



**VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
May 17, 2021 9:30 A.M.**

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

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
Paul Cook, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Liz Becerra, Director, City of Victorville
James Noble, Director, 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

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, May 11, 2021.

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 Regular Meeting of The Board of Directors Conducted April 19, 2021.***
Recommendation: Move for approval.
Presented by: None.
- Pg. 19 ***Item #2: Warrants, March 2021.***
Recommendation: Move for approval.
Presented by: None.

REPORTS

- Pg. 25 ***Item #3: Meeting Notes from The Technical Advisory Committee Meeting Conducted on May 5, 2021.***
Recommendation: Information item only.
Presented by: None.
- 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. 41 ***Item #5: Award VVTA RFP 2021-07 Security Camera System Update.***
Recommendation: Award RFP 2021-07 Security Camera Systems, to Triton Global Solutions, Ontario, CA, for an amount not to exceed \$90,664.99 and to designate authority to the Executive Director to execute the resulting contract.
Presented by: Christine Plasting, Procurement Manager.

- Pg. 47 **Item #6: Award VVTA RFP 2021-08 ChargePoint Bus Charger Installation.**
Recommendation: Award RFP 2021-08 ChargePoint Bus Charger Installation to AMTEK Construction, Orange, CA, for an amount not to exceed \$99,944.00 and to delegate authority to the Executive Director to execute the contract.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 51 **Item #7: Reject All Proposals Received, Cancel RFP 2021-06 and Approve Release of RFP 2021-14 Landscape Services.**
Recommendation: Reject all Proposals received – RFP 2021-06 and approve the release of revised RFP 2021-14 Landscape Services.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 53 **Item #8: Approve Cost of Living Adjustment (COLA) for VVTA Staff and Amend FY21 Budget; Approve COLA for VVTA Staff for inclusion in FY22 Budget.**
Recommendation: 1) Approve Cost of Living Adjustment for VVTA Staff and Amend FY21 Budget and 2) Approve Cost of Living Adjustment for VVTA Staff to include COLA in FY22 Budget (effective July1, 2021).
Presented by: Kevin Kane, Executive Director.
- Pg. 59 **Item #9: Presentation of the Draft Fiscal Year 2021-2022 Annual Operating and Capital Budget.**
Recommendation: 1) Ratify Publishing the Federally Funded Program of Projects for the Draft FY 2021-22 Capital Budget for 30 days of public review and comment. 2) Add approved CPI to the draft budget. 3) Receive any input and public testimony.
Presented by: Kevin Kane, Executive Director.
- Pg. 89 **Item #10: Closed Session.**
BOARD BUSINESS
Closed Session.
Personnel Matters - Government Code Section 54957(b)(1) – Public Employee Evaluation. Title: Executive Director.
- Pg. 93 **Item #11: Closed Session.**
BOARD BUSINESS
Closed Session.
Government Code 54957(b) Personnel Exception.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

Monday, June 21, 2021 at 9:30 AM
Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345

ADJOURNMENT

Victor Valley Transit Acronym List

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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

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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.

**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 April 19, 2021 and Special Meeting of the Board of Directors Conducted on May 3, 2021.

SUMMARY STATEMENT

Following are copies of the minutes from the regular meeting of the Board of Directors conducted on April 19, 2021 and the minutes from the special meeting of the Board of Directors conducted on May 3, 2021.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

May 17, 2021

ITEM NUMBER

1

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

**April 19, 2021
MINUTES**

CALL TO ORDER

The 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 Liz Becerra
Director James Noble
Alternate-Director Kim Mesen
Alternate-Director Elaine Villareal

Staff Members Present:

Kevin Kane, VVTA	Chris Ackerman, VVTA
Maged Azer, VVTA	Barbara Miller, VVTA
Debi Lorrach, VVTA	Cynthia O'Neill, County Counsel
John Tubbs, County Counsel	Christine Plasting, VVTA
Dustin Strandberg, VVTA	Christine Ortega, Keolis
Chase Williams, VVTA	Marie Downing, VVTA
Jonathan McDowell, Keolis	Jerry Perez, VVTA
Doug Matthews, City of Victorville	

PLEDGE OF ALLEGIANCE

Alternate-Director Villareal led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Chair Emick announced that this meeting is available via Zoom for audio only as the Board makes the transition back to in-person meetings.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of The Board of Directors Conducted on March 15, 2021.**
Recommendation: Move for approval.
Presented by: None.
2. **Warrants, February, 2021.**
Recommendation: Move for approval.
Presented by: None.

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

REPORTS

3. **Meeting Notes from the Technical Advisory Committee Meeting Conducted on April 7, 2021.**
Recommendation: Information item only.
Presented by: None.

Chair Emick said that the last page of the TAC Minutes has been replaced in the Board packet due to an error.

4. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**
Recommendation: Information item only.

Mr. Kane shared that a few Board members received a letter from the County Superior Court requesting earlier service to the Barstow Superior Court, as the Court will be opening earlier beginning July 12, 2021. VVTA has already adjust routes and times to meet the needs of the court and will continue to study connectivity to the area.

As the Board is aware, VVTA has purchased land north of the Hesperia facility. Mr. Kane said that VVTA is proud to become the first transit agency in the County to operate and have the ability to fuel hydrogen fuel-cell buses. This will allow much more efficient operations as the battery electric buses take approximately 6 hours to charge and hydrogen fuel is immediate.

Lastly, Mr. Kane shared, the APTA Expo, which takes place every three years along with the annual conference, will be in Orlando, Florida, November 7-10, 2021. VVTA will make the Board aware when the conference is open for registration.

ACTION/DISCUSSION ITEMS

5. **Approve VVTA's Draft FY 2022-2024 Title VI Program and initiate 30-Day Public Comment Period.**

Recommendation: Approve VVTA's Draft FY 2022-2024 Title VI Program and initiate the 30-Day Public Comment Period.

Presented by: Christine Plasting, DBELO

Ms. Plasting explained that an updated Title VI program must be sent to FTA every three (3) years. This item allows for the 30-day comment period to start; AMMA Transit Planning will also review the draft document.

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

6. **Amend the VVTA Fiscal Year 2020-21 to Fund Capital Projects with Alternative Fuel Excise Tax Credits as Presented.**

Recommendation: Amend the VVTA Fiscal Year 2020-21 to Fund Capital Projects with Alternative Fuel Excise Tax Credits as Presented.

Presented by: Marie Downing, Grants Analyst.

Ms. Downing said that the APC's (automatic passenger counters) and GFI security projects are projects that need to be expedited. Ms. Downing also shared that these types of funds are important as it allows for the typical adjustments to capital projects in the middle of the fiscal year without the need for LTF to fill the gap.

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

7. **Closed Session.**

BOARD BUSINESS

Closed Session.

Government Code 54957(b) Personnel Exception.

Open Closed Session: 9:45 am

There will be a closed session scheduled for the Board for May 3rd or May 10th, as yet to be determined. There were no actionable items to report.

Close Closed Session 10:30 am

PRESS CLIPS/CORRESPONDENCE

BOARD OF DIRECTORS COMMENTS

Vice-Chair Jeannette shared that there is COVID-19 testing Monday through Friday, 9:00 am to 5:00 pm at the Adelanto Stadium, as well as the Harvest Food Share on

April 30th at 10:00 am at the same location.

Chair Emick explained that the Zoom meeting provided at today's Board meeting is a one-time occurrence. As of the May 17, 2021 meeting, all Board meetings will be held in person with no access to Zoom attendance.

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, May 17, 2021 at Barstow City Council Chambers, 220 East Mountain View Street Barstow, CA 92311.

ADJOURNMENT

The meeting was adjourned at 10:34 am.

APPROVED: _____
Curt Emick, Chair

ATTEST: _____
Debi Lorrah, Clerk of the Board

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

**May 3, 2021
MINUTES**

CALL TO ORDER

The Special Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:30 a.m. by Chair Curt Emick.

ROLL CALL

Board Members Present: Chair Curt Emick
Vice-Chair Joy Jeannette
Director Larry Bird
Director Liz Becerra
Director James Noble
Alternate-Director Kim Mesen
Alternate-Director Elaine Villareal

Staff Members Present: Kevin Kane, VVTA
Debi Lorrach, VVTA
Cynthia O'Neill, County Counsel

PLEDGE OF ALLEGIANCE

Alternate-Director Mesen led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Vice-Chair Jeannette wanted to thank Jon McDowell and Shelly Cable for their assistance during the food share program at the Adelanto Stadium.

PUBLIC COMMENTS

None.

ACTION/DISCUSSION ITEMS

7. Closed Session.

BOARD BUSINESS

Closed Session.

Government Code 54957(b) Personnel Exception.

Open Closed Session: 9:32 am

There were no actionable items to report.

Close Closed Session 10:26 am

PRESS CLIPS/CORRESPONDENCE

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, May 17, 2021 at Barstow City Council Chambers, 220 East Mountain View Street Barstow, CA 92311.

ADJOURNMENT

The meeting was adjourned at 10:27 am.

APPROVED: _____
Curt Emick, Chair

ATTEST: _____
Debi Lorrach, 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 March 2021.

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>
3/12/2021	\$ 74,790.97	PR-287-03-21
3/26/2021	\$ 74,790.97	PR-288-03-21
Total Payroll	\$ 149,581.94	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
3/08/21	\$ 41,448.70	12147- 12162	AP03289AAAEUX
3/15/21	\$ 152,441.63	12163- 12185	AP03300AAAEVH
3/18/21	\$ 4,998,166.01	12186- 12215	AP03305AAAEVN
3/25/21	\$ 2,025,861.97	12216- 12232	AP03328AAAEWK
3/31/21	\$ 531,073.02	12233- 12241	AP03333AAAEWP
	\$ 7,748,991.33		

RECOMMENDED ACTION

Approve VVTA's expenditures for March 2021.

PRESENTED BY Maged Azer Finance Director	FISCAL IMPACT \$7,898,573.27	MEETING DATE May 17, 2021	ITEM NUMBER 2
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**Bank Register Report
Victor Valley Transit Authority
Mar-21**

Check Number	Date	Payee Name	Amount
12147	03/08/2021	Allied Universal Security Services	\$4,389.49
12148	03/08/2021	SPECTRUM	\$1,949.99
12149	03/08/2021	Daily Press	\$813.79
12150	03/08/2021	Southern California Edison	\$3,624.39
12151	03/08/2021	Federal Express Corp.	\$27.29
12152	03/08/2021	FRONTIER-OFFICE LINES	\$59.58
12153	03/08/2021	Frontier	\$115.45
12154	03/08/2021	G&M Automotive Center	\$1,069.87
12155	03/08/2021	City Of Hesperia Water District	\$3,190.77
12156	03/08/2021	HI-Desert Communications	\$1,308.00
12157	03/08/2021	Labor Finders	\$7,308.66
12158	03/08/2021	Principal Life Insurance Company	\$2,176.62
12159	03/08/2021	SOUTHWEST GAS CORPORATION	\$3,251.45
12160	03/08/2021	TransitTalent.com	\$115.00
12161	03/08/2021	Verizon-Security Phones	\$5,892.49
12162	03/08/2021	Verizon	\$2,387.11
EFT032870001	03/10/2021	Kevin Kane	\$3,768.75
12163	03/15/2021	Abundant Living Family Church HD	\$2,159.00
12164	03/15/2021	ADAride.com	\$1,538.00
12165	03/15/2021	Beck Oil	\$385.25
12166	03/15/2021	Clean Energy	\$9,344.77
12167	03/15/2021	Cougar Mountain Software	\$1,800.00
12168	03/15/2021	Southern California Edison-CNG	\$9,070.03
12169	03/15/2021	Southern California Edison	\$7,968.31
12170	03/15/2021	Enterprise Ride Share	\$83,448.33
12171	03/15/2021	FUEL SOLUTIONS	\$7,245.00
12172	03/15/2021	El Chicano - Inland Empire Community Newspapers	\$264.00
12173	03/15/2021	Kevin Kane	\$3,768.75
12174	03/15/2021	Konica Minolta Business Solutions	\$657.43
12175	03/15/2021	Labor Finders	\$6,433.00
12176	03/15/2021	SONIC SYSTEMS IT	\$4,440.04
12177	03/15/2021	State Compensation Insurance Fund	\$1,050.08
12178	03/15/2021	Marlin Software, LLC	\$332.79
12179	03/15/2021	Transtrack Systems, Inc.	\$1,156.25
12180	03/15/2021	Trillium Solutions	\$4,200.00
12181	03/15/2021	VOID	\$0.00
12182	03/15/2021	VOID	\$0.00
12183	03/15/2021	VOID	\$0.00
12184	03/15/2021	VOID	\$0.00
12185	03/15/2021	US BANK	\$7,180.60
EFT032930001	03/17/2021	Creative Bus Sales	\$52,217.76
EFT032940001	03/17/2021	Creative Bus Sales	\$1,705,641.18
EFT032950001	03/17/2021	Creative Bus Sales	\$1,705,641.18
EFT032960001	03/17/2021	Creative Bus Sales	\$653,956.17
EFT032970001	03/17/2021	Creative Bus Sales	\$653,956.17
12186	03/18/2021	Abundant Living Family Church HD	\$2,531.00
12187	03/18/2021	Air & Lube Systems, Inc.	\$1,655.08
12188	03/18/2021	AMERICAN NEWS	\$829.98
12189	03/18/2021	Beck Oil	\$8,188.09
12190	03/18/2021	Bonnie Baker Senior Center	\$520.77
12191	03/18/2021	SPECTRUM	\$1,075.00
12192	03/18/2021	Spectrum Business-Sec	\$104.97
12193	03/18/2021	Foothill AIDS Project	\$1,092.00
12194	03/18/2021	Labor Finders	\$6,354.77
12195	03/18/2021	Loomis	\$650.89
12196	03/18/2021	San Bernardino County	\$3,507.50
12197	03/18/2021	Southwest Gas Corporation - CNG	\$107,939.59
12198	03/18/2021	Southwest Gas Corporation	\$1,006.20
12199	03/18/2021	Southwest Gas Corporation	\$2,185.46
12200	03/18/2021	Southwest Gas Corporation	\$958.46
12201	03/18/2021	Synchromatics Corporation	\$775.10
12202	03/18/2021	Tolar Manufacturing Co., Inc	\$4,502.25
12203	03/18/2021	Trona Community Senior Center	\$2,921.86
12204	03/18/2021	Type-Set-Go	\$1,473.10
12205	03/18/2021	Woodruff, Spradlin & Smart	\$1,845.00
12206	03/18/2021	UTILITY BILLING	\$683.20
12207	03/18/2021	Clean Energy	\$5,145.49
12208	03/18/2021	Pinnacle Petroleum, Inc.	\$25,939.02
12209	03/18/2021	Elizabeth Becerra	\$125.00
12210	03/18/2021	Lawrence Bird	\$125.00
12211	03/18/2021	Joy Jeannette	\$125.00
12212	03/18/2021	James Noble	\$125.00

