



**VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
August 17, 2020, 9:30 A.M.**

**Barstow City Council Chambers
220 East Mountain View Street
Barstow, CA 92311**

Victor Valley Transit Authority Board of Directors

Curt Emick, Chair, Town of Apple Valley
Joy Jeannette, Vice-Chair, City of Adelanto
Larry Bird, Director, City of Hesperia
Robert Lovingood, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Gloria Garcia, Director, City of Victorville
James Noble, City of Barstow

MISSION STATEMENT

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

AGENDA

Due to on-going COVID-19 restrictions, this Board Meeting will only be available for a limited number of the public to attend. This limitation follows the County recommendations for social distancing. 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: Tuesday, August 11, 2020.

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 Public Hearing and Regular Meeting of The Board of Directors Conducted on July 20, 2020.***
Recommendation: Move for approval.
Presented by: None.

Pg. 17 ***Item #2: Warrants, June, 2020.***
Recommendation: Move for approval.
Presented by: None.

REPORTS

Pg. 23 ***Item #3: 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. 33 ***Item #4: Notice of Completion for the New Barstow Maintenance and Operations Facility.***
Recommendation: Approve the Notice of Completion for the new Barstow Maintenance and Operations Facility project, Contract 2018-13, for \$9,715,594.05.
Presented by: Christine Plasting, Procurement Manager.

Pg. 37 ***Item #5: Approve Contract 2018-13 Macro-Z Technologies, Amendment No. 3 for the Design Build Barstow New Facility.***
Recommendation: Approve Contract 2018-13 Macro-Z Technologies, Amendment No. 3 for the Design Build Barstow New Facility.
Presented by: Christine Plasting, Procurement Manager.

Pg. 43 ***Item #6: Award VVTA RFP 2020-05 Operations and Maintenance Services.***

Recommendation: Award contract to Keolis Transit Services, LLC, Boston, MA, pending the results of the BAFO and delegate authority for executing and overseeing the contract to the Executive Director.

Presented by: Kevin Kane, CEO/Executive Director.

Pg. 47 ***Item #7: Closed Session.***

BOARD BUSINESS

Closed Session.

Personnel Matters - Government Code Section 54957(b)(1) – Public Employee Evaluation. Title: Executive Director.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

Monday, September 21, 2020 at 9:30 AM
Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345

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
FCEB	Fuel Cell Electric Bus
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
HVIP	Hybrid and Zero-Emission Truck and Bus Voucher Incentive Program.
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

Victor Valley Transit Acronym List

Page 2 of 2

LEP	Limited English Proficiency
LTF	Local Transportation Fund
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 Account.
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, pending 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.

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**AGENDA ITEM
ONE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Minutes from the Regular Meeting of the Board of Directors Conducted on July 17, 2020.

SUMMARY STATEMENT

Following are copies of the minutes from the regular meeting of the Board of Directors conducted on July 17, 2020.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

August 17, 2020

ITEM NUMBER

1

**VICTOR VALLEY TRANSIT
PUBLIC HEARING AND REGULAR MEETING OF THE
BOARD OF DIRECTORS**

**July 20, 2020
MINUTES**

CALL TO ORDER

The Public Hearing and Regular Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:31 a.m. by Chair Curt Emick.

ROLL CALL

Board Members Present: Chair Curt Emick
Vice-Chair Joy Jeannette
Director Larry Bird
Director Gloria Garcia
Director James Noble (9:50 am)
Director Robert Lovingood (9:37 am)
Alternate-Director Elaine Villareal

Staff Members Present:

Kevin Kane, VVTA	Craig Barnes, VVTA
Maged Azer, VVTA	Barbara Miller, VVTA
Debi Lorrach, VVTA	Ron Zirges, VVTA
Christine Plasting, VVTA	Jonathan McDowell, NEXT
Nancie Goff, VVTA	Ro Ratliff, City of Victorville
Bryan Torres Ayala, VVTA	Nancy Strickert, SBCTA
Dustin Strandberg, VVTA	Chris Ackerman, VVTA
Don Holland, Co. of SB	

PLEDGE OF ALLEGIANCE

Vice-Chair Jeannette led the audience in the pledge of allegiance.

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of The Board of Directors Conducted on June 15, 2020.**
Recommendation: Move for approval.
Presented by: None.

2. **Warrants, May 2020.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Alternate Director Villareal to approve the Consent Calendar, Seconded by Director Garcia. The motion passed unanimously.

REPORTS

3. **Meeting Notes from the Technical Advisory Committee Meeting Conducted on July 1, 2020.**
Recommendation: Information item only.
Presented by: None.
4. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**
Recommendation: Information item only.

