



VICTOR VALLEY TRANSIT AUTHORITY

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

TECHNICAL ADVISORY COMMITTEE MEETING AGENDA

July 1st 3:00 p.m.

Victor Valley Transit Authority
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. Public Hearing and Presentation of the FY 2020-21 Final Amended Federally Funded Program of Projects
 - b. Award VVTA RFP 2020-05 Bus Stop Shelters and Amenities to Tolar.
 - c. Award VVTA RFP 2020-12 ADA Complementary Paratransit Eligibility Certification Services to ADARide.com.
 - d. Approve the Termination for Convenience of Contract 2018- 02 and Approve the Release of RFP 2020-20 Security Services.

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

4. SBCTA UpdateN. Strickert

5. Other Business Group

6. Adjournment.

The next regularly scheduled meeting is August 5th. To obtain further or available information regarding agenda items, please contact the Clerk of the Board VVTA at 760 948-3262. Posted: Friday, June 26, 2020.

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the FY 2020-21 Final Amended Federally Funded Program of Projects.

SUMMARY STATEMENT

As the board is aware, the initial federally funded capital plan was presented in May along with the FY 21 draft budget. In June, the board was presented with the final draft FY 21 budget including an amendment to the capital plan. VVTA is required to allow 30 days of review for the public to consider federally funded projects and therefore has re-posted the Program of Projects as amended.

Since the amended plan was re-posted no comments have been received by the Clerk. At this time, the board should open the Public Hearing and hear any public testimony or comments presented, and after consideration of the testimony, approve, postpone or further amend the Program of Projects as deemed necessary.

RECOMMENDED ACTION

1) Receive any input and public testimony. 2) Approve the Federally Funded Program of Projects for the FY 2020-21 Final Budget as Amended.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Nancie Goff, Deputy Director	As budgeted	July 20, 2020	A

NOTICE OF PUBLIC HEARING

PUBLIC HEARING AND PRESENTATION OF THE FY2020-21 FINAL AMENDED FEDERALLY FUNDED PROGRAM OF PROJECTS

DATE: Monday, July 20, 2020

TIME: 9:30 a.m.

PLACE: Victor Valley Transit Authority
17150 Smoke Tree Street, Hesperia, CA

The Board of Directors of the Victor Valley Transit Authority will hold a public hearing on the Fiscal Year 2020-21 Program of Projects and will also conduct a regular monthly meeting during the same session.

The VVTA Board of Directors will take public testimony during this public hearing. Questions and comments regarding the VVTA Budget may be directed to VVTA at 17150 Smoke Tree Street, Hesperia, CA 92345.

Notice of Public Hearing for the Amended Program of Projects for Fiscal Year 2020/21

FTA Sections 5304, 5307, 5310, 5311, 5339, 5339(b), 5339(c) and CMAQ, other federal, state and local grants and the Regular Meeting of the Board of Directors.

Date: Monday, July 20, 2020 Place: VVTA Board Room, 17150 Smoke Tree St., Hesperia Time: 9:30 a.m.

The Victor Valley Transit Authority is, or may be applying for, operational and capital grants under Sections 5304, 5307, 5309, 5310, 5311, 5311(f), 5339, 5339(b) Bus and Bus Facilities, and 5339(c) Low or No Emission Vehicle Deployment Program (LowNo) of the Federal Transit Act, and Congestion Mitigation and Air Quality Improvement (CMAQ) grants following FTA guidelines.

FY 2020- 2021 Project Descriptions	SECTION 5307	SECTION 5311	SECTION 5339	CMAQ	TOTAL PROJECT COST
FY 2020-21 5307 Estimated Apportionment	\$ 8,734,228				
FTA Operating Assistance (Including CARES Act) and Rural Operating Assistance Unincorporated Areas of SB	\$ 5,264,240	\$ 710,112			\$ 15,295,928
Paratransit vehicle exp (5)			\$ 520,000		\$ 650,000
Driver Safety Shields	\$ 400,000				\$ 500,000
Regional buses rplc Class H CNG (1) '32				\$ 495,000	\$ 559,500
Regional buses rplc Class H CNG (3) '40				\$ 1,514,000	\$ 1,710,500
Paratransit vehicle rpl (2)			\$ 208,000		\$ 260,000
Bus facility capital lease (Hsp)	\$ 1,230,840				\$ 1,538,550
Funding	\$ 6,895,080	\$ 710,112	\$ 728,000	\$ 2,009,000	\$ 20,514,478

Those interested in commenting on the program of projects are encouraged to either attend this public hearing or submit comments to publiccomments@vvta.org and are invited to provide input or to seek further information. Questions prior to the hearing may be directed in writing or by phone to the Clerk of the Board at 760.995.3588 (TDD 760.948.3990), at 17150 Smoke Tree St., Hesperia, CA 92345 or by publiccomments@vvta.org. The program of projects will become final with no further posting, unless amended.