12213	03/18/2021	Special District Risk Management	\$401.47
12214	03/18/2021	Syncromatics Corporation	\$217.00
12215	03/18/2021	Trillium CNG	\$43,750.30
EFT033080001	03/22/2021	Keolis Transit Services, LLC	\$1,716,916.27
EFT033190001	03/24/2021	Keolis Transit Services, LLC	\$137,786.99
EFT033200001	03/24/2021	Curt Emick	\$125.00
12216	03/25/2021	Apple Valley Communications, Inc.	\$3,495.00
12217	03/25/2021	AVR Vanpool	\$2,500.00
12218	03/25/2021	SPECTRUM	\$152.20
12219	03/25/2021	UTILITY BILLING	\$683.20
12220	03/25/2021	Clean Energy	\$5,633.38
12221	03/25/2021	Southern California Edison	\$6,368.91
12222	03/25/2021	Enterprise Ride Share	\$83,455.00
12223	03/25/2021	Golden State Water Company	\$1,763.00
12224	03/25/2021	High Desert Lock & Safe	\$43.10
12225	03/25/2021	Jaklyn Thacker Designs	\$480.00
12226	03/25/2021	Konica Minolta Business Solutions	\$425.61
12227	03/25/2021	Labor Finders	\$6,454.37
12228	03/25/2021	Lincoln Financial Group	\$1,046.24
12229	03/25/2021	Principal Life Insurance Company	\$2,176.62
12230	03/25/2021	San Bernardino County Transportation Authority	\$10,664.50
12231	03/25/2021	Southwest Gas Corporation - CNG	\$2,231.58
12232	03/25/2021	Unified Dispatch LLC	\$43,461.00
12233	03/31/2021	Asset Panda LLC	\$2,139.31
12234	03/31/2021	Calstart	\$3,950.00
12235	03/31/2021	SPECTRUM	\$1,129.84
12236	03/31/2021	Clean Energy	\$11,447.61
12237	03/31/2021	Green Power Monitor	\$3,800.00
12238	03/31/2021	Mark Christopher Auto Center	\$37,236.37
12239	03/31/2021	SOUTHWEST GAS CORPORATION	\$3,147.70
12240	03/31/2021	Spectrum	\$820.00
12241	03/31/2021	Trillium CNG	\$41,619.05
EFT033300001	03/31/2021	ChargePoint, Inc.	\$425,783.14
TOTAL			\$7,748,991.33

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**AGENDA ITEM
THREE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Meeting Notes from The Technical Advisory Committee Meeting Conducted on May 5, 2021.

SUMMARY STATEMENT

Meeting Notes from the Technical Advisory Committee meeting conducted on May 5, 2021.

RECOMMENDED ACTION

Information item only.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

May 17, 2021

ITEM NUMBER

3

**VICTOR VALLEY TRANSIT AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

**May 5, 2021
MEETING NOTES**

The meeting of the Technical Advisory Committee (TAC) of Victor Valley Transit Authority was opened at 3:07 p.m. via Zoom at Victor Valley Transit Authority, Conference room, 17150 Smoke Tree Street, Hesperia, CA.

TAC Members

Present:	Ro Ratliff, City of Victorville	Julie Ryan, Town of AV
	Kim Mesen, Co. of SB	Domingo Gonzales, City of Barstow
	Amanda Meere, Co. of SB	
Staff Present:	Kevin Kane, VVTA	Nancie Goff, VVTA
	Simon Herrera, VVTA	Barbara Miller, VVTA
	Debi Lorrah, VVTA	Christine Plasting, VVTA
	Chris Ackerman, VVTA	Marie Downing, VVTA
	Nancy Strickert, SBCTA	Ron Zirges, VVTA
	Maged Azer, VVTA	Alexa Flores, Co. of SB

1. Public Comment.

None.

2. Review Draft Board Agenda.

a. Award VVTA RFP 2021-07 Security Camera System Update.

Ms. Plasting said that VVTA received nine (9) proposals and three (3) were deemed non-responsive. Triton Global received the highest score; staff is asking the Board to approve a three (3) year contract with two (2) one-year options to extend the contract.

Ms. Ratliff asked what location the security cameras were for; Ms. Plasting answered it is for Hesperia, Barstow and the Barstow CNG station.

b. Award VVTA RFP 2021-08 ChargePoint Bus Charger Installation.

This award is for the Hesperia and Barstow locations, Ms. Plasting explained. RFP 2021-08 was released on February 16, 2021. A total of four (4) proposals were received with two (2) being non-responsive. An evaluation committee scored AMTEK Construction with the highest score and staff recommends a 180-day contract be awarded to AMTEK.

Ms. Meere asked if there will be additional costs for maintenance of the chargers. Ms. Plasting explained that the maintenance is performed by the contractor and there will be no additional charges.

Ms. Ratliff asked what funding will pay for this item; Ms. Goff stated it will be local funds that are not yet assigned. This information will be added to the Board item.

- c. Reject All Proposals Received, Cancel RFP 2021-06 and Approve Release of RFP 2021-14 Landscape Services.

Ms. Plasting reviewed the RFP process and shared that two (2) bids were received, each over \$500,000 which VVTA considers far too high of a price. Along with the re-release of the RFP, Ms. Plasting stated that a short video explaining the bid process will be included. Recently, many proposers are not reading the material that explains proposal requirements and as a result, they are considered non-responsive. VVTA feels this video may assist with that issue.

Additionally, Ms. Plasting stated VVTA will look into hiring a landscape architect to assist with the scope of work.

Ms. Meere asked if there is one specific section of the RFP's that proposers are not completing. Ms. Plasting shared that in VVTA's RFP's there is a section that explains the requirements for the format of the proposals; most proposers are simply submitting a price and not completing the required information.

Mr. Gonzales asked if the landscape architect will be allowed to bid on the RFP and Ms. Plasting answered no.

In reviewing the landscape costs for the new Barstow facility, Ms. Plasting shared that the cost was only \$43,000. Ms. Ratliff said that she oversees the landscaping at the City and is more than happy to assist VVTA. She also asked what funding would pay for this project. Ms. Goff said that there are facility funds are set aside for such expenditures.

- d. Draft Budget FY22.

Mr. Azer explained that the FY22 budget is based on VVTA returning to full service, post COVID restrictions. Many students are back in class, while some are still online; more workers are also back in the office in person as well. Mr. Azer highlighted some of the expenses that VVTA foresees, such as vehicle/bus replacements, computer upgrades, fuel price increases and the implementation of the Route 15 Express to better serve CSUSB.

For the budgeted revenue, the CARES Act funding is absorbing some of the operating costs and replacing funding such as CMAQ. Mr. Azer pointed out that VVTA's jurisdictions will be seeing an increase in excess transit LTF being consigned to them.

Ms. Ratliff asked what is funding the NTC (Fort Irwin) service; Ms. Goff explained that is funded mostly with passenger fares and LTF, however, VVTA does received a small amount from the Fort for shuttle service. Ms. Ratliff asked if the jurisdictions each paid an equal share of LTF for this service and Ms. Goff responded yes.

Ms. Mesen inquired about the change in the contractor rate; Mr. Azer explained that the increases are gradual per the contract as well as this upcoming year will

have a full twelve (12) months with Keolis and FY21 only had nine (9) months with Keolis. Keolis took over as contractor from NEXT in October 2020.

Ms. Ratliff thanked VVTA for providing the zoom meeting last minute and for putting forth an effort to provide LTF to the jurisdictions.

3. Bus stop shelters/benches/lighting.

Mr. Herrera shared that VVTA is in the process of ordering trash cans for the City of Victorville. Additionally, he stated that the new bike lid wrap is in process.

4. SBCTA Update.

Ms. Strickert announced that the Article 3 Call for Projects will be going to Transit Committee on May 12, 2021 for approval and will be released in June. She added that solar lights and installation is now allowed to be added into the projects. Mr. Strickert added that there will be online access to apply.

Ms. Goff said that VVTA is quite willing to work with the jurisdictions proposals for shelter placement, etc., and that VVTA may be able to assist with the match.

5. Other Business.

None.

6. Adjournment. 3:59 pm

**AGENDA ITEM
FOUR**

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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.

- Keolis invoice for February.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- Keolis On Time Performance Report FY 2021.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT
N/A

MEETING DATE
May 17, 2021

ITEM NUMBER
4



INVOICE NO. 0060091-IN

Keolis Transit Services17150 Smoke Tree St.
Hesperia Calif. 92345BILL TO Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345

DATE 4/5/2021

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

MONTH

March

BILLING PERIOD 03/01/21 to 03/31/21

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Expense	Actual Expense	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,233.00	2,250.99		\$326,242.03	\$227,147.74	(\$99,094.29)	\$1,961,569.67	\$1,390,370.61	(\$571,199.06)
Subscription	1,172.00	513.07		\$118,266.52	\$51,773.56	(\$66,492.96)	\$775,663.63	\$91,819.70	(\$683,843.93)
Regional Fixed Rt	11,577.44	11,545.92	(31.52)	\$1,010,710.51	\$1,007,958.82	(\$2,751.70)	\$5,739,576.91	\$5,729,856.06	(\$9,720.85)
County	1,872.30	1,869.74	(2.56)	\$163,451.79	\$163,228.30	(\$223.49)	\$934,303.81	\$932,591.85	(\$1,711.96)
Vaccine Express	-	16.55		\$0.00	\$1,670.06	\$1,670.06	\$11,024.42	\$12,694.48	\$1,670.06
B.V. Link/Lifeline	637.07	633.50	(3.57)	\$55,616.21	\$55,304.55	(\$311.66)	\$314,106.27	\$312,393.46	(\$1,712.81)
Fort Irwin	519.80	515.00	(4.80)	\$48,154.27	\$47,709.60	(\$444.67)	\$265,895.33	\$264,522.41	(\$1,372.92)
Barstow-Fixed Route	1,951.71	1,951.00	(0.71)	\$170,384.28	\$170,322.30	(\$61.98)	\$966,794.24	\$966,282.67	(\$511.57)
Barstow-County	803.31	803.00	(0.31)	\$70,128.96	\$70,101.90	(\$27.06)	\$396,760.16	\$396,188.35	(\$571.81)
Barstow-DAR	454.00	199.25		\$45,813.14	\$20,106.32	(\$25,706.82)	\$274,878.84	\$100,089.60	(\$174,789.24)
SUBTOTALS	22,220.63	20,298.02		\$2,008,767.72	\$1,815,323.14	-\$193,444.58	\$11,640,573.28	\$10,196,809.19	-\$1,443,764.09

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

TOTAL INVOICE INCLUDING VARIANCE

\$1,815,323.14

Please REMIT TO:
Keolis Transit Services, LLC
470 Atlantic Avenue, 5th Floor
Boston, MA 02210

Manager's Signature and Business Phone



FY 2021 -- Monthly Performance Statistics by Mode
Systemwide Summary
All Routes

Performance Statistics for March

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)	46,617	16,792.4	\$1,902,017	\$112,240	2.8	\$40.80	\$113.27	\$2.41	\$6.68	5.90%
Commuter Bus	2,932	515.6	\$68,424	\$32,777	5.7	\$23.34	\$132.72	\$11.18	\$63.57	47.90%
Demand Response	5,484	3,274.4	\$382,087	\$18,357	1.7	\$69.67	\$116.69	\$3.35	\$5.61	4.80%
System Total	55,033	20,582.3	\$2,352,529	\$163,374	2.7	\$42.75	\$114.30	\$2.97	\$7.94	6.94%



Monthly Ridership Report

March, FY 2021

Bus (Motorbus), Commuter Bus, Demand Response Only

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)	84,175	46,617	5.7	2.7	13.90%	5.90%
Commuter Bus	2,768	2,932	5.5	5.6	45.29%	47.90%
Demand Response	9,831	5,484	2.6	1.6	10.43%	4.80%
System Total	96,774	55,033	5.1	2.6	14.21%	6.94%