Mr. Kane shared a preliminary agenda for the upcoming CTA Conference on November 18-20, to be held in Ontario, CA.

VVTA had originally planned to return to regularly scheduled service on August 1st; due to the continuation of the COVID-19 restrictions, this schedule will not take place, Mr. Kane stated. VVTA will continue operating on a Saturday schedule while staff reviews current trends and ridership patterns to fine tune routes and may need more frequent service, or less service.

Lastly, Mr. Kane touched on a few items of interest; APTA shares weekly information with its' members, most of which VVTA is already doing; the Executive Director evaluation is out for Board members to complete and submit to John Tubbs, III, County Counsel.

ACTION/DISCUSSION ITEMS

5. **Public Hearing and Presentation of the Fiscal Year 2020-21 Final Amended Federally Funded Program of Projects.**
Recommendation: 1) Receive any input and public testimony. 2) Approve the Federally Funded Program of Projects for the FY2020-21 Final Budget as Amended.
Presented by: Nancie Goff, Deputy Executive Director.

9:45am: Open Public Hearing: **Public Hearing and Presentation of the Fiscal Year 2020-21 Final Amended Federally Funded Program of Projects.**

- No comments.

9:46 am: Close Public Hearing: **Public Hearing and Presentation of the Fiscal Year 2020-21 Final Amended Federally Funded Program of Projects.**

Ms. Goff explained that the Program of Projects is for federally funded programs and needed to be amended for the final budget.

A MOTION WAS MADE BY Director Jeannette to approve the recommended item, Seconded by Director Garcia. The motion passed unanimously.

6. **Award VVTA RFP 2020-05 Bus Stop Shelters and Amenities.**
Recommendation: Award RFP 2020-04 to Tolar Manufacturing Company, Corona, CA, not to exceed \$800,000.00.
Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting briefly reviewed the bid process, highlighting that Tolar Manufacturing came in as the low bidder; Tolar has also been providing bus stop shelters and amenities to VVTA for well over ten (10) years.

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

7. **Award VVTA RFP 2020-12 ADA Complementary Paratransit Eligibility Certification Services.**
Recommendation: Award RFP 2020-12 to ADARide.com, Gardena CA, not to exceed \$400,000.00.
Presented by: Christine Plasting, Procurement Manager.

At the May 18, 2020 Board meeting, the Board approved the release of RFP 2020-12 for ADA Complementary Paratransit Eligibility Certification Services, Ms. Plasting explained. Two (2) bids were received and it is staff's recommendation to award the contract to the high scoring bidder, ADARide.com.

A MOTION WAS MADE BY Director Noble to approve the recommended action. Seconded by Vice-Chair Jeannette. The motion passed unanimously.

8. **Approve the Termination for Convenience of Contract 2018- 02 and Approve the Release of RFP 2020-20 Security Services.**
Recommendation: Approve the Termination of contract 2018-02 effective August 21, 2020 and approve the release of RFP 2020-20 Security Services.
Presented by: Christine Plasting, Procurement Manager.

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

9. **Presentation of Technical Memos #4 and 5 (Operating, Capital and Financial Plans) of Short Range Transit Plan (SRTP) from AECOM.**
Recommendation: Approve and receive final draft of the VVTA Short Range Transit Plan (SRTP).
Presented by: Stuart Geltman, AECOM.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action.
Seconded by Vice-Chair Jeannette. The motion passed unanimously.

10. **Approve Cost of Living Adjustment and Amend FY21 Budget.**
Recommendation: Approve Cost of Living Adjustment for VVTA staff and amend FY21 budget.
Presented by: Kevin Kane, Executive Director.

A MOTION WAS MADE BY Director Bird to approve the amended action to bring this item before the Board again in six (6) months. Seconded by Vice-Chair Jeannette. The amended motion passed unanimously.

PRESS CLIPS/CORRESPONDENCE

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, August 17, 2020 at Barstow City Council Chambers, 220 East Mountain View Street, Barstow, CA 92311

ADJOURNMENT

The meeting was adjourned at 10:31 am.

APPROVED: _____
Curt Emick, Chair

ATTEST: _____
Debi Lorrah, Clerk of the Board

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**AGENDA ITEM
TWO**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for June 2020.