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:

June 12

All in the year 2020.

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

This space is the County Clerk's Filing Stamp

**Proof of Publication of
Notice of Public Hearing for the Amended
Program of Projects for
Fiscal Year 2020/21**

Notice of Public Hearing for Program of Projects for Fiscal Year 2020/21

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FY 2020-2021 Project Descriptions	SECTION 5307	SECTION 5311	SECTION 5339	CMAQ	TOTAL PROJECT COST
FIA Operating Assistance (Including CARES Act) and Rural Operating Assistance Unincorporated Areas of SB County	\$ 6,734,228	\$ 710,112			\$ 15,295,928
Paratransit vehicle exp (5)			\$520,000		\$650,000
Driver Safety Shields	\$ 400,000			\$ 495,000	\$ 500,000
Regional buses rpic Class H CNG (1) *32				\$1,514,000	\$ 559,500
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Those interested in commenting on the program of projects are encouraged to either attend this public hearing or submit comments to publiccomments@vvta.org and are invited to provide input or to seek further information. Questions prior to the hearing may be directed in writing or by phone to the Clerk of the Board at 760.965.3588 (FDD 760.948.3996), at 17150 Smoke Tree St., Hesperia, CA 92345 or by publiccomments@vvta.org. The program of projects will become final with no further posting, unless amended.

Published in the Daily Press June 12, 2020 (F-83)

vvta062020

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2020-05 Bus Stop Shelters and Amenities.

SUMMARY STATEMENT

At the May 18, 2020 Board meeting, the Board of Directors ratified the release of (Invitation for Bid) IFB 2020-04 for Bus Stop Shelters and Amenities.

On April 27, 2020, VVTA released IFB 2020-04. We scheduled the Job Walk for May 20, 2020; however, the meeting was canceled and not rescheduled due to COVID-19. The last day for questions was on Friday, May 29, 2020, and Addendum No. 1 was issued on June 4, 2020.

The Public Bid Opening was on Thursday, June 11, 2020, at 3:00 PM (PDT), and three Bids were received.

The Bids Received were from:

Tolar Manufacturing Company, Corona, CA	\$ 984,733.00
LNI Custom Manufacturing, Gardena, CA	\$1,149,020.00
California Outdoor (KDTS, LLC), Fair Oaks, CA	\$1,214,267.34

The recommendation is to award the Contract to Tolar Manufacturing Company, Gardena, CA, this will be for ten (10) years with five (5) one-year (1) options to extend, not to exceed \$800,000.00. This award is also to establish a standard for VVTA's Bus Stop Shelters and Amenities.

The project will be paid for by Federal 5307 funds with a match..

RECOMMENDED ACTION

Award RFP 2020-04 to Tolar Manufacturing Company, Corona, CA, not to exceed \$800,000.00.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Simon Herrera, Director of Operations	Not to Exceed \$800,000.00	July 20, 2020	B

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2020-12 ADA Complementary Paratransit Eligibility Certification Services.

SUMMARY STATEMENT

At the May 18, 2020 Board meeting, the Board of Directors ratified the release of RFP 2020-12 for the ADA Complementary Paratransit Eligibility Certification Services.

On April 7, 2020, VVTA released RFP 2020-12. The last day for questions was on Friday, April 24, 2020, and Addendum No. 1 was issued on April 28, 2020.

The deadline for proposals was on Thursday, May 7, 2020 at 3:00 PM (PDT) and two (2) proposals were received. An evaluation committee was created to review the responses and determine the highest scored proposal. Originally scheduled for June 6, 2020, the Evaluation Committee meeting had to be postponed due to some technical difficulties. The Evaluation Committee convened via Zoom on June 16, 2020. The final scores tabulated, of a maximum possible score of 100 points:

ADARide.com, Gardena, CA:	80.58 points
Paratransit, Inc., Sacramento, CA:	57.92 points

The recommendation is to award the Contract to ADARide.com, Gardena, CA, for three (3) years with two (2) one-year options to extend, not to exceed \$400,000.00.

Funds for this Project will be paid for by Measure I and LTF Funds.

