



**VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
May 15, 2023, 9:30 A.M.**

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

Victor Valley Transit Authority Board of Directors

Liz Becerra, Chair, City of Victorville
James Noble, Vice-Chair, City of Barstow
Larry Bird, Director, City of City of Hesperia
Paul Cook, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Joy Jeannette, Director, City of Adelanto
Curt Emick, Director, Town of Apple Valley

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: Friday, May 5, 2023.

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 17, 2023.***

Recommendation: Move for approval.

Presented by: None.

Pg. 17 ***Item #2: Warrants, March 2023.***

Recommendation: Move for approval.

Presented by: None.

REPORTS

Pg. 23 ***Item #3: Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.***

Recommendation: Information item only.

Presented by: Nancie Goff, CEO.

ACTION ITEMS

Pg. 33 ***Item #4: Presentation of the Fiscal Year 2023-24 Draft Annual Operating and Capital Budget.***

Recommendation: Approve Publishing the Federally Funded Program of Projects for the Draft FY 2023-24 Capital Budget for 30 days of public review and comment.

Presented by: Maged Azer, CFO.

Pg. 51 ***Item #5: Award of IFB 2023-13 LNG/RLNG to Clean Energy, Newport Beach, CA.***

Recommendation: Award the three-year contract to Clean Energy, Newport Beach, CA, per IFB 2023-13.

Presented by: Sandye Martinez, Procurement Specialist.

- Pg. 55 ***Item #6: Award VVTA RFP 2023-06 Backup Generator for Barstow CNG Station to Reliable Monitoring Service aka RMS Construction, Signal Hill, CA.***
Recommendation: Award RFP 2023-06 to Reliable Monitoring Service dba RMS Construction, Signal Hills, CA, for an amount not to exceed \$496,932.00, and to designate authority to the CEO to execute the resulting contract.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 59 ***Item #7: Award VVTA RFP 2023-02 Hesperia Perimeter Fence to Dantin Enterprises, Inc., dba All American Fence Erectors, Hesperia, CA.***
Recommendation: Award RFP 2023-02 to Dantin Enterprises Inc., Hesperia, CA, for an amount not to exceed \$470,465.00 and to designate authority to the CEO to execute the resulting contract.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 63 ***Item #8: Innovative Clean Transit Zero Emission Bus Rollout Plan.***
Recommendation: Approve the ICT ZEB Rollout Plan and Approve Resolution 23-02.
Presented by: Dustin Strandberg, Chief Maintenance Officer.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

Tuesday, June 20, 2023, at 9:30 AM
At 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
BABA	Build America, Buy America
BAFO	Best and Final Offer
BEB	Battery Electric Bus
BOE	Board of Equalization
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CFP	Call for Projects
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
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
IJA	Infrastructure Investment and Jobs Act
ITS	Intelligent Transportation Systems
JPA	Joint Powers 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
LEP	Limited English Proficiency

Victor Valley Transit Acronym List

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LTF	Local Transportation Fund
MaaS	Mobility-as-a-Service
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
NOFO	Notice of Funding Opportunity
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
RTAP	Rural Technical Assistance Program
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SaaS	Software as a Service
SBCTA	San Bernardino County Transportation Authority (formerly SANBAG)
SCAG	Southern California Association of Governments
SGIP	Self-Generation Incentive Program
SOV	Single-Occupant Vehicle
S RTP	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
TSP	Transit Signal Priority
TSSSDRA	Transit System Safety, Security and Disaster Response Account
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, ending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.
4. **Public Testimony on an Item** - Members of the public are afforded an opportunity to comment on any listed item. Individuals wishing to address the Board of Directors should complete a "Request to Speak" form. A form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. If there is a Consent Calendar, it is considered a single item; thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.
5. **Public Comment** - At the beginning of the agenda an opportunity is also provided for members of the public to speak on any subject within VVTA's authority. Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in Rule #4 still apply.
6. **Disruptive Conduct** - If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Please be aware that a NO SMOKING policy has been established for VVTA meetings. Your cooperation is appreciated!

VICTOR VALLEY TRANSIT AUTHORITY

MISSION STATEMENT

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

Quality

To increase ridership and community support by exceeding expectations.

Efficiency

To maintain an efficient operation that represents a highly-valued service.

Responsiveness

To provide services and facilities which are responsive to the needs of the community.

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**AGENDA ITEM
ONE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Minutes from the Regular Meeting of the Board of Directors Conducted on April 17, 2023.

SUMMARY STATEMENT

Following are copies of the minutes from the Regular Meeting of the Board of Directors conducted on April 17, 2023.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Albin,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

May 15, 2023

ITEM NUMBER

1

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

**April 17, 2023
MINUTES**

CALL TO ORDER

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

ROLL CALL

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

Staff Members Present:

Debi Albin, VVTA	Rod Goldman, VVTA
Nancie Goff, VVTA	Barbara Miller, VVTA
Maged Azer, VVTA	Christine Plasting, VVTA
Marie Downing, VVTA	Brandon Johnson, VVTA
Juan Robinson, City of Victorville	Andres De Los Rios, Keolis
Jonathan McDowell, Keolis	Craig Barnes, VVTA
Bryan Torres Ayala, VVTA	Dana Fleming, VVTA
Megan Christian, VVTA	Sylvia Harris, VVTA
Shelly Cable, VVTA	Jeremy McDonald
Adam Ebright, County Counsel	Jeff Guidry, Keolis

PLEDGE OF ALLEGIANCE

Director Bird led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Director Jeannette presented Mr. Kane with a proclamation from the City of Adelanto in appreciation for his 24 years of valued service.

MS. Goff presented an Award for Excellence to past Board Chairs Director Bird (2019), Director Emick (2020, 2021) and Director Jeannette (2022).

Introductions were made by Ms. Goff for new VVTA staff member Rod Goldman, Director of Operations. Mr. Goldman has over 30 years' experience in transit and a broad knowledge of a variety of positions. Ms. Goff also introduced new Keolis staff member Jeff Guidry, General Manager, sharing that he also possesses a broad range of knowledge in transit; Mr. Guidry comes to Keolis from Sunline Transit.

Lastly, Mr. Goff shared that Saturday, April 23, 2023, is Earth day and VVTA has a crew of people that will be participating in a community clean up near and on the Hesperia facility grounds. VVTA will also be offering free rides for Earth Day.

PUBLIC COMMENTS

Speaker: Edy Seehafer, Barstow

Ms. Seehafer stated that for the May 9, 2023, unmet needs hearing hosted by SBCTA. She suggested there should be an additional remote location for comments in the Barstow area.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of the Board of Directors Conducted on March 20, 2023.**

Recommendation: Move for approval.

Presented by: None.

2. **Warrants, February 2023.**

Recommendation: Move for approval.

Presented by: None.

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

REPORTS

3. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**

Recommendation: Information item only.

Ms. Goff shared that the contract with the Sheriff's Department began on March 25th with a soft start as they were still working on pulling their team together. VVTA hosted a tour with the Sheriff's Department at the Transportation Center and the Hesperia facility. There was also a tour of the Barstow facility a few days later.

Ms. Goff thanked Sylvia Harris, Commander Lutz, Lieutenant Smith, VVTA Sheriff's staff for the efforts put forth to get the contract completed and service started.

Lieutenant Smith came forward to give an update to the Board; the Department has, so far, answered 14 calls, 768 contacts with the public, 7 arrests and multiple warnings. Lt. Smith also stated that the Department is planning on spending time with Orange County Transit Authority (OCTA) to learn their best practices and determine what will work best in the High Desert. Lt. Smith also stated that VVTA has been great to work with.

Director Emick asked that updates from the Department be sent via email; Alternate-Director Villareal stated that she is very happy to see this service started.

Ms. Goff said looking at the systemwide report on page 29, the ridership is up 58% for all modes comparing February of 22 to February of 23. ADA expenses are down compared to budget mostly due to the demand response ridership coming in lower than budgeted. Some of the decrease for ADA is due to increases in teleworking, tele-medical appointments, and delivery services such as InstaCart. Ms. Goff stated that staff had thought that some of the decreases were due to more elderly riders passing and this information was verified by ADARide.com. VVTA has plans for more targeted marketing to this demographic.

Lastly, Ms. Goff shared that SBCTA has provided funding for the next fiscal year to implement a project for free fares for K-12 students. Additionally, there is a bill, AB610, that, if passed, could support the project with continued funding.

Director Jeannette shared that she is involved with the Council of the Blind and their clients are riding the bus more frequently. She is also involved with the San Bernardino County Adult Services and is working with seniors to get them involved in transit as well.

ACTION ITEMS

4. **Authorize the Filing of Grant Applications through the Low Carbon Transit Operations Program (LCTOP) for the 2022-23 Fiscal Year Allocations.**
Recommendation: Adopt Resolution 23-01 authorizing the filing of Low Carbon Transit Operations Program (LCTOP) allocation requests, authorized agent forms, and certification and assurances.
Presented by: Marie Downing, Grants Manager.

Ms. Downing said that this is an annual submission; these funds may only be used for greenhouse gas reductions and disadvantaged communities. There is \$20,000 for fare media focusing on seniors and non-profits with the remaining funds going toward the purchase of hydrogen fuel cell buses.

Vice-Chair Noble asked how VVTA determines disadvantaged areas. Ms. Downing stated that CalTrans submits two different websites that utilize latitude and longitude for pin-pointing areas effected; those links will be emailed to Vice-Chair Noble.

Ms. Downing also stated that VVTA has agreements in place with VVC, CSUSB, Options for Youth and Excelsior for discounted or free passes.

Vice-Chair Noble inquired about Barstow Community College (BCC); Ms. Downing shared that there was a one-year trial that the college elected not to renew when it was over. Additionally, Ms. Downing stated that most of the students at BCC already qualify for discounted and free fares, so the program may have been viewed as redundant.

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

5. **Approve Release RFP 2023-20 Infotainment System for Buses.**

Recommendation: Authorize Staff to Release RFP 2023-20 Infotainment System
Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting explained that an “infotainment” system is a screen on the bus that provides up to date information regarding routes, detours, current VVTA promotions as well as weather and news. Ms. Plasting also wanted to thank Sylvia Harris; this was the first scope of work that she created, and she did a fantastic job.

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

BOARD COMMENTS

Director Jeannette shared that the Harvest food giveaway in Adelanto has now provided over 71,000 people in need with food since the start of the pandemic. Director Jeannette also wished to thank Ms. Cable for providing the bags used to distribute the food.

All Board members wished a warm welcome to Ms. Goff as the new CEO and stated that they enjoyed sitting on VVTA’s Board and all the staff are awesome to work with.

DATE OF NEXT MEETING

The next Board meeting will be on Monday, May 15, 2023, at Barstow City Council Chambers, 220 East Mountain View Street, Barstow, CA 92311.

ADJOURNMENT

The meeting was adjourned at 10:13 am.

APPROVED: _____
Liz Becerra, Chair

ATTEST: _____
Debi Albin, 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 2023.

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>
3/10/2023	\$91,706.37	PR345-03-23
3/24/2023	\$94,281.91	PR346-03-23
Total Payroll	\$ 185,988.28	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
03/01/2023	\$354,763.20	14401- 14430	AP04378AAAGKU
03/08/2023	\$1,876,385.69	14431- 14455	AP04389AAAGLM
03/17/2023	\$ 307,761.27	14456- 14475	AP04398AAAGLO
03/23/2023	\$ 173,686.01	14476- 14493	AP04408AAAGLY
03/29/2023	\$ 177,555.14	14494- 14521	AP04417AAAGMH
	\$ 2,890,151.31		

RECOMMENDED ACTION

Approve VVTA's expenditures for March 2023.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer CFO	\$ 3,076,139.59	May 15, 2023	2

**Bank Register Report
Victor Valley Transit Authority**

Check Number	Date	Payee Name	Amount
14401	03/01/2023	AVR Vanpool	\$2,962.50
14402	03/01/2023	Elizabeth Becerra	\$200.00
14403	03/01/2023	Lawrence Bird	\$200.00
14404	03/01/2023	Charter Communications	\$167.43
14405	03/01/2023	Charter Communications	\$212.57
14406	03/01/2023	Charter Communications	\$269.98
14407	03/01/2023	Christianbelle Electric Inc	\$2,685.00
14408	03/01/2023	Southern California Edison	\$63.06
14409	03/01/2023	Commute With Enterprise	\$106,548.00
14410	03/01/2023	Federal Express Corp.	\$97.43
14411	03/01/2023	FRONTIER-OFFICE LINES	\$61.01
14412	03/01/2023	Frontier	\$163.52
14413	03/01/2023	Golden State Water Company	\$1,152.50
14414	03/01/2023	City Of Hesperia Water District	\$3,646.49
14415	03/01/2023	Joy Jeannette	\$200.00
14416	03/01/2023	Konica Minolta Business Solutions	\$861.53
14417	03/01/2023	Labor Finders	\$1,579.20
14418	03/01/2023	Lincoln Financial Group	\$1,122.39
14419	03/01/2023	Kimberly Mesen	\$200.00
14420	03/01/2023	James Noble	\$200.00
14421	03/01/2023	Ring Central, Inc.	\$3,037.78
14422	03/01/2023	San Bernardino County	\$1,610.00
14423	03/01/2023	SONIC SYSTEMS Inc	\$304.48
14424	03/01/2023	SOUTHWEST GAS CORPORATION	\$7,064.03
14425	03/01/2023	Southwest Gas BAT - CNG	\$68,446.57
14426	03/01/2023	Southwest Gas	\$878.86
14427	03/01/2023	Spectrum	\$820.00
14428	03/01/2023	Type-Set-Go	\$2,860.54
14429	03/01/2023	Verizon Connect Fleet USA LLC	\$1,067.53
14430	03/01/2023	Rose Elaine Villareal	\$200.00
EFT043740001	03/02/2023	Creative Bus Sales	\$72,840.40
EFT043750001	03/02/2023	Creative Bus Sales	\$72,840.40
EFT043790001	03/03/2023	Curt Emick	\$200.00
14431	03/08/2023	Abundant Living Family Church HD	\$2,839.00
14432	03/08/2023	ADArde.com	\$3,344.50
14433	03/08/2023	VOID	\$0.00
14434	03/08/2023	VOID	\$0.00
14435	03/08/2023	VOID	\$0.00
14436	03/08/2023	VOID	\$0.00
14437	03/08/2023	American Express	\$27,456.64
14438	03/08/2023	DIGI VUE Advertising	\$177.00
14439	03/08/2023	Southern California Edison	\$9,942.41
14440	03/08/2023	Foothill AIDS Project	\$1,399.00
14441	03/08/2023	HI-Desert Communications	\$1,308.00
14442	03/08/2023	High Desert Lock & Safe	\$8.60
14443	03/08/2023	Labor Finders	\$2,634.40
14444	03/08/2023	Lasting Images Landscape	\$2,200.00
14445	03/08/2023	Principal Life Insurance Company	\$2,416.72
14446	03/08/2023	Ring Central, Inc.	\$2,458.08
14447	03/08/2023	SONIC SYSTEMS Inc	\$6,286.68
14448	03/08/2023	State Compensation Insurance Fund	\$1,227.83
14449	03/08/2023	TransitTalent.com	\$125.00
14450	03/08/2023	VOID	\$0.00
14451	03/08/2023	VOID	\$0.00
14452	03/08/2023	US BANK	\$14,333.61
14453	03/08/2023	Verizon-Security Phones	\$8,901.58
14454	03/08/2023	Verizon Connect Fleet USA LLC	\$1,067.53
14455	03/08/2023	Southern California Edison	\$9,666.19
EFT043860001	03/09/2023	Keolis Transit Services, LLC	\$1,295,309.36
EFT043870001	03/09/2023	Keolis Transit Services, LLC	\$434,047.03
EFT043910001	03/13/2023	Kevin Kane	\$1,080.04
EFT043900001	03/14/2023	Oracle America, Inc.	\$48,156.49
14456	03/17/2023	Academy For Grassroots Organizations	\$300.00
14457	03/17/2023	Allied Universal Security Services	\$25,060.87
14458	03/17/2023	Beck Oil	\$7,604.48
14459	03/17/2023	BROADLUX	\$21,642.25
14460	03/17/2023	CAPP Uniform Services, Inc.	\$3,299.84
14461	03/17/2023	UTILITY BILLING	\$418.23
14462	03/17/2023	City Of Victorville - Utility Bill	\$1,279.32
14463	03/17/2023	Clean Energy	\$11,178.15