KEOLIS

ADA Dispatch Denial Report

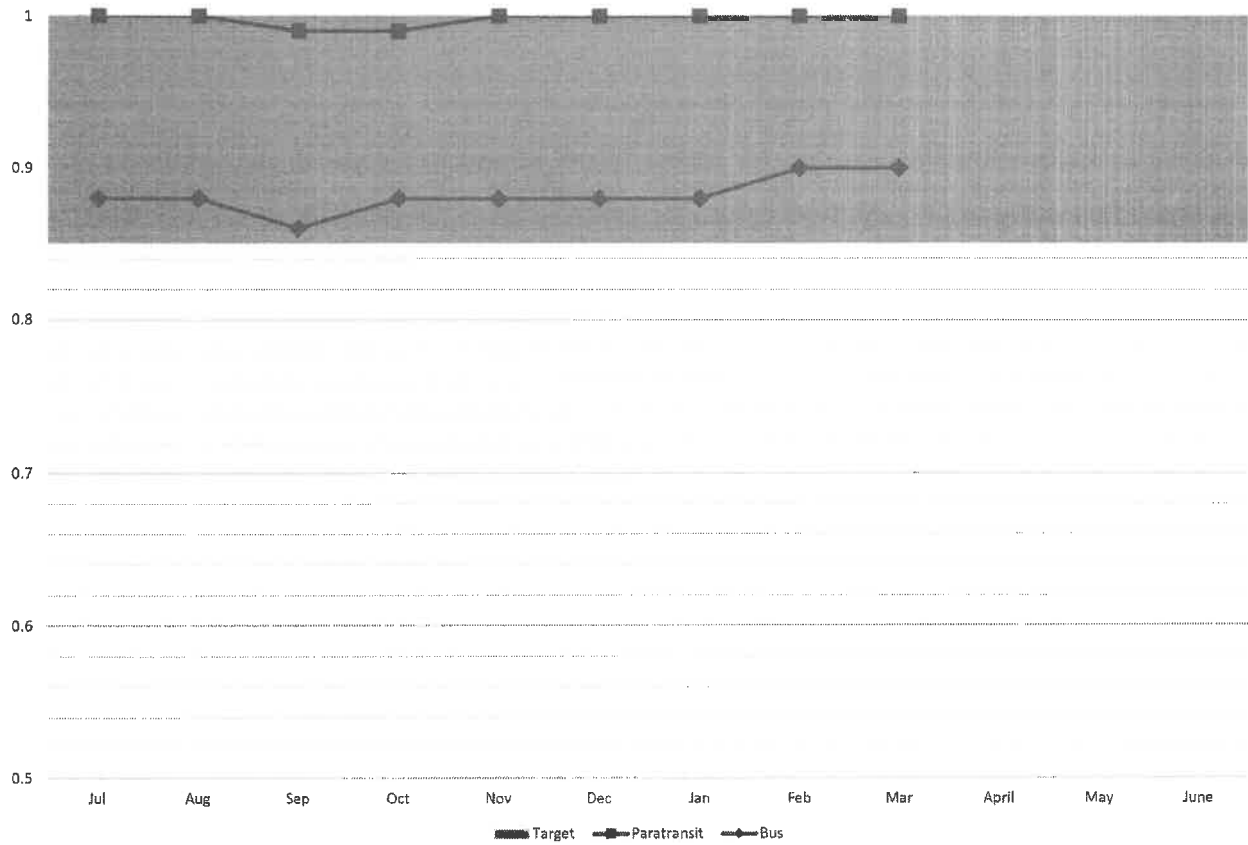
For the Month of March 2021

[illegible]

March 2021
Major and Non-Major
Miles between road calls - VVTA and Barstow

	Total Miles	Road Calls	Miles Between Road Calls
Demand Response	63,574	5	12,715
Commuter Bus	20,160	2	10,080
Motor Bus	288,776	40	7,219
Total System	372,510	47	7,926

FY 21 System Wide Schedule Adherence



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**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2021-07 Security Camera System Update.

SUMMARY STATEMENT

On January 7, 2021, VVTA released RFP 2021-07 Security Camera System Update. Addendum No.1 was released on January 24, 2021, which extended the due date for proposals to March 4, 2021. The last day for questions expired on February 19, 2021 and the final addendum was posted on February 25, 2021.

The deadline for proposals was on Thursday, March 4, 2021 at 3:00 PM (PDT) and nine (9) proposals were received. Three of the proposals were deemed non-responsive, leaving (6) proposals for evaluation. An evaluation committee was created to review the responses and determine the highest scored proposal. The Evaluation Committee convened via Zoom on March 29, 2021. The scores tabulated, of a maximum possible score of 100 points:

Apple Valley Communications, Apple Valley, CA	41.80
GA Technical Services, Upland, CA	72.63
Baker Electric, Escondido, CA	70.00
Edgeworth Security, Simi Valley, CA	73.70
Inter-Pacific, Tustin, CA	69.32
Triton Global Solutions, Inc., Ontario, CA	76.25

Continued

RECOMMENDED ACTION

Award RFP 2021-07 Security Camera Systems, to Triton Global Solutions, Ontario, CA, for an amount not to exceed \$90,664.99 and to designate authority to the Executive Director to execute the resulting contract.

PRESENTED BY
Christine Plasting
Procurement Manager

FISCAL IMPACT
Not to Exceed
\$90,664.99

MEETING DATE
May 17, 2021

ITEM NUMBER
5

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2021-07 Security Camera System Update.

SUMMARY STATEMENT

The Evaluation Committee deemed it necessary to conduct interviews/demonstrations with the top three scored Proposals. The interviews were worth a maximum score of 20 points. The final tabulation after adding the interview scores were:

GA Technical Services, Upland, CA	76.85
Edgeworth Security, Simi Valley, CA	93.14
Triton Global Solutions, Inc., Ontario, CA	95.25

Staff recommendation is to award the Contract to Triton Global Solutions, Inc., Ontario, CA, for three (3) years with two (2) one-year options to extend, not to exceed \$90,664.99.

Funds for this Project will be paid for with budgeted FTA 5307 and LTF local match.

RFP 2021-07 SECURITY CAMERA SYSTEM UPDATE
Evaluation Tabulation

Technical Evaluation:

Evaluation Criteria	Weight Factor		E1	E2	E3	E4	Total
Experience	15.00	Company					
		C-1	5.00	1.00	3.00	1.00	7.50
		C-2	5.00	5.00	2.00	3.00	11.25
		C-3	4.00	5.00	5.00	5.00	14.25
		C-4	5.00	5.00	3.00	5.00	13.50
		C-5	4.00	5.00	5.00	5.00	14.25
		C-6	3.00	5.00	3.00	5.00	12.00

Comments:

Quality of Staff	15.00						
		C-1	3.00	1.00	2.00	3.00	6.75
		C-2	4.00	5.00	3.00	4.00	12.00
		C-3	4.00	5.00	4.00	4.00	12.75
		C-4	4.00	5.00	3.00	4.00	12.00
		C-5	4.00	4.00	4.00	4.00	12.00
		C-6	3.00	3.00	4.00	3.00	9.75

Comments:

Tech ability	20.00						
		C-1	5.00	1.00	3.00	1.00	10.00
		C-2	4.00	4.00	3.00	5.00	16.00
		C-3	4.00	5.00	4.00	5.00	18.00
		C-4	4.00	5.00	4.00	5.00	18.00
		C-5	4.00	4.00	4.00	4.00	16.00
		C-6	3.00	4.00	4.00	4.00	15.00

Comments:

Proposal	25.00						
		C-1	4.00	1.00	3.00	1.00	11.25
		C-2	4.00	4.00	3.00	4.00	18.75
		C-3	3.00	4.00	4.00	4.00	18.75
		C-4	5.00	5.00	4.00	4.00	22.50
		C-5	4.00	5.00	4.00	4.00	21.25
		C-6	4.00	4.00	4.00	4.00	20.00

Comments:

RFP 2021-07 SECURITY CAMERA SYSTEM UPDATE
Evaluation Tabulation

Total Weight Score	75.00		Eval 1	Eval 2	Eval 3	Eval 4	Average Weighted Score
TOTAL		C-1	63.75	15.00	41.25	22.50	35.63
		C-2	63.75	67.50	41.25	60.00	58.13
		C-3	56.25	71.25	63.75	67.50	64.69
		C-4	67.50	75.00	52.50	67.50	65.63
		C-5	60.00	67.50	63.75	63.75	63.75
		C-6	48.75	60.00	56.25	60.00	56.25

Cost Evaluation		
	20.00	Cost Score
AV Comm		6.17
GA Technical		14.51
Baker Electric		5.31
Edgeworth/VAS		8.08
Inter-Pacific		5.57
Triton Global		20.00

	Technical	DBE (Max 5 Points)	Cost	Total Score	Interview Scores	Final Scores
AV Comm	35.63	0.00	6.17	41.80		
GA Technical	58.13	0.00	14.51	72.63	4.22	76.85
Baker Electric	64.69	0.00	5.31	70.00		
Edgeworth/VAS	65.63	0.00	8.08	73.70	19.44	93.14
Inter-Pacific	63.75	0.00	5.57	69.32		
Triton Global	56.25	0.00	20.00	76.25	19.00	95.25

Evaluation Committee conducted interviews with the Top 3 scored proposals. Max Interview Score = 20 points
Total Maximum Points including Interviews = 120 points

**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2021-08 ChargePoint Bus Charger Installation.

SUMMARY STATEMENT

At the February 16, 2021 Board Meeting, the Board of Directors approved the release of RFP 2021-08 ChargePoint Bus Charger Installation.

On February 16, 2021, VVTA released RFP 2021-08 ChargePoint Bus Charger Installation. The Pre-proposal Conference/Job Walk was conducted on March 5, 2021. The last day for questions expired on March 12, 2021 and the final addendum was posted on March 18, 2021.

The deadline for proposals was on Thursday, March 25, 2021 at 3:00 PM (PDT) and four (4) proposals were received. Two of the proposals were deemed non-responsive, leaving (2) proposals for evaluation. An evaluation committee was created to review the responses and determine the highest scored proposal. The Evaluation Committee convened April 13, 2021. The scores tabulated, of a maximum possible score of 100 points:

Asplundh Construction, Buena Park, CA	70.18
AMTEK Construction, Orange, CA	89.33

Staff recommendation is to award the Contract to AMTEK Construction, Orange, CA, for a term of 180 days, not to exceed \$99,944.00.

Funds for this Project will be paid for with budgeted LCFS Credits, STA and SGR (State of Good Repair).

RECOMMENDED ACTION

Award RFP 2021-08 ChargePoint Bus Charger Installation to AMTEK Construction, Orange, CA, for an amount not to exceed \$99,944.00 and to delegate authority to the Executive Director to execute the contract.

PRESENTED BY Christine Plasting Procurement Manager	FISCAL IMPACT Not to Exceed \$99,944.00	MEETING DATE May 17, 2021	ITEM NUMBER 6
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RFP 2021-08 CHARGEPOINT INSTALL

Evaluation Tabulation

Technical Evaluation:

Evaluation Criteria	Weight Factor		E1	E2	E3	Total
Experience	20.00	Company				
		C-3	4.00	4.00	4.00	16.00
		C-4	4.00	4.00	5.00	17.33

Comments:

Quality of Staff	15.00					
		C-3	4.00	4.00	4.00	12.00
		C-4	4.00	4.00	5.00	13.00

Comments:

Tech ability	20.00					
		C-3	4.00	4.00	5.00	17.33
		C-4	4.00	4.00	5.00	17.33

Comments:

Proposal	25.00					
		C-3	4.00	4.00	4.00	20.00
		C-4	4.00	4.00	5.00	21.67

Comments:

Total Weight Score	80.00		Eval 1	Eval 2	Eval 3	Average Weighted Score
		C-3	64.00	64.00	68.00	65.33
		C-4	64.00	64.00	80.00	69.33

Cost Evaluation		
	20.00	Cost Score
Asplundh		4.85
AMTEK		20.00

	Technical	Cost	Total Score
Asplundh	65.33	4.85	70.18
AMTEK	69.33	20.00	89.33

**AGENDA ITEM
SEVEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Reject All Proposals Received, Cancel RFP 2021-06 and Approve Release of RFP 2021-14 Landscape Services.

SUMMARY STATEMENT

On January 15, VVTA issued RFP 2021-06 Landscape Services. Addendum No. 1 was issued on February 1, 2021, extending the due dates of the RFP. Addenda 2-4 were issues with changes made to the scope of work to include the Barstow LCNG Station. Proposals were due on March 17, 2021.

Only two (2) proposals were received. Both proposals exceeded cost expectations for the project and both proposals were deficient in other ways. Staff has deemed it necessary to reject the proposals received.

Additionally, staff requests the approval of the VVTA Board to release RFP 2021-14 Landscape Services. Staff will seek proposals from other Landscape/Gardeners in the area and will be seeking the assistance of a Landscape Architect to revise the scope of work.

Staff requests that the Board 1. Reject all proposals and cancel RFP 2021-06 Landscape Services, and 2. Approve the release of VVTA RFP 2021-14 Landscape Services.