RECOMMENDED ACTION

Award RFP 2020-12 to ADARide.com, Gardena CA, not to exceed \$400,000.00.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer Director of Finance	Not to Exceed \$400,000.00	July 20, 2020	C

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve the Termination for Convenience of Contract 2018- 02 and Approve the Release of RFP 2020-20 Security Services.

SUMMARY STATEMENT

On May 21, 2018, the VVTA Board of Directors approved the award for contract 2018-02 to American Guard Services. Since the inception of the contract, American Guard Services have not been able to fulfill the contract requirements as addressed in their proposal. VVTA staff has communicated verbally and in writing, including a formal Notice to Cure, to no avail. VVTA has determined it to be its best interest to exercise the termination for convenience clause(s) within Section 9.A., page 6 of the contract. Once the Board approves the cancellation, a 30-day Notice of Termination will be sent to American Guard Services.

Additionally, staff recommends the VVTA Board approve the release of RFP 2020-20 Security Services.

Staff requests that the Board 1. Approve the termination for Convenience Contract 2018-02 American Guard Services, and 2. Ratify the release of VVTA RFP 2020-20 Security Guard Services.

RECOMMENDED ACTION

Approve the Termination of contract 2018-02 effective August 21, 2020, and approve the release of RFP 2020-20 Security Services.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Simon Herrera, Director of Operations	None	July 20, 2020	D

July 20, 2020

Gerald Gregory
Executive Vice President
American Guard Services
1125 W. 190th Street
Los Angeles, CA 90248

**RE: Termination for Convenience
Security Services
VVTA Contract #2018-02**

Dear Mr. Gregory:

It has been determined by Victor Valley Transit Authority (VVTA) that the services of American Guard Services will no longer be required. VVTA is hereby terminating the contract for convenience as per Page 6, Section 9.A. of contract 2018-02. The contract provision states, "written notice ... and the date upon such termination becomes effective." The contract termination is effective August 21, 2020.

The cancellation of the contract has been approved by the VVTA Board of Directors at its July 20, 2020 Board Meeting.

Please provide VVTA with a final invoice.

Should you have any questions, you may call me at (760) 995-3583.

Sincerely,

Christine Plasting
Procurement Manager/Contract Administrator

cc: Simon Herrera, Director of Operations, VVTA
Maged Azer, Director of Finance, VVTA
Adrian Pinedo, Ontario Operations Manager, American Guard

VVTA RFP 2020-20 SECURITY SERVICES ATTACHMENT A – SCOPE OF WORK

The Victor Valley Transit Authority (VVTA) is seeking the services of a Contractor to provide unarmed security guard services at various Transit Center locations within VVTA's service area. Security guard service is currently being contracted for the Victor Valley Transportation Center located on D and 6th Street in Victorville (M-F 6:00AM to 9:00PM; Sat 7:00AM to 8:00PM; Sunday 8:00AM to 6:00PM); at the Hesperia Park & Ride lots located at Joshua and Route 395 (M-F 6:00AM to 9:00PM); and at the 7th and Lorene Transfer (behind Costco) (M-F 6:00AM to 9:00PM; Sat 7:00AM to 8:00PM; Sunday 8:00AM to 6:00PM). VVTA is in the process of acquiring land for two additional locations. Once these locations have finished construction and are ready for service, an amendment to the resulting contract will add these two additional locations to the security services contract.

A. HESPERIA PARK AND RIDE LOT

1. Contractor shall make random rounds on foot throughout all parking areas. A minimum of one trip per hour is required; documentation is required in reports, use of confirmation method is required.
2. Contractor staff shall provide high visibility as a crime deterrent.
3. Contractor shall prepare and submit, by the 8th day of the following month, a monthly report of activities, incidents, issues etc. in a format acceptable to VVTA.
4. Contractor shall report to VVTA immediately any incident requiring police / fire involvement.

B. VICTOR VALLEY TRANSPORTATION CENTER

The Victor Valley Transportation Center is a 4.88-acre site located on D Street at 6th Street in the City of Victorville including a 5,720 square foot building, a bus boarding/alighting area, a park and ride lot, and a Greyhound ticket office. The parking area holds 170 vehicles. The bus boarding and alighting area accommodates approximately 17 Greyhound buses per day, one Amtrak bus, an occasional Super Shuttle drop off from local prisons, and VVTA bus routes which will stop at the center up to 16 times per day each between approximately 6:00 AM and 9:00 PM Monday through Friday and 7:00 am and 8:00 pm Saturdays and 8:00 am to 6:00 pm Sundays. There are also 10 outdoor bicycle lockers.