14464	03/17/2023	Southern California Edison	\$1,315.83
14465	03/17/2023	High Desert Lock & Safe	\$195.78
14466	03/17/2023	Konica Minolta Business Solutions	\$818.71
14467	03/17/2023	Labor Finders	\$1,055.20
14468	03/17/2023	Loomis	\$839.63
14469	03/17/2023	Special District Risk Management	\$399.72
14470	03/17/2023	Southwest Gas Corporation - CNG	\$210,707.49
14471	03/17/2023	Southwest Gas Corporation	\$2,353.46
14472	03/17/2023	Southwest Gas Corporation	\$13,664.42
14473	03/17/2023	Southwest Gas Corporation	\$2,985.32
14474	03/17/2023	Keolis Transit Services, LLC	\$1,493.57
14475	03/17/2023	Charter Communications	\$1,149.00
14476	03/23/2023	VOID	\$0.00
14477	03/23/2023	AMAZON	\$2,070.35
14478	03/23/2023	AVR Vanpool	\$3,163.00
14479	03/23/2023	Bonnie Baker Senior Center	\$1,479.72
14480	03/23/2023	Charter Communications	\$177.43
14481	03/23/2023	Spectrum Business-Sec	\$319.98
14482	03/23/2023	Clean Energy	\$7,523.33
14483	03/23/2023	Commute With Enterprise	\$109,377.00
14484	03/23/2023	High Desert Lock & Safe	\$50.00
14485	03/23/2023	El Chicano - Inland Empire Community News	\$72.00
14486	03/23/2023	Institute For Transit Operations Planning	\$1,900.00
14487	03/23/2023	Inter-Con Security Systems, Inc.	\$29,420.45
14488	03/23/2023	Labor Finders	\$3,158.40
14489	03/23/2023	PETCAM Engineering Inc	\$3,850.00
14490	03/23/2023	Ring Central, Inc.	\$3,037.38
14491	03/23/2023	San Bernardino County	\$2,226.97
14492	03/23/2023	Transtack Systems, Inc.	\$5,175.00
14493	03/23/2023	Charter Communications	\$685.00
14494	03/29/2023	VOID	\$0.00
14495	03/29/2023	VOID	\$0.00
14496	03/29/2023	VOID	\$0.00
14497	03/29/2023	American Express	\$10,222.03
14498	03/29/2023	Elizabeth Becerra	\$200.00
14499	03/29/2023	Lawrence Bird	\$200.00
14500	03/29/2023	Charter Communications	\$212.57
14501	03/29/2023	Color New Co	\$84,511.44
14502	03/29/2023	Southern California Edison-CNG	\$12,333.21
14503	03/29/2023	Southern California Edison	\$3,096.23
14504	03/29/2023	Foothill AIDS Project	\$1,899.00
14505	03/29/2023	Golden State Water Company	\$1,046.54
14506	03/29/2023	Joy Jeannette	\$200.00
14507	03/29/2023	Kimberly Mesen	\$200.00
14508	03/29/2023	James Noble	\$200.00
14509	03/29/2023	Patterson Ink	\$107.75
14510	03/29/2023	Protected Pest Control, Inc	\$125.00
14511	03/29/2023	SOUTHWEST GAS CORPORATION	\$5,258.89
14512	03/29/2023	Southwest Gas BAT - CNG	\$44,185.42
14513	03/29/2023	Spectrum	\$820.00
14514	03/29/2023	Trona Community Senior Center	\$2,336.59
14515	03/29/2023	VOID	\$0.00
14516	03/29/2023	VOID	\$0.00
14517	03/29/2023	US BANK	\$5,704.23
14518	03/29/2023	Rose Elaine Villareal	\$200.00
14519	03/29/2023	Lincoln Financial Group	\$1,122.39
14520	03/29/2023	Principal Life Insurance Company	\$2,318.65
14521	03/29/2023	Labor Finders	\$1,055.20
Totals			\$2,890,151.31

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AGENDA ITEM THREE

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Management reports.

SUMMARY STATEMENT

The attached Performance Reports are presented to the Board of Directors to provide an overview of the transit system's costs and performance.

- Keolis invoice for March 2023.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- Keolis On Time Performance Report.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Nancie Goff,
CEO

FISCAL IMPACT

N/A

MEETING DATE

May 15, 2023

ITEM NUMBER

3

**Keolis Transit Services**17150 Smoke Tree St.
Hesperia Calif. 92345**INVOICE NO. 0060201-IN****BILL TO** Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345

Attention: Mrs. Nancie Goff
Executive Director**DATE** 4/5/2023**CONTRACT NAME:**
Victor Valley Transit**MONTH** March 2023**BILLING PERIOD** 03/01/2023 - 03/31/2023

	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	2,663.89		\$309,236.45	\$254,801.08	(\$54,435.37)	\$2,770,325.37	\$2,021,916.76	(\$748,408.61)
Subscription	1,172.00	1,059.42		\$112,101.80	\$101,333.52	(\$10,768.28)	\$1,004,275.08	\$825,584.49	(\$178,690.59)
Microlink	910.17	505.24		\$87,057.76	\$48,326.21	(\$38,731.55)	\$492,511.51	\$146,731.81	(\$345,779.70)
Regional Fixed Rt	11,208.45	11,169.20	(39.25)	\$998,672.90	\$995,175.72	(\$3,497.18)	\$8,821,193.63	\$8,759,813.53	(\$61,380.10)
Route 15	750.93	743.36	(7.57)	\$66,907.86	\$66,233.38	(\$674.49)	\$577,092.99	\$573,498.90	(\$3,594.09)
Fort Irwin	528.08	528.08	-	\$54,297.19	\$54,297.19	\$0.00	\$444,255.82	\$441,010.80	(\$3,245.02)
SUBTOTALS	17,802.63	16,669.19	(46.82)	\$1,628,273.95	\$1,520,167.09	-\$108,106.87	\$14,109,654.40	\$12,768,556.29	-\$1,341,098.11

TOTAL INVOICE INCLUDING VARIANCE**\$1,520,167.09****Please REMIT TO:**
Keolis Transit Services, LLC
53 State Street, 11th Floor
Boston, MA 02109

Manager's Signature and Business Phone



INVOICE NO. 0060202-IN

Keolis Transit Services
17150 Smoke Tree St.
Hesperia Calif. 92345

BILL TO

Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345

DATE

4/5/2023

CONTRACT NAME:
Victor Valley Transit

Attention: Mrs. Nancie Goff
Executive Director

MONTH March 2023

BILLING PERIOD 03/01/2023 - 03/31/2023

	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
County	1,965.68	1,962.52	(3.16)	\$175,142.09	\$174,860.53	(\$281.56)	\$1,318,499.77	\$1,312,361.98	(\$6,137.79)
Barstow-Fixed Route	1,928.75	1,927.01	(1.74)	\$171,851.63	\$171,696.59	(\$155.03)	\$1,317,999.67	\$1,168,378.77	(\$149,620.90)
Barstow-County	802.42	802.42		\$71,495.62	\$71,495.62	\$0.00	\$545,092.92	\$543,623.57	(\$1,469.35)
Barstow-DAR	454.00	335.77		\$43,425.10	\$32,116.40	(\$11,308.70)	\$345,602.96	\$260,681.29	(\$84,921.67)
SUBTOTALS	5,150.85	5,027.72	(4.90)	\$461,914.44	\$450,169.15	-\$11,745.29	\$3,527,195.32	\$3,285,045.61	-\$242,149.71

TOTAL INVOICE INCLUDING VARIANCE

\$450,169.15

Please REMIT TO:
Keolis Transit Services, LLC
53 State Street, 11th Floor
Boston, MA 02109

Manager's Signature and Business Phone



FY 2023 -- 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)	58,439	16,571.7	\$2,013,553	\$53,923	3.5	\$34.46	\$121.51	\$0.92	\$3.25	2.68%
Commuter Bus	3,277	528.1	\$80,326	\$39,476	6.2	\$24.51	\$152.11	\$12.05	\$74.75	49.14%
Demand Response	10,300	4,339.8	\$517,053	\$29,612	2.4	\$50.20	\$119.14	\$2.87	\$6.82	5.73%
System Total	72,016	21,439.6	\$2,610,932	\$123,011	3.4	\$36.25	\$121.78	\$1.71	\$5.74	4.71%



Monthly Ridership Report

March, FY 2023

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)	42,407	58,439	3.5	3.5	6.20%	2.68%
Commuter Bus	2,491	3,277	4.8	6.2	51.27%	49.14%
Demand Response	8,273	10,300	2.2	2.3	5.10%	5.73%
System Total	53,171	72,016	3.3	3.3	7.36%	4.71%

ADA Dispatch Denial Report For the Month of March 2023

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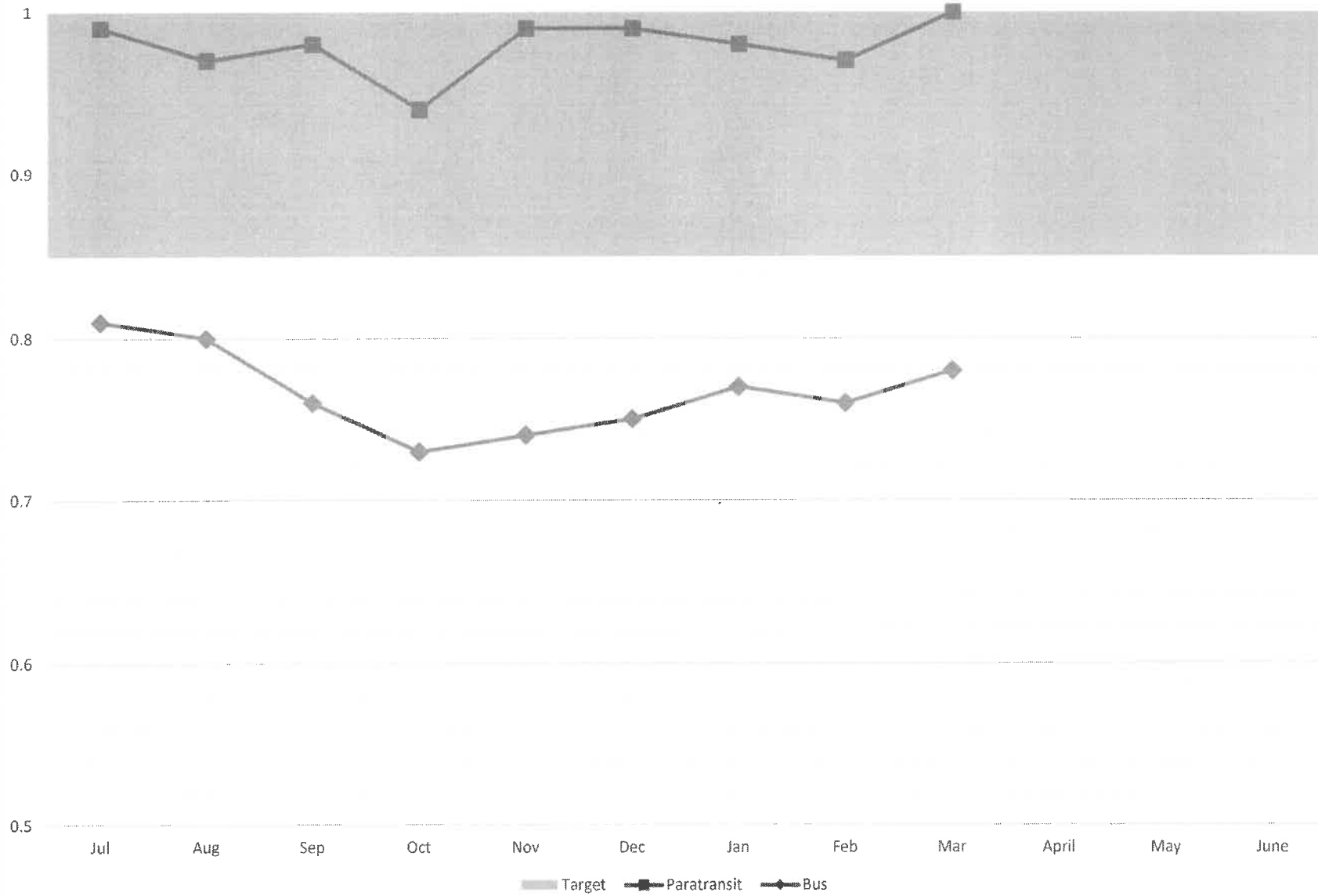
MARCH
Major and Non-Major
Miles Between Road Calls

Total Miles	FY 2022	FY 2023
Demand Response	54,157	61,972
Commuter Bus	20,540	20,464
Motor Bus	206,648	296,858
Total Miles	281,345	379,294

Total Road Calls	FY 2022	FY 2023
Demand Response	4	3
Commuter Bus	2	0
Motor Bus	25	31
Total Road Calls	31	34

Miles Between Road Calls	FY 2022	FY 2023
Demand Response	13,539	20,657
Commuter Bus	10,270	20,464
Motor Bus	8,266	9,576
Total System	32,075	50,697

FY 23 System Wide Schedule Adherence



**AGENDA ITEM
FOUR**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Fiscal Year 2023-24 Draft Annual Operating and Capital Budget.

SUMMARY STATEMENT

The Fiscal Year 2023-24 Annual Operating and Capital Budget proposes a spending level of \$41,276,111 for operations which represents a 9.8% increase as compared to FY 2022-23. It should be noted that the increase includes the estimated annual increase for the maintenance and operations contract, the current and expected fuel market price increases, plus the inflation that was as high as 7% which impacted all goods and services prices.