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</u> <u>Date</u>	<u>Amount</u>	<u>Register#</u>
6/05/2020	\$63,757.13	PR0267-06-20
6/19/2020	\$75,162.60	PR0268-06-20
Total Payroll	\$138,919.73	

Agency's Register of Warrants

<u>Register</u> <u>Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
6/4/2020	\$77,392.93	11393-11411	AP02950AAAEHW
6/11/2020	\$213,886.17	11412-11425	AP02955AAAEIB
6/19/2020	\$148,250.74	11426-11449	AP02975AAAEIV
6/26/2020	\$1,565,525.47	11476-11495	AP02984AAAEJE
	\$2,005,055.31		

RECOMMENDED ACTION

Approve VVTA's expenditures for June 2020.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer Finance Director	\$2,143,975.04	August 17, 2020	2

Bank Register Report
Victor Valley Transit Authority
June-20

Check Number	Date	Description	Amount
11393	06/04/2020	AECOM	\$12,269.35
11394	06/04/2020	Federal Express Corp.	\$133.72
11395	06/04/2020	Frontier	\$545.74
11396	06/04/2020	HI-Desert Communications	\$1,308.00
11397	06/04/2020	Labor Finders	\$835.20
11398	06/04/2020	Lincoln Financial Group	\$886.05
11399	06/04/2020	Marrs Services, Inc	\$25,204.00
11400	06/04/2020	Southern California Fleet Services Inc	\$6,610.49
11401	06/04/2020	VOID	\$0.00
11402	06/04/2020	VOID	\$0.00
11403	06/04/2020	VOID	\$0.00
11404	06/04/2020	VOID	\$0.00
11405	06/04/2020	VOID	\$0.00
11406	06/04/2020	VOID	\$0.00
11407	06/04/2020	VOID	\$0.00
11408	06/04/2020	VOID	\$0.00
11409	06/04/2020	US BANK	\$18,496.49
11410	06/04/2020	Verizon-Security Phones	\$9,279.41
11411	06/04/2020	Verizon	\$1,824.48
11412	06/11/2020	Abundant Living Family Church HD	\$3,366.00
11413	06/11/2020	Blue Ocean Brokerage	\$800.00
11414	06/11/2020	SPECTRUM	\$1,075.00
11415	06/11/2020	Clean Energy	\$3,977.59
11416	06/11/2020	Diamond Environmental Services LP	\$315.42
11417	06/11/2020	Southern California Edison-CNG	\$3,281.06
11418	06/11/2020	Southern California Edison	\$10,868.42
11419	06/11/2020	Foothill AIDS Project	\$2,204.00
11420	06/11/2020	Golden State Water Company	\$1,227.58
11421	06/11/2020	Labor Finders	\$835.20
11422	06/11/2020	Mojave Desert AQMD	\$223.01
11423	06/11/2020	PATTERSON PRINT SHOPS	\$7,125.00
11424	06/11/2020	State Compensation Insurance Fund	\$1,232.75
11425	06/11/2020	VerizonBAT	\$959.32
EFT029510001	06/11/2020	National Express Transit Corp	\$176,395.82
11426	06/19/2020	ADArise.com	\$3,777.50
11427	06/19/2020	American Guard Services INC	\$17,126.15
11428	06/19/2020	AVCOM Services, Inc.	\$8,235.34
11429	06/19/2020	Beck Oil	\$6,527.20
11430	06/19/2020	Lawrence Bird	\$125.00
11431	06/19/2020	Bonnie Baker Senior Center	\$2.37
11432	06/19/2020	Spectrum Business-Sec	\$104.97
11433	06/19/2020	Clean Energy	\$11,397.27
11434	06/19/2020	Daily Press	\$730.00
11435	06/19/2020	Gloria L. Garcia	\$125.00
11436	06/19/2020	City Of Hesperia	\$44,515.11
11437	06/19/2020	High Desert Laser Graphics	\$11.85
11438	06/19/2020	Joy Jeannette	\$125.00
11439	06/19/2020	Labor Finders	\$835.20