RECOMMENDED ACTION

Reject all Proposals received – RFP 2021-06 and approve the release of revised RFP 2021-14 Landscape Services.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting Procurement Manager	None	May 17, 2021	7

**AGENDA ITEM
EIGHT**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve Cost of Living Adjustment (COLA) for VVTA Staff and Amend FY21 Budget; Approve COLA for VVTA Staff for inclusion in FY22 Budget.

SUMMARY STATEMENT

At the Board meeting which took place on July 20, 2020, staff was directed to postpone *Item #10 a Cost-of-Living-Adjustment (COLA) for VVTA staff* for a period of six (6) months to see what the state of the COVID-19 pandemic would be after that period of time.

It has actually been seven (7) months since previously considered. During that time staff continued to work diligently from home and in the office. Alternately employees are scheduled to be in the office while others are assigned to telework. Those schedules are managed according to each employee's need to be in the office to perform key activities as well as the need for key employees to interface with others as assigned to office duties. This plan minimizes possible exposure to and contraction of COVID-19 and maximizes staff effectiveness when in the office.

Additionally, during this period, the US economy has improved and VVTA continues to operate with very strong operational and capital funding. This strong fiscal position was improved even further by CARES funding and ARP (American Rescue Plan Act of 2021) funding.

It is important to point out that part of the original Board intent for the COLA was to assist VVTA employees in offsetting a portion of their share of increased healthcare insurance premiums as a result of another Board action.

Continued

RECOMMENDED ACTION

- 1) Approve Cost of Living Adjustment for VVTA Staff and Amend FY21 Budget and 2) Approve Cost of Living Adjustment for VVTA Staff to include COLA in FY22 Budget (effective July1, 2021).

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT

N/A

MEETING DATE

May 17, 2021

ITEM NUMBER

8

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve Cost of Living Adjustment (COLA) for VVTA Staff and Amend FY21 Budget; Approve COLA for VVTA Staff for inclusion in FY22 Budget.

SUMMARY STATEMENT

The VVTA Board at its Monday, October 15, 2018 meeting increased the employee share of Healthcare Insurance costs. Prior to that change, the Board approved policy was that VVTA employees should bear 20% of any cost increases in healthcare insurance premiums. That original policy was replaced with the following (current):

5.11 Health Insurance Benefits:

Participation in VVTA sponsored health insurance programs is effective after hiring based on the benefits date and any applicable waiting period required under the particular health insurance program.

1. Insurance Premiums

VVTA pays a defined contribution towards insurance premiums for combined costs of Health, Dental and Vision insurance for each employee based on the following table:

Employees Hired Prior to October 15, 2018:

Employee only: up to \$1,000.00

Employee +1: fixed at current Employer contribution

Employee + Family: fixed at current Employer contribution

Employees Hired on or after October 15, 2018:

All coverage levels: (EE, E+1, Fam): up to \$1,000.00

Premium rates above these levels, as well as deductibles and copayments will be paid by the employee. All employee participation is deducted from pre-tax dollars through our sec125 Flexible Benefits plan.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve Cost of Living Adjustment (COLA) for VVTA Staff and Amend FY21 Budget; Approve COLA for VVTA Staff for inclusion in FY22 Budget.

SUMMARY STATEMENT

As a result of this action, a number of employees with families switched or chose to insure themselves only or pay a yearly premium of anywhere from \$2,760 to \$10,856.

With such additional costs in mind, at the Board meeting on November 19, 2018, the VVTA Board approved the updated Personnel Policies which explicitly include an annual Cost of Living Adjustment (COLA) for VVTA staff. The following is the excerpt from that approved policy:

“6. COST OF LIVING ADJUSTMENT

A Cost of Living adjustment based on the Consumer Price Index (CPI) shall be included in the VVTA annual budget. To that end, each year, no later than April, staff will present the CPI report to the Board for review and a determination for an amount to be included in the following year VVTA budget along with an adjustment to the salary range table.

Adjustments will become effective July 1 of each year commencing in 2019.”

The US Bureau of Labor Statistics for Riverside – San Bernardino – Ontario, CA only publishes the CPI every other month.

Therefore, the Board is considering what was reviewed seven months ago in FY 20 for FY21; to consider and approve the Cost-of-Living Adjustment (COLA). The total yearly amount in question is only \$43,348 against the yearly budget of \$32.9 million or 0.13% of the FY 20-21 VVTA Budget.

Again, the COLA was based on the **US Bureau of Labor Statistics for Riverside – San Bernardino – Ontario, CA** average CPI for the three (3) published months (November-3.0; January-3.4, March-2.3). That average is 2.96%. This translates to a total amount of only \$43,348 which is 0.13% or less than half of 1% of the VVTA FY 2020-21 approved budget.

Lastly, the FY 21-22 COLA was based on the **US Bureau of Labor Statistics for Riverside – San Bernardino – Ontario, CA** average CPI for the three (3) published months (November-2.1; January-2.4, March-4.1). That average is 2.87%. This translates to a total amount of only \$49,881.

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**AGENDA ITEM
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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Fiscal Year 2021-22 Draft Annual Operating and Capital Budget.

SUMMARY STATEMENT

The Fiscal Year 2021-22 Annual Operating and Capital Budget proposes a spending level of \$31,643,921 for operations which represents a 5.4% increase as compared to FY 2020-21. It should be noted that the increase includes the annual 4% increase in the maintenance and operations contract and the expected fuel market price increases.

Additionally, \$22,491,994 is programmed for capital projects which reflects an increase of \$8,307,599 when compared with FY 2020-21 Budget. VVTA built the Budget estimates as Fiscal Year 21-22 is coming out of the COVID-19 pandemic tunnel and back to near normal. VVTA staff used Federal CARES ACT Funds as Operating Assistance to support the \$31.6M in Operating Expenses. With that, VVTA continues to provide a robust transit system that effectively meets the community needs of the entire 1,000-mile service area while conservatively and efficiently utilizing resources to do so.

FY 2021-22 Budget includes a substantial \$22.5M in capital funds that includes \$3.3M for the purchase of five (5) replacement CNG Buses; \$810K for six (6) Paratransit replacement vehicles; \$3.9M for Hesperia Transfer Center; \$3.7M for the Hydrogen FCEB station infrastructure; and \$100K to purchase two (2) service/relief vehicles. Also included is \$458K for facility repairs and improvements, and \$76K for two (2) vehicles to support the CTSA car share program.

Continued

RECOMMENDED ACTION

1) Ratify Publishing the Federally Funded Program of Projects for the Draft FY 2021-22 Capital Budget for 30 days of public review and comment. 2) Add (if approved) CPI to the draft budget. 3) Receive any input and public testimony.

PRESENTED BY
Maged Azer,
Director of Finance

FISCAL IMPACT
Operating \$31,643,921
Capital \$22,491,994

MEETING DATE
May 17, 2021

ITEM NUMBER
9

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2022 Annual Operating and Capital Budget.

SUMMARY STATEMENT

In FY 22, the budget provides \$795K in support for VVTA's Consolidated Transportation Services Agency (CTSA). In FY 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 21 the CTSA Division fully implemented the innovative Brokerage program which encourages non-profit organizations to provide transportation services. This program added measurable ADA savings by reducing dependency on higher cost ADA services while also expanding mobility options for those clients who can benefit from the alternative programs provided. The FY 22 Budget will continue to provide support for the Brokerage program to grow along with all other CTSA programs.

Rounding out the FY 22 budget is ongoing support of several programs which continue to be well received and widely used by the communities we serve. These programs include the Vanpool program; a reduced Veteran's fare, and the Commuter Service to NTC Fort Irwin, which supports our troops.

FY 2021-22 OPERATIONAL EXPENSES - \$31.64M

The FY 2021-22 budget for VVTA to support operations is as follows:

<u>FY21-22</u>	<u>Prior Year</u>	<u>Incr</u>	<u>%</u>
\$31.64M	\$29.94	1.7M	5.4

Operational cost increase is due to:

1. Annual increase of the purchase transportation contractor rate
2. New Route 15 Express from CSUSB collage to D street – 6 round trips a day: and
3. Increase of the Fuel market prices.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2022 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 2021-22 budget spends only 6% of its total Budget on Administration. This funding level represents one of the lowest administrative funding percentage of any transit agency in San Bernardino County, if not the entire state. The FY 22 Administrative Budget includes needed upgrades of IT servers and computers required to meet VVTA growth and expansion.

The FY 2021-22 Administrative expenses for VVTA:

<u>FY 2021-22</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$ 2.91M	\$ 2.86M	\$0.05M

FY 2021-22 CAPITAL PLAN - \$22.5M

Within the FY 22 Budget, VVTA has created a capital spending plan that looks beyond the crippling effects of COVID-19. The FY 22 Capital Budget provides for growth and advancements throughout the system. This forward planning ensures VVTA will provide high quality, responsive, responsible, and secure service to its riders. At the same time VVTA will maintain operational efficiency and regulatory compliance by implementing leading edge technologies and assuring its fleet vehicles and support facilities are always in a state of good repair. In FY 22 the capital expenditure plan provides \$22.5m to fund the following projects:

5 CNG Replacement Buses	\$3.3M
Federal Operating Assistance/CARES ACT:	\$7.5M
6 Paratransit Vehicles:	\$0.8M
Facilities Capital Investment	\$2.6M
Hesperia Transit Center	\$3.9M
Hydrogen FCEB Infrastructure	\$3.7M
2 Service Vehicles	\$0.1M
Misc. projects:	\$0.6M
Total	\$22.5M

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2022 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY 2021-22 REVENUES

The FY 22 budget is fully funded with a combination of passenger fares, Federal FTA CARES ACT funding, state funding, and miscellaneous income sources. In FY 22, VVTA will continue to use the "State of Good Repair" (SGR) funding from the SB1 gasoline tax. SGR provides \$0.7M in funding for VVTA's capital investment program. Finally, LCFS Credits and the LTF subsidies will play a small part in capital funding. Thanks to the CARES ACT, VVTA's draft budget provides **\$2.8M in unprogrammed local transportation funds** (subject to SBCTA final reconciliation). These funds should be available to jurisdictions by following the usual SBCTA funding timelines.

ADDITIONAL HIGHLIGHTS:

General:

Operating Expenses FY 22 Budget are programmed to increase by 5.4%. For the most part, the annual increase is part of VVTA's operations and maintenance contract as well as the expected increase of fuel market price, and the cost of the **New Route 15X Express**. These new Express trips will serve the students and faculty of the high desert who need transportation to/from CSUSB. Students who currently attend CSUSB spend approximately 1.5 - 2 hours to return home; with our new service, the travel time students returning home will be **reduced** to less than an hour. The service will be operated Monday-Friday, scheduled according to what times best work for our high desert residents. The 15X will be marketed alongside route 15 (BV Link). VVTA is working with CSUSB to devise a program that will offset some of the increased 15X expenses.

VVTA dramatically used the Federal FTA CARES ACT funds for Operating Assistance. This offset the need for FTA 5307 funds which will now be used for capital projects.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2022 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FIXED ROUTE:

VVTA increased the Federal Funding/CARES ACT support for operational assistance by \$2,149,466, for the Fixed Route division as compared to FY 21. All Operating Expenses increased by \$1,057,680 for Fixed Route Budget vs. FY-21. As mentioned above, the increase is due to the new contractor rates and the expected increase in the fuel market prices. The capital for Fixed Route includes the replacement of five (5) Class H CNG Buses, and two (2) service / relief vehicles, as well garage shop equipment, shelter amenities, solar lights, and signage.

COUNTY ROUTES:

Operating Expenses increased 5% compared to FY21 Budget, for the same reasons as mentioned above.

INTERCITY ROUTES:

BV Link (Route 15) service has a long history of expansion to meet significant yearly ridership increases. It should also be noted the CMAQ funds that supported these services over the last several years is no longer available beginning of FY 21 budget. In this year's Budget, VVTA increased the use of FTA CARES Act funds for Intercity Operating Assistance from \$300,000 to \$500,000. In essence, CARES ACT funds are replacing the CMAQ funds.

COMMUTER ROUTES (NTC-Ft Irwin):

NTC serves active military and DOD personnel in our communities. This service is 75% funded by passenger fares. In FY 22, service hours remain the same as FY 2020-21. Operating Expenses are projected to increase by 9% due to the increase of fuel market prices and the increase of the contractor rates as mentioned above.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2020 Annual Operating and Capital Budget.

SUMMARY STATEMENT

ADA:

ADA service in FY 2021-22 Budget includes a projected decrease in revenue hours thanks to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department, which is expected to transfer a significant number of ADA riders to a lower cost brokerage service. FY 2021-22 Budget includes purchase six (6) replacement paratransit vehicles and the other three (3) in Barstow paratransit.

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA ride services or do not have access to traditional type services. In the FY 22 Budget VVTA will continue the support and growth of the Brokerage program partnerships with local non-profits and will continue to support the TRIP program which provides mileage reimbursements to ADA clients 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. Only a slight budget increase of (4%) is estimated thanks to the implementation and the support of full Brokerage program.

VANPOOLS:

VVTA's Vanpool service was launched in October 2012 and has seen steady demand ever since. VVTA's vanpool program is still the 19th largest vanpool program in the entire US. This, according to the American Public transportation Association (APTA). Vanpools play a significant role in reducing congestion and improving air quality. The Vanpool program was negatively impacted by COVID-19 last year. While the FY 22 Vanpool Budget is expected to be lower by 2%, it is still an increase compared to last year's actuals. It is estimated that the Vanpool program will return to normal gradually.