1. Contractor shall make random rounds on foot throughout all parking areas. A minimum of one trip per hour is required; documentation is required in reports, use of a confirmation method is required.
2. Contractor shall meet all VVTA buses arriving at the Victor Valley Transportation Center.
3. Contractor staff shall answer the public's questions regarding VVTA bus service and schedules (VVTA will provide one-time training.).
4. Greyhound is the major tenant of the Transportation Center. The main door by the restrooms shall be unlocked by Greyhound. During these hours the only persons that are permitted to use the restrooms will be VVTA and Greyhound passengers with a valid pass or ticket. The Contractor shall enforce this rule. Greyhound employees are responsible for the pull-down gate to be unlocked and locked according to their business hours. The Contractor shall not lock nor unlock the pull-down gate. The only persons allowed to use the restrooms after Greyhound

VVTA RFP 2020-20 SECURITY SERVICES ATTACHMENT A – SCOPE OF WORK

business hours or at other times when the Greyhound office may be closed will be VVTA and Greyhound drivers and VVTA and Greyhound passengers with a valid pass or ticket.

5. VVTA will provide an office within the Transportation Center.
 - a. The contractor is responsible for keeping the office clean & neat. Failure to do so may jeopardize the contract.
 - b. At termination of the contract, the Contractor shall return the office to VVTA in the same condition as received excepting normal wear and tear. VVTA will withhold the final payment pending office inspection.
 - c. Contractor shall bear the expense to return the office to VVTA in an acceptable condition.
6. VVTA shall provide telephone service to this office.
 - a. The Contractor shall monitor the surveillance system including the functionality of the cameras and computer.
 - b. Contractor shall notify VVTA of any malfunctions of the security system within 15 minutes of any occurrence. Failure to report the malfunctions may jeopardize the contract.
7. The Contractor is required to review and copy footage of incidents upon request by VVTA or San Bernardino Sherriff's Department.
 - a. Contractor shall make certain equipment is recording properly and reset recorder if needed. Failure to do so may jeopardize the contract.
8. Contractor shall prepare and submit by the 8th day of the following month a monthly report of activities, incidents, issues etc. The report must be in a format acceptable to VVTA.
9. Contractor shall report to VVTA immediately any incident requiring police involvement.
10. The computer provided by VVTA shall be used for security monitoring purposes only.
 - a. Unauthorized use of the VVTA supplied computer by Contractor will result in a \$50.00 Liquidated Damages assessment against the Contractor per occurrence.
 - b. Unauthorized use includes, but is not limited to, playing games, personal use, or any other unauthorized use.

C. 7TH STREET AND LORENE AVE. TRANSFER CENTER

VVTA bus routes stop at the center up to 16 times per day each between approximately 6:00 AM and 9:00 PM Monday through Friday; between 7:00 AM and 8:00 PM Saturdays; and between 8:00 AM and 6:00 PM on Sundays.

VVTA RFP 2020-20 SECURITY SERVICES ATTACHMENT A – SCOPE OF WORK

1. CONTRACTOR shall make random rounds on foot throughout the entire bus stop locations. A minimum of one trip per half hour is required. Documentation is required in reports; use of confirmation method is required.
2. CONTRACTOR shall meet all VVTA Buses arriving at the 7th Street and Lorene Transfer Center.
3. CONTRACTOR shall answer the public's questions regarding VVTA bus service and schedules (VVTA will provide training.)
4. CONTRACTOR shall enforce the rules unless otherwise directed in writing by VVTA management.
5. CONTRACTOR shall prepare and submit by the 8th day of the following month a monthly report of activities, incidents, issues, etc.; this report shall be in a format acceptable by VVTA.
6. CONTRACTOR shall report to VVTA immediately any incident requiring police, fire, or EMS involvement.

D. Holidays

VVTA does not provide bus service and does not require security services on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

E. MANPOWER

VVTA expects the Contractor to supply reliable, bonded, and well-trained personnel. VVTA will provide training on VVTA bus information. VVTA will not accept casual labor. VVTA requires minimal turnover in personnel assigned to each site. Contractor shall provide to VVTA a monthly report of personnel who have worked on this project with hours and shifts manned. In addition, a monthly report of any changes in on-site personnel shall also be supplied to VVTA. These reports must be provided to VVTA by the 8th day of each following month for the entire term of the contract.

F. PROJECTED SECURITY SERVICE HOURS

VVTA projects approximately 15,000 yearly hours.