11440	06/19/2020	James Noble	\$125.00
11441	06/19/2020	San Bernardino County	\$1,437.50
11442	06/19/2020	Southern California Fleet Services Inc	\$12,692.20
11443	06/19/2020	SONIC SYSTEMS IT	\$4,197.50
11444	06/19/2020	Southwest Gas Corporation	\$33,850.07
11445	06/19/2020	Southwest Gas Corporation	\$814.00
11446	06/19/2020	Southwest Gas Corporation	\$542.17
11447	06/19/2020	Southwest Gas Corporation	\$121.68
11448	06/19/2020	City Of Victorville	\$46.30
11449	06/19/2020	Trona Community Senior Center	\$661.36
EFT029610001	06/19/2020	Curt Emick	\$125.00
EFT029680001	06/22/2020	National Express Transit Corp	\$842,229.93
EFT029810001	06/25/2020	BP Energy Company	\$15,008.40
11476	06/26/2020	American Express	\$349.99
11477	06/26/2020	AVR Vanpool	\$2,000.00
11478	06/26/2020	Bank Of New York Mellon	\$2,200.00
11479	06/26/2020	SPECTRUM	\$149.67
11480	06/26/2020	Southern California Edison	\$887.26
11481	06/26/2020	Enterprise Ride Share	\$105,662.50
11482	06/26/2020	Foothill AIDS Project	\$2,381.00
11483	06/26/2020	Frontier	\$186.96
11484	06/26/2020	Labor Finders	\$835.20
11485	06/26/2020	Packet Fusion, Inc	\$103.74
11486	06/26/2020	VOID	\$0.00
11487	06/26/2020	VOID	\$0.00
11488	06/26/2020	VOID	\$0.00
11489	06/26/2020	VOID	\$0.00
11490	06/26/2020	VOID	\$0.00
11491	06/26/2020	VOID	\$0.00
11492	06/26/2020	VOID	\$0.00
11493	06/26/2020	VOID	\$0.00
11494	06/26/2020	US BANK	\$20,662.49
11495	06/26/2020	VIP Restrooms	\$107.14
EFT029830001	06/30/2020	Macro-Z-Technology	\$572,761.19
TOTALS			\$2,005,055.31

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**AGENDA ITEM
THREE**

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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.

- "Next" invoice for June.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- "Next" On Time Performance Report FY 2020.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT
N/A

MEETING DATE
August 17, 2020

ITEM NUMBER
3

National Express Transit17150 Smoke Tree St.
Hesperia Calif. 92345

INVOICE NO.

91817446

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

DATE

7/2/2020

CONTRACT NAME:
Victor Valley TransitAttention: Mr. Kevin Kane
Executive Director

MONTH

June

BILLING PERIOD 06/01/20 to 06/30/20

	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	3,272.00	1,881.89	\$240,917.36	\$138,563.56	(\$102,353.80)	\$2,859,498.96	\$2,600,927.42	(\$258,571.54)
Subscription	1,133.00	-	\$83,422.79	\$0.00	(\$83,422.79)	\$990,182.69	\$811,348.23	(\$178,834.46)
Regional Fixed Rt	11,285.74	6,299.42	\$793,838.95	\$443,101.20	(\$350,737.75)	\$8,954,240.27	\$8,034,503.38	(\$919,736.89)
County	1,807.52	1,224.50	\$127,140.96	\$86,131.33	(\$41,009.63)	\$1,458,172.76	\$1,327,852.01	(\$130,320.75)
Rte. 200	40.00	-	\$2,813.60	\$0.00	(\$2,813.60)	\$33,365.40	\$25,628.00	(\$7,737.40)
B.V. Link/Lifeline	636.68	612.00	\$44,784.07	\$43,048.08	(\$1,735.99)	\$517,058.32	\$499,773.18	(\$17,285.14)
Fort Irwin	497.20	496.00	\$39,224.11	\$39,129.44	(\$94.67)	\$451,450.37	\$448,972.58	(\$2,477.79)
Barstow-Fixed Route	1,882.30	1,331.40	\$132,400.98	\$93,650.68	(\$38,750.31)	\$1,404,106.39	\$1,404,106.39	\$0.00
Barstow-County	774.30	509.35	\$54,464.26	\$35,827.68	(\$18,636.58)	\$568,177.54	\$568,177.54	\$0.00
Barstow-DAR	454.00	186.20	\$33,428.02	\$13,709.91	(\$19,718.11)	\$236,425.64	\$236,425.64	\$0.00
SUBTOTALS	21,782.74	12,540.76	\$1,552,435.10	\$893,161.87	-\$659,273.23	\$17,472,678.34	\$15,957,714.37	-\$1,514,963.97

* County routes include 21,22,23, and 25

TOTAL INVOICE INCLUDING VARIANCE

\$893,161.87

Please REMIT TO:

National Express Transit Corp.
62807 Collections Center Dr
CHICAGO, IL 60693

Manager's Signature and Business Phone

FY 2020 -- Monthly Performance Statistics by Mode
Systemwide Summary
All Routes

Performance Statistics for June

Mode	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
Bus (Motorbus)	50,135	9,931.9	\$927,041	\$44,280	5.0	\$18.49	\$93.34	\$0.88	\$4.46	4.78%
Commuter Bus	2,154	496.1	\$54,815	\$28,872	4.3	\$25.45	\$110.49	\$13.40	\$58.19	52.67%
Demand Response	4,063	2,069.9	\$196,705	\$36,202	2.0	\$48.41	\$95.03	\$8.91	\$17.49	18.40%
System Total	56,352	12,497.9	\$1,178,561	\$109,353	4.5	\$20.91	\$94.30	\$1.94	\$8.75	9.28%