Additionally, \$42,395,151 is programmed for capital projects which reflects an increase of \$10,100,917 when compared with FY 2022-23 Budget. VVTA built the Budget estimates as Fiscal Year 2023-24 has resumed normal full service with anticipated growth and development. VVTA staff used the Federal Section 5307 Funds as Operating Assistance to support the 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 2023-24 Budget includes a substantial \$42.4M in capital funds that includes \$20.9M for Innovative Clean Transit mandates (ICT). This ZEB Transition is required to be completed by 2040 as statutorily required by the California Air Resources Board. As such, \$14.4M is identified for procurement of Zero Emission Buses, \$13.9M of this amount is competitive Federal Section 5339 funds. Eight out eleven Zero Emission Buses were in last year's Budget with similar 5339 competitive funds and local match. The federal funds were not awarded.

Continued

RECOMMENDED ACTION

Approve Publishing the Federally Funded Program of Projects for the Draft FY 2023-24 Capital Budget for 30 days of public review and comment.

PRESENTED BY
Maged Azer,
CFO

FISCAL IMPACT
Operating \$41,276,111
Capital \$42,395,151

MEETING DATE
May 15, 2022

ITEM NUMBER
4

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

This year VVTA has submitted a new competitive grant for the 8 buses from last year as well as 3 buses for this year including a capital project to retrofit the maintenance shop for Fuel Cell Electric Bus (FCEB) safety measures and equipment. VVTA has a solid plan to fund the buses should the Federal competitive funds not be awarded. Further, the \$20.9M ZEB Budget includes \$5M towards Hydrogen fueling station infrastructure in Hesperia and Barstow.

The Capital Budget also includes \$1.1M for 6 Micro Transit Vehicles, the new demonstration project that started in FY 2022-23 to support the growth of this program, and \$800K for 10 vans to support the growth and development of the Brokerage program, \$240K for 4 service vehicles, and finally 600K for Bus Wash Upgrade. The Capital Budget also includes various Garage and Shop equipment, Facility Renovation and Security Fencing short fall. The short fall for these two projects is due to high inflation and the increase of the market prices over the estimated cost in the last few years.

ZEB Transition: In order to combat what CARB calls the growing climate crisis and in an effort to reduce greenhouse gas emissions (GHGs), in 2018 the California Air Resources Board (CARB) implemented the Innovative Clean Transit (ICT) regulation. As mentioned previously, the ICT mandates all California transit agencies to convert their fleets to 100% zero emission buses (ZEBs) by 2040. VVTA has an extensive history in reducing its carbon footprint and lowering emissions. In 1997 VVTA purchased its first 40' CNG bus and in 2012 retired its last diesel bus, successfully converting 100% of the fixed route fleet to CNG.

To continue reducing tailpipe emissions, in 2018 VVTA purchased its first 7 Battery Electric Buses (BEB) and 5 more in 2020. After operating more than 400,000 miles VVTA analyzed the data on the 12 BEBs and concluded that BEBs will not meet the full needs of the agency. Therefore, VVTA started procuring hydrogen fuel cell electric buses (FCEBs). FCEBs have a significantly greater range than BEBs (FCEBs have a range of around 300 miles) and can accommodate the majority of VVTA's longer routes with the ability to fuel in a matter of minutes, in stark contrast to BEBs which have a limited range averaging 140-150 miles and take upwards of 8 hours to fully charge.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

Micro Transit Demonstration Project: In supplement to our Fixed Route and County Services, VVTA started in FY 2022-23 a micro-transit program. This program means real-time dynamic routing that can change at a moment's notice, allowing riders to go anywhere in the geo-coded service zone. Passengers usually walk a block or two and catch the bus at a bus stop - boarding at a common corner avoids unnecessary detours and makes the service much more efficient.

Along the passenger's route, sophisticated dynamic routing algorithms use real-time, on-the-ground information to add other people traveling in the same direction into the same vehicle. Riders are picked up and dropped off in an endless stream. This translates into a highly efficient, environmentally friendly, and financially smart ride. After the launch of this service last year, VVTA made some small changes in response to rider input. Marketing and free ride events have been responsive in promoting this service with significant increases in ridership. According to the initial proposal, an additional zone in Apple Valley is planned for later in FY 2023-24. This will require the purchase of additional vehicles not only to operate the service, but to provide spares branded for the MicroLink service.

Rounding out the FY 2023-24 budget is ongoing support of several programs which continue to be well received and widely used by the communities we serve. These programs include Vanpool; a reduced Veteran's fare, and the Commuter Service to NTC Fort Irwin, which supports our troops.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY 2023-24 OPERATIONAL EXPENSES - \$42.39M

To support operations the FY 2023-24 budget for VVTA is as follows:

<u>FY 2023-24</u>	<u>Prior Year</u>	<u>Incr</u>	<u>%</u>
\$41.28M	\$37.25M	4.02M	9.8

Operational cost increase is due to:

1. Increase of the estimated purchase transportation contractor rate.
2. High inflation was almost 4.2% which impacted all goods and services prices.
3. Sheriff Department contract plus the increase of security cost to provide enough safety for drivers and riders; and
4. Increase of the Fuel market prices across the country.

As a subset of Operational costs, Administrative costs are normally considered to be a measurement of efficient management of a transit system. The FY 2023-24 budget maintained 5.6% of its total Budget on Administration. This funding level represents one of the lowest administrative funding percentages of any transit agency in San Bernardino County.

The FY 2023-24 Administrative Budget includes needed upgrades of IT servers and computers required to meet VVTA's growing needs and adding two staff members to support both the Fleet and Maintenance department and the Procurement department. These two staff are required to support the growth and development of VVTA serving the community.

The FY 2023-24 Administrative expenses for VVTA:

<u>FY 2023-24</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$4.25M	\$3.86M	\$0.39M

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY 2023-24 CAPITAL PLAN - \$42.4M

The FY 2023-24 Capital Budget provides for development 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 2023-24 the capital expenditure plan provides \$42.4M to fund the following projects:

11 ZEB Regional Buses Replacement	\$14.4M
Federal Operating Assistance/5307	\$7.5M
LTF Operating Assistance Match	\$7.5M
10 Vans for Brokerage Program	\$0.8M
6 Micro Transit Vehicles	\$1.1M
Facilities Capital Investment	\$4.2M
Hydrogen FCEB Infrastructure	\$5.0M
4 Service Vehicles	\$0.2M
ZEB Transition Bus replacement roll over	\$1.2M
Misc. projects	\$0.5M
Total	\$42.4M

FY 2023-24 REVENUES

The FY 24 budget is fully funded with a combination of passenger fares, FTA Federal funding, State funding, and miscellaneous income sources. VVTA will continue to use the "State of Good Repair" (SGR) funding from the SB1 gasoline tax plus LCFS Credits and RINS credits. LTF subsidies will play a big part in timely capital funding and play a major role in the ZEB Transition.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

ADDITIONAL HIGHLIGHTS:

General:

Operating Expenses FY 2023-24: VVTA plans to use the FTA Federal Section 5307 funds for Operating Assistance. This offsets the use of LTF funds which can now be used for capital projects and ZEB Transition requirements.

FIXED ROUTE:

VVTA allocated \$6.5M from FTA Federal Section 5307 as support for operational assistance for the Fixed Route division. The Fixed Routes Operating Expenses Budget increased by \$1.9M compared to FY 2022-23 Budget due to the increase of the estimated purchase transportation rates plus the high inflation that impacted all supplies, services, and other operating expense costs.

COUNTY ROUTES:

Operating Expenses increased 13.6% compared to FY23 Budget, for the same reasons as mentioned above.

INTERCITY ROUTES:

In this year's Budget, VVTA used \$500,000 from FTA Federal Section 5307 for Intercity Operating Assistance.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2023-24 Annual Operating and Capital Budget.

SUMMARY STATEMENT

COMMUTER ROUTES (NTC-Ft Irwin):

NTC serves active military and DOD personnel in our communities. This service is 50% funded by passenger fares. In FY 2023-24, service hours remain the same as FY 2022-23. Operating Expenses are estimated to increase by 11% due to the same reasons mentioned above.

ADA:

VVTA used \$500K from the FTA Federal Section 5307 as support for operational assistance for the ADA program. ADA service in FY 2023-24 Budget decreased the operating expenses by 10% compared to other departments due to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department. FY 2023-24 Budget includes the purchase of ten (10) Brokerage vans.

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA services or do not have access to traditional type services. In the FY 2023-24 Budget VVTA will continue to support the TRIP program which provides mileage reimbursements to eligible 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. There is a slight budget increase of (1.7%) to support CTSA Programs' operation.

VANPOOLS:

Vanpool service was launched in October 2012. Vanpools play a significant role in reducing congestion and improving air quality. FY 2023-24 the Vanpool Budget is expected to be higher by 13%, due to an increase in the vanpool subsidies in order to remain competitive with other vanpool providers. With higher fuel market prices and the increase in subsidies, VVTA is anticipating modest growth in Vanpools. Vanpool Marketing will continue to support the recovery of the Vanpool program post Covid. VVTA estimates 200 vanpools in FY 2023-24 from a high of 187 in FY 2022-23.



ANNUAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2023-2024
(SUMMARY)

Draft

BUDGET NOTES & ASSUMPTIONS :

Listed below are some notes and assumptions that were used to build the FY23-24 Budget. They are designed to supplement the numerical presentation in the "Summary" and "Detailed" Budget pages.

Line no.	Department	Note/Assumption
1	General	<u>Operating Expenses</u> increased 9.8% compared to FY 2022-23. It should be noted that the estimated increase is due to the increase of the maintenance and operations contractor rates, the increase of the fuel market price, plus the high inflation which impacted all goods and services prices, a significant increase in insurance rates, plus the Sheriff Dept contract that was executed on February 2023 for more safety and security to the riders, and the growth of the new Micro Transit Demonstration program. <u>Capital Expenses</u> Capital budget increased \$10.1M which includes \$14.8M competitive funds section 5339 for 11 Hydrogen Buses and Shop Hydrogen Retrofit for the for Innovative Clean Transit mandate (ICT), this ZEB Transition is required to be completed by year 2040, FY24 budget for the ICT also includes \$5M for the infrastructure for the Hydrogen stations in Hesperia, Barstow and D St. in Victorville.
2	Fixed Rte	VVTA used \$6.5M from the Federal Funding section 5307 for operational assistance for the Fixed Route division. Fixed Route Operating Expenses Budget increased by \$1.9M compared to FY23 Budget. Capital Budget for Fixed Route includes 4 service vehicles and an upgrade of onboard modems.
3	Direct Access	VVTA used \$.5M from the Federal Funding section 5307 to support the operational assistance for the Direct access division, ADA service in FY 2023-24 Budget decreased 10% compared to other departments due to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department, Capital Budget includes \$800K to purchase ten vans supporting the Brokerage program.
4	County	Operating Expenses increased 13.6% compared to FY23 Budget, for the same reasons as mentioned above.
5	Barstow Division	VVTA used the Federal Funding 5311 \$466,877 and plus the local funds Measure I \$262,400 to support operations, Barstow operating Budget increased \$405K due to same reasons mentioned above. Barstow Capital Budget includes \$214K short fall for the Back-up generator for the LCNG station.
6	Commuter (NTC)	VVTA maintaining FT. Irwin Commuter Bus Service Hours same as FY23 Budget, Operating Expenses increased 11% compared to FY23 Budget, for the same reasons as mentioned above.
7	Intercity (BV link)	VVTA used \$500K from the Federal FTA section 5307 for Intercity Operating Assistance, Intercity Budget increased by 11% as other divisions, and VVTA will maintain the Sunday services for Route 15 that added in FY23.
8	CTSA	A slight budget increase of (2%) is estimated to support TRIP which included a slight increase in the subsidies, Big River and Trona programs.
9	Micro Transit Demonstration Project	Due to the Growth of the Micro Transit program that started in FY23, Budget FY24 is \$1.7M estimated Operating Expenses increased by 82%, and the Capital Budget includes \$1.1M to add 6 Micro Transit Vehicles.
10	Facilities	Budget FY24 includes \$600K for Bus Wash Upgrade, \$680K short fall for Parking lot security fencing and the Hesperia Facility Rehab. Capital Budget also includes Garage and Shop Equipment, Water Heater replacement and Support Vehicle infrastructure (EV) HSP.
11	ZEB Transition ICT (mandates)	Capital Budget for the Zero Emission Bus ZEB Transition includes 8 Regional Hydrogen ZEB class H replacement buses, from prior FY Budget competitive funds and 3 ZEB buses for this years budget, plus \$5M for the (Multi year) Hesperia and Barstow Hydrogen Fuel station Infrastructure. Includes also \$276K for the final accumulated roll over of LCTOP funds for 2 Hydrogen FCEB buses plus \$947K a new roll over LCTOP funds for 2 new Hydrogen FCEB buses.
12	Administration	Administration Expenses for FY 24 increased 10% due to the high inflation which impacted the IT supplies and services prices plus adding 2 new positions; one for the Facility and Maintenance Department and one for the Procurement Department to support the growth and development of VVTA. Budget included \$41K for the upgrade and replacement of IT computers and servers along with other IT equipment requirements, includes also the Annual CPI adjustment. Even so, the increase in Administration expenses represents only 5.6% of the total FY24 Budget. Still one of the lowest admin percentages in the state.
13	Vanpools	Vanpool service was launched in October 2012. Vanpools play a significant role in reducing congestion and improving air quality. FY 2023-24 the Vanpool Budget is estimated to be higher by 13%, due to an increase in the vanpool subsidies in order to remain competitive with other vanpool providers. With higher fuel market prices and the increase in subsidies, VVTA is anticipating modest growth in Vanpools. Vanpool Marketing will continue to support the recovery of the Vanpool program post Covid. VVTA estimates 200 vanpools in FY 2023-24 from a high of 187 in FY 2022-23.