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2021-2022

(SUMMARY)

Draft

BUDGET NOTES & ASSUMPTIONS :

Listed below are some notes and assumptions that were used to build the FY21-22 Budget. They are designed to supplement the numerical presentation in the "Summary" and "Detailed" Budget pages.

Line no.	Department	Note/Assumption
1	Fxd Rte	VVTA increased the Federal Funding/CARES ACT support for operational assistance by \$3,716,788, Operating expenses increased by \$1,045,197 or 8% in Fxd Rte Budget vs FY21 Budget, Replace 5 Class H CNG '40 Buses, Add 2 expansion Service Vehicles in addition to Garage shop equipments and Shelter amenities, solar lights and signage.
2	Direct Access	Replace 3 Paratransit vehicles
3	County	Operating Expenses Increased 5% compared with FY21 Budget. Due to the increase in Fuel market prices and new contractor Keolis rates that applied for the full year, last year the new contractor rates was 9 months only.
4	Barstow Division	VVTA used the Federal Funding/CARES ACT 5311 \$679,048 to support the operating assistance, Replace 3 paratransit vehicles.
5	Commuter (NTC)	VVTA maintaining FT. Irwin Commuter Bus Service Hours same as FY21 Budget.
6	Intercity (BV link)	Operating Expenses increased 27% compared with FY20 Budget, this increase is due to the new Route 15 Express, Used \$500,000 FTA CARES Act funds for operating assistance.
7	CTSA	This year VVTA increased the Budget around 4% to support and help the recovery of last year pandemic impact on all CTSA programs.
8	Facilities-HESP	Budget FY22 includes 3.7 Million for the Hydrogen station FCEB infrastructure, and includes 3.9 Million for the Hesperia Transfer Center, in addition to Facility Renovation.
9	Admin	Administration Expenses for FY 22 increased only 1.6%. The increase is mainly due to the increase of insurance rates and professional deveolpment for education of the second and third staff level. with the 1.6% increase the Admin expenses represents only 6% of the the total FY22 Budget. Budget FY22 includes 45K for upgrade and replace IT computers and servers and other IT equipment.
10	General	Operating Expenses increased 5.7% due to the annual increase of the purchase transportation contractor rate plus the expected increase of fuel market price and the cost of Route 15 X Express as mentioned above. VVTA increased the use of the Federal FTA CARES ACT Funds for Operating Assistance and eliminate the use of regular 5307 Operating Assistance, 100% Local Match required when using FTA 5307 Operating Assistance, For CARES ACT no match is required.



Victor Valley Transit Authority

ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2021-2022

(SUMMARY)

Expense Plan

	<u>FY21-22</u>	<u>FY20-21</u>	<u>\$ Change</u>	<u>% Change</u>
Operating	\$ 31,643,921	\$ 29,943,615	\$ 1,700,306	5.7%
CARES ACT Capital Assistance for Operating	\$ (7,465,302)	\$ (7,314,240)		
Capital	\$ 22,491,995	\$ 14,184,396	\$ 8,307,599	58.6%
Total Expense	\$ 46,670,614	\$ 36,813,771	\$ 9,856,843	26.8%

VICTOR VALLEY TRANSIT AUTHORITY

Fiscal Year Budget 2021-2022

CAPITAL PROJECT DETAILS CHART

Program	Project Description	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	CARES Act	LCFS / RINS Credits	Toll Credits	Project Cost
Direct Access	Paratransit vehicle exp (5)		\$324,000				\$81,000					\$405,000
Fixed Route	FTA operating assistance / CARES ACT								\$6,286,254			\$6,286,254
	Shelter amenities, solar lights and signage	\$68,000				\$17,000						\$85,000
	BEB Wraps (5)					\$39,980						\$39,980
	Secutity Project - 1% cameras	\$68,000				\$17,000						\$85,000
	Regional buses rplc Class H CNG (5) '40	\$2,780,350					\$490,650					\$3,271,000
	Regional buses rplc Class H FCEB (2) '40 Roll over funding							\$241,762				\$241,762
	Service Vehicles (2)	\$80,000					\$20,000					\$100,000
	Transfer center - Hesperia	\$3,120,000			\$490,944		\$80,530			\$208,526		\$3,900,000
	Garage and Shop Equipment		\$40,000			\$10,000						\$50,000
County	FTA operating assistance / CARES ACT											\$0
BAT	FTA operating assistance (CARES ACT) Rural 5311 CARES								\$679,048			\$679,048
	Paratransit vehicle rpl (3)		\$324,000				\$81,000					\$405,000
	Bus facility capital lease (Barstow)				\$638,650							\$638,650
NTC Commuter												\$0
Intercity	FTA operating assistance (CARES ACT)								\$500,000			\$500,000
Facilities	Bus facility capital lease (Hsp)	\$1,229,040			\$307,260							\$1,536,300
	Hydrogen FCEB Infrastructure			\$3,690,000							\$423,243	\$3,690,000
	Facility Renovations	\$366,400				\$ 91,600						\$458,000
CTSA	Car Share vehicles (2)									\$76,000		\$76,000
Administration	Computers and servers	\$36,000				\$9,000						\$45,000
Total		\$7,747,790	\$688,000	\$3,690,000	\$1,436,854	\$184,580	\$753,180	\$241,762	\$7,465,302	\$284,526	\$423,243	\$22,491,994

VICTOR VALLEY TRANSIT AUTHORITY
CAPITAL FUNDING SOURCE SUMMARY CHART

Program	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	CARES Act	LCFS/RINS Credits	Toll Credits	Project Cost
Direct Access		\$324,000				\$81,000					\$405,000
Fixed Route	\$6,116,350	\$40,000		\$490,944	\$83,980	\$591,180	\$241,762	\$6,286,254	\$208,526		\$14,058,996
County											\$0
BAT		\$324,000		\$638,650		\$81,000		\$679,048			\$1,722,698
NTC Commuter											\$0
Intercity								\$500,000			\$500,000
Facilities	\$1,595,440		\$3,690,000	\$307,260	\$91,600					\$423,243	\$5,684,300
CTSA									\$76,000		\$76,000
Administration	\$36,000				\$9,000						\$45,000
Total	\$7,747,790	\$688,000	\$3,690,000	\$1,436,854	\$184,580	\$753,180	\$241,762	\$7,465,302	\$284,526	\$423,243	\$22,491,994

Expense Summary

OPERATING EXPENSE SUMMARY

<u>System</u>	<u>FY 2021/22</u>	<u>FY 2020/21</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Notes</u>
Fixed Route	\$ 13,534,914	\$ 12,477,234	\$ 1,057,680	8%	Contractor annual increase rate, plus increase in fuel market price
Complementary Paratransit	\$ 5,390,711	\$ 5,355,915	\$ 34,795	1%	
County Routes	\$ 2,131,507	\$ 2,030,723	\$ 100,784	5%	Contractor annual increase rate, plus increase in fuel market price
Intercity Routes	\$ 1,098,003	\$ 860,862	\$ 237,141	28%	Route 15 Express will start July 2021
Barstow Division	\$ 3,562,510	\$ 3,387,955	\$ 174,555	5%	Contractor annual increase rate, plus increase in fuel market price
Commuter Routes	\$ 681,250	\$ 626,984	\$ 54,266	9%	Contractor annual increase rate, plus increase in fuel market price
Van Pools	\$ 1,339,167	\$ 1,368,481	\$ (29,315)	-2%	Based on estimated number of vans after the pandemic
CTSA	\$ 794,658	\$ 766,608	\$ 28,050	4%	Slightly increased the Budget to support and help the recovery of last year pandemic impact on all CTSA programs.
VVTA Yard/Facilities	\$ 198,023	\$ 200,795	\$ (2,772)	-1%	
Administration	\$ 2,913,180	\$ 2,868,058	\$ 45,122	1.6%	Increase in Insurance rates plus Professional Development for more education to 2nd staff level
TOTAL EXPENSES:	\$ 31,643,921	\$ 29,943,615	\$ 1,700,306	5.7%	
FTA Operating Assistance/CAREs ACT	\$ (7,465,302)	\$ (7,314,240)			
NET Expenses	\$ 24,178,619	\$ 22,629,375	\$ 1,549,244		

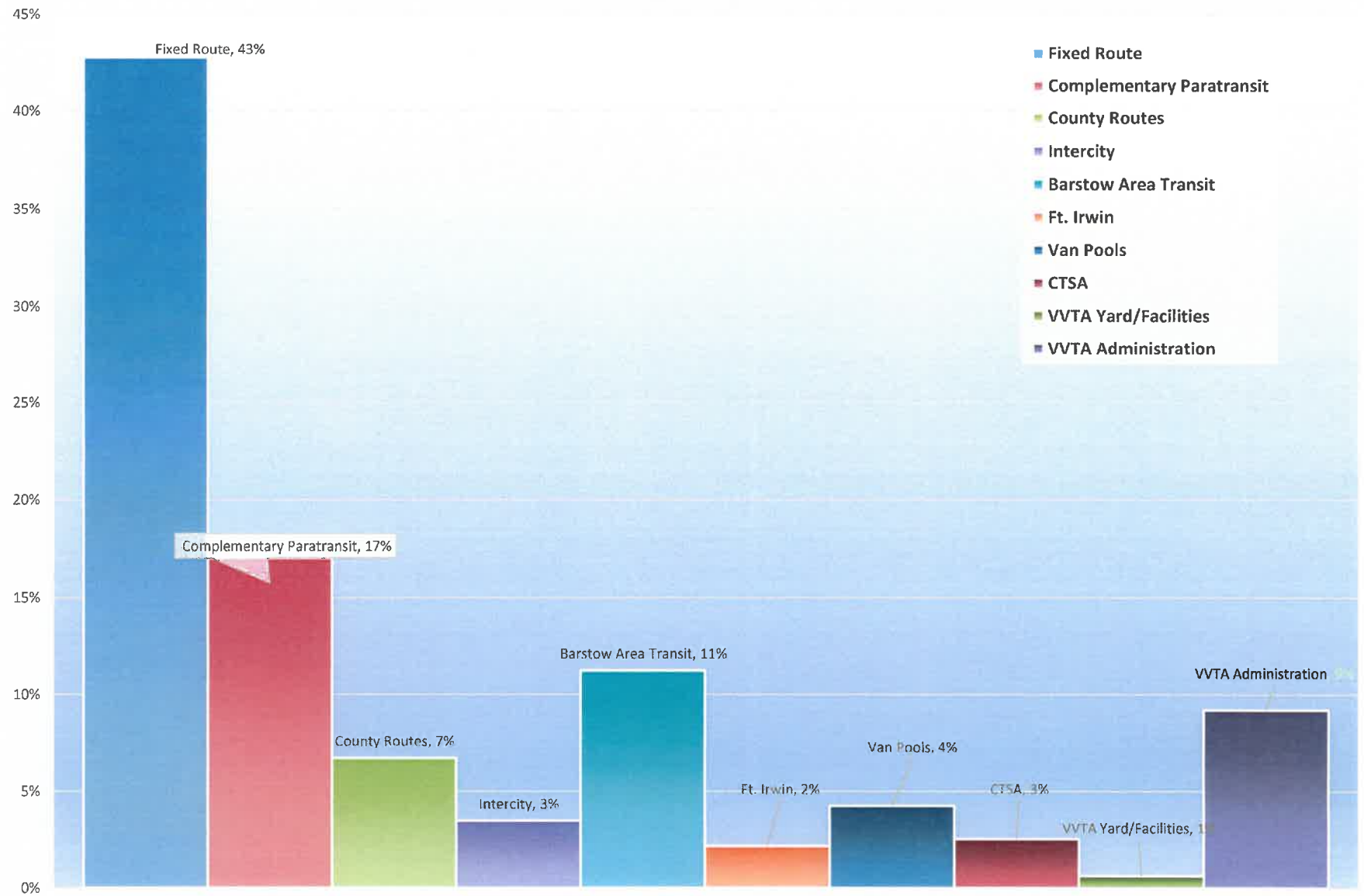
CAPITAL EXPENSE SUMMARY

<u>System</u>	<u>FY 2021/22</u>	<u>FY 2020/22</u>	<u>\$ Change</u>	<u>% Change</u>	
Fixed Route	\$ 14,058,996	\$ 8,580,000	\$ 5,478,996	64%	Capital Varies from year to year based on the Capital Assets required
Complementary Paratransit	\$ 405,000	\$ 660,089	\$ (255,089)	-39%	3 Paratransit Replacement vehicles
County Routes	\$ -	\$ 600,000	\$ (600,000)	-100%	Last year we used FTA Operating Assistance with 50% LTF match, this year we didn't use FTA Operating Assistance
Intercity Routes	\$ 500,000	\$ 300,000	\$ 200,000	67%	Increased the use of CARES ACT Funds, no local match required
Barstow Division	\$ 1,722,698	\$ 2,353,565	\$ (630,867)	-27%	Last year Budget was including match for 4 BEB Electric Bus, not in this year
Commuter Routes	\$ -	\$ -	\$ -		
Van Pools	\$ -	\$ -	\$ -		
CTSA	\$ 76,000	\$ -	\$ 76,000	100%	Budget includes 2 vehicles for Rideshare
Hesperia Facility	\$ 5,684,300	\$ 1,690,741	\$ 3,993,559	236%	Budget includes the Hydrogen FCEB Infrastructure, at the new Hesperia property
VVTA Administration	\$ 45,000	\$ -	\$ 45,000	100%	Admin Budget includes change and upgrade of computers and servers.
TOTAL Capital Expense:	\$ 22,491,994	\$ 14,184,395	\$ 8,307,599	58.57%	