Total (All Day Types)

Mode	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Bus (Motorbus)	101,692	50,407	6.4	5.0	10.82%	4.80%
Commuter Bus	2,870	2,154	4.9	4.3	38.36%	52.67%
Demand Response	14,405	4,063	2.9	1.9	8.45%	18.40%
System Total	118,967	56,624	5.6	4.5	11.09%	9.30%

ADA Dispatch Denial Report

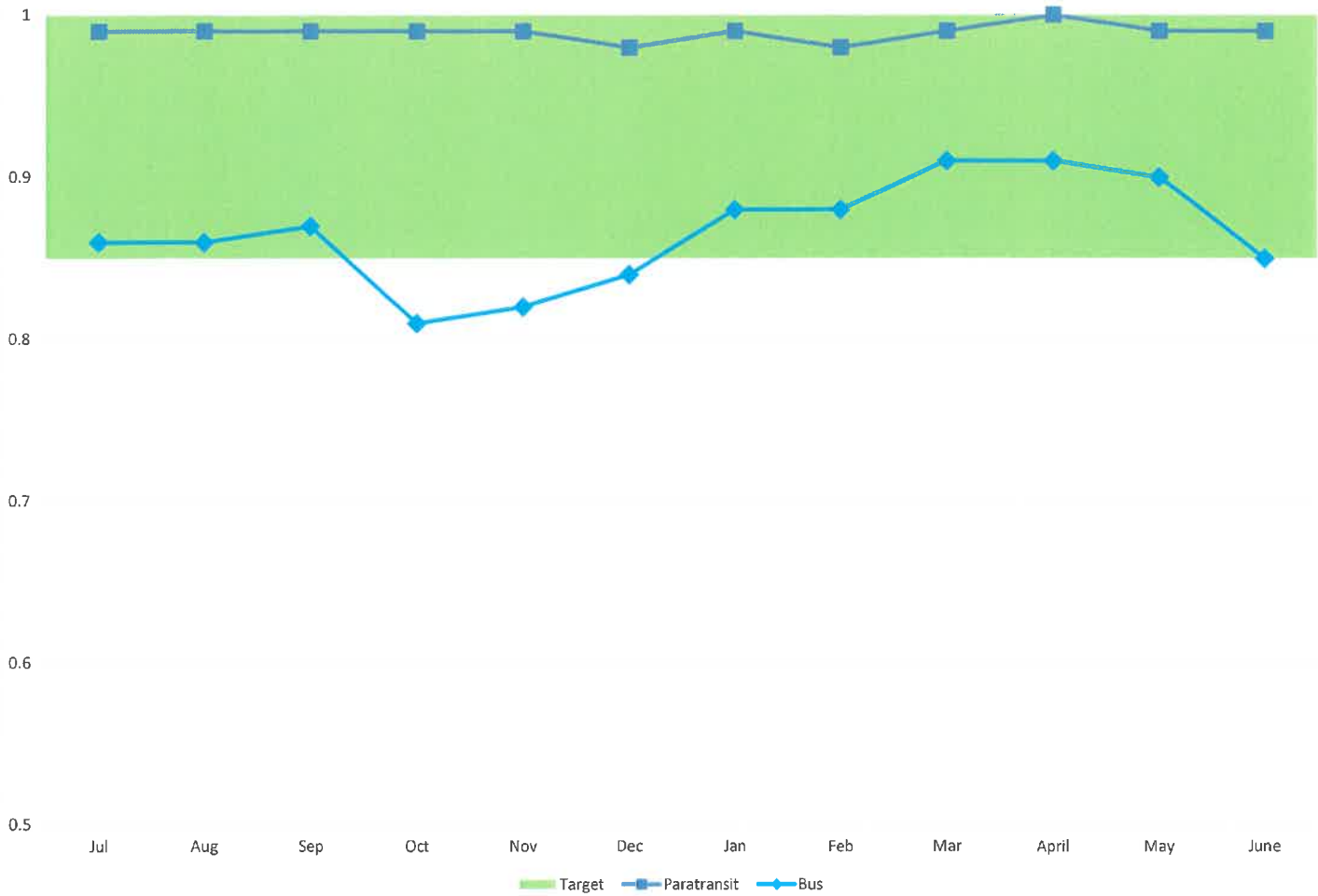
For the Month of June 2020

[illegible]

Jun-20
Major and Non-Major
Miles between road calls - VVTA and Barstow

	Total Miles	Road Calls	Miles Between Road Calls
Demand Response	29,096	5	5,819
Commuter Bus	19,377	17	1,140
Motor Bus	177,871	123	1,446
Total System	226,344	145	1,561

FY 20 System Wide Schedule Adherence



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**AGENDA ITEM
FOUR**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Notice of Completion for the New Barstow Maintenance and Operations Facility.