Victor Valley Transit Authority
ANNUAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2023-2024
SUMMARY

<u>Expense Plan</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>
Operating	\$ 41,276,111	\$ 37,251,203	\$ 4,024,908	10.8%
FTA Capital Assistance for Operating	\$ (15,000,000)	\$ (4,767,878)		
Capital	\$ 42,395,151	\$ 32,294,235	\$ 10,100,916	31.3%
Total Expense	\$ 68,671,262	\$ 64,777,560	\$ 3,893,702	6.0%

Expense Summary

OPERATING EXPENSE SUMMARY

<u>Program</u>	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>
Fixed Route	\$ 17,538,742	\$ 15,578,441	\$ 1,960,301	
Complementary Paratransit	\$ 5,066,855	\$ 5,659,530	\$ (592,675)	
County Routes	\$ 2,880,379	\$ 2,536,137	\$ 344,243	
Intercity Routes	\$ 1,199,184	\$ 1,078,139	\$ 121,045	
Barstow Division	\$ 4,259,285	\$ 3,853,831	\$ 405,454	
Commuter Routes	\$ 970,697	\$ 874,863	\$ 95,834	
Van Pools	\$ 1,860,607	\$ 1,640,940	\$ 219,667	
CTSA	\$ 737,947	\$ 725,367	\$ 12,580	
Micro Transit	\$ 1,770,069	\$ 973,186	\$ 796,884	
VVTA Yard/Facilities	\$ 732,500	\$ 462,606	\$ 269,894	
Administration	\$ 4,259,847	\$ 3,868,165	\$ 391,682	
TOTAL EXPENSES:	\$ 41,276,111	\$ 37,251,203	\$ 4,024,908	10.8%
FTA Operating Assistance/CARES ACT	\$ (15,000,000)	\$ (4,767,878)	\$ 2,697,424	
NET Expenses	\$ 26,276,111	\$ 32,483,325	\$ (6,207,214)	

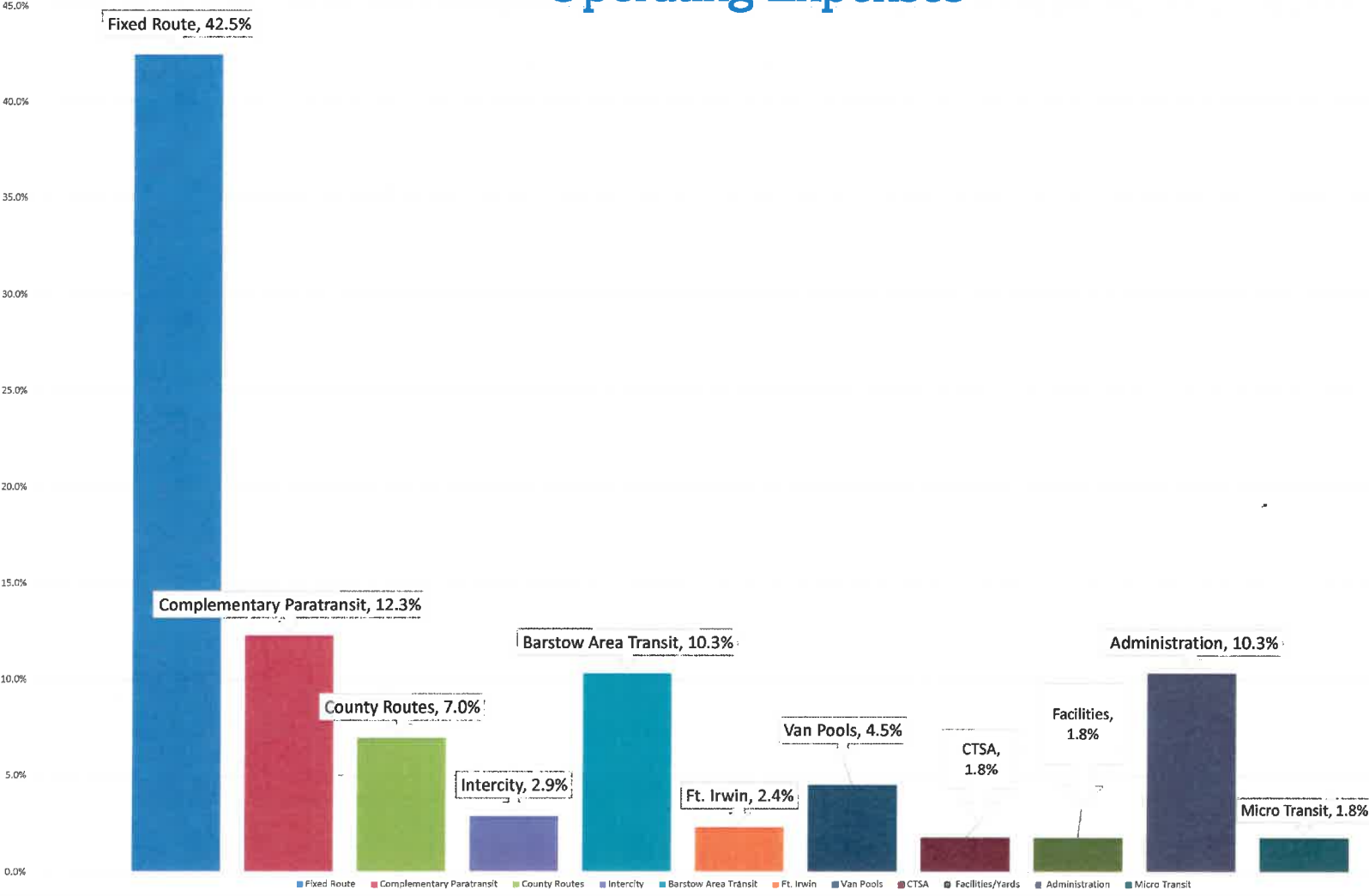
CAPITAL EXPENSE SUMMARY

<u>Program</u>	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>
Fixed Route	\$ 13,350,000	\$ 5,026,767	\$ 8,323,233	
Complementary Paratransit	\$ 1,800,000	\$ 469,600	\$ 1,330,400	
County Routes	\$ -	\$ 12,870	\$ (12,870)	
Intercity Routes	\$ 1,000,000	\$ 758,580	\$ 241,420	
Barstow Division	\$ 841,400	\$ 1,422,539	\$ (581,139)	
Commuter Routes	\$ -	\$ 35,920	\$ -	
Micro Transit	\$ 1,140,000	\$ 616,000	\$ 524,000	
Facilities	\$ 3,299,698	\$ 6,503,232	\$ (3,203,534)	
VVTA Administration	\$ 41,432	\$ 1,590,000	\$ (1,548,568)	
ZEB Transition	\$ 20,922,620	\$ 15,858,726	\$ 5,063,894	
TOTAL Capital Expense:	\$ 42,395,151	\$ 32,294,235	\$ 10,100,916	31.3%

COMBINED EXPENSE SUMMARY

			<u>\$ Change</u>	<u>% Inc/Dec</u>
Operating Expense	\$ 26,276,111	\$ 32,483,325	\$ (6,207,214)	
Capital Expense	\$ 42,395,151	\$ 32,294,235	\$ 10,100,916	
TOTAL:	\$ 68,671,262	\$ 64,777,560	\$ 3,893,702	6.0%

Operating Expenses



VICTOR VALLEY TRANSIT AUTHORITY

Fiscal Year Budget 2023-2024

CAPITAL PROJECT DETAILS CHART

Program	Project Description	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	Competitive funding (5339)	Project Cost
Direct Access	FTA operating assistance	\$500,000			\$500,000					\$1,000,000
	Brokerage vans (10)				\$800,000					\$800,000
Fixed Route	FTA operating assistance	\$6,500,000			\$6,500,000					\$13,000,000
	Service Vehicles (4)						\$240,000			\$240,000
	Upgrade onboard modems (1% security project)	\$88,000				\$22,000				\$110,000
										\$0
BAT	FTA operating assistance (emergency funding)									\$0
	Bus facility capital lease (Barstow)				\$627,400					\$627,400
	LCNG Back up generator (short fall)				\$214,000					\$214,000
										\$0
Intercity	FTA operating assistance	\$500,000			\$500,000					\$1,000,000
										\$0
MicroTransit	MicroTransit Vehicles (6)				\$560,575		\$579,425			\$1,140,000
Facilities & Yard	Bus facility capital lease (Hsp)	\$1,233,640				\$308,410				\$1,542,050
	Maintence wind barrier (Hsp)				\$20,000					\$20,000
	Dispatach & Office Renovations (Hsp)				\$120,000					\$120,000
	Maintenance office renovations				\$40,000					\$40,000
	Garage and Shop Equipment		\$80,000			\$20,000				\$100,000
	Support Vehicle Infrastructure (EV) HSP			\$120,000						\$120,000
	Purchase Water Heater Replacements				\$60,000					\$60,000
	Bus Wash Upgrade	\$480,000			\$120,000					\$600,000
	New Property Development				\$17,648					\$17,648
	Facility Rehab (short fall)				\$400,000					\$400,000
	Fencing (short fall)				\$280,000					\$280,000
ZEB Transition (ICT mandates)	Regional buses rplc Class H ZEB (3)				\$713,674				\$3,184,504	\$3,898,178
	Regional buses rplc Class H ZEB (8) From prior FY								\$10,539,517	\$10,539,517
	Shop Hyrdrogen Retrofit for FCEB safety measures & equipment								\$200,000	\$200,000
	Regional buses rplc Class H FCEB (2) '40 Roll over funding (Final)							\$ 275,922		\$275,922
	Regional buses rplc Class H FCEB (2) '40 Roll over funding (new)							\$ 947,966		\$947,966
	Hydrogen Fueling Infrastructure (Multi-year) HSP/Barstow/D.St.				\$5,061,037					\$5,061,037
Administration	IT upgrades & replacements of Computers & servers				\$20,000	\$21,432				\$41,432
Total		\$9,301,640	\$80,000	\$120,000	\$16,554,334	\$371,842	\$819,425	\$1,223,888	\$13,924,021	\$42,395,150

VICTOR VALLEY TRANSIT AUTHORITY

CAPITAL FUNDING SOURCE SUMMARY CHART

Program	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	Competitive funding (5339)	Project Cost
Direct Access	\$500,000			\$1,300,000					\$1,800,000
Fixed Route	\$6,588,000			\$6,500,000	\$22,000	\$240,000			\$13,350,000
County									\$0
BAT				\$841,400					\$841,400
NTC Commuter									\$0
Intercity	\$500,000			\$500,000					\$1,000,000
Micro Transit				\$560,575		\$579,425			\$1,140,000
Facilities & Yard	\$1,713,640	\$80,000	\$120,000	\$1,057,648	\$328,410				\$3,299,698
ZEB Transition				\$5,774,711			\$1,223,888	\$13,924,021	\$20,922,620
Administration				\$20,000	\$21,432				\$41,432
Total	\$9,301,640	\$80,000	\$120,000	\$16,554,334	\$371,842	\$819,425	\$1,223,888	\$13,924,021	\$42,395,150

Revenue Summary

OPERATING REVENUE SUMMARY

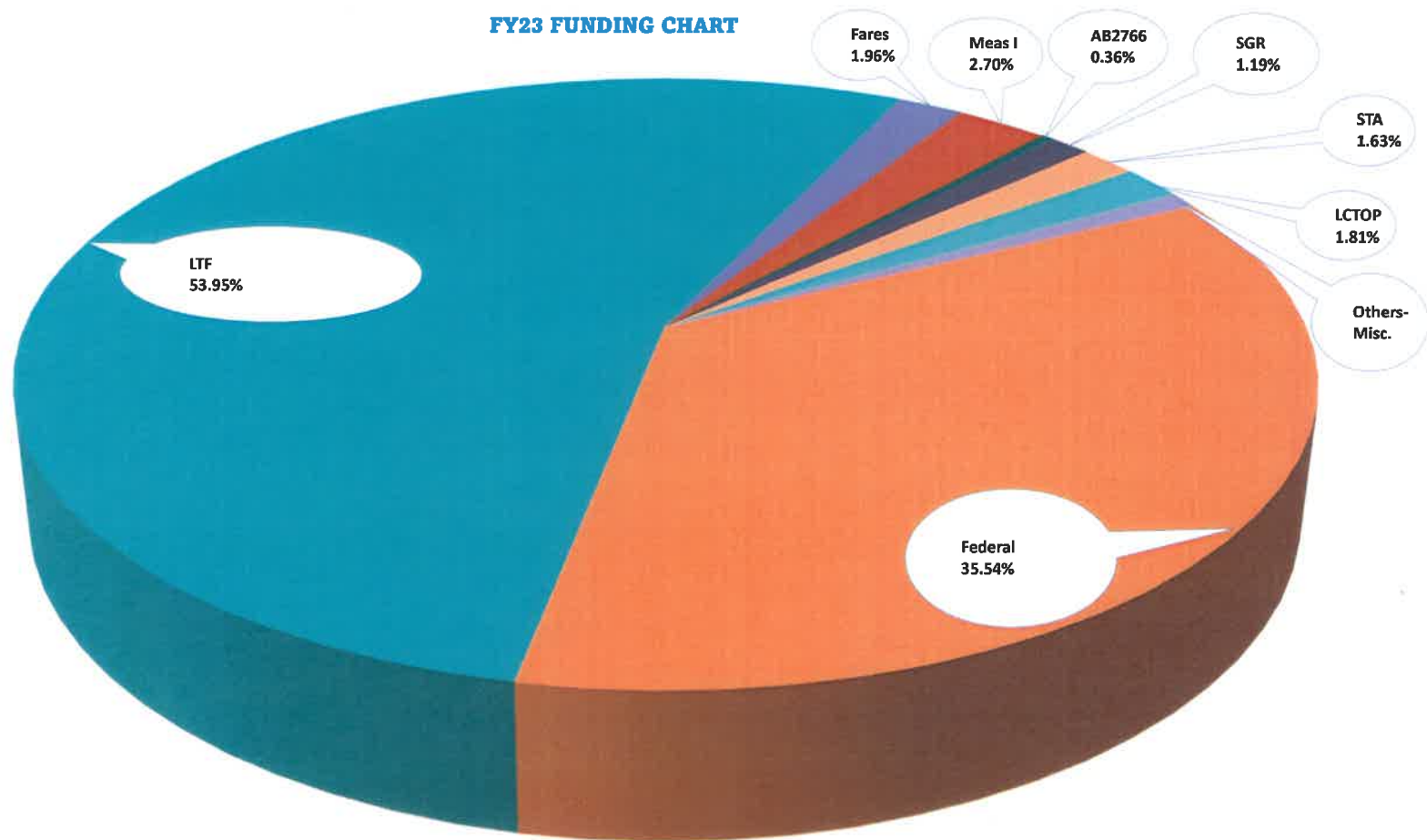
<u>Source</u>	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>	<u>Notes</u>
Section 5311	\$ 977,663	\$ 958,494	\$ 19,169		
LTF	\$ 20,496,548	\$ 27,474,707	\$ (6,978,159)		
Measure I	\$ 1,856,400	\$ 1,853,400	\$ 3,000		
AB 2766	\$ 250,000	\$ 250,000	\$ -		
LCTOP	\$ 20,000	\$ 20,000	\$ -		
STA (POP) Free Fares	\$ 750,000	\$ -	\$ 750,000		
Passenger Fares	\$ 1,345,500	\$ 1,366,725	\$ (21,225)		
Other (Interest/Misc.)	\$ 580,000	\$ 560,000	\$ 20,000		
TOTAL:	\$ 26,276,111	\$ 32,483,326	\$ (6,207,215)	-19% Increase in FTA Operating Assistance	

CAPITAL REVENUE SUMMARY

<u>Source</u>	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>	
Section 5307	\$ 9,301,640	\$ 1,550,040	\$ 7,751,600		
Section 5339	\$ 14,004,021	\$ 12,344,726	\$ 1,659,295		
SGIP	\$ -	\$ 1,295,400	\$ (1,295,400)		
CMAQ demonstration	\$ 120,000	\$ -	\$ 120,000		
LTF	\$ 16,554,334	\$ 10,038,855	\$ 6,515,479		
STAF	\$ 371,842	\$ 322,016	\$ 49,826		
Operating Assistance ARP	\$ -	\$ 4,767,878	\$ (4,767,878)		
SGR	\$ 819,425	\$ 786,722	\$ 32,703		
LCTOP	\$ 1,223,888	\$ 1,188,597	\$ 35,291		
Other - LCFS Credits	\$ -	\$ -	\$ -		Capital varies from year to year based on the Capital Assets required
TOTAL:	\$ 42,395,150	\$ 32,294,234	\$ 10,100,916	31.3%	

COMBINED REVENUE SUMMARY

	<u>FY 2023/24</u>	<u>FY 2022/23</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>
Operating Revenue	\$ 26,276,111	\$ 32,483,326	\$ (6,207,215)	
Capital Revenue	\$ 42,395,150	\$ 32,294,234	\$ 10,100,916	
TOTAL:	\$ 68,671,262	\$ 64,777,560	\$ 3,872,702	6.0%



**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA ITEM

Award of IFB 2023-13 LNG/RLNG to Clean Energy, Newport Beach, CA., for three years with 2 one-year options to extend.