COMBINED EXPENSE SUMMARY

	<u>FY 2021/22</u>	<u>FY 2020/22</u>	<u>\$ Change</u>	<u>% Change</u>
Operating Expense	\$ 24,178,619	\$ 22,629,375	\$ 1,549,244	
Capital Expense	\$ 22,491,994	\$ 14,184,395	\$ 8,307,599	
TOTAL:	\$ 46,670,613	\$ 36,813,770	\$ 9,856,843	26.8%

Operating Expenses



Revenue Summary

OPERATING REVENUE SUMMARY

Source	FY 2020/22	FY 2020/21	\$ Change	% Change	Notes
Section 5311	\$ 802,863	\$ 710,112	\$ 92,751		
Section 5310	\$ -	\$ -	\$ -		
Section 5316 /5317	\$ -	\$ -	\$ -		
CMAQ demonstration	\$ -	\$ -	\$ -		
LTF	\$ 18,990,811	\$ 14,016,708	\$ 4,974,103		
Measure I	\$ 1,456,700	\$ 1,058,800	\$ 397,900		
AB 2766	\$ 250,000	\$ 250,000	\$ -		
LCTOP	\$ 270,000	\$ 270,000	\$ -		
Passenger Fares	\$ 2,073,245	\$ 2,173,755	\$ (100,510)		
Other (Interest/Misc.)	\$ 335,000	\$ 280,000	\$ 55,000		
TOTAL:	\$ 24,178,619	\$ 18,759,375	\$ 5,419,243	29%	

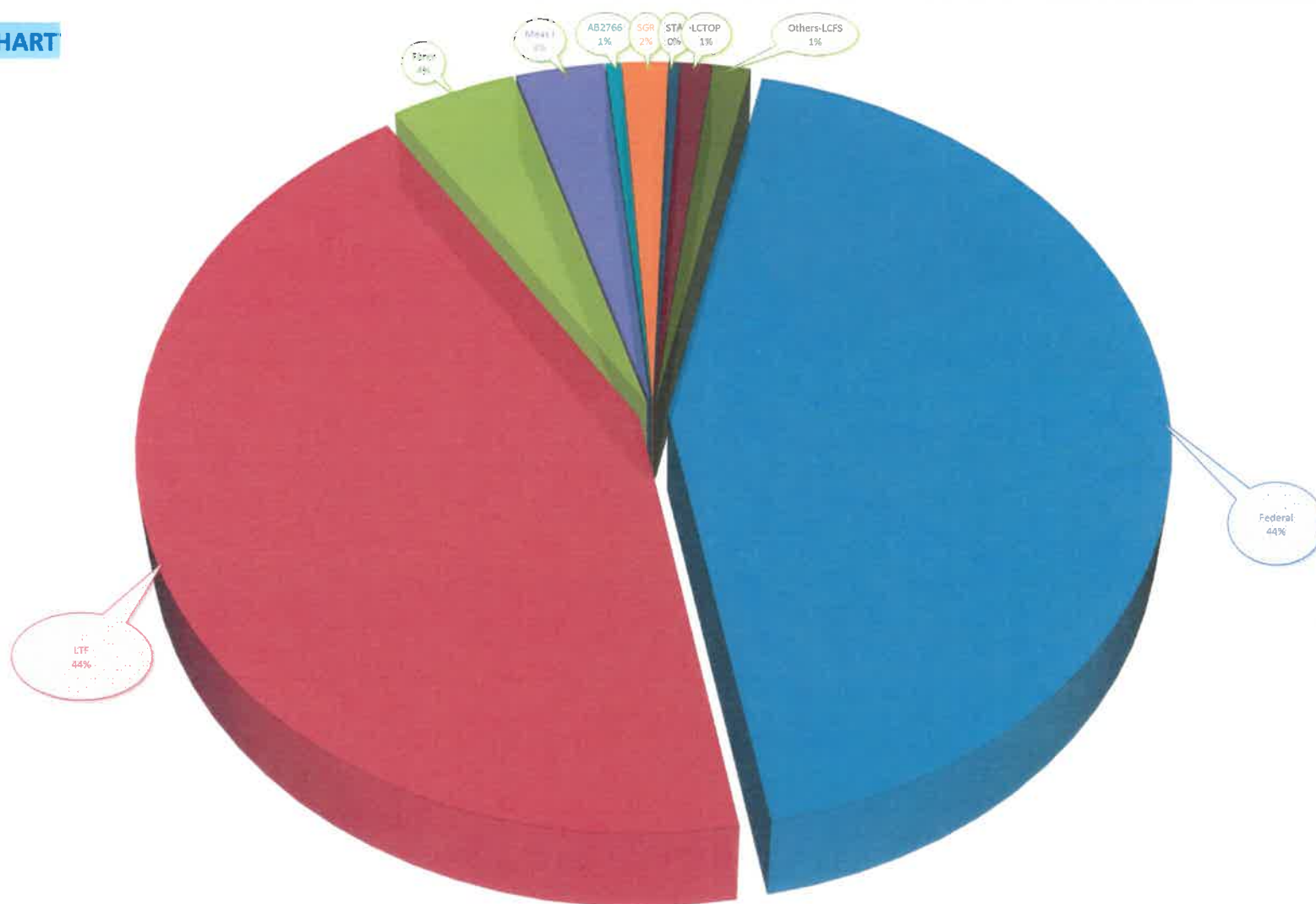
CAPITAL REVENUE SUMMARY

Source	FY 2020/22	FY 2020/21	\$ Change	% Change	
Section 5307	\$ 7,747,790	\$ 3,680,840	\$ 4,066,950		
Section 5339	\$ 688,000	\$ 728,000	\$ (40,000)		
CMAQ	\$ 3,690,000	\$ 2,009,000	\$ 1,681,000		
LTF	\$ 1,436,854	\$ 2,999,160	\$ (1,562,306)		
STAF	\$ 184,580	\$ 217,901	\$ (33,321)		
CARES ACT	\$ 7,465,302	\$ 7,014,240	\$ 451,062		
SGR	\$ 753,180	\$ 697,379	\$ 55,801		
LCTOP	\$ 241,762	\$ 637,875	\$ (396,113)		
Other - LCFS Credits	\$ 284,526	\$ -	\$ 284,526		Capital varies from year to year based on the Capital Assets required
TOTAL:	\$ 22,491,994	\$ 17,984,395	\$ 4,507,599	25%	

COMBINED REVENUE SUMMARY

	FY 2020/22	FY 2020/21	\$ Change	% Change
Operating Revenue	\$ 24,178,619	\$ 18,759,375	\$ 5,419,243	
Capital Revenue	\$ 22,491,994	\$ 17,984,395	\$ 4,507,599	
TOTAL:	\$ 46,670,614	\$ 36,743,770	\$ 9,905,843	27.0%

FY22 FUNDING CHART



Victor Valley Transit Authority

FY 2021 - 2022 Budget

LTF SUMMARY				
	FY '22 LTF Allocations	Programmed Transit Funds	Percent Programmed	*Unprogrammed Transit Funds
Adelanto	\$ 1,779,766	\$ 1,719,725	96.63%	\$ 60,041
Apple Valley	\$ 3,712,640	\$ 3,281,675	88.39%	\$ 430,965
Barstow	\$ 1,211,097	\$ 1,149,462	94.91%	\$ 61,635
County	\$ 5,422,739	\$ 5,161,772	95.19%	\$ 260,967
Hesperia	\$ 4,810,503	\$ 3,939,238	81.89%	\$ 871,265
Victorville	\$ 6,309,602	\$ 5,175,792	82.03%	\$ 1,133,810
Total	\$ 23,246,347	\$ 20,427,665	87.87%	\$ 2,818,682



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2021-2022

(DETAIL)

Draft

DEPT: **COMPLEMENTARY PARATRANSIT**

EXPENSES	FY22 HRS	FY21 HRS	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Direct Access)	37,000	38,791	(1,791)	-4.6%	\$ 3,551,260	\$ 3,657,436	\$ (106,176)		4.6% decrease in service hours
Purchased Transportation (Subscription)	14,060	14,060	-		\$ 1,349,503	\$ 1,073,359	\$ 276,144		Annual increase in contractor rates
Fuel					\$ 250,000	\$ 400,000	\$ (150,000)		Increase in fuel market price
Certification Contractor					\$ 50,000	\$ 65,000	\$ (15,000)		
IVR System					\$ 84,000	\$ 42,000	\$ 42,000		Full year to implement the IVR system
Misc					\$ 65,448	\$ 73,119	\$ (7,671)		Allocation of ITS / Radio/ Security/Trans Track Software
					\$ 40,500	\$ 45,000	\$ (4,500)		
TOTAL	51,060	52,851	(1,791)	-3.5%	\$ 5,390,711	\$ 5,359,914	\$ 34,796	1%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
ADA Fares	\$ 135,245	\$ 190,104	\$ (54,859)		
Subscription Fares	\$ 100,000	\$ 118,968	\$ (18,968)		
Measure I	\$ 1,092,000	\$ 1,080,000	\$ 12,000		
TOTAL	\$ 1,327,245	\$ 1,389,072	\$ (61,827)	-4%	
NET EXPENSE	\$ 4,063,466	\$ 3,966,842	\$ 96,623	2%	

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 4,063,466	\$ 3,135,884	\$ 927,582		
TOTAL	\$ 4,063,466	\$ 3,135,884	\$ 927,582	30%	

CAPITAL PROJECTS	Funding Sources									FY22 TOTAL
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	SGR	Other	
Paratransit vehicle exp (3)	\$ -		\$ 324,000					\$ 81,000		\$ 405,000
										\$ -
										\$ -
TOTAL	\$ -	\$ -	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ 81,000	\$ -	\$ 405,000

DEPT: **FIXED ROUTE**

EXPENSES	FY22 HRS	FY21 HRS	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Purchased Transportation (FR)	132,668	132,476	192	0.1%	\$ 12,000,858	\$ 11,162,639	\$ 838,219		Increase in contracted rates.
Fuel					\$ 875,000	\$ 850,000	\$ 25,000		Increase in Fuel market prices
BEB Charge					\$ 83,600	\$ 100,000	\$ (16,400)		Based on the actuals 2021
Security					\$ -	\$ -	\$ -		
Mall/Costco Security					\$ 322,857	\$ 251,986	\$ 70,871		Change security company for better performance
Misc					\$ 252,599	\$ 112,609	\$ 139,990		Allocation of ITS / Radio/ Fare Media/ Tap Cards/ Insurance/ Operation
TOTAL	132,668	132,476	192	0.1%	\$ 13,534,914	\$ 12,477,234	\$ 1,057,680	8%	
REVENUES					FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Fixed Route Fares					\$ 900,000	\$ 901,771	\$ (1,771)		Calculated per FY21 actuals (30% more)
LCTOP Free Ride Promotion					\$ -	\$ -	\$ -		
TOTAL					\$ 900,000	\$ 901,771	\$ (1,771)	0%	
NET EXPENSE					\$ 12,634,914	\$ 11,575,463	\$ 1,059,451	9%	
SUBSIDIES					FY22\$	FY21\$	Incr/(Decr)	%	NOTES
FTA /CARES ACT 5307					\$ 6,286,254	\$ 3,920,000	\$ 2,366,254		Increased CARES ACT Federal Funding for Operational Assistance
FTA 5311					\$ 92,751	\$ 92,751	\$ -		
AB2766					\$ 233,000	\$ 233,000	\$ -		
LTF CAP MATCH					\$ -	\$ 1,750,000	\$ (1,750,000)		
LTF OPERATING					\$ 6,022,909	\$ 3,657,923	\$ 2,364,986		
TOTAL					\$ 12,634,914	\$ 9,653,674	\$ 2,981,240	31%	

CAPITAL PROJECTS

	Funding Sources								FY22
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR	LCTOP	CARES ACT	LCFS Credits
FTA operating assistance / CARES ACT								\$ 6,286,254	\$ 6,286,254
Shelter amenities, solar lights and signage	\$ 68,000				\$ 17,000			\$ -	\$ 85,000
BEB Wraps (5)					\$ 39,980			\$ -	\$ 39,980
Security Project - 1% cameras	\$ 68,000				\$ 17,000			\$ -	\$ 85,000
Regional buses rplc Class H CNG (5) '40	\$ 2,780,350					\$ 490,650		\$ -	\$ 3,271,000
Regional buses rplc Class H FCEB (2) '40 Roll over funding							\$ 241,762	\$ -	\$ 241,762
Service Vehicles (2)	\$ 80,000					\$ 20,000		\$ -	\$ 100,000
Transfer center - Hesperia	\$ 3,120,000	\$ -		\$ 490,944	\$ -	\$ 80,530		\$ -	\$ 3,900,000
Garage and Shop Equipment		\$ 40,000			\$ 10,000			\$ -	\$ 50,000
								\$ -	\$ -
								\$ -	\$ -
TOTAL	\$ 6,116,350	\$ 40,000	\$ -	\$ 490,944	\$ 83,980	\$ 591,180	\$ 241,762	\$ 6,286,254	\$ 14,058,996