SUMMARY STATEMENT

At the October 15, 2018 Board meeting, the VVTA Board of Directors approved the award of RFP 2018-13 to Macro-Z Technology, Inc, for the Design Build of the new Barstow Maintenance and Operations Facility at 2641 West Main Street, Barstow, CA 92311.

The project was satisfactorily completed in the amount of \$9,715,594.05 and the final inspection occurred on July 23, 2020. Thirty (30) days after the recordation of the Notice of Completion, VVTA will release the final retention monies withheld on this project, provided that there are no claims or unreleased liens against the contract. After the filing of the Notice of Completion, the warranty period shall begin on equipment installed in the facility.

VVTA Staff recommends acceptance of the project and the filing of the Notice of Completion.

RECOMMENDED ACTION

Approve the Notice of Completion for the new Barstow Maintenance and Operations Facility project, Contract 2018-13, for \$9,715,594.05.

PRESENTED BY
Christine Plasting
Procurement Manager

FISCAL IMPACT

None

MEETING DATE

August 17, 2020

ITEM NUMBER

4

RECORDING REQUESTED BY:

VICTOR VALLEY TRANSIT AUTHORITY

WHEN RECORDED MAIL TO:

VICTOR VALLEY TRANSIT AUTHORITY
ATTN: CLERK OF THE BOARD
17150 SMOKE TREE STREET
HESPERIA, CA 92345

Recording of this document is fee-exempt under Government
Code Section 6103. No Document Transfer Tax is due on
this document pursuant to Revenue Taxation code Section 11922.

SPACE ABOVE THIS LINE FOR RECORDERS USE

**PUBLIC CONTRACT 2018-13
NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is: VICTOR VALLEY TRANSIT AUTHORITY, A JOINT POWERS AUTHORITY
3. The FULL ADDRESS of the OWNER is 17150 SMOKE TREE STREET, HESPERIA, CA 92345
A work of improvement on the property hereinafter described was COMPLETED July 23, 2020.
4. The work of improvement completed is described as follows: Construction of the new Barstow Operations and Maintenance Facility.
5. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is Macro-Z Technology, Inc.
6. The street address of said property is 2641 West Main Street, Barstow, CA 92311.
7. Assessor's Parcel Number
8. The property on which said work of improvement was completed is in the City of BARSTOW, County of SAN BERNARDINO, State of CALIFORNIA.

Verification of NON-INDIVIDUAL owner: I, Kevin Kane, the undersigned, declare upon penalty of perjury on the laws of the State of California that I am the Executive Director of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

_____ at Hesperia, California.
Date

Kevin Kane, Executive Director
VICTOR VALLEY TRANSIT AUTHORITY

**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve Contract 2018-13 Macro-Z Technologies, Amendment No. 3 for the Design Build Barstow New Facility.

SUMMARY STATEMENT

At the October 15, 2018 Board meeting, the Board of Directors ratified the contract with Macro-Z Technologies for the Design Build of the Barstow Maintenance and Operations Facility located at 2641 West Main Street, Barstow, CA 92311.

During the course of construction, Southern California Edison (SCE) and the City of Barstow **required** changes for new streetlights, unexpected street improvements, sidewalk installation, and new striping on Main Street. Since these changes were not in the original budget and not under the project's control, they were reviewed and approved by the VVTA Construction Project Manager (MARR's Inc.).

Staff recommends the Board of Directors approve contract Amendment No.3 which includes the change order in the amount off \$343,782 thereby making a total project amount of \$9,715,594.05.

This includes the original approved project amount of \$9,188,000.00 plus Change order one (1), approved in January 2020; and the current change orders associated with Amendment No. 3. The facility has now received a Temporary Certificate of Occupancy with final completion planned by the end of August 2020.

Payment for this change order will be made with Certificates of Participation (COP) funds originally approved by the VVTA Board as part of the 2016-17 and 2018-19 fiscal year budgets, plus COP (certificates of participation) interest and LCFS (low carbon fuel standard) credits earned.