SUMMARY STATEMENT

On March 20, 2023, the VVTA released IFB 2023-13 for Renewable Liquid Natural Gas (RLNG), which is delivered to VVTA's Barstow Fueling station.

The Bid was released, advertised in local newspapers of general circulation, as well as sent directly to known bidders who have shown interest in supplying LNG/RLNG to VVTA.

On April 20, 2023, VVTA held a public Bid Opening at 3:00 PM (PDT). The Bids were opened and read aloud to all who were present.

The results were as follows:

Applied LNG, Westlake Village, CA	LNG:	\$0.9973/gal.
Applied LNG, Westlake Village, CA	RLNG:	\$0.9973/gal.
Sapphire Gas Solutions, Conroe, Texas	LNG:	\$1.2306/gal.
Sapphire Gas Solutions, Conroe, Texas	RLNG:	\$1.2006/gal.
Clean Energy, Newport Beach, CA	LNG:	\$0.9810/gal.
Clean Energy, Newport Beach, CA	RLNG:	\$0.9810/gal.

Clean Energy, Newport Beach, CA, is recommended award as the low bidder for this solicitation. The contract will be for three years with two one-year options to extend.

The expenditure for the purchase and delivery of LNG/RLNG is funded by LTF Operating funds.

RECOMMENDED ACTION

Award the three-year contract to Clean Energy, Newport Beach, CA, per IFB 2023-13 for three years with 2 one-year options to extend and to delegate the authority to sign the resulting contract to the CEO.

PRESENTED BY
Sandye Martinez,
Procurement Specialist

FISCAL IMPACT
Not to exceed
\$1,030,050

MEETING DATE
May 15, 2023

ITEM NUMBER
5

Public Bid Opening Summary Form

IFB No. 2023-13 LNG/RLNG

BID OPENING DATE 4/20/2023 15:00

LOCATION OF OPENING VVTA Board Room

BID OPENING ATTENDEES: Dana Lyn Curtis Sandy Martinez

GENERAL DESCRIPTION OF PROCUREMENT: Fuel Delivery

NAME OF BIDDER		TIME BID RECEIVED		BID AMOUNT					
Applied LNG	April 19, 2023 at 12:56pm	Line 1	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4306	0.4306	\$0.4552	\$0.00	0.1115	0.9973
		Line 2	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4306	0.4306	\$0.4552	\$0.00	0.1115	0.9973
Sapphire Gas Solutions	April 20, 2023 at 2:10pm	Line 1	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4306	0.4306	\$0.5500	\$0.00	0.2500	1.2306
		Line 2	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4306	0.4306	\$0.5500	(\$0.03)	0.2500	1.2006
Clean Energy	April 20, 2023 at 2:44 pm	Line 1	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4310	0.4310	\$0.5500	(\$0.10)	0.1000	0.9810
		Line 2	Index for March 2023	Divided by 12.1	Subtotal	+ Fee from Bidder	Less any rebates/credits	Delivery Fee	Total
			5.21	0.4310	0.4310	\$0.5500	(\$0.10)	0.1000	0.9810

TITLE Procurement Specialist

DATE 4/20/23 3:00 PM

TITLE:

DATE

Fleet and Facility Senior Analyst

4/20/23 3:00 PM

**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2023-06 Backup Generator for Barstow CNG Station to Reliable Monitoring Service aka RMS Construction, Signal Hill, CA.

SUMMARY STATEMENT

At its January 17, 2023 meeting, the VVTA Board of Directors approved the release of RFP 2023-06 Backup Generator for the Barstow CNG Station. The RFP was released on Tuesday, January 31, 2023. A pre-proposal conference/Job Walk was held on Tuesday, February 14, 2023. The last day for questions expired on February 24, 2023, and the final addendum was posted on March 2, 2023.

The deadline for proposals was on Thursday, March 9, 2023, at 3:00 PM (PDT) and two (2) proposals were received. An evaluation committee was created to review the responses and determine the highest scored proposal. The Evaluation Committee convened via Teams on April 10, 2023. The scores tabulated, of a maximum possible score of 110 points:

RMS Life Safety, aka, RMS Construction, Signal Hills, CA	87.99
Proterra Builders, Apple Valley, CA	76.38

Staff recommendation is to award the Contract to RMS Construction, Signal Hills, CA, not to exceed \$496,932.00.

Furthermore, due to the high inflation and the increase in market prices, there is a short fall of \$214,000 in the prior approved budget for this total project cost. This short fall will be included in FY23-24 draft Budget that will be presented to the board at this meeting.

RECOMMENDED ACTION

Award RFP 2023-06 to Reliable Monitoring Service dba RMS Construction, Signal Hills, CA, for an amount not to exceed \$496,932.00, and to designate authority to the CEO to execute the resulting contract.

PRESENTED BY Christine Plasting Procurement Manager	FISCAL IMPACT Not to Exceed \$496,932.00	MEETING DATE May 15, 2023	ITEM NUMBER 6
--	---	-------------------------------------	-------------------------

RFP 2023-06 Barstow CNG Station - Backup Generator
Final Score Tabulation

Technical Evaluation:

Evaluation Criteria	Weight Factor	Company	E1	E2	E3	E4	Total
1	20.00						
		C-1	5.00	4.00	4.00	5.00	18.00
		C-2	2.00	3.00	3.00	4.00	12.00
2	15.00						
		C-1	4.00	4.00	5.00	5.00	13.50
		C-2	3.00	3.00	3.00	5.00	10.50
Comments:							
3	15.00						
		C-1	4.00	4.00	5.00	5.00	13.50
		C-2	3.00	3.00	3.00	5.00	10.50
Comments							
4	20.00						
		C-1	5.00	4.00	4.00	4.00	17.00
		C-2	3.00	3.00	3.00	4.00	13.00
Comments							
TOTAL		C-1	63.00	56.00	63.00	66.50	62.13
		C-2	38.50	42.00	42.00	63.00	46.38

Cost Evaluation		
	15.00	Cost Score
RMS		10.87
Proterra Builders		15.00

	Technical	Cost Score	Reference Score (15)	Local Preference (5)	DBE (5)	Total Score
RMS	62.13	10.87	15.0000	0.0000	5.0000	87.99
Proterra Builders	46.38	15.00	15.0000	5.0000	0.0000	76.38

With the highest overall score, RMS was deemed for recommendation for award to the Board of Directors.

AGENDA ITEM SEVEN

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2023-02 Hesperia Perimeter Fence to Dantin Enterprises, Inc., dba All American Fence Erectors, Hesperia, CA.

SUMMARY STATEMENT

At its January 17, 2023, meeting, the VVTA Board of Directors approved the release of RFP 2023-02 Hesperia Perimeter Fence and Gate. The RFP was released on Tuesday, January 31, 2023. A pre-proposal conference/Job Walk was held on Monday, February 13, 2023. The last day for questions expired on February 24, 2023, and the final addendum was posted on March 2, 2023.

The deadline for proposals was on Thursday, March 9, 2023, at 3:00 PM (PDT) and four (4) proposals were received. An evaluation committee was created to review the responses and determine the highest scored proposal. The Evaluation Committee convened via Teams on April 5, 2023. The scores tabulated, of a maximum possible score of 110 points:

Dantin Enterprises, dba All American Fence Erectors, Hesperia, CA	102.20
HL Hitchcock Construction, Inc., Rancho Cucamonga, CA	55.97
Quality Fence, Paramount, CA	39.12
ZZ Construction, Santa Ana, CA	75.65

Staff recommendation is to award the Contract to Dantin Enterprises, dba All American Fence Erectors, Hesperia not to exceed \$470,465.00.

Furthermore, due to the high inflation and the increase in market prices, there is a short fall of \$280,000 in the prior approved budget for the estimated total project cost. This short fall will be included in the FY23-24 draft Budget that will be presented to the board at this meeting.

RECOMMENDED ACTION

Award RFP 2023-02 to Dantin Enterprises Inc., Hesperia, CA, for an amount not to exceed \$470,465.00 and to designate authority to the CEO to execute the resulting contract.

PRESENTED BY
Christine Plasting
Procurement Manager

FISCAL IMPACT
Not to Exceed
\$470,465.00

MEETING DATE
May 15, 2023

ITEM NUMBER
7

RFP 2023-02 HESPERIA PERIMETER FENCE AND GATE
FINAL SCORE TABULATION

Technical Evaluation:

Evaluation Criteria	Weight Factor	Company	E1	E2	E3	E4	E5	Total
1	20.00							
		C-1	5.00	5.00	5.00	5.00	5.00	20.00
		C-2	3.00	3.00	4.00	3.00	3.00	13.00
		C-3	2.00	2.00	2.00	3.00	3.00	9.00
		C-4	5.00	5.00	5.00	3.00	3.00	18.00
Comments:								
2	15.00							
		C-1	5.00	4.00	4.00	5.00	5.00	13.80
		C-2	3.00	2.00	3.00	4.00	3.00	9.00
		C-3	2.00	2.00	2.00	3.00	3.00	7.20
		C-4	5.00	4.00	4.00	5.00	3.00	12.60
3	15.00							
		C-1	5.00	4.00	5.00	5.00	5.00	14.40
		C-2	2.00	2.00	4.00	4.00	3.00	9.00
		C-3	1.00	2.00	3.00	3.00	3.00	7.20
		C-4	5.00	4.00	5.00	4.00	3.00	12.60
4	20.00							
		C-1	4.00	5.00	5.00	5.00	5.00	19.00
		C-2	2.00	3.00	3.00	3.00	3.00	11.00
		C-3	1.00	2.00	1.00	1.00	3.00	5.00
		C-4	3.00	5.00	4.00	4.00	3.00	16.00
Comments								
TOTAL			C-1	66.50	63.00	66.50	70.00	67.20
			C-2	35.00	35.00	49.00	49.00	42.00
			C-3	21.00	28.00	28.00	35.00	30.80
			C-4	63.00	63.00	63.00	56.00	57.40

Cost Evaluation		
	15.00	Cost Score
Dantin/All American Fence		15.00
HL Hitchcock		8.97
Quality Fence		8.32
ZZ Construction		13.25

	Technical	Cost Score	Reference Score (15)	Local Preference (5)	DBE (5)	Total Score
Dantin/All American Fence	67.20	15.00	15.0000	5.0000	0.0000	102.20
HL Hitchcock	42.00	8.97	0.0000	5.0000	0.0000	55.97
Quality Fence	30.80	8.32	0.0000	0.0000	0.0000	39.12
ZZ Construction	57.40	13.25	0.0000	5.0000	0.0000	75.65

The recommendation for award it to Dantin/All American Fence, whose score was the highest.

AGENDA ITEM EIGHT

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Innovative Clean Transit Zero Emission Bus Rollout Plan.

SUMMARY STATEMENT

On December 14, 2018, California Air Resources Board (CARB) enacted the Innovative Clean Transit (ICT) regulation, setting a goal for California public transit agencies to have zero-emission bus fleets by 2040. The regulation specifies the percentage of new bus procurements that must be zero-emission buses for each year of the transition period 2023–2040 or 2026-2040 for small transit agencies.

In Accordance with the ICT, small transit agency's must submit their Zero Emission Bus (ZEB) Rollout Plan by June 30th 2023. VVTA has developed its ZEB Rollout Plan to meet the requirements of the CARB ICT regulation. The rollout plan was developed to both detail and guide VVTA's transition to 100 percent ZEB fleet composition by 2040, and encompasses VVTA's current goals and steps taken towards the agency's transition to Zero Emission Buses.

RECOMMENDED ACTION

Approve the ICT ZEB Rollout Plan and Approve Resolution 23-02.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Dustin Strandberg Chief Maintenance Officer	N/A	5/15/2023	8

RESOLUTION # 23-02

**VICTOR VALLEY TRANSIT AUTHORITY INOVATIVE CLEAN TRANSIT ZERO
EMISSION BUS ROLLOUT PLAN**

WHEREAS, the Innovative Clean Transit (ICT) regulations were adopted by the California Air Resources Board (CARB) in December of 2018 and became effective on October 1, 2019; and

WHEREAS, Title 13 of the California Code of Regulations § 2023 (13 CCR § 2023.1 through 2023.11) requires all public transit agencies to gradually transition their bus fleet to zero-emission technologies; and

WHEREAS, the ICT regulation includes the following requirements for bus purchases for small agencies such as VVTA:

- January 1, 2026 – 25% of all new bus purchases must be zero-emission
- January 1, 2027 – 25% of all new bus purchases must be zero-emission
- January 1, 2028 – 25% of all new bus purchases must be zero-emission
- January 1, 2029 – 100% of all new bus purchases must be zero-emission

WHEREAS, each transit agency must adopt and submit to CARB a ZEB Rollout Plan describing how the agency will transition to a zero-emission fleet; and

WHEREAS, the Rollout Plan must be approved by the Transit Agency’s Governing Body through the adoption of a resolution prior to submission to CARB by June 30, 2023; and

WHEREAS, the Rollout Plan achieves the following:

- A goal to transition its bus fleet to zero-emission by 2040 with careful planning that avoids early retirement of CNG and conventional internal combustion engine buses;
- Identifies the types of ZEB technologies the Agency is planning to deploy;
- A schedule for ZEB purchases;
- A schedule for construction of facilities and infrastructure modifications or upgrades required to deploy and maintain the ZEBs;
- Describes how the Agency plans to deploy ZEBs in Disadvantaged Communities;
- A training plan and schedule to train operators and maintenance and repair staff ;
- Identifies potential funding sources; and
- Identifies start-up and scale-up challenges.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of Victor Valley Transit Authority to adopt Resolution #23-02 approving VVTA's Zero Emission Bus Rollout Plan and authorizes the CEO to submit the plan to California Air Resources Board in accordance with the Innovative Clean Transit Regulations.

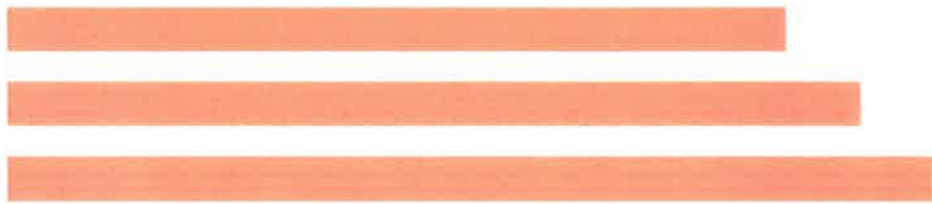
PASSED, APPROVED and ADOPTED this 15th day of May 2023.

Elizabeth Becerra, VVTA Board Chair

APPROVED AS TO FORM:

Adam Ebright, VVTA Legal Counsel

VICTOR VALLEY TRANSIT



2023

Zero-Emission Bus Rollout Plan

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INTRODUCTION

Victor Valley Transit Authority (VVTA) has developed this Zero-Emission Bus Rollout Plan in accordance with the California Air Resource Board's Innovative Clean Transit (ICT) Regulation. This rollout plan was developed to both detail and guide VVTA's transition to 100 percent ZEB fleet composition by 2040.