DEPT:

COUNTY

EXPENSES	FY22 HRS	FY21 HRS	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Tri-Community)	10,050	9,188	862		\$ 900,564	\$ 876,973	\$ 23,591		Annual increase in contractor rates
Purchased Transportation (Helendale)	4,780	4,370	410		\$ 428,317	\$ 417,665	\$ 10,652		Annual increase in contractor rates
Purchased Transportation (Lucerne Valley)	5,228	4,780	448		\$ 468,524	\$ 456,788	\$ 11,736		Annual increase in contractor rates
Purchased Transportation (Oak Hills)	1,467	1,339	128		\$ 131,491	\$ 126,123	\$ 5,368		Annual increase in contractor rates
Fuel					\$ 100,000	\$ 85,000	\$ 15,000		Increase in fuel market prices
Misc					\$ 102,611	\$ 68,173	\$ 34,438		Allocation of ITS /Security/ Radio/ Fare Media and IT Software
TOTAL	21,525	19,677	1,848	9.4%	\$ 2,131,507	\$ 2,030,723	\$ 100,784	5%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
County Route(s) Fares	\$ 180,000	\$ 181,924	\$ (1,924)		
TOTAL	\$ 180,000	\$ 181,924	\$ (1,924)	-1%	
NET EXPENSE	\$ 1,951,507	\$ 1,848,799	\$ 102,708	6%	

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
FTA 5307	\$ -	\$ 300,000	\$ (300,000)		
FTA 5311	\$ 371,002	\$ 278,252	\$ 92,750		
LTF CAP MATCH	\$ 1,580,505	\$ 300,000	\$ 1,280,505		
LTF OPERATING	\$ -	\$ 651,178	\$ (651,178)		
TOTAL	\$ 1,951,507	\$ 1,529,430	\$ 422,077	28%	

CAPITAL PROJECTS

	Funding Sources								FY22 TOTAL
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	
FTA operating asst / CARES ACT	\$ -				\$ -				\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DEPT:

BARSTOW DIVISION

EXPENSES	FY22 HRS	FY21 HRS	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Purchased Transportation	34,233	32,391	1,842	5.7%	\$ 3,231,046	\$ 3,039,977	\$ 191,069		Annual increase in contractor rates
Fuel					\$ 138,375	\$ 229,770	\$ (91,395)		Due to new 5 Electric Buses in Barstow
BEB Charge					\$ 59,720	\$ -	\$ 59,720		First year BEB buses in Barstow
Facilities					\$ 90,333	\$ 79,971	\$ 10,362		Decrease due to moving to the new facility, no rent for 1
Certification Contractor					\$ 8,000	\$ 9,000	\$ (1,000)		Due to decrease in ADA applications
Misc Cost Allocations					\$ 14,000	\$ 13,000	\$ 1,000		
Special Events 4th of July					\$ 1,640	\$ 1,341	\$ 299		
Ecolane Software					\$ 4,500	\$ -	\$ 4,500		It was part of old contractor agreement - not with Keolis
Verizon Services - Radio Tower					\$ 14,896	\$ 14,896	\$ -		Allocation of ITS / Radio/ Fare Media expenses
TOTAL	34,233	32,391	1,842	5.4%	\$ 3,562,510	\$ 3,387,955	\$ 174,555	5%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Passenger Fares (BAT)	\$ 125,000	\$ 179,153	\$ (54,153)		Actuals were higher than Budgeted in FY20
CNG/LNG Revenue	\$ 275,000	\$ 280,000	\$ (5,000)		Based on Actuals of FY20
TOTAL	\$ 400,000	\$ 459,153	\$ (59,153)	-13%	

NET EXPENSE	\$ 3,162,510	\$ 2,928,802	\$ 233,708	8%
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SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
FTA 5311	\$ 339,110	\$ 339,110	\$ -		
Measure I	\$ 152,700	\$ 163,600	\$ (10,900)		Per the allocation
LCTOP (New / Expanded Service)	\$ 250,000	\$ 250,000	\$ -		
FTA 5311 CARES ACT	\$ 679,048	\$ 744,240	\$ (65,192)		5311 CARES ACT support Operating Assistance
AB2766	\$ 17,000	\$ 17,000	\$ -		
LTF OPERATING	\$ 1,724,652	\$ 1,414,852	\$ 309,800		Due to increase in Operating Expenses and decrease of o
TOTAL	\$ 3,162,510	\$ 2,928,802	\$ 233,708	8%	

CAPITAL PROJECTS	Funding Sources								NOTES
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SB1/SGR	LCTOP	CARES ACT	FY22 TOTAL
FTA Operating Assistance CARES ACT								\$ 679,048	\$ 679,048
Paratransit Vehicle rplc 3)		\$ 324,000				\$ 81,000			\$ 405,000
Bus Facility Capital Lease (Barstow)				\$ 638,650					\$ 638,650
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ 324,000	\$ -	\$ 638,650	\$ -	\$ 81,000	\$ -	\$ 679,048	\$ 1,722,698

Victor Valley Transit Authority

FY21-22 Budget

DEPT:

INTERCITY ROUTES

<u>EXPENSES</u>	<u>FY22 HRS</u>	<u>FY21 HRS</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>FY22\$</u>	<u>FY21\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Purchased Transportation	10,574	7,949	2,625		\$ 947,540	\$ 716,452	\$ 231,088		New Route 15X plus contractor annual increase rate
Fuel					\$ 111,830	\$ 111,830	\$ -		
Misc					\$ 38,833	\$ 32,580	\$ 6,053		Allocation of ITS /Security/ Radio/ Fare Media
TOTAL	10,574	7,949	2,625	24.8%	\$ 1,098,003	\$ 860,862	\$ 237,141	28%	

<u>REVENUES</u>	<u>FY22\$</u>	<u>FY21\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Intercity Fares	\$ 150,000	\$ 153,836	\$ (3,836)		Based on FY21 actuals
Route 15X CSUSB	\$ 10,000				New
TOTAL	\$ 160,000	\$ 153,836	\$ 6,164	4%	

NET EXPENSE	\$ 938,003	\$ 707,026	\$ 230,977	33%
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<u>SUBSIDIES</u>	<u>FY22\$</u>	<u>FY21\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
CMAQ Demonstration Grant	\$ -	\$ -	\$ -		
FTA 5307 Operating Assistance CARES ACT	\$ 500,000	\$ 300,000	\$ 200,000		
LTF CAP MATCH			\$ -		
LTF OPERATING	\$ 438,003	\$ 283,087	\$ 154,916		
TOTAL	\$ 938,003	\$ 583,087	\$ 354,916	61%	

CAPITAL PROJECTS

	Funding Sources							FY22
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	CARES ACT	TOTAL
FTA Operating Assist. CARES ACT							\$ 500,000	\$ 500,000
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000

DEPT:

COMMUTER ROUTES

EXPENSES	FY22 HRS	FY21 HRS	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Ft. Irwin)	5,786	5,740	46		\$ 552,582	\$ 553,776	\$ (1,194)		
Fuel					\$ 102,525	\$ 135,840	\$ (33,315)		Based on Actuals
Misc					\$ 26,143	\$ 21,637	\$ 4,506		Allocation of ITS / Radio/ Printing expenses. Bank Fees
TOTAL	5,786	5,740	46	0.8%	\$ 681,250	\$ 711,253	\$ (30,003)	-4%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Ft. Irwin Passenger Fares	\$ 425,000	\$ 400,000	\$ 25,000		
Ft. Irwin On Base Shuttle Fee	\$ 48,000	\$ 48,000	\$ -		
TOTAL	\$ 473,000	\$ 448,000	\$ 25,000	6%	
NET EXPENSE	\$ 208,250	\$ 263,253	\$ (55,003)	-21%	

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 208,250	\$ 178,984	\$ 29,266		
TOTAL	\$ 208,250	\$ 178,984	\$ 29,266		

CAPITAL PROJECTS	Funding Sources									FY22 TOTAL	
	Sect. 5307	Sect. 5316	Sect. 5317	Sect. 5339	CMAQ	LTF	STAF	Prop 1B	Other		
										\$ -	
										\$ -	
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

No capital projects budgeted for FY20-21

DEPT: **VANPOOLS**

EXPENSES	FY22 Vans	FY21 Vans	Incr/(Decr)	%	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Lease Subsidies	180	230	(50)		\$ 1,080,000	\$ 1,162,500	\$ (82,500)		Based on FY21 it is less than Budget more than actuals
Web Based Reporting System					\$ 29,000	\$ 11,000	\$ 18,000		New Software provider
Marketing					\$ 30,000	\$ 30,000	\$ -		
Legal					\$ 200	\$ 200	\$ -		
Development/Management					\$ 10,000	\$ 8,000	\$ 2,000		
Clerical/Technical support					\$ 189,967	\$ 156,781	\$ 33,185		Admin support to the program
TOTAL	180	230	-22%		\$ 1,339,167	\$ 1,368,481	\$ (29,315)	-2.1%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
TOTAL	\$ -	\$ -	\$ -		
NET EXPENSE	\$ 1,339,167	\$ 1,368,481	\$ (29,315)	-2%	

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 1,339,167	\$ 1,368,481	\$ (29,315)		
TOTAL	\$ 1,339,167	\$ 1,368,481	\$ (29,315)	-2%	

CAPITAL PROJECTS	Funding Sources								FY22 TOTAL	
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other		\$ -	
									\$ -	
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

No capital projects budgeted for FY21-22

DEPT:

CTSA

EXPENSES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Program Management	\$ 403,858	\$ 322,308	\$ 81,550		Including the Brokerage Specialist salary and admin support
Advertising/Marketing	\$ 50,000	\$ 55,000	\$ (5,000)		
Training and Professional Development	\$ 10,000	\$ 8,000	\$ 2,000		
Legal Services	\$ 500	\$ 500	\$ -		
Transit Ambassador Program	\$ 600	\$ 600	\$ -		
Brokerage Planning/ Administration	\$ -	\$ -	\$ -		
Brokerage Trips	\$ 75,000	\$ 75,000	\$ -		
TRIP Program (Urban)	\$ 61,000	\$ 61,000	\$ -		
TRIP Program (Non-Urban)	\$ 76,000	\$ 113,000	\$ (37,000)		Based on Actuals on FY21
Travel Training Program	\$ -	\$ -	\$ -		
Car Share	\$ 25,000	\$ 17,000	\$ 8,000		Supprt to Car Share program
Big River	\$ 10,000	\$ 20,000	\$ (10,000)		Contract to operate ride services. Reduced cost.
Trona	\$ 36,000	\$ 47,500	\$ (11,500)		Based on FY21 actuals
Trona Carshare Program	\$ 26,700	\$ 26,700	\$ -		
Nonprofit Agency Transit Fare Scholarship	\$ 20,000	\$ 20,000	\$ -		
Misc	\$ -	\$ -	\$ -		
TOTAL	\$ 794,658	\$ 766,608	\$ 28,050	4%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
			\$ -		
			\$ -		
			\$ -		
			\$ -		
TOTAL	\$ -	\$ -	\$ -		
NET EXPENSE	\$ 794,658	\$ 766,608	\$ 28,050	4%	

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
TRIP 5310/Toll Credits	\$ -	\$ -	\$ -		
Mt. Measure I		\$ 15,000	\$ (15,000)		Pass through Mountain Transit TRIP Clients
Measure I	\$ 212,000	\$ 224,000	\$ (12,000)		Measure I used to fund TRIP and Brokerage programs
LCTOP	\$ 20,000	\$ 20,000	\$ -		
LTF	\$ 562,658	\$ 507,608	\$ 55,050		
TOTAL	\$ 794,658	\$ 766,608	\$ 28,050	4%	

CAPITAL PROJECTS

	Funding Sources							FY22
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	LCFS / RINS Credits	TOTAL
Car Share vehicles (2)							\$ 76,000	\$ 76,000
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,000	\$ 76,000

DEPT: **FACILITIES**

EXPENSES		FY22\$	FY21\$	Incr/(Decr)	%	NOTES
FUEL YARD	Maintenance/Operation of CNG Station	\$ 30,000	\$ 28,000	\$ 2,000		Support maintenance and parts not covered by the contractor
		\$ -	\$ -	\$ -		
	Equipment, Material, & Supplies	\$ 10,000	\$ 10,000	\$ -		Incidentals not covered by Facility Maint Fund
FACILITIES	Property Insurance	\$ 40,000	\$ 34,143	\$ 5,857		Increase in renewal rates
	Facility Misc. Maintenance & Repairs	\$ 30,000	\$ 10,000	\$ 20,000		Support maintenance and parts not covered by the contractor
	Electricity	\$ 32,000	\$ 60,000	\$ (28,000)		Savings on electric bills due to solar usage and based on actuals
	Water	\$ 21,800	\$ 19,200	\$ 2,600		Based on Actuals
	Waste	\$ 4,323	\$ 2,652	\$ 1,671		
	Gas	\$ 29,900	\$ 28,800	\$ 1,100		
TOTAL		\$ 198,023	\$ 192,795	\$ 5,228	3%	

REVENUES		FY22\$	FY21\$	Incr/(Decr)	%	NOTES
TOTAL		\$ -	\$ -	\$ -		
NET EXPENSE		\$ 198,023	\$ 192,795	\$ 5,228	3%	

SUBSIDIES		FY22\$	FY21\$	Incr/(Decr)	%	NOTES
LTF OPERATING		\$ 198,023	\$ 192,795	\$ 5,228		
TOTAL		\$ 198,023	\$ 192,795	\$ 5,228	3%	