RECOMMENDED ACTION

Approve Contract 2018-13 Macro-Z Technologies, Amendment No. 3 for the Design Build Barstow New Facility.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting Procurement Manager	\$343,782.00	August 17, 2020	5

**CONTRACT 2018-13
AMENDMENT NO. 3
BY AND BETWEEN
VICTOR VALLEY TRANSIT AUTHORITY
AND
MACRO-Z TECHNOLOGY COMPANY**

This Amendment No. 3 to Contract 2018-13 is made and entered commencing on Wednesday, August 17, 2020, by and between Victor Valley Transit Authority (hereinafter referred to as "VVTa") and Macro-Z Technology Company, (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 29, 2018, for the purpose of the Barstow Maintenance and Operations Facility Design Build; and

WHEREAS, VVTa and CONTRACTOR agreed to include the additional funds per Change order No. 1 and extend the contract through June 30, 2020 with Amendment No. 1 and Amendment No. 2 extending the contract through July 31, 2020; and

WHEREAS, THE Parties desire to amend Contract 2018-13 to extend the contract through August 31, 2020, as provided in 3. Period of Performance, and to include the amounts included in Change orders No. 2 and 3 in accordance with 20. Revisions.

The Parties agree as follows:

The time for performance of the contract is hereby extended from August 1, 2020, through August 31, 2020.

4. B. VVTa's maximum cumulative payment obligations under this agreement shall not exceed Nine Million Seven Hundred Fifteen Thousand Five Fifty-Nine Dollars and Five Cents (\$9,715,594.05.) This amount includes the original contract amount approved by the Board of Directors of \$9,188,000.00 on October 29, 2018, plus Change Order 1 amount of \$183,811.99 approved by the Board on 02/18/2020, the addition of change order No. 2 for \$304,782.06, and change order No. 3 for \$39,000.00.

Except as changed by this and the previous Amendment, all provisions of 2018-13 shall remain in full force and effect and shall govern the actions of the Parties under this contract.

IN WITNESS WHEREOF, VVTA and CONTRACTOR have each caused Amendment No. 3 to be subscribed by its respective duly authorized officers on its respective behalf:

VICTOR VALLEY TRANSIT AUTHORITY
BY:

Kevin Kane, Executive Director

Date: _____

MACRO-Z TECHNOLOGY COMPANY
BY:

Brian J. Zatica, President

Date: _____

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**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2020-05 Operations and Maintenance Services.

SUMMARY STATEMENT

At its May 18, 2020 meeting, the VVTA Board ratified the approval to the release RFP 2020-05 Operations and Maintenance Services on April 16, 2020.

VVTA RFP 2020-05 was posted to the VVTA website procurement page and on the Public Purchase Website. Additionally, Notices Inviting Proposals were published in local newspapers of general circulation including the Daily Press and public transit publications such as Transit Talent, and Passenger Transport.

A pre-Proposal conference and job walk was conducted on May 14, 2020. Addendum No. 1 and Addendum No. 2 were posted to the VVTA Procurement page, on Public Purchase, as well as forwarded to all known prospective proposers. Proposals were due on Thursday, June 11, 2020. Four (4) proposals were received, all through Public Purchase.

On Tuesday, June 20, 2020 the evaluation committee met to discuss the proposals, gather scores, and determine a recommendation for award. A second meeting was held on July 2 to discuss the Financial Evaluation. The Scores tabulated after the two meetings were, with a maximum score of 215 Points:

Keolis Transit Services, LLC, Boston, MA	190.21 Points
First Transit, Inc., Cincinnati, OH	172.52 Points
Transdev Services, Inc., Lombard, IL	151.03 Points
Hallcon, San Jose, CA	125.05 Points

RECOMMENDED ACTION

Award contract to Keolis Transit Services, LLC, Boston, MA, pending the results of the BAFO and delegate authority for executing and overseeing the contract to the Executive Director.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT
Not to Exceed
\$134,552,385
(Pending BAFO
Negotiation)

MEETING DATE
August 17, 2020

ITEM NUMBER
6

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2020-05 Operations and Maintenance Services.

SUMMARY STATEMENT

The Evaluation Committee decided to proceed further with the top two scored proposers deemed to be within Competitive Range. Hallcon and Transdev were notified that they would not be included in further discussion.

During the week of July 5, 2020, the team conducted site visits, in-person or via Conference Call, to interview references provided by the top two scored Proposers . On July 9, 2020, the team met to discuss the reference checks and the reference scores:

The scores tabulated of a maximum possible score of 235 points:

Keolis Transit Services, LLC, Boston, MA:	207.21 points
First Transit, Inc. Cincinnati, OH:	190.86 points

After discussion with CALTRANS, in lieu of initiating the BAFO process with both proposers, VVTA has opted to begin Contract Negotiations with the top scored proposer, Keolis.

