:

Federal Funding for operational assistance was increased \$300k in FY 2019-20 compared to FY 2018-19. Route 25 will replace Route 24A and eliminate Route 24B in order to be more consistent with how County routes are meant to be operated.

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SUMMARY STATEMENT

INTERCITY ROUTES:

BV Link service has a long history of expansion to meet ridership. However, in the last two years ridership has leveled off and there is no plan to increase service in the FY 2019-20 budget even though an increase in service, to support growth in ridership, was recommended in the recent Comprehensive Operational Analysis (COA). In FY 2016-17 VVTA added one day per week lifeline service connecting Needles with the BV Link which provided valuable assistance to residents in that remote area. In FY 2017-18 VVTA combined these services in the same program for "Intercity Routes". Increased fuel costs are a factor in these services. It should also be noted the CMAQ funds that supported these services over the last several years will not be available beginning with the FY 2020-21 budget.

COMMUTER ROUTES (NTC-Ft Irwin):

NTC is a 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, service hours reduced 22% in FY 2019-20 due to the increase of the Van Pool services.

ADA:

ADA service in FY 2019-20 includes a slight projected 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 brokerage service.

Continued

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SUMMARY STATEMENT

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA ride services. In FY 2019-20 these programs will 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 provides mileage reimbursements to ADA clients who prefer to use private vehicles instead of complementary paratransit or who live outside the VVTA core transit zones. 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, Trona service includes an electric vehicle carshare program for the rural community of Trona. Two new part-time positions (Brokerage Planning and Travel Trainer) are programmed in the FY 2019-20 budget. These will increase the effectiveness of the VVTA's non-profit partnerships by providing much needed ride services to meet the increasing demands of that program. The CTSA budget is slightly lower than last year. VVTA's CTSA program has provided \$1.3m in measurable savings since its inception.

VANPOOLS:

VVTA's Vanpool service was launched in October 2012 and has seen steady demand ever since. VVTA's vanpool program is the 18th largest vanpool program in the nation according to the American Public transportation Association (APTA). Vanpools play a significant role in reducing congestion and improving air quality. Additionally, VVTA's vanpool program activity will contribute an estimated \$3.0 million dollars in increased federal funding for the FY 2019-20 budget.