Overview of the Innovative Clean Transit Regulation

On December 14, 2018, CARB enacted the Innovative Clean Transit (ICT) regulation, setting a goal for California public transit agencies to have zero-emission bus fleets by 2040. The regulation specifies the percentage of new bus procurements that must be zero-emission buses for each year of the transition period (2023–2040). The annual percentages for Small Transit agencies are as follows:

ICT Zero-Emission Bus Purchase Requirements for Small Agencies:

January 1, 2026 - 25% of all new bus purchases must be zero-emission

January 1, 2027 - 25% of all new bus purchases must be zero-emission

January 1, 2028 - 25% of all new bus purchases must be zero-emission

January 1, 2029+ - 100% of all new bus purchases must be zero-emission

March 2021-March 2050 – Annual compliance report due to CARB

SECTION A: Transit Agency Basic Information

Victor Valley Transit Authority's (VVTA) mission is to serve the high desert cities of Adelanto, Hesperia, and Victorville; the Town of Apple Valley; and additional unincorporated areas of San Bernardino County, California by providing excellent public transportation services in terms of quality, efficiency, and responsiveness. VVTA's service area encompasses over 1,000 square miles and is located on the western edges of the Mojave Desert and is geographically isolated from the Greater Los Angeles Metropolitan area by the San Bernardino and San Gabriel mountains.

The agency provides both fixed route and ADA paratransit service within the Victor Valley area to include 17 local routes, including 4 deviated routes; 5 County Routes serving Helendale, Oro Grande, Lucerne Valley, Phelan, Piñon Hills, and Wrightwood; Direct Access ADA paratransit service; 1 intercity service linking Barstow, Hesperia, Apple Valley, and Victorville to the San Bernardino Valley; 4 commuter routes linking Hesperia, Victorville, and Barstow to the National Training Center at Ft. Irwin; and Vanpool services. In 2021 VVTA provided approximately 1.1 million rides.

VVTA operates out of two facilities.

Its main operations and maintenance facility is located:
17150 Smoke Tree St. Hesperia, CA 92345

Figure 1: Hesperia O&M Facility



Its satellite operations and maintenance facility is located:
2641 W Main St. Barstow, CA 92311

Figure 2: Barstow O&M Facility



VVTA owns and operates two CNG fueling stations that are open to the public, located adjacent to its Hesperia and Barstow facilities.

The agency has historically sought ways to explore cleaner air quality options while continuing to provide safe, reliable, and efficient service for the residents of the VVTA service area. The agency has delivered environmentally friendly initiatives that include the deployment of alternative fuel technology buses that reduce fuel consumption, air pollution and greenhouse gas emissions.

In 1997, the agency introduced its first clean burning CNG buses. In 2011, VVTA built a CNG fueling station that supported its growth in the use of CNG buses as well as providing CNG fueling options for the public. By 2014, the agency completed its conversion of 100% of its large, fixed route bus fleet to CNG.

In 2018, VVTA took its first steps toward transitioning its fleet to zero emission vehicles. VVTA applied for the Southern California Edison (SCE) Charge Ready Pilot program and was one of 4 transit agencies to be awarded. SCE brought in all power and equipment for VVTA's future Battery Electric Buses, and VVTA installed 7 DC fast charger stations. The agency deployed the first 7 BEBs for the Hesperia location in 2019 making it the first transit agency in San Bernardino County to implement Zero Emission Buses.

In 2021, VVTA partnered with its utility again and was part of the SCE Charge Ready Transport program for the Agency's Barstow location. The utility brought in all power and equipment up to the charger disconnect and VVTA installed 6 DC fast charger stations. In 2022 VVTA deployed 5 BEBor the Barstow location.

Table 1: Transit Agency Additional Information

Transit Agency Additional Information	
Transit Agency Name	Victor Valley Transit Authority
Mailing Address	17150 Smoke Tree St Hesperia, CA 92345
Transit Agency Air District:	Mojave Desert Air Quality Management District
Transit Agency Air Basin:	Mojave Desert Air Basin
Total Number of Buses in Annual Maximum Service	47
Contact Information of Chief Executive Officer:	a. Nancie Goff b. Chief Executive Officer c. 760-948-4021 EXT: 113 d. ngoff@vvtta.org
Victor Valley Transit Authority is not part of a ZEB Rollout Plan Joint Group.	

SECTION B: Rollout Plan General Information

VVTA's Rollout Plan will enable the agency to fully transition its bus fleet to zero-emissions by 2035, five years earlier than the deadline set in the ICT Regulation.

Of the agency's 119 Revenue vehicles, only 70 of those which are greater than 14,000 lbs. Gross Vehicle Weight and/or vehicles that will be replaced by vehicles above 14,000 lbs. GVWR are affected by the ICT Regulations. Revenue vehicles that are currently or will be replaced by vehicles 14,000 lbs. GVWR and under, will not be considered in this plan.

All buses will operate for their expected useful life to avoid early retirement of any vehicle in accordance with 13 CCR § 2023.1(d)(1)(A). To achieve this, VVTA has already deployed 12 Battery Electric Buses, which make up 18% of the fixed route fleet. Moving forward, VVTA will continue its transition to 100% ZEBs by purchasing all Fuel Cell Electric Buses (FCEBs). VVTA plans to start construction of its Hydrogen Fueling Station at its main facility in Hesperia in 2023, and all new fixed route vehicle purchases will be Fuel Cell Electric Buses (FCEBs).

VVTA's future FCEB fueling station infrastructure is being designed to enable future growth of its fleet. The station is being designed with the capability of supplying 2,000+ kg-H₂/day, which is enough to satisfy demand for up to 75 buses based on VVTA's estimated fuel consumption.

The station will consist of both public and private fueling dispensers and have the ability to fuel both 350 Bar and 700 Bar vehicles. VVTA plans to begin operation of its hydrogen fueling station located in Hesperia CA, early 2025.

VVTA currently owns and operates fourteen DC Fast chargers and seven level 2 chargers, installed between the agency's Hesperia and Barstow facilities serving twelve BEBs.

This Rollout Plan was approved by VVTA's Board of Directors on () under resolution number ().

The board approved resolution is attached as Appendix I.

This Rollout Plan was developed by Victor Valley Transit Authority.

SECTION C: Technology Portfolio

VVTA plans to deploy both ZEB technologies throughout its fleet transition. VVTA is currently operating 12 Battery Electric Buses, and 100% of the agency's planned bus purchases are Fuel Cell Electric Buses.

VVTA has been operating battery electric buses since 2019 collecting data used to determine the agency's next steps into its ZEB transition.

VVTA operates blocks upwards of 524 miles in length, due to the range constraints with Battery Electric Buses only averaging 120-150 miles and charging times taking 6-10 hours, VVTA would have to purchase BEBs at a 2:1 ratio, increasing its fleet size by 100%. VVTA has decided to pursue FCEB technology which has an estimated range of 300 miles (or greater as technology advances). FCEBs are capable of fueling within 8-12 minutes (as opposed to BEBs which take upwards of 10 hours to charge, depending on charge rate and bus SOC) and can be used to switch out buses in route that are low on fuel.

Figure 3: 40' New Flyer Battery Electric Bus



SECTION D: Current Bus Fleet Composition & Future Bus Purchases

Table 2: Current Bus Fleet Composition

Number of Buses	Engine Model Year	Bus Model Year	Fuel Type	Bus Type
2	2008	2008	CNG	Standard
3	2010	2010	CNG	Standard
9	2014	2014	CNG	Standard
1	2015	2015	CNG	Standard
3	2016	2016	CNG	Standard
9	2018	2018	CNG	Standard
7	2018	2018	CNG	Standard
2	2020	2020	CNG	Standard
6	2020	2020	CNG	Standard
3	2021	2021	CNG	Standard
2	2021	2021	CNG	Standard
4	2021	2021	CNG	Standard
2	2016	2016	CNG	Standard
5	2015	2015	CNG	Over-the-road
7	2019	2019	Electricity	Standard
5	2021	2021	Electricity	Standard

VVTA's Current fleet consists of fifty-eight 32'-45' CNG buses and twelve 40' Battery Electric Buses.

Table 3: Timeline of Future Bus Purchases

Timeline (Year)	Total Number of Buses to Purchase	Number of ZEB Purchases	Percentage of Annual ZEB Purchases	ZEB Bus Type(s)	ZEB Fuel Type(s)	Number of Conv. Bus Purchases	Percentage of Annual Conv. Bus Purchases	Type(s) of Conv. Buses	Fuel Type(s) of Conv. Buses
2023	8	8	100%	Standard	Hydrogen	0	0%	None	None
2024	3	3	100%	Standard	Hydrogen	0	0%	None	None
2025	5	5	100%	Standard	Hydrogen	0	0%	None	None
2026	7	7	100%	Standard	Hydrogen	0	0%	None	None
2027	6	6	100%	Standard	Hydrogen	0	0%	None	None
2028	5	5	100%	Standard	Hydrogen	0	0%	None	None
2032	14	14	100%	Standard	Hydrogen	0	0%	None	None
2033	7	7	100%	Standard	Hydrogen	0	0%	None	None
2034	5	5	100%	Standard	Hydrogen	0	0%	None	None
2035	21	21	100%	Standard	Hydrogen	0	0%	None	None
2036	2	2	100%	Standard	Hydrogen	0	0%	None	None
2037	5	5	100%	Standard	Hydrogen	0	0%	None	None
2038	12	12	100%	Standard	Hydrogen	0	0%	None	None
2039	4	4	100%	Standard	Hydrogen	0	0%	None	None
2040	5	5	100%	Standard	Hydrogen	0	0%	None	None

Table 4: Mile Range, H2 Storage, and Cost of Future Bus Purchases

Timeline (Year) (Same as in Table 2)	Number of ZEBs	Bus Type(s)	Required BEB7 Range/ On-Board H2 Storage	Estimated Cost of Each Bus
2023	8	Standard	300 Mi/57kg	\$1,475,000
2024	3	Standard	300 Mi/57kg	\$1,475,000
2025	5	Standard	300 Mi/57kg	\$1,475,000
2026	7	Standard	300 Mi/57kg	\$1,475,000
2027	6	Standard	300 Mi/57kg	\$1,475,000
2028	5	Standard	300 Mi/57kg	\$1,475,000
2032	14	Standard	400 Mi/57kg	\$1,475,000
2033	7	Standard	400 Mi/57kg	\$1,475,000
2034	5	Standard	400 Mi/57kg	\$1,475,000
2035	21	Standard	400 Mi/57kg	\$1,475,000
2036	2	Standard	400 Mi/57kg	\$1,475,000
2037	5	Standard	400 Mi/57kg	\$1,475,000
2038	12	Standard	500 Mi/57kg	\$1,475,000
2039	4	Standard	500 Mi/57kg	\$1,475,000
2040	5	Standard	500 Mi/57kg	\$1,475,000

NOTE: Estimated Cost of Each Bus does not add for inflation or any other factors. Estimated cost is using current estimated prices based on 2023 cost estimates. VVTA is not considering converting any of its conventional buses in service to ZEBs.

Figure 4A. Barstow Annual Fleet Composition

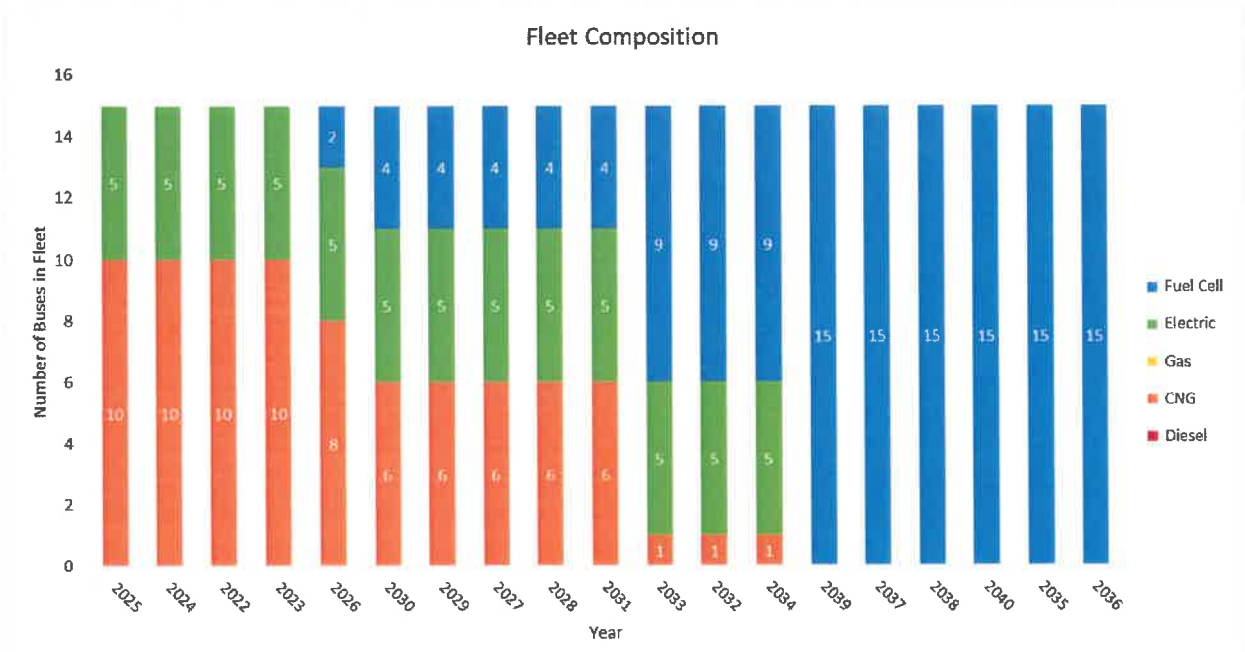
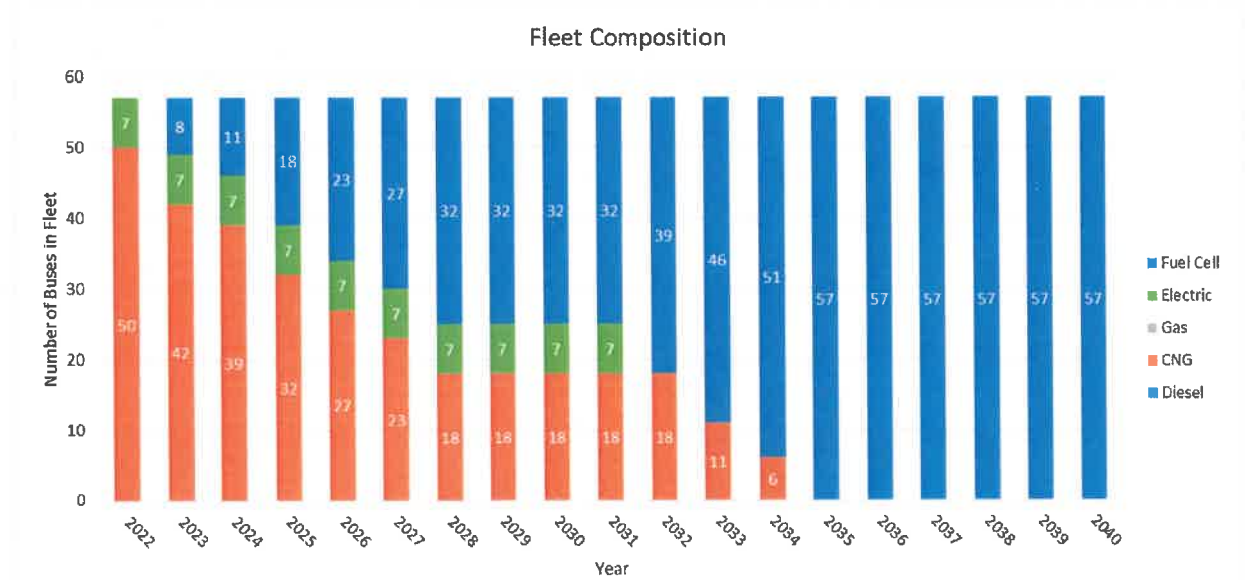