CAPITAL PROJECTS

Funding Sources								FY22
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR	Toll Credits	TOTAL
Bus Facility Capital Lease	\$ 1,229,040			\$ 307,260	\$ -		\$ -	\$ 1,536,300
Hydrogen FCEB Infrastructure			\$ 3,690,000				\$ 423,243	\$ 3,690,000
Facility Renovation	\$ 366,400				\$ 91,600			\$ 458,000
TOTAL	\$ 1,595,440	\$ -	\$ 3,690,000	\$ 307,260	\$ 91,600	\$ -	\$ 423,243	\$ 5,684,300

DEPT:

ADMINISTRATION

EXPENSES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Salaries	\$ 1,675,090	\$ 1,628,004	\$ 47,086		
Benefits	\$ 727,786	\$ 707,982	\$ 19,804		Estimated annual increase in Health Insurance & Benefits
Contract Services	\$ 38,480	\$ 39,780	\$ (1,300)		
I.T. Services	\$ 146,681	\$ 188,950	\$ (42,269)		last year was high due to Telework IT support
Phone/Internet	\$ 27,000	\$ 27,000	\$ -		
Office Expense	\$ 49,200	\$ 43,200	\$ 6,000		Due to increase in all supplies market prices
Marketing	\$ 50,000	\$ 50,000	\$ -		
Public Liability Insurance	\$ 79,240	\$ 73,300	\$ 5,940		Increase in renewals Insurance rate
Professional Development	\$ 66,518	\$ 60,000	\$ 6,518		Increase in staff education and training
Dues and Subscriptions	\$ 49,485	\$ 46,141	\$ 3,344		
Miscellaneous Expense	\$ 3,700	\$ 3,700	\$ -		
TOTAL	\$ 2,913,180	\$ 2,868,058	\$ 45,122	1.6%	

REVENUES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
Interest Income	\$ 60,000	\$ 70,000	\$ (10,000)		
TOTAL	\$ 60,000	\$ 70,000	\$ 10,000		
NET EXPENSE	\$ 2,853,180	\$ 2,798,058	\$ 55,122	1.97%	Net increase in Admin expenses

SUBSIDIES	FY22\$	FY21\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 2,853,180	\$ 2,798,058	\$ 55,122		
TOTAL	\$ 2,853,180	\$ 2,798,058	\$ 55,122	2.0%	

CAPITAL PROJECTS	Funding Sources							NOTES
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	FY22 TOTAL
Computers and servers	\$ 36,000				\$ 9,000			\$ 45,000
								\$ -
								\$ -
								\$ -
TOTAL	\$ 36,000	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ -	\$ 45,000

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CLOSED SESSION

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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. AND Labor Negotiation Exception – Government Code Section 54957.6 – Unrepresented Employee.

RECOMMENDED ACTION

PRESENTED BY
John Tubbs,
County Counsel

FISCAL IMPACT

N/A

MEETING DATE

May 17, 2021

ITEM NUMBER

10

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CLOSED SESSION

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Closed Session.

SUMMARY STATEMENT

BOARD BUSINESS

Closed Session.

Personnel Exception - Government Code 54957 (b).

RECOMMENDED ACTION

PRESENTED BY
John Tubbs, III,
County Counsel

FISCAL IMPACT

N/A

MEETING DATE

May 17, 2021

ITEM NUMBER

11

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**CORRESPONDENCE
/PRESS CLIPS**

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Official BUSRide Road Test: Equest CHARGE by ARBOC Specialty Vehicles

 busride.com/official-busride-road-test-8/

By Richard Tackett

May 2, 2021



Photos by Patricia Knight

ARBOC Specialty Vehicles launched the Equest CHARGE in February, marking the first all-electric offering in the manufacturer's vehicle lineup. The Equest CHARGE prototype is complete, and ARBOC anticipates full distribution in Q4 of 2021. Creative Bus Sales will exclusively distribute the vehicle in the United States, with Canadian distribution handled by Dynamic Specialty Vehicles, Crestline Coach, and Creative Carriage.

The vehicle – available in 30- and 35-foot models – was developed in conjunction with the New Flyer New Product Development team. The Equest CHARGE is modeled after the proven Equest shuttle/transit bus platform – but this zero-emissions model is powered by XALT energy storage systems, SIEMENS electric motor and New Flyer's charging infrastructure.



Ron Zirges of Victor Valley Transit Authority in Hesperia, California, was the test driver of the Equest CHARGE on this Road Test.

Equal Access – and Enhanced Sustainability – for All

The stepless vehicle, like its Equest counterpart, features a 1:6 ramp slope extending from a 39-inch entrance door – exceeding ADA requirements and providing enhanced accessibility over a traditional bus design. The single-piece ramp was purpose-built for the Equest CHARGE, ARBOC said.

The vehicle's SIEMENS ELFA3 direct drive motor is stored in a rear compartment, along with a portion of the energy storage system. The remaining energy storage system, including four to five battery strings, and battery thermal management system are roof-mounted.

The drive system, identical to the New Flyer all-electric platform, is charged via the depot charger's CCS Type 1 plug. Agencies will be able to achieve a full charge of the vehicle within four hours, depending on charger.

The Equest CHARGE was designed, ARBOC said, as an all-purpose city transit bus. Airport circulator routes are also an ideal application for the vehicle. When proper charging infrastructure and maintenance are in place, the vehicle sports a very competitive price point against similar all-electric vehicle in the market.

The 30-foot model of the Equest CHARGE seats up to 25 passengers and accommodates up to four wheelchair positions. The 35-foot model can seat up to 33 passengers with six wheelchairs. Both models are available with single door or optional two-door designs.

The Equest CHARGE standard build features an electrical system by Parker Vansco, a roof-mounted HVAC system, and disc brakes by ZF.

The Equest CHARGE's range is approximately 230 miles between charges, depending on driving environment and behavior. ARBOC is confident in the vehicle's proven ability, as there are already over 1,900 New Flyer buses on the road today equipped with the same all-electric system.

ARBOC said that the New Flyer's New Product Development and Infrastructure teams were instrumental in developing the Equest CHARGE, and so were the world-class facilities at New Flyer's Vehicle Innovation Center (VIC).

Routing programs and other tools from the VIC allow ARBOC to plug agency-specific routes into a simulator, then provide agencies with exact range specifications based on terrain. Given the variable nature of electric vehicle ranges – which are affected by terrain, temperature, weather, and driving style – this level of accuracy is a valuable asset for ARBOC when projecting ranges for its customers.

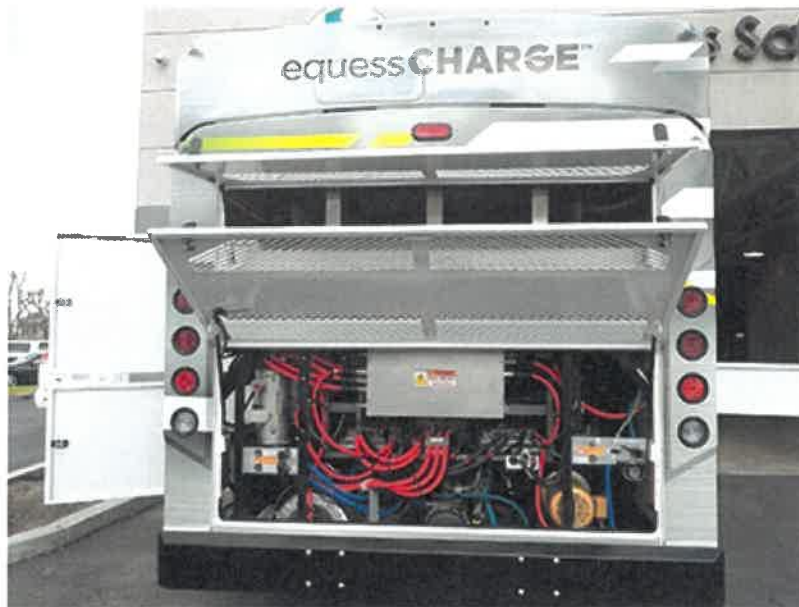


Technology Options

As with all the vehicles in its lineup, ARBOC offers advanced safety systems on the Equest CHARGE as available as optional upgrades.

Technology provided by Rear View Safety (RVS), a Safe Feet company, includes the popular ARBOC-exclusive collision avoidance system, consisting of the RVS Eagle Drive 360° System combined with Eagle Drive ADAS (Advanced Driver-Assistance Systems). Utilizing cameras positioned around the bus, the system stitches together a composition 360° image of the vehicle and its surroundings. In-monitor collision avoidance signals allow the driver to focus on the single screen for both functions. The RVS-128 Advanced Blind Spot Sensor System features two waterproof sensors and an 82-foot detection area.

The optional RVS-335 iVue Driver Fatigue System uses an intelligent camera to detect drowsiness in the eyes of a driver. It detects bloodshot eyes and drooping eyelids, even with darkened sunglasses. In the event of drowsiness, the system sounds an audible alarm to alert the driver and simultaneously notifies dispatch.



Test Driving the Equest CHARGE

BUSRide visited the ARBOC team at exclusive-distributor Creative Bus Sales' location in Chino, California. The Equest CHARGE prototype is currently touring dealerships for demos across America, with Chino as the first stop.

Ron Zirges, director of facilities and maintenance for Victor Valley Transit Authority (VVTA) in Hesperia, California, was the test driver of the Equest CHARGE on this Road Test. VVTA was the first agency in San Bernardino County to adopt all-electric vehicles, leading the pack now with 70 electric vehicles from New Flyer in its fleet. With his expertise in electric bus operation and maintenance, Zirges was an ideal person to test drive and review the Equest CHARGE.

Zirges comes from a background originally rooted in automotive maintenance. After receiving his ASE certification as a master technician, Zirges worked on cars and light trucks for almost 30 years. After receiving a call from nearby Riverside Transit Agency, he entered the world of buses as a maintenance manager.

He has since worked as a consultant for 12 different transit agencies around the country, as well as a maintenance manager for several other California agencies. He joined VVTA almost 10 years ago.

Zirges drove the 30-foot prototype Equest CHARGE on a route beginning in the Creative Bus Sales lot in Chino.

He initially put the vehicle through its paces, testing turning radius and braking. The 30-foot model can turn within 30 feet, and similarly the 35-foot model will turn within 35 feet. Zirges commented that the Equest CHARGE had a very tight turn compared to his experience with other buses of similar size.

The drive then made its way to the nearby Chino Valley Freeway, where Zirges could test the CHARGE's highway pickup. The vehicle will not likely see many highways in its standard applications, but the test-drive served as a good measure of the vehicle's power.

Cruising northwest on the highway toward the nearby Chino Hills community, Zirges commented on the vehicle's pickup and regenerative braking.

"It picks up pretty well on the highway," he said. "The regen braking is pretty aggressive, but smooth."

The regenerative braking feature can be tuned to Aggressive, Medium, or Mild, depending on terrain and operator preference. When used effectively, ARBOC said, the Equest CHARGE regenerative braking can significantly reduce brake usage – and in turn reduce brake wear and maintenance costs. ARBOC added that acceleration and regenerative braking are tunable at the factory, allowing agencies to specify preferences or requirements.

Turning off an exit to Chino Hills, Zirges pulled the Equest CHARGE down winding roads, curving through the hilly landscape and further testing the vehicle's braking, turning, and start-stop capabilities.

The prototype vehicle which Zirges drove is equipped with a state-of-the-art (programmable) driver interface. Cycling through the display, he was able to view battery power, health, the status of the Kidde fire suppression system, and relative humidity. The Equest CHARGE also includes New Flyer's 'Connect 360' telematics and analytics reporting. The collected data harnesses the potential for additional range capability through improved driving and vehicle performance.

In the rare event of a lithium-ion fire, this display screen can make a critical difference in detecting a fire early and quickly evacuating the bus.

The vehicle also came with a large driver barrier as an optional upgrade, aimed at protecting drivers from bacteria or even assault.

"The driver door barrier has become very popular lately, especially with COVID and attacks against drivers," he said. "Many agencies are getting them."

As he pulled the Equest CHARGE back into the Creative Bus Sales lot, Zirges said that the bus would work great on some of the local routes in the area.

"The buses I have now at VVTA will go a little over 200 miles on one charge – and this Equest CHARGE will probably go 230," he said. "It has almost the same size of battery pack as our buses, so that is a great prospect for similar routes."

Zirges also praised the vehicle's clearance, comparing its height to other buses with similar specifications.

"The bus height is a great element of this vehicle," he said. "It's only 120 inches tall from the ground up. Many buses like this – powered by electricity or CNG – are around 140 inches. That gives it great clearance. It would work well in an airport application, where clearances can be really restrictive."

Preparing for Production and Deployment

ARBOC plans to simplify the complex process of transitioning entire fleets to battery-electric sustainability – starting with infrastructure. In this area, ARBOC will work closely with NFI Group and New Flyer's Infrastructure Solutions Group to support their customers in the undertaking of infrastructure projects. This can include design, budgeting, planning, and procurements, as well as other critical areas of concern for electric bus deployments.

With that critical network of support, the company said it is confident that the Equess CHARGE and its proven, reliable system will find many suitable applications in agencies across America when it begins distributing vehicles later this year.