The recommendation is to award the contract to Keolis Transit Services, LLC, Boston, MA (highest overall score), with the condition that the BAFO process results in a successful contract.

Should the BAFO prove unsuccessful, contract negotiation will be initiated with the second highest proposer.

This project is funded by various operating funds.

**AGENDA ITEM
SEVEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Closed Session.

SUMMARY STATEMENT

BOARD BUSINESS

Closed Session.

Personnel Matters - Government Code Section 54957(b)(1) – Public
Employee Evaluation. Title: Executive Director.

RECOMMENDED ACTION

PRESENTED BY
John Tubbs, III,
County Counsel

FISCAL IMPACT

N/A

MEETING DATE

August 17, 2020

ITEM NUMBER

6

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**CORRESPONDENCE
/PRESS CLIPS**

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DAILY PRESS

Annual backpack giveaway draws hundreds of families to SBC Fairgrounds in Victorville

By Rene Ray De La Cruz

Staff Writer

Posted Jul 30, 2020 at 6:16 PM

Sitting in the backseat of her parent's Jeep, 7-year-old Emma Stevens watched curiously as masked volunteers handed out backpacks in SBC Fair parking lot.

The annual back-to-school event on Thursday in Victorville was hosted by the Victor Valley Rescue Mission and Impact Christian Church, in partnership with Desert Mountain Children's Center, Rescue Mission Director Bill Edwards said.

"Because of COVID-19, this year's giveaway is a drive-thru and contactless event," Edwards said. "Drivers pull up and our volunteers load each vehicle with backpacks, boxes of food and a message of hope through Jesus."

Despite most kids returning to school via a distance learning model, the majority of students will still need new school supplies and a backpack to hold them, said Rescue Mission Community Relations Coordinator Dawn Quigg.

Over 1,500 of the free backpacks were filled with an assortment of school supplies, books, masks, socks, hygiene products, toys and more.

Adults that drove through with a child also received a "Farm-to-Family" food box that included meat, dairy and produce provided by the High Desert Food Collaborative.

Stevens, the 7-year-old, said watching the volunteers deliver food and supplies to her vehicle was similar to having restaurant employees deliver food to her family's car when they choose the curbside pickup option.

Before the event, Edwards estimated that 500 cars would make their way south on Seventh Street before turning west onto Plaza Drive before entering into the fairgrounds.

Nearly 30 minutes before the event started, a line of cars stretched down Seventh Street for nearly a mile.

Samuel N’Gotta was one of nearly 100 volunteers who directed traffic, greeted families and handed out backpacks.

“It feels good to be here and to serve the community,” said N’Gotta, a member of the Phelan Foursquare Church, Fountain of Living Waters.

Danielle Traore, wife of Foursquare pastor Daouda Traore, said helping others brings her and her team joy.

“It is better to give than to receive, and it is better to serve than to be served,” Traore said. “It is an honor to serve those here in the High Desert.”

To avoid midday temperatures of more than 100 degrees, the scheduled three-hour event began at 8 a.m. when temperatures were slightly cooler.

The Victor Valley Transit Authority provided a large passenger bus with air conditioning for volunteers, said agency spokesman Chris Ackerman.

“With the COVID-19 scare, event restrictions by the state and people telling us our event would never happen, we thought we’d have to cancel our giveaway,” Quigg said. “And if we scheduled the event, we had no direction on what to do.”

But Quigg said she and her team found that direction after watching High Desert Second Chance volunteers deliver food to hundreds of waiting vehicles at its weekly drive-thru event in Hesperia.

During that time, the fairgrounds reached out to the rescue mission and offered its parking lot for the giveaway, Edwards said.

Over the last two years, the backpack giveaway had been held at Impact Christian Church, on the former George Air Force Base property in Victorville. The fairgrounds was chosen this year due to its proximity to more neighborhoods, Quigg said.

“When we put the word out that the giveaway was on, we had a flood of organizations and volunteers willing to help us with funds, resources and time,” she said. “So with their help, we put all of this together in 45 days. It really is a

team and community effort.”

Edwards said “Bombas Socks” were donated by Happy Feet Sole to Soul, and face masks came courtesy of Desert Mountain Children’s Center and the Community Health Action Network.

IEHP and the Ready 4 Reading Book Club provided books, and toys and hygiene products came courtesy of Santa Inc.

Other organizations that helped included Angel Tree, High Desert Transitional Living Connection from The Gate HD Church, the Azusa Pacific Nursing program and more.

Rene Ray De La Cruz may be reached at 760-951-6227, or by email at

RDeLaCruz@VVDailyPress.com. Follow him on Twitter @DP_ReneDeLaCruz.