Figure 4B. Hesperia Annual Fleet Composition



SECTION E: Facilities and Infrastructure Modifications

Table 4: Mile Range, H2 Storage, and Cost of Future Bus Purchases

Division/ Facility Name	Address	Main Function(s)	Type(s) of Planned Infrastructure	Service Capacity	Needs Upgrade? (Yes/No)	Estimated Construction Timeline
Hesperia	17150 Smoke tree St, Hesperia, CA 92345	Operations, Maintenance, CNG/Unleaded Fueling, and Electric Bus Charging	H2 Detection system in Maintenance and H2 fueling Station	H2 Detection: 9 Maintenance Bays H2 Fueling: 75 Buses/Heavy Duty Vehicles	Yes	H2 Detection 2023-2024 H2 Fueling: 2023-2025
Barstow	2641 W. Main St Barstow, CA 92345	Operations, Maintenance, and Electric Bus Charging	H2 Detection system	3 Maintenance Bays	Yes	2025-2027
Barstow LCNG Station	100 North Sandstone Court. Barstow, CA 92345	CNG Public and Private fueling	Hydrogen Fueling Station	75 Buses/Heavy Duty Vehicles	No	2025-2027
Victorville Transfer Hub/Mobile Fueling Site	16838 D St, Victorville, CA 92395	Fueling of FCEBs	Mobile Hydrogen Fueling Trailer	5-10 Buses/Heavy Duty Vehicles	No	2026-2028

In preparation for VVTA's ZEB transition, the agency has already added infrastructure to its facilities.

In 2018 VVTA began working with its utility, Southern California Edison (SCE), under the Charge Ready Pilot Program. SCE set up a new meter service, brought in power and equipment, at no charge to VVTA, with enough power for up to twenty 40' Battery Electric Buses. The equipment consists of Transformer, MBC, Switch gear, and disconnects. VVTA purchased and installed 7 ChargePoint CP250, 62.5kW Charging station. This infrastructure was put in place to support VVTA's 7 New Flyer Battery Electric Buses.

Figure 5: Hesperia Plug-in DC Fast Chargers



In 2021, VVTA purchased and installed an 8th charging station and paired the existing charging stations together for a total of 4 paired stations. This gives VVTA the ability to charge at a maximum of 125kW (100kW realistic).

In 2019, VVTA began the construction of a new operations and maintenance facility in Barstow, CA. During construction, VVTA added conduit to each bus parking spot in preparation for any future charging station needs.

In 2020, VVTA partnered with its utility again under the Charge Ready Transport program to set up a new meter service, bring in power, and install infrastructure required for up to 20 Battery Electric Buses.

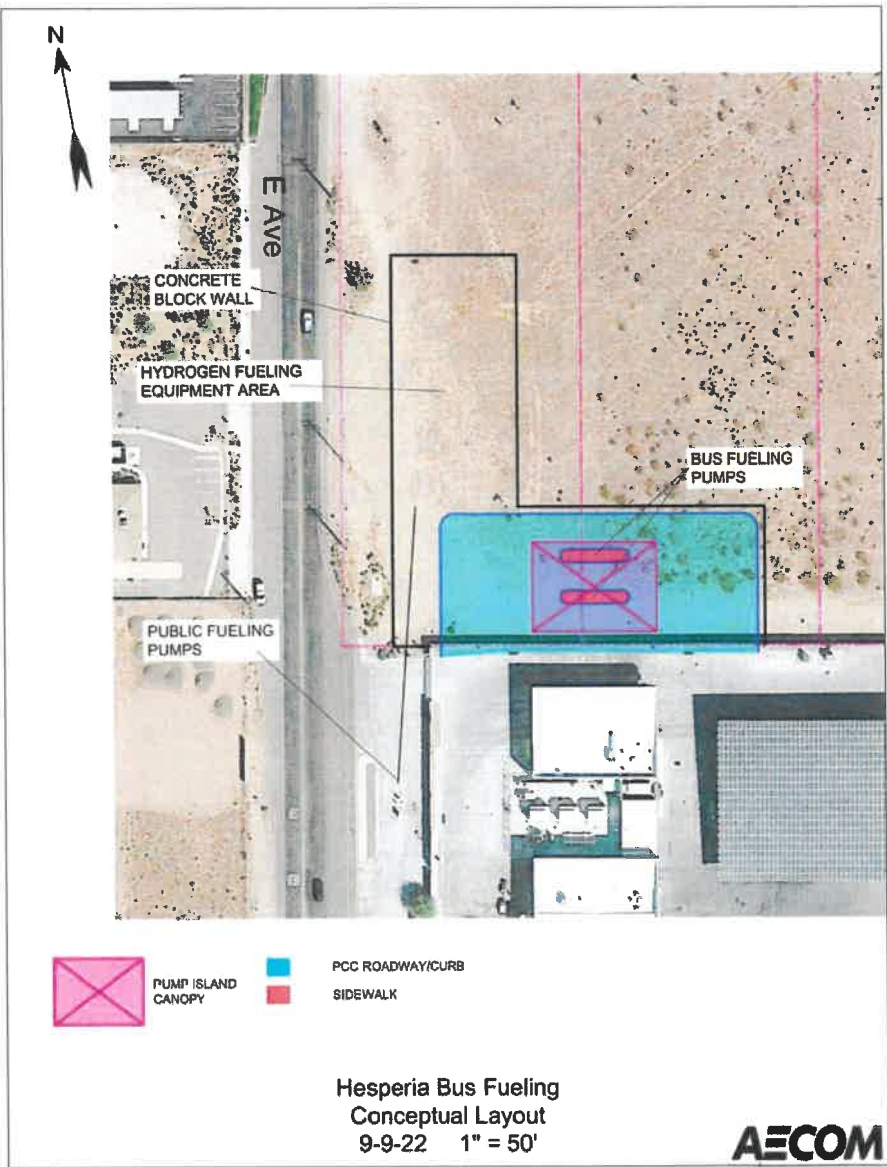
In 2022, VVTA installed three paired ChargePoint CP250 Charging stations (6 total stations) and deployed five 40' battery electric buses.

In 2021, VVTA purchased approximately 5 acres adjacent to its main facility in Hesperia. This purchase was for the purpose of future ZEB infrastructure.

In 2023 VVTA has released an RFP for a design build liquid delivery hydrogen fueling station that can support up to 60+ buses and 20+ cars. The fueling station will consist of 2 private 350 Bar dispensers for VVTA's fleet and 1 public dispenser with the ability to fuel both 350 Bar and 700 Bar vehicles.

VVTA will not need to make any modifications to its bus parking. However, prior to receiving any FCEBs, VVTA intends on upgrading its maintenance facility to meet all requirements of working on and housing FCEBs.

Figure 6: Hesperia Hydrogen Fueling Station Engineering Concept



SECTION F: Providing Service in Disadvantaged Communities

VVTA considers it essential to prioritize Disadvantaged communities in the deployment of ZEBs. It is prudent to providing reliable, clean, and timely service to those who need it the most. The agency has identified routes with blocks under 310 miles with the most densely populated with low-income neighborhoods and tallied the stops of each route that were placed in/very close nearby certified DACs (2022 census). This information will be utilized to effectively assign ZEBs to routes that provide the most service to DACs.

Table 5: Example of route DAC Percentage

Route	Block	Deadhead Miles	Revenue Miles	Total Miles	Stops	Stops in DAC	Percent of Route services DAC (2022)
32	3201	32.36	276.42	308.8	74	57	77%
32	3202	32.21	275.65	307.9	74	57	77%
56	5601	21.43	212.39	233.8	45	45	100%
50	5001	11.33	220.91	232.2	73	42	58%
50	5002	11.12	220.64	231.8	73	42	58%
3	302	8.5	211.5	220.0	68	31	46%
3	301	12.3	211.5	223.8	68	31	46%
55	5501	10.41	221.24	231.7	43	27	63%
52	5201	19.23	206.22	225.5	48	22	46%
31	3103	32.46	177.91	210.4	38	14	37%
31	3101	20.34	177.91	198.3	38	14	37%
31	3102	26.4	169.18	195.6	38	14	37%
15	1503	20.34	278.06	298.4	9	8	89%
15	1502	20.34	250.22	270.6	9	8	89%
15	1504	20.34	180.05	200.4	9	8	89%
64	6401	7.34	239.72	247.1	70	6	9%
64	6402	7.26	238.86	246.1	70	6	9%
68	6802	7.17	229.09	236.3	66	6	9%
68	6801	7.12	210.9	218.0	66	6	9%

Figure 7A: Barstow DAC Areas in red with VVTA Route Overlay

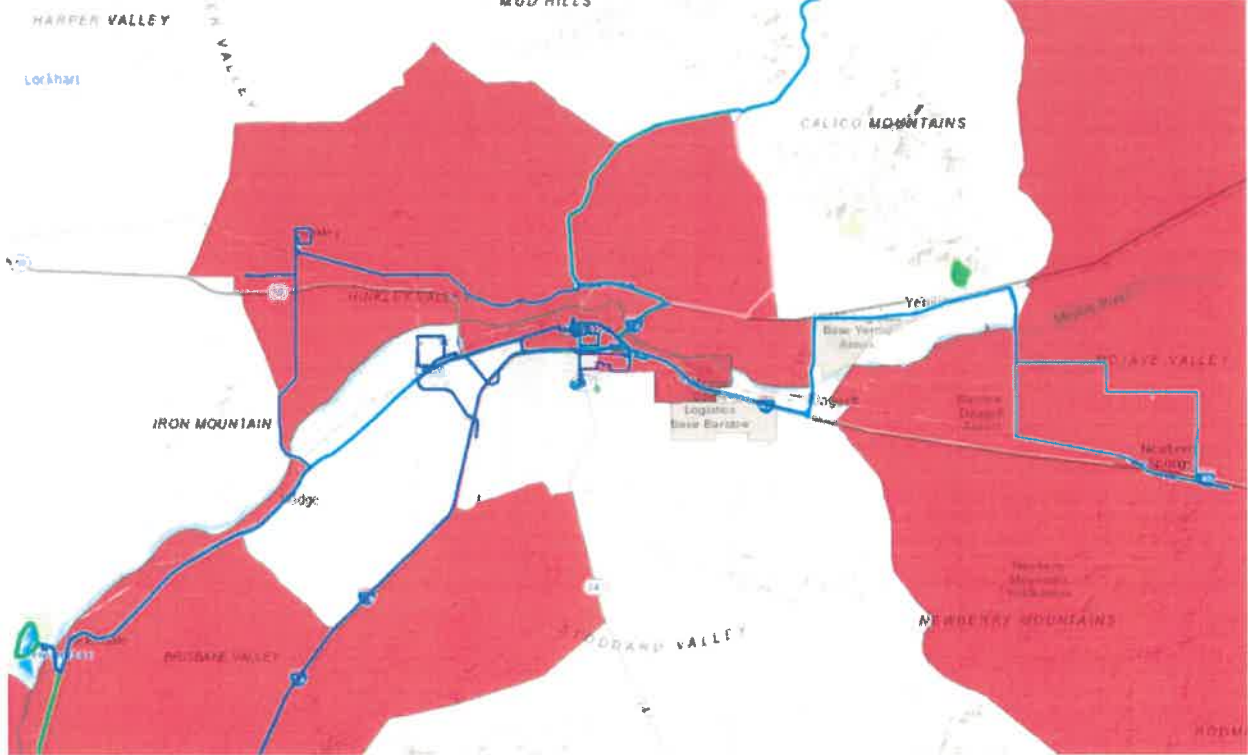
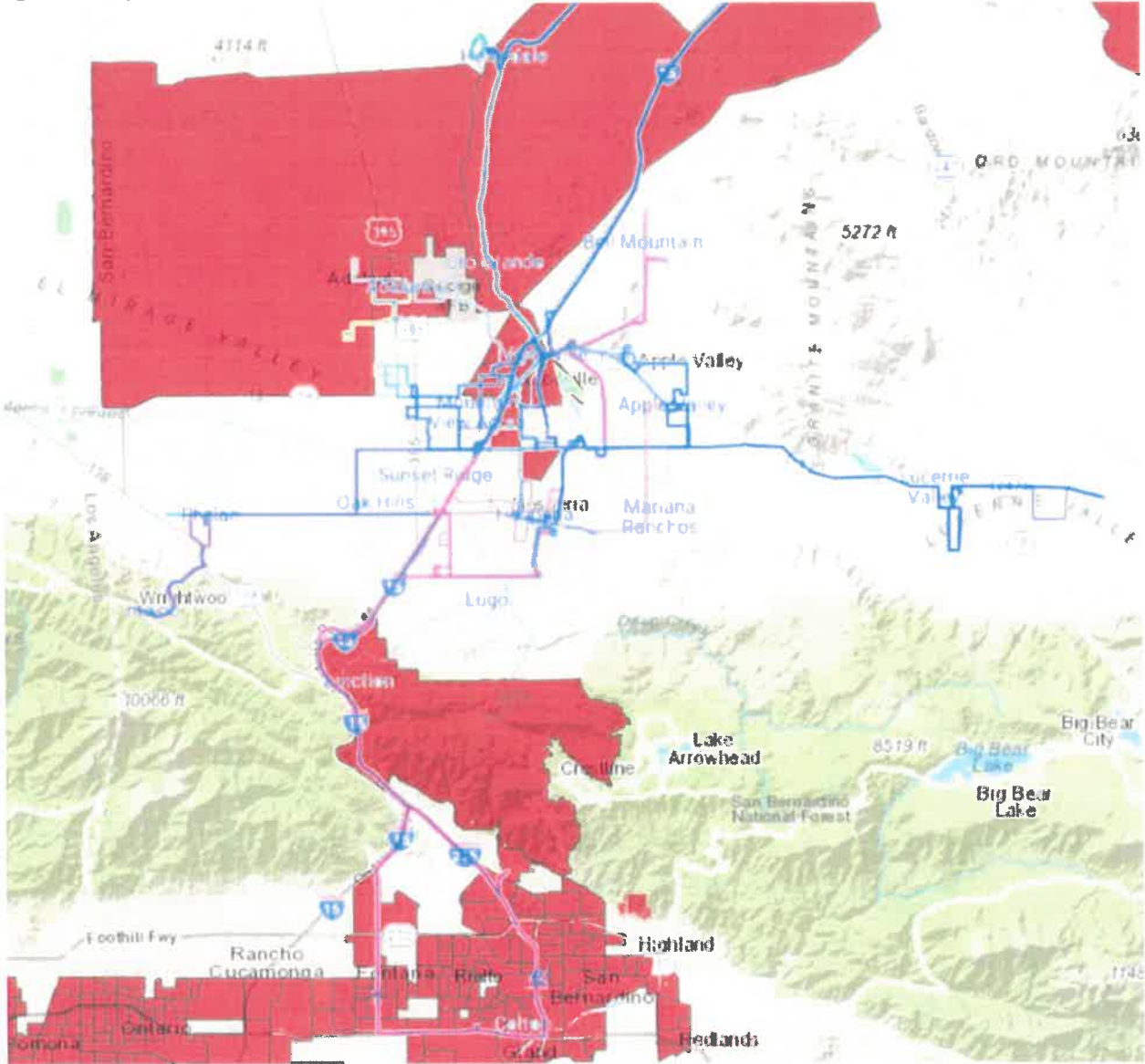


Figure 7B: Hesperia DAC Areas in red with VVTA Route Overlay



SECTION G: Workforce Training

VVTA's depots, located in Hesperia and Barstow, CA, operate a fleet of 70 buses greater than 14,000 lbs. GVWR, including an existing fleet of 12 battery electric buses. VVTA has developed a plan to transition its fleet to a 100% zero-emission one by 2035, which exceeds the Innovative Clean Transit (ICT) goal of 2040 by five years. In order to support ZEB operations at this scale, VVTA has identified opportunities to ensure the current and future workforce is prepared to manage its fleet of more than 70 future ZEBs. This Workforce Development Plan focuses on ZEB operations and maintenance.

Workforce Analysis Overview

Developing and training the workforce required to operate and maintain zero-emission buses requires significant investment and planning. VVTA's operations and maintenance contractor, Keolis, is experienced in recruiting, hiring, training, and integrating new staff to ensure that employees are qualified to provide quality services to VVTA's riders. The level of training that staff engage in upon hiring is dependent upon their level of experience at that time. VVTA recognizes that a trained ZEB workforce is not readily available, and the transit industry must address the shortage of technicians and mechanics together.

VVTA plans to retain its current workforce by providing all staff with the necessary training on the new ZEB technologies. By providing existing and future staff with training on ZEB technologies it will help to ensure job retention for the current workforce at VVTA. The agency will leverage its contractor and their existing labor management partnership in the recruitment of aspiring technicians to provide equitable opportunity to join the new ZEB workforce.

VVTA provides insight on the transit industry's move towards Zero Emission Buses to the local schools and community colleges. This effort assists in creating a curriculum to ensure the future Technicians are knowledgeable on electric vehicle technology. VVTA accomplishes this through its membership in the Mountain Desert Career Pathways (MDCP) Automotive Advisory Committee.

Transitioning to zero-emission vehicles is a paradigm shift for all aspects of transit operations including but not limited to scheduling, maintenance, and yard operations. VVTA's workforce development activities will address the identified skills and tools needed for each relevant team.

Completed Trainings

Several training sessions have already been provided to the drivers, mechanics, trainers, and supervisors for its ZEB Fleet Deployment. This training ensures that VVTA has qualified staff to drive, train, and maintain the ZEBs, fueling, and charging infrastructure. Aside from the training, VVTA has also procured ample personal protective equipment, fall protection, barriers, blankets, hooks, and diagnostic tools to work on the BEBs to include the high voltage system.

The following training has been provided to maintenance and operations staff:

1. OEM Training
 - a. New Flyer BEB Operator Orientation

- b. New Flyer BEB Maintenance Orientation (Including PPE)
 - c. New Flyer BEB Maintenance High Voltage Familiarization
 - d. New Flyer BEB Propulsion and ESS familiarization
 - e. New Flyer BEB Propulsion and ESS Troubleshooting
 - f. New Flyer BEB Maintenance Training
 - g. New Flyer BEB Familiarization
 - h. New Flyer BEB Smart Rider Suspension
 - i. ChargePoint charger basics and overview
2. Other Training
- a. California Transit Training Consortium
 - b. CalACT, CTA, APTA (supervisory)
 - c. Keolis on-site Training Manager
 - d. Fall protection Training

Identified Training Needs

Several training needs have been identified by VVTA staff in order to support their transition to a 100% ZEB fleet. VVTA is committed to ensuring new training and technologies do not displace current workers and has placed a priority on training existing staff. VVTA has currently trained 52% of the current maintenance workforce and are qualified to work on its BEBs and intends to train 100% of existing and future technicians to work on ZEBs by 2035. 100% of VVTA's drivers are trained to operate its BEB fleet. As the ZEB fleet grows, more technicians will be trained and qualified to work on the buses. The identified training needs are anticipated to evolve as VVTA's fleet expands. As such, the following training plans are intended to provide a framework.

1) *Apprenticeship Program*

VVTA believes that the industry is progressing towards Zero Emission Bus technology significantly faster than the local academic organizations can educate aspiring technicians. The local community colleges do not currently have access to hydrogen fuel cell vehicles and infrastructure and are limited in their variety of electric vehicles. For this reason, the agency has initiated discussions with its maintenance contractor to explore options of starting an apprenticeship program partnering with VVTA, Keolis, and the local community colleges to assist with the development and training of future technicians.

2) *Train-the-trainer approach*

Depending on the specific equipment, training may occur in a "train-the-trainer" format where key staff are trained thoroughly on equipment who pass on basic knowledge to other personnel, or batch training where all or most of the related staff receive instruction from the equipment manufacturer.

3) *Vendor Training*

VVTA plans to take advantage of training from the bus manufacturers, system manufacturers, and infrastructure suppliers, to include maintenance and operations, safety, first responder, and other training that may be offered by the providers. OEM training

provides critical information on operations and maintenance aspects specific to the equipment model procured. VVTA's contractor training staff will work closely with the OEMs providing vehicles to ensure all mechanics, service employees, and bus operators complete necessary training prior to deploying ZEB technology.

4) ZEB tools

The following tools have been identified as a top need for FCEB deployment:

- Additional PPE
- 2 Diagnostic laptops w/ full FCEB diagnostic software
- I/O controls multiplex system G5 diagnostic tools & software
- Hydrogen Tank Solenoid Replacement Tool
- Hydrogen detection sniffer
- Hydrogen detection calibration tools
- Battery Communications harness
- Bus systems training module

The following tools have been purchased for the current ZEB fleet and will be utilized for future compatible ZEBs:

- 2 Vehicle Data Loggers
- 2 ABS software subscriptions
- 2 Diagnostic adapters
- Insulated tools
- 3 Insulation Multimeters
- 3 Intelligaire III diagnostic kits for Thermoking system
- 2 Battery Diagnostic Cable Assemblies
- 2 Nexiq USB Links w/ WiFi
- HV Modulator Test Lead Kit
- HV Test Probe Flat Blade Tool
- 2 HV Test Probe back probe tool
- 2 Vanner Diagnostic Kits
- 2 Seimens PCAN interfaces
- 2 SIA USB CAN Adapters
- 2 XALT SPI universal tools
- 2 Spheros Thermoking Test Kits
- 2 digital pressure differential manometers
- Personnel specific Personal Protective Equipment
- BEB specific laptop for diagnostic software
- Arc Flash Barriers

5) *Retraining/refresh training courses*

Additional ongoing training to include Gas Detection/Fire suppression systems, passenger doors, high voltage familiarity, hydrogen familiarization, HVAC, air & brake system, CAD/AVL, ADA accessibility systems, electrical and multiplex system will be ongoing and provided by various sources such as CTTC, OEM, system manufacturers, and onsite training manager.

6) *ZEB Training from other transit agencies*

Several early ZEB adopters have created learning centers for other agencies embarking on their ZEB transition journeys. One such agency is SunLine Transit Agency, which provides service to the Coachella Valley and hosts the West Coast Center of Excellence in Zero Emission Technology (CoEZET). The Center of Excellence supports transit agency adoption, zero-emission commercialization, and investment in workforce training. VVTA has a great relationship with Sunline and is planning to utilize their center of excellence as a training tool for mechanic and supervisor training on ZEBs.

7) *National Transit Institute training*

VVTA staffing has utilized the National Transit Institute (NTI) training programs for many years to provide procurement, supervisory, leadership, and management training to its staff and plans to continue to utilize the NTI platform for future training.

8) *Professional Associations*

VVTA is active within APTA's Zero Emission Fleet Committee, which includes stakeholders involved in planning, operating, and maintaining ZEBs, and is also a current member of the Zero Emission Bus Resource Alliance (ZEBRA), a professional organization of 48 transit agencies across the U.S. & Canada. ZEBRA is the only transit working group that consists solely of transit agencies operating ZEBs and is leading the way with more than 310 ZEBs in service. ZEBRA offers space for sharing lessons learned, collaborating on deployments, and interpreting performance trends. VVTA is involved with California Transit Associations ZEB Task force and ZEB sub committees and is also involved with CalACT's maintenance and conference committee.

VVTA executives, supervisors, and management currently utilize these associations to better understand ZEBs to make informed maintenance, operating, and purchasing decisions related to zero-emission vehicles and infrastructure.

Resources and Strategies to Meet Identified Needs

In order to incorporate the above training needs, VVTA envisions using the following resources and strategies. To achieve these goals and ensure a successful deployment of zero-emission buses, VVTA will require significant funding to cover the workforce development initiatives identified.

Training and workforce development is a high priority for VVTA. With the prior purchase and operation of 12 BEBs, the agency currently has some of the required personal protective equipment and numerous tools to provide maintenance and diagnostics on ZEBs. VVTA has also purchased several OEM training

courses for its BEBs. With many of the tools, PPE, and high voltage training established, it reduces the costs required for VVTA's future workforce development needs.

VVTA's maintenance and operations contract includes an operations training department and a dedicated maintenance training manager.

The Agency will utilize OEM and systems training as much as possible and plans to utilize a train-the-trainer approach for many of the reoccurring bus safety, familiarization, and orientation training.

Workforce Development Timeline

As VVTA and numerous agencies begin fleet transitions, demand for skilled and experienced workers will increase rapidly while new clean transportation policies and programs take effect. Aligning workforce development activities with the fleet transition timeline ensures that a qualified workforce is ready and available to support a successful deployment. Based on VVTA's fleet transition plan of becoming 100% zero-emission by 2035, the timeline below shows the anticipated progression.

By 2030, VVTA will have a fuel cell electric fleet of 36 buses. By 2035, VVTA will have a 100% zero-emission fuel cell electric bus fleet.

VVTA will be providing ample training for its contracted staffing to include safety and personal protective equipment training, vehicle and facilities overview and diagnostic training, operator training, and end user training to improve workforce development and ensure employees are safe and knowledgeable.

Across all stages of deployment, VVTA will leverage training resources available through vehicle OEMs to ensure all mechanics, service employees, and bus operators complete necessary training prior to deploying ZEB technology. VVTA has already trained 100% of its fixed route operators to operate the agency's BEBs and expects to train 100% of its fixed route operators to operate all FCEB technologies by the year 2035. VVTA will also ensure that these staff undergo refresher trainings annually and as needed, providing operators and maintenance personnel the opportunity to bring up any issues or questions they may have with their trainers.

Figure 9: ZEB Fleet & Mechanic Transition Plan



Workforce development is an ongoing process that must continue as fleets scale up and deploy additional zero-emission vehicles. To ensure that the workforce scales efficiently and cost-effectively, VVTA will work with their maintenance and operations contractor to employ training strategies that support additional zero-emission vehicle deployments in the future. As future development of ZEB technology evolves, VVTA's training plan will also evolve to provide equitable training to retain and recruit employees.

SECTION H: Potential Funding Sources

VVTA is prepared to pursue funding opportunities at the federal, state, and local level, as necessary and as available.

Funding sources VVTA is considering include:

United States Department of Transportation (USDOT)
Rebuilding American Infrastructure with Sustainability and Equity (RAISE)
Federal Transportation Administration (FTA)
Bus and Bus Facilities Discretionary Grant
Low-or No-Emission Vehicle Grant
Urbanized Area Formula Grants
State of Good Repair Grants
Flexible Funding Program – Surface Transportation Block Grant Program
Federal Highway Administration (FHWA)
Congestion Mitigation and Air Quality Improvement Program
California State Transportation Authority (CalSTA)
Transit and Intercity Rail Capital Program (TIRCP)
Low Carbon Transit Operations Program (LCTOP)
Local Funding
Transportation Development Credits (Toll Credits)
Local Transportation Funds (LTF)
California Air Resource Board (CARB)
Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project

SECTION I: Start-up and Scale-up Challenges

VVTA has experienced multiple startup challenges. To meet the requirements of the SCE Charge Ready Pilot Program VVTA had to obtain its buses within 12 months of the start of the contract. This is generally a very fast build time for 40' bus orders but VVTA was able to accomplish it. The Battery Electric Buses at the time of purchase were also around \$300,000 more than a CNG bus.

Complete and consistent vehicle charging on both the charging system side and the bus system sides has been a challenge since the very beginning of deployment. VVTA has had very poor experience working with its current charging station manufacturer concerning the continuous maintenance and operation of the charging stations. With some stations being down for more than a month, this issue becomes more concerning when scaling up from the 14 current charging station that VVTA utilizes.

Vehicle range and maximum state of charge (SOC) was also an issue and still is. When VVTA received its first BEBs, they were programmed to have a maximum state of charge of 86%, losing 14% of its usable energy off the top. After multiple discussions with the OEM, VVTA was able to get the maximum SOC increased to 94%. However, recently the OEM changed the programming, and the buses are intermittently between 80%-90% SOC. VVTA is actively working with the bus manufacturer to rectify this issue. These issues only exacerbate the low range of the BEB, VVTA is seeing 120-150 miles on average for its BEBs.

At the time of startup, VVTA's electricity peak time of use changed to 4PM to 9PM and the cost of peak charging was 5X the cost of off-peak charging. This removed the ability to charge the buses at a cost-effective rate during those hours. While demand charges were removed for southern California TOU-EV8 plan for a 5-year period, VVTA is still experiencing rate increases and the cost of fuel (electricity) for the BEBs is higher than CNG.

VVTA is currently adding a hydrogen fuel station to its Hesperia location, this will be designed with full scale in mind and will be able to accommodate VVTA's full fleet transition needs to eliminate any potential scale-up problems moving forward that will require constant upgrades and construction.

The cost to develop the necessary infrastructure and the increased cost for operating and maintaining FCEBs will be difficult without the financial support of local, state, and national funding. With the current number of grants available for transit agencies to pursue, VVTA will have to be persistent with grant applications due to the cost of implementing FCEBs as shown in Section D.

Apart from installation, the removal of obsolete infrastructure is another price point that is yet to be determined and may also require significant funding. The switch to hydrogen will be difficult due to maintenance training on FCEBs not being the industry standard for transit technicians, therefore a majority of any new workforce will need to undergo Hydrogen, High Voltage, and Vehicle specific training.

Maintaining BEB and FCEB qualified/experienced technicians will be essential if the agency intends to mitigate down time on these new vehicles.

APPENDIX X: Board Resolution

(